



Dinas a Sir Abertawe

Hysbysiad o Gyfarfod

Fe'ch gwahoddir i gyfarfod

Y Cabinet

Lleoliad: Cyfarfod Aml-Leoliad - Ystafell Gloucester, Neuadd y Ddinas / MS Teams

Dyddiad: Dydd Iau, 23 Mawrth 2023

Amser: 10.00 am

Cadeirydd: Cynghorydd Rob Stewart

Aelodaeth:

Cynghorwyr: C Anderson, R Francis-Davies, L S Gibbard, H J Gwilliam, D H Hopkins, E J King, A S Lewis, A Pugh, R V Smith a/ac A H Stevens

Gwyllo ar-lein: <http://bit.ly/3L7OErM>

Gweddarlledu: Gellir fflmio'r cyfarfod hwn i'w ddarlledu'n fyw neu'n ddiweddarach drwy wefan y cyngor. Drwy gymryd rhan, rydych yn cytuno i gael eich fflmio ac i'r delweddau a'r recordiadau sain hynny gael eu defnyddio at ddibenion gweddarlledu a/neu hyfforddiant o bosib.

Mae croeso i chi siarad Cymraeg yn y cyfarfod.

Dywedwch wrthym erbyn canol dydd, ddeuddydd cyn y cyfarfod.

Agenda

Rhif y Dudalen.

1. Ymddiheuriadau am absenoldeb.

2. Datgeliadau o fuddiannau personol a rhagfarnol.

www.abertawe.gov.uk/DatgeluCysylltiadau

3. Cofnodion.

Cymeradwyo a llofnodi cofnodion y cyfarfod(ydd) blaenorol fel cofnod cywir.

1 - 9

4. Cyhoeddiadau Arweinydd y Cyngor.

5. Cwestiynau gan y cyhoedd.

Gellir cyflwyno cwestiynau'n ysgrifenedig i'r Gwasanaethau Democratiaid Democratiaeth@abertawe.gov.uk hyd at ganol dydd y diwrnod cyn y cyfarfod. Bydd cwestiynau ysgrifenedig yn cael eu blaenoriaethu.

Gall y cyhoedd ddod a gofyn cwestiynau'n uniongyrchol os bydd

amser.

Rhaid i gwestiynau fod yn berthnasol i'r eitemau ar ran agored yr agenda ac ymdrinnir â nhw o fewn cyfnod o 10 munud.

6. **Hawl i holi cynghorwyr.**
7. **Craffu Cyn Penderfynu - Terfyn cyflymder diofyn o 20mya, gan gynnwys ystyried y broses eithriadau.(Llafur)**
8. **Terfyn cyflymder diofyn o 20mya, gan gynnwys ystyried y broses eithriadau.** 10 - 26
9. **Penodiadau Llywodraethwyr yr Awdurdod Lleol.** 27 - 32
10. **Adroddiad Monitro Perfformiad ar gyfer Chwarter 3 2022/23.** 33 - 77
11. **Rhaglen Grant Cyfleusterau I'r Anabl A Grant Gwella 2023/24.** 78 - 85
12. **Adroddiad Rhaglen Cynnal a Chadw Cyfalaf 2023/24.** 86 - 99
13. **Dyraniad Cyfalaf i Asedau Isadeiledd Priffyrdd 2023-24.** 100 - 108
14. **Cytundeb Compact y Trydydd Sector - Diweddariad.** 109 - 130
15. **Strategaeth Toiledau Cyhoeddus Abertawe - Diwygiwyd 2023.** 131 - 160
16. **Cynllun Cartrefi Gwag Cenedlaethol 2023-2025.** 161 - 170
17. **Adroddiad FPR7 - Grant Creu Lleoedd - Trawsnewid Trefi Llywodraeth Cymru.** 171 - 193
18. **Ardrethi Busnes - Cynllun Cymorth Ardrethi Dros Dro (Cymru) 2023/24.** 194 - 219
19. **Cynllun Gwerthuso Swyddi Prif Swyddogion.** 220 - 242

** Gweithdrefn Galw i Mewn - Testun Craffu cyn Penderfynu: Mae'r penderfyniad hwn yn rhydd o Weithdrefn Galw i Mewn yr awdurdod gan fod "y penderfyniad wedi bod yn destun Craffu Cyn Penderfynu ac ni fu unrhyw newid pwysig i wybodaeth/dystiolaeth berthnasol".*

Cyfarfod Nesaf: Dydd Iau, 20 Ebrill 2023 ar 10.00 am

Huw Evans

Huw Evans
Pennaeth Gwasanaethau Democraidd
Dydd Llun, 13 Mawrth 2023

Cyswllt: Gwasanaethau Democraidd - Ffon: (01792) 636923

Agenda Item 3.



City and County of Swansea

Minutes of the **Cabinet**

Multi-Location Meeting - Gloucester Room, Guildhall / MS

Teams

Thursday, 16 February 2023 at 10.00 am

Present: Councillor R C Stewart (Chair) Presided

Councillor(s)

C Anderson
H J Gwilliam
A S Lewis
A H Stevens

Councillor(s)

R Francis-Davies
D H Hopkins
A Pugh

Councillor(s)

L S Gibbard
E J King
R V Smith

Officer(s)

Huw Evans
Tracey Meredith
Martin Nicholls
Ben Smith

Head of Democratic Services
Chief Legal Officer / Monitoring Officer
Chief Executive
Director of Finance / Section 151 Officer

Also present

Councillor(s): C A Holley

Apologies for Absence

Councillor(s):-

133. Disclosures of Personal and Prejudicial Interests.

In accordance with the Code of Conduct adopted by the City and County of Swansea, the following interests were declared:

- 1) Councillors R Francis-Davies, L S Gibbard, D H Hopkins, E J King, A Pugh, R V Smith & A H Stevens declared a Personal Interest in Minute 141 "Revenue Budget 2023/24".
- 2) Councillor R V Smith declared a Personal & Prejudicial Interest in Minute 146 "Local Authority Governor Appointments" and stated that he had dispensation from the Standards Committee to Stay, Speak but Not Vote on matters relating to the Appointment of Local Authority Governors.

134. Minutes.

Resolved that the Minutes of the meeting(s) listed below be approved and signed as a correct record:

- 1) Cabinet held on 17 February 2023.

135. Announcements of the Leader of the Council.

The Leader of Council made no announcements.

136. Public Question Time.

Alec Thraves (Swansea Trades Union Council) asked questions in relation to Minute 141 "Revenue Budget 2023/24".

The Leader of the Council responded.

137. Councillors' Question Time.

No questions were asked.

138. Pre-Decision Scrutiny Feedback - Budget Reports (Verbal)

Councillor C A Holley provided pre-decision feedback in relation to the budget reports.

139. Revenue and Capital Budget Monitoring 3rd Quarter 2022/23.*

Call In Procedure - Subject to Pre-Decision Scrutiny: This decision is exempt from the Authority's Call In Procedure as "the decision has been subject to Pre-Decision Scrutiny and there is no material change in relevant information / evidence".

The Cabinet Member for Economy, Finance & Strategy submitted a report that outlined the financial monitoring of the 2022-2023 revenue and capital budgets, including the delivery of budget savings.

Resolved that:

- 1) The comments and variations, including the material uncertainties as set out in the report and the actions in hand to address them be noted.
- 2) The virements set out in Paragraph 2.7 of the report and the use of the Contingency Fund set out in Paragraph 3.2 of the report be approved subject to any further advice from the Section 151 Officer during the year.
- 3) Cabinet reinforces the need for all Directors to continue to minimise service overspending in year, recognising that the budget overall is currently balanced only by relying heavily on future likely (but far from assured) reimbursement from Welsh Government, centrally held contingency budgets and reserves.
- 4) Cabinet recognises that cost overspends can now only reasonably be sought to be minimised, rather than eliminated, in current year by some targeted

recovery action with a clear expectation of 'tough' rebasing choices to achieve a balanced budget for the 2023-24 budget round.

140. Medium Term Financial Planning 2024/25 – 2026/27.*

Call In Procedure - Subject to Pre-Decision Scrutiny: *This decision is exempt from the Authority's Call In Procedure as "the decision has been subject to Pre-Decision Scrutiny and there is no material change in relevant information / evidence".*

The Section 151 Officer submitted a report that set out the rationale and purpose of the Medium Term Financial Plan, detailed the major funding assumptions for the period, and proposed a strategy to maintain a balanced budget.

Resolved that:

- 1) The Medium Term Financial Plan 2024-2025 to 2026-2027 be recommended to Council as the basis for future service financial planning.
- 2) The Director of Finance be delegated authority to make minor consequential amendments as required.

141. Revenue Budget 2023/24.*

Call In Procedure - Subject to Pre-Decision Scrutiny: *This decision is exempt from the Authority's Call In Procedure as "the decision has been subject to Pre-Decision Scrutiny and there is no material change in relevant information / evidence".*

The Section 151 Officer submitted a report that set out the current position regarding the Revenue Budget for 2023-2024.

Resolved that:

- 1) The outcome of the formal consultation exercise be noted and, any changes to the Budget Proposals in Appendix D of the report be agreed, together with the position regarding delegated budgets as set out in Sections 4.15 and 4.17 of the report subject to the following Saving Proposals amounting to £901,000 outlined in Appendix D of the report being deferred, on a one off basis only, for one financial year and to be met from contingency:

Director	Head of Budget Service	Description	2023/24 £'000
Place	Cultural Services	Implementation of income generation agreement within the Grand Theatre Arts Wing	*75
Place	Cultural Services	Review contract agreement with Waterfront Museum	*100
Place	Cultural Services	Review the partnership agreement with Wales National Pool	*100
Place	Highways &	Standardise charges in non-city	*100

Minutes of the Cabinet (16.02.2023)
Cont'd

	Transport	centre car parks	
Place	Housing & Public Health	Decommission Nowcaster air quality monitoring system	*28
Place	Planning and City Regeneration	Revise Swansea Market Rent Charges	*50
Place	Waste, Parks & Cleansing	Remove 50% of additional funding for mechanical brush resource at leaf fall	*25
Place	Waste, Parks & Cleansing	Remove additional funding for litter bin replacements	*105
Place	Waste, Parks & Cleansing	Review breadth and scale of cleansing operations	*150
Corporate Services	Legal, Democratic Services & Business Intelligence	Review Democratic Services and Scrutiny support staff	*86
Corporate Services	Legal, Democratic Services & Business Intelligence	Review Information and Governance Unit and Welsh Translation Unit	*82

The amendments to be noted at Council in March 2023 with an asterisk against the relevant proposals to be funded from contingency.

- 2) The Council Tax Reduction Scheme be increased by £250,000 to reflect changes to Council Tax.
- 3) The Corporate Joint Committee (CJC) Levy be reduced by £3,000 as advised by the CJC being their final calculation.
- 4) The contingency be added to by £1,095,000, to be shown as a reduced net draw from reserves.
- 5) The Budget Requirement be increased by the net of that outlined in Paragraphs 2, 3 and 4 of the report, or £1,342,000.
- 6) That £2,000 be added to Community Council precept received after the agreed deadline but accepted as a substitute precept by the Section 151 Officer.
- 7) The Total Requirement be increased by the sum of the above (Paragraphs 5 and 6 of the report), or £1,344,000.
- 8) £2,000 be added to the Total Financing Requirement by raising Community Council precepts by that sum.

- 9) That the net of the above (Paragraphs 7 less 8 of the report), or £1,342,000 be added to the Total Financing Requirement for the City and County of Swansea.
- 10) The current Total Funding Requirement identified in Section 4.6 of the report be noted and, in line with the potential actions identified in Sections 9 and 10 of the report, agree a course of action to achieve a balanced Revenue Budget for 2023-2024 as amended above.
- 11) In addition to a review of current savings proposals Cabinet:
 - a) Reviewed and Approved the Reserve Transfers recommended in the report.
 - b) Agreed a level of Council Tax for 2023-2024 to be recommended to Council at a substituted 5.95% instead of 4.95%.
- 12) Subject to the changes identified and listed above, Cabinet recommends to Council for approval:
 - a) A Revenue Budget for 2023-2024.
 - b) A Budget Requirement and Council Tax levy for 2023-2024.

142. Capital Budget & Programme 2022/23- 2027/28.*

Call In Procedure - Subject to Pre-Decision Scrutiny: *This decision is exempt from the Authority's Call In Procedure as "the decision has been subject to Pre-Decision Scrutiny and there is no material change in relevant information / evidence".*

The Section 151 Officer submitted a report that proposed a revised Capital Budget for 2022-2023 and a Capital Budget for 2023-2024 to 2027-2028.

Resolved that:

- 1) The revised Capital Budget for 2022-2023 and a Capital Budget for 2023-2024 – 2027-2028 as detailed in Appendices A, B, C, D, E, F and G of the report be approved.

143. Housing Revenue Account (HRA) – Revenue Budget 2023/24.*

Call In Procedure - Subject to Pre-Decision Scrutiny: *This decision is exempt from the Authority's Call In Procedure as "the decision has been subject to Pre-Decision Scrutiny and there is no material change in relevant information / evidence".*

The Section 151 Officer submitted a report that proposed a Revenue Budget for 2023-2024 for the Housing Revenue Account (HRA).

Resolved that the following budget proposals be recommended to Council for approval:

- 1) The Revenue Budget Proposals as detailed in Section 4 of the report.

144. Housing Revenue Account – Capital Budget and Programme 2022/23 – 2026/27.*

Call In Procedure - Subject to Pre-Decision Scrutiny: *This decision is exempt from the Authority's Call In Procedure as "the decision has been subject to Pre-Decision Scrutiny and there is no material change in relevant information / evidence".*

The Section 151 Officer submitted a report that proposed a revised Capital Budget for 2022-2023 and a Capital Budget for 2023-2024 – 2026-2027.

Resolved that the following be recommended to Council for approval:

- 1) The transfers between schemes and the revised budgets for schemes in 2022-2023 be approved.
- 2) The budget proposals for 2023-2024 – 2026-2027 be approved.
- 3) Where individual schemes in Appendix B are programmed over the 4-year period described in the report, then these be committed and approved and their financial implications for funding over the 4 years also be approved.

145. Annual Review of Charges (Social Services) 2022/23.

The Cabinet Member for Care Services submitted a report that was the latest annual review of social services charges, improvements undertaken in year and a proposed list of charges to apply in 2023/2024.

Resolved that:

- 1) The findings of the annual review of charges report be accepted.
- 2) Subject to the approval of the Council Budget for 2023/2024, an inflationary increase of 10% be applied to all social services charges to come into effect on 1 April 2023.
- 3) Subject to resolution 2, the list of social services charges apply from 1 April 2023, for the year 2023/2024 be approved for publication.
- 4) Cabinet reinforces the need for the Council's debt policies to be applied.

146. Local Authority Governor Appointments.

The Local Authority Governors Appointment Group submitted a report, which sought approval of the nominations submitted to fill Local Authority (LA) Governor vacancies on School Governing Bodies.

Resolved that:

- 1) The following nominations recommended by the Director of Education in conjunction with the Cabinet Member for Education Improvement, Learning & Skills be approved:

1)	Clydach Primary School	Morrison Frew Sarah Hooke
2)	Danygraig Primary School	Alison Jones
3)	YGG Pontybrenin	Alun Millington

147. Cost of Living Support Scheme – Additional Discretionary Scheme.

The Cabinet Member for Economy, Finance & Strategy submitted a report that sought consideration of additional discretionary powers available to the Authority under the Welsh Government's Cost of Living Support Scheme to provide financial support to householders considered to be in need of assistance with living costs.

Resolved that:

- 1) The details of the mandatory scheme set out in the report be noted and further that they have already been implemented.
- 2) The details of the discretionary powers relating to the Cost-of-Living Support Scheme be noted.
- 3) The details of the current discretionary scheme previously approved by Cabinet on 21 April 2022, and which have already been implemented, be noted.
- 4) Any taxpayers who have been identified as eligible for a payment under the current discretionary scheme but have not registered for that payment as required by Sunday, 19 February, will have any remaining discretionary sums they are eligible for paid directly to their Council Tax account.
- 5) The following categories and amounts be approved as additional discretionary payments to be made under the Cost-of-Living Support Scheme:
 - a) £150 will be paid to the Council Tax account of taxpayers not eligible for the main scheme Cost-of-Living Support Scheme who, as at 15/2/2022, were entitled to a Council Tax disregard awarded in respect of:
 - An adult with a Severe Mental Impairment (SMI) resident in their property.
 - A carer for another adult resident in the property, the other cared for adult living in the property not being their partner.
 - b) £150 will be paid to the rent account of Council tenants who were excluded from eligibility for the main scheme Cost-of-Living Support

Scheme due to having a Class N (Student) exemption on their Council Tax account.

- c) A payment of £150 is to be paid to the rent account of Council tenants who are in rent arrears and were identified as eligible for the main scheme Cost-of-Living Support Scheme but who failed to register for the payment before the deadline of 30 September 2022.
- d) A payment of £55 is to be paid to all households occupying domestic dwellings in Council Tax Band E who were not eligible for a payment from the Main Scheme Cost-of-Living Support Scheme.
- e) The maximum payment to one household from the Cost of Living Support Scheme as a whole (including both Main Scheme and Discretionary Scheme elements) will remain at £300.

148. UK Shared Prosperity Fund Implementation.

The Cabinet Member for Economy, Finance & Strategy and Cabinet Member for Investment, Strategy & Tourism jointly submitted a report that sought approval to implement the UK Government Shared Prosperity Fund (SPF) and to approve the outline of the UK Shared Prosperity Fund Regional Investment Plan and implementation approach including Swansea as Lead Authority for the South West Wales region.

Resolved that:

- 1) The implementation of the Shared Prosperity Fund as outlined in the report, with Swansea acting as Lead Authority for South West Wales be approved.
- 2) Authority be delegated to the Director of Place, the Director of Finance and the Chief Legal Officer to finalise and enter into any appropriate agreements between local authority partners as necessary to deliver the SPF.
- 3) The scope of the proposed Swansea SPF Anchor projects as set out in paragraph 4.6 of the report be approved.
- 4) Authority be delegated to the Leader of Council in consultation with the relevant Cabinet Member, Director of Finance, Director of Place and Head of Service for Planning and City Regeneration to approve external grant awards above £25,000.
- 5) Authority be delegated to the Director of Place, Head of Service for Planning and City Regeneration and Economic Development & External Funding Manager, in consultation with the relevant Cabinet Member to approve applications for external grants up to the value of £25,000.
- 6) Authority be delegated to the Director of Place in consultation with relevant Cabinet Member, to make decisions on the internally delivered projects within the Council e.g., minor project adjustments.

- 7) Further FPR7 reports will be brought back to Cabinet in line with the Council's Constitution for additional capital projects arising out of Shared Prosperity Fund.

The meeting ended at 12.18 pm

Chair

Call In Procedure – Relevant Dates	
Minutes Published:	17 February 2023
Call In Period Expires (3 Clear Working Days after Publication):	23.59 on 22 February 2023
Decision Comes into force:	23 February 2023

Agenda Item 8.



Report of the Cabinet Member for Environment & Infrastructure

Cabinet - 23 March 2023

National 20 Mph Default Speed Limit Including Consideration of the Exemptions Process

Purpose:	This report has been prepared to advise members on the proposal to make the national default speed limit on restricted roads 20mph and detail those roads which will be exempt and remain at 30mph. The report sets out the consultation process to be followed and seeks confirmation of the approach taken.
Policy Framework:	Restricted Roads (20mph Speed Limit) (Wales) Order 2022, Road Traffic Regulation Act 1984, Active Travel (Wales) Act (2013), The Well-being of Future Generations Act (2015).
Consultation:	Access to Services, Finance, Legal.
Recommendation(s):	That Cabinet: 1) Note the mandatory Welsh Government requirement to implement a default 20mph in Swansea 2) Endorse the approach detailed in the report in respect of the implementation of the 20mph default speed limit in Swansea 3) Agree to delegate authority to the Cabinet Member for Environment and Infrastructure to approve the exceptions agreed with individual ward members leading to the formal public advertisement of the appropriate Traffic Regulation Orders.
Report Author:	Alan Ferris
Finance Officer:	Ben Smith
Legal Officer:	Jonathan Wills
Access to Services Officer:	Rhian Miller

1. Introduction

- 1.1 The following report has been prepared to advise on the Welsh Government initiative to lower the speed limit on restricted roads. The legislation for this was passed by the Senedd in July 2022 and will come into effect on 17 September 2023. The effect of this will be to change the speed limit on all restricted roads, i.e. those roads which have a street lighting system, from the existing 30mph to 20mph.
- 1.2 Welsh Government, in passing the legislation, have noted that this lowered limit may not be suitable for all roads and invited Local Authorities to consider those roads which it may be appropriate to maintain the 30mph restriction. Consequently, they have provided guidance to identify such roads with the ambition of ensuring that there is a consistency in approach throughout Wales.
- 1.3 The report therefore continues to consider roads which should be exempt and remain at 30mph. The report describes the legal processes which have to be followed to enable this as well as the consultation required. The exemptions proposed are presented in the Appendix A to the report. It should be noted that this list may be amended as consultation progresses with members before the formal consultation to the wider public.

2. Implementation of the National 20mph rollout and exemption process

2.1 Current Position

- 2.1.1 As set out in Part VI of the Road Traffic Regulation Act, at present restricted roads throughout the UK have a 30mph speed limit. These are defined as roads which operate with a system of street lighting. A traffic regulation order is required to change this which offers the public an opportunity to comment on any proposal to lower or increase this limit.
- 2.1.2 This position will change in Wales on 17 September 2023. The “Restricted Roads (20mph Speed Limit) (Wales) Order 2022” was passed by the Senedd. This has the effect that all roads, with a system of street lighting, will have a default speed limit of 20mph unless there is a Traffic Regulation Order, either already in place, or progressed by that date. This means that street lit roads with a speed limit of 40, 50 or 60mph will continue to operate at that limit but where the existing limit is 30 mph Traffic Orders will be required to keep this limit.
- 2.1.3 Welsh Government (WG) have recognised that 20mph may not be appropriate for all restricted roads and suggested that Local Authorities should consider those roads which it may be appropriate to keep at the current limit and develop a case for doing so. To assist Council’s in this process WG provided detailed guidance in setting exceptions. A link to this guidance has been included in the background papers.

2.1.4 The guidance has been prepared to seek conformity in the approach taken across Wales but recognising that local factors and circumstances are taken into account. However it sets out Welsh Government's aspiration to meet the Stockholm declaration (Para 1.2.3), "a 20mph speed limit should be set where pedestrians and/or cyclists and motor vehicles mix in a frequent manner, except where strong evidence exists that higher speeds are safe."

2.1.5 The guidance focuses on two key questions

Question A: Are there significant numbers (or potential numbers, if speeds were lower) of pedestrians and cyclists travelling along or across the road? If the answer is 'no' then an exception for a 30mph speed limit may be appropriate.

Question B: If the answer to A is 'yes', are the pedestrians and cyclists mixing with motor traffic?

If the answer to B is 'no' then a 30mph speed limit exception may be appropriate.

If the answer to B is 'yes' then a 20mph speed limit will be appropriate unless the robust and evidenced application of local factors indicates otherwise.

2.1.6 In line with this guidance officers have reviewed the operation of the roads network throughout the city and county area and developed plans showing those roads which are considered to be exempt. These are characteristically key distributor roads with limited interaction between pedestrian and cyclists and which have a demonstrably good safety record between vulnerable users and regular traffic. Full consideration has been made of the locality of community centres and schools in the development of the plans. These plans are included as Appendix A to the report.

2.2 Consultation Process and timing.

2.2.1 In addition to the area maps included in Appendix A, officers have prepared individual maps for each ward showing those roads which are considered to be exempt. These maps were circulated to all ward members for their information and comment on 1 February. Due to the extent of the proposals Traffic Management officers have been providing support to discuss the impact that the proposals will have on each individual ward and discuss potential amendments with Members prior to making the plans available to the public. It is proposed that the public consultation should commence once members comments have been addressed and on acceptance of the recommendations in the report.

2.2.2 Welsh Government are proposing to commence their information rollout on the overall ambition of the proposals in March 2023. To take advantage of this it is proposed that Swansea should target commencement of its public engagement to synchronize with this timescale. However, to meet this ambition, this will require all Member consultations to be completed in

February to enable mapping to be put up on line showing those roads to remain exempt.

2.2.3 As outlined above, this would in turn lead to the formal consultation process. Where an exception is identified and agreed with members, an appropriate traffic order must initially be advertised in accordance with procedural rules set out in the Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996 under section 84 of the Road Traffic Regulation Act 1984. This requires the Authority to invite comment from the general public on their proposals for a period of three weeks. It also requires the Authority to undertake Statutory Consultations with key stakeholders. These include the Police, Fire and Ambulance Services, Community Councils, Road Haulage and Freight Transport Associations, Mobility Groups and Bus and Taxi operators.

2.2.4 As the new default limit will not come into force until 17 September, it will be important to highlight in the Notice and supporting information that the Council recognise the impact of the forthcoming change in the default speed limit and clearly and robustly set out the reasons why 30mph remains the appropriate speed limit on the exempt roads identified. At the end of the three week consultative period, any representations received will be assessed against the Welsh Government Guidance on the exceptions process. It should be noted that objections to the 20mph provision itself will not be considered. A report will then be prepared proposing a course of Action for the Cabinet Member for Environment and Infrastructure to consider.

2.2.5 The conclusion of this process will result in the formal making of the Order for those roads considered to be exceptions. This will be timed to coincide with the Restricted Roads (20mph Speed Limit) (Wales) Order 2022 coming into effect on 17 September.

2.3 Implementation

2.3.1 Welsh Government have provided a grant of £551k in 22/23 to undertake preparatory works. This funding has been used to date to support the design and development of the scheme and pre-purchase signs and posts. Welsh Government have also been advised that based on current understanding, a further £2.952million will be required to install these signs and carry out works to the highway and signing infrastructure to support the change in limit. A formal bid for this funding has recently been submitted.

2.3.2 Following the completion of the consultation process and consideration of comments received, and subject to funding being made available from WG, works will commence on the implementation. Initially this will focus on the erection of posts and removal of road markings which will be inconsistent with the new arrangement of speed limits. Closer to September covered signs will be erected showing the new limits. Following the 17 September there will be an intensive period of works which will

require all inconsistent signs being removed and the new signing uncovered. In overall terms, around 500 new posts will be required with 1,000 new signs and 2,100 existing signs removed. In addition 950 road markings will have to be removed. At present this is programmed to be completed by 31 March 2024.

3. General Issues

3.1 Staffing Implications

3.2 The grant awarded has an allowance for fee built into the award. This will be used in supporting the operation of the Highways section in developing and delivering the change in speed limit.

4. Integrated Assessment Implications

4.1 The Council is subject to the Equality Act (Public Sector Equality Duty and the socio-economic duty), the Well-being of Future Generations (Wales) Act 2015 and the Welsh Language (Wales) Measure, and must in the exercise of their functions, have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Acts.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.
- Deliver better outcomes for those people who experience socio-economic disadvantage
- Consider opportunities for people to use the Welsh language
- Treat the Welsh language no less favourably than English.
- Ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.

4.1.1 The Well-being of Future Generations (Wales) Act 2015 mandates that public bodies in Wales must carry out sustainable development. Sustainable development means the process of improving the economic, social, environmental and cultural well-being of Wales by taking action, in accordance with the sustainable development principle, aimed at achieving the 'well-being goals'.

4.1.2 Our Integrated Impact Assessment (IIA) process ensures we have paid due regard to the above. It also takes into account other key issues and priorities, such as poverty and social exclusion, community cohesion, carers, the United Nations Convention on the Rights of the Child (UNCRC) and Welsh language.

4.2 The requirement to change the speed limits has been brought about as a consequence of a change in legislation introduced by Welsh Government.

In implementing the changes the Council will follow all guidance provided by Welsh Government.

In terms of involvement, the Council have a statutory duty to ensure that all Traffic Regulation Orders, lining and signing works are carried out to meet the demands of the timetable set by Welsh Government. Full and transparent consultation processes will be undertaken with key stakeholders as well as the wider general public in undertaking this duty.

The overall impact, as assessed by Welsh Government, is positive. The measures have been developed to support road safety, address key sustainability issues and create an environment which is safer for walkers and cyclists. However, this may lead to increased journey times for those in motorised transport with associated impact on business and public transport provision.

- 4.3 The works will be designed taking full account of the requirements to support the use of Welsh language. All traffic signs will be bi-lingual with Welsh appearing first.
- 4.4 An Integrated Impact Assessment (IIA) screening form has been completed with the agreed outcome that a full IIA report was not required. The screening concluded that the measures will support and have a positive impact on people of all ages in the community travelling sustainably. This will form a key measure in meeting the aspirations set out in the Well-being of Future Generations (Wales) Act and Active Travel (Wales) Act. The cumulative impact is seen as being positive. A copy has been appended to the report as Appendix A.

5. Financial Implications

- 5.1 In the current financial year 22/23, Welsh Government have provided grant allocation of up to £551k. The grant expires on 31st March 2023, any unclaimed grant will be lost to the Authority.
- 5.2 The funding is being used to meet the advance costs associated with the rollout of the 20mph default limit. This has been used in developing the plans to date and purchasing signs and posts required for the forthcoming changes to the speed limits. This funding will also be used to support the consultation process which will be required to develop any exemptions agree to the new default 20mph limit.
- 5.3 Welsh Government have invited Local Authorities to bid for funding to support the implementation works required in financial year 23/24. This is currently estimated as being £2.952 million to introduce all new signing and remove obsolete signs and markings. This will also include for staff costs in managing and developing the programme of works.
- 5.4 There is currently no information available in relation to financial support for any longer term issues associated with the change.

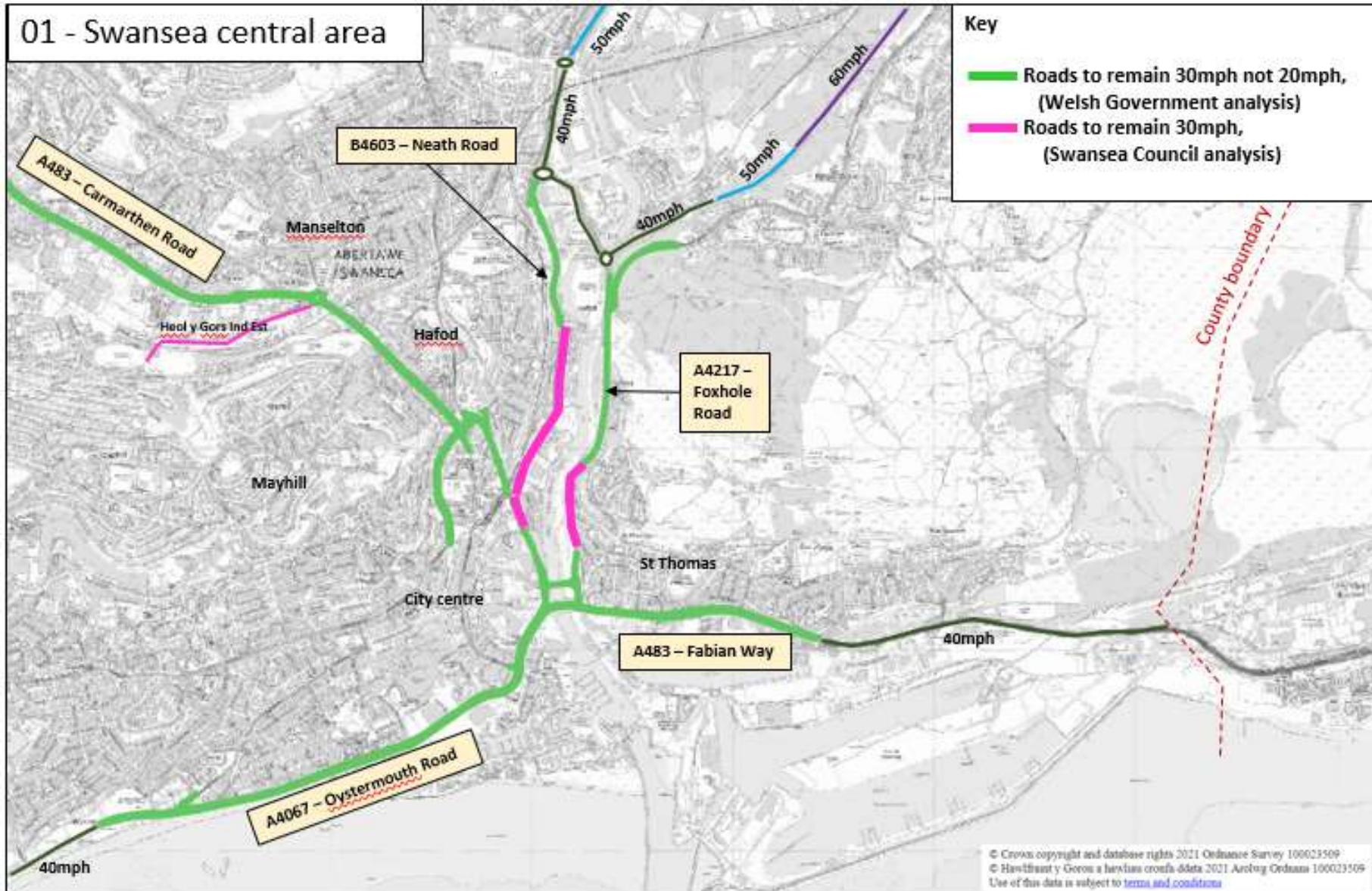
6. Legal Implications

- 6.1 The “Restricted Roads (20mph Speed Limit) (Wales) Order 2022” has been passed and comes into effect on 17 September 2022. This will have the effect of making the speed limit on restricted roads 20mph from the current 30mph. WG recognised that this may not be appropriate for all roads with a street lighting system and that local factors may influence those roads for which it may be appropriate to retain the existing speed limit through the progression of Traffic Regulation Orders. To assist Local Authorities they have produced a guidance document which sets out principles to be followed.
- 6.2 In developing Traffic Regulation Orders to retain keep the 30mph limit on sections of road it will be necessary to develop robust arguments in support of the decision made. In line with the produced guidance, this support should focus on the potential interaction between vulnerable road users and traffic and seek to confirm that the existing traffic movements are safe. In taking this approach it will lessen the potential of legal challenge to the Traffic Regulation Order process and a speedier progression of the overall Legal process.
- 6.3 The Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1996 was made pursuant to the Road Traffic Regulation Act 1984 Act and together prescribes the procedures to be undertaken when making an order of the nature proposed by this report. The procedure includes the obligation to consult prior to the making of an order, and the requirement to consider any objections received as a result of the consultation before the decision is made whether or not to implement the order.
- 6.4 Legal officers will continue to work with those from Highways and Transportation to support this process as it develops.

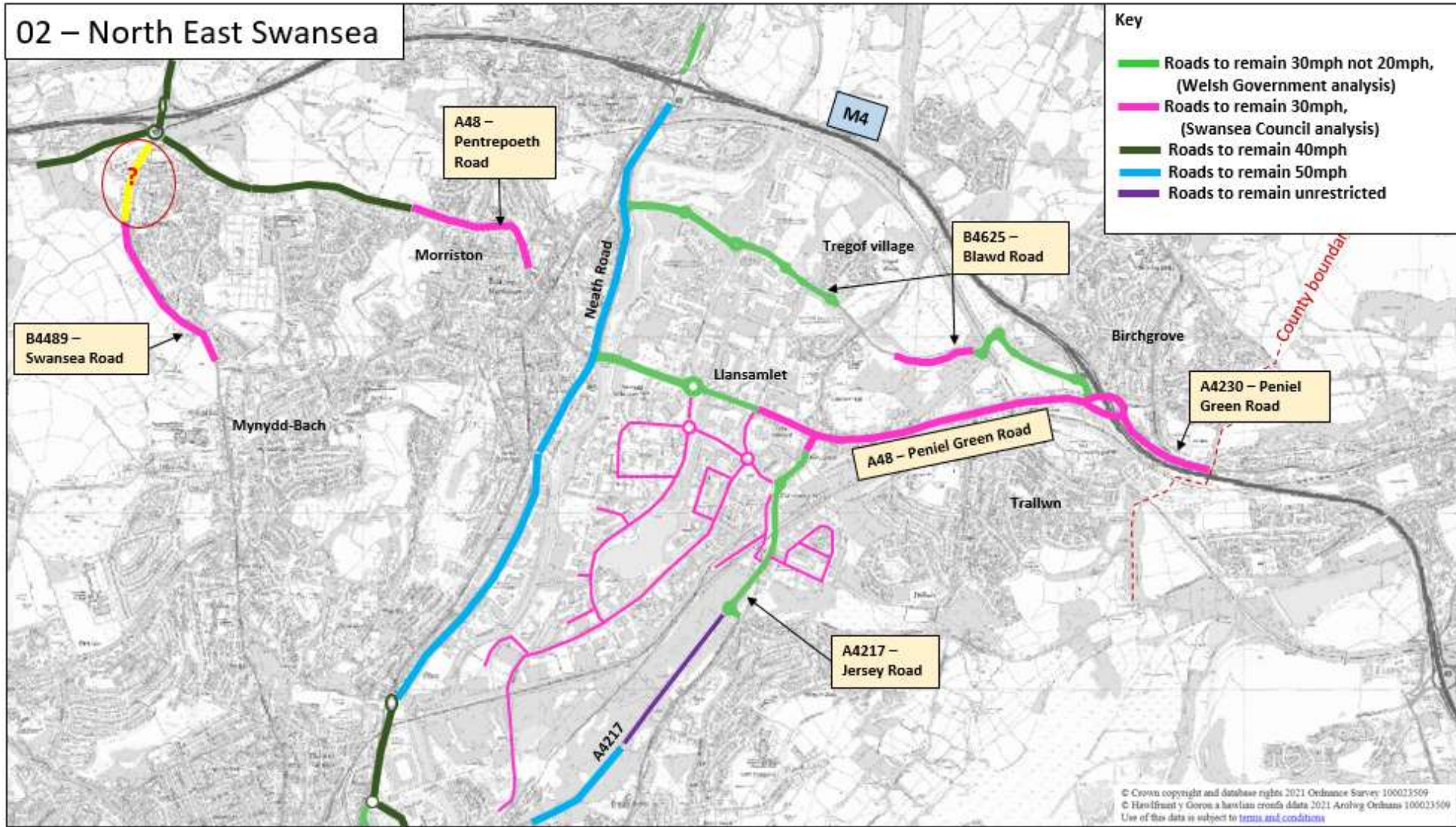
Background Papers:

<https://gov.wales/setting-exceptions-20mph-defaults-speed-limit-restricted-roads-html>

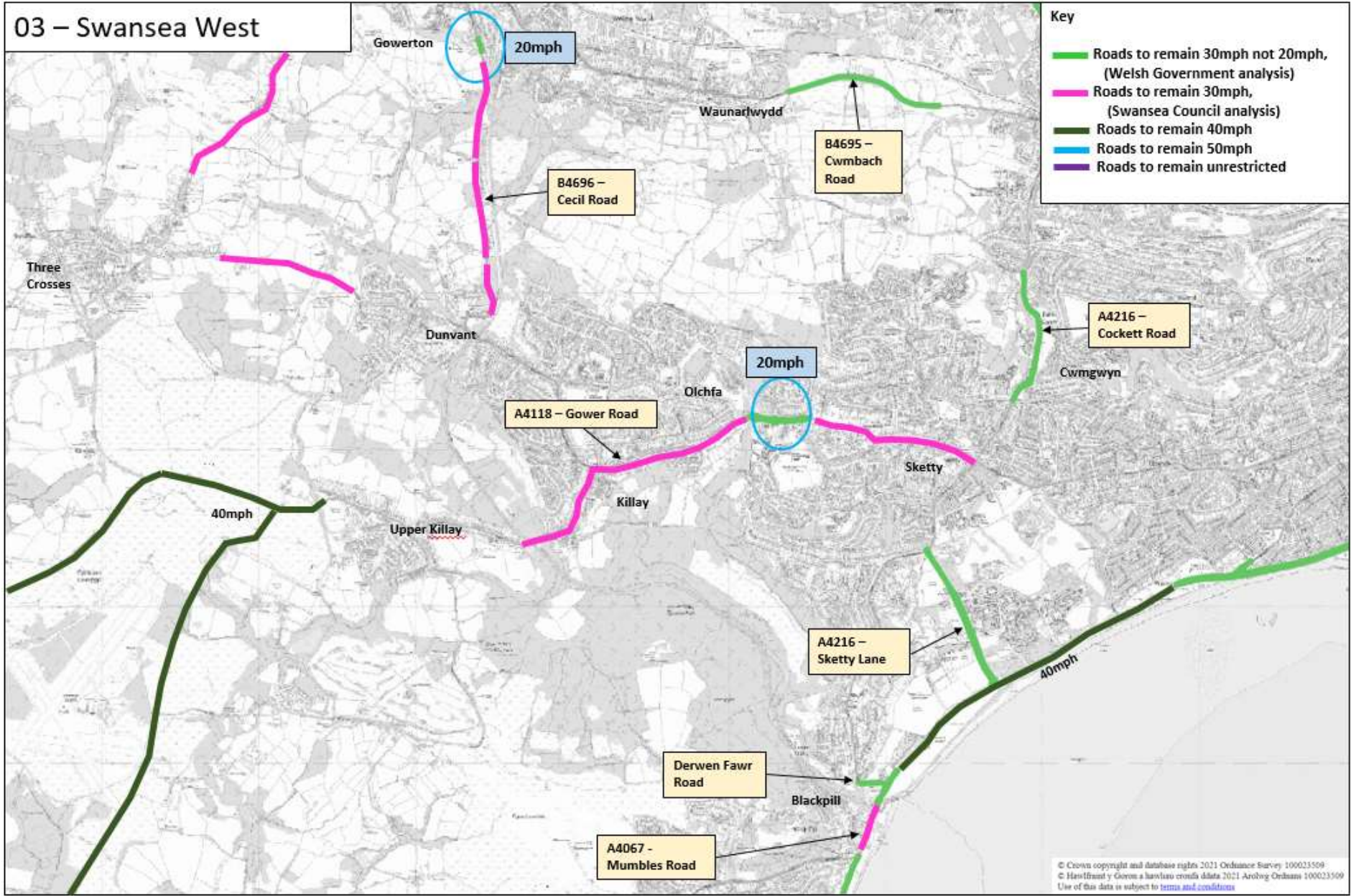
- Appendix A** Proposed Exemptions
Appendix B IIA Screening Form

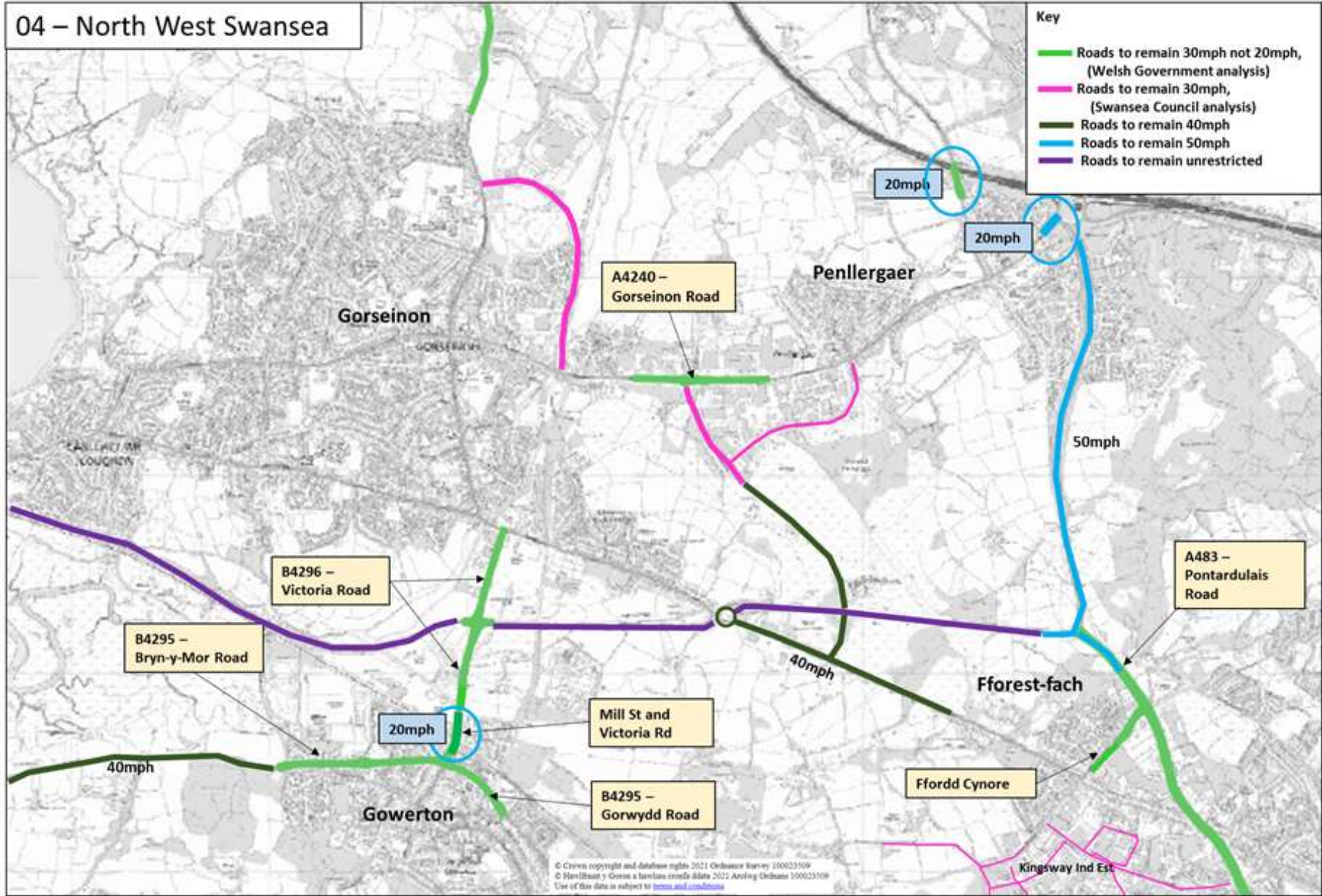


02 – North East Swansea

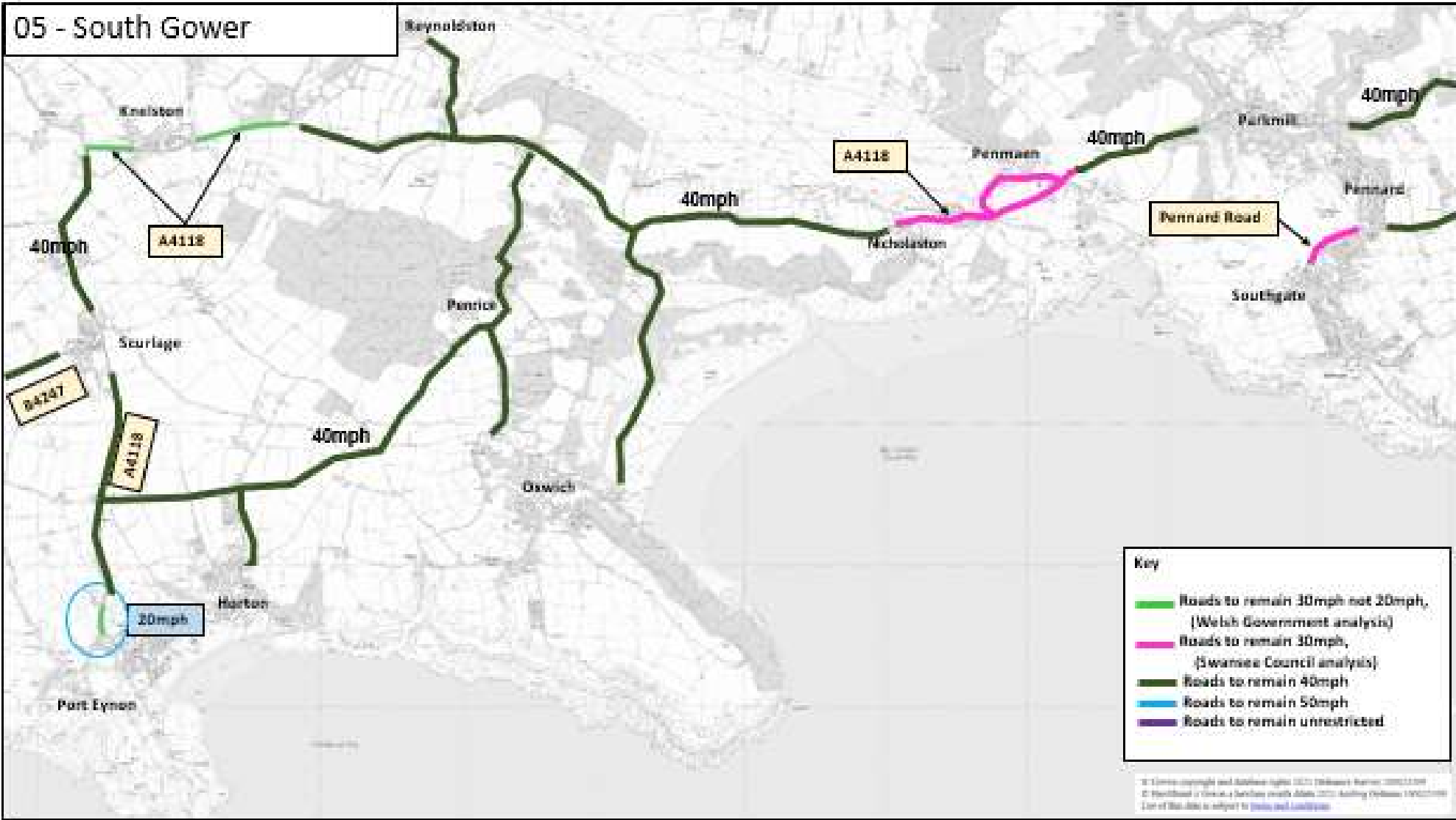


03 – Swansea West





05 - South Gower

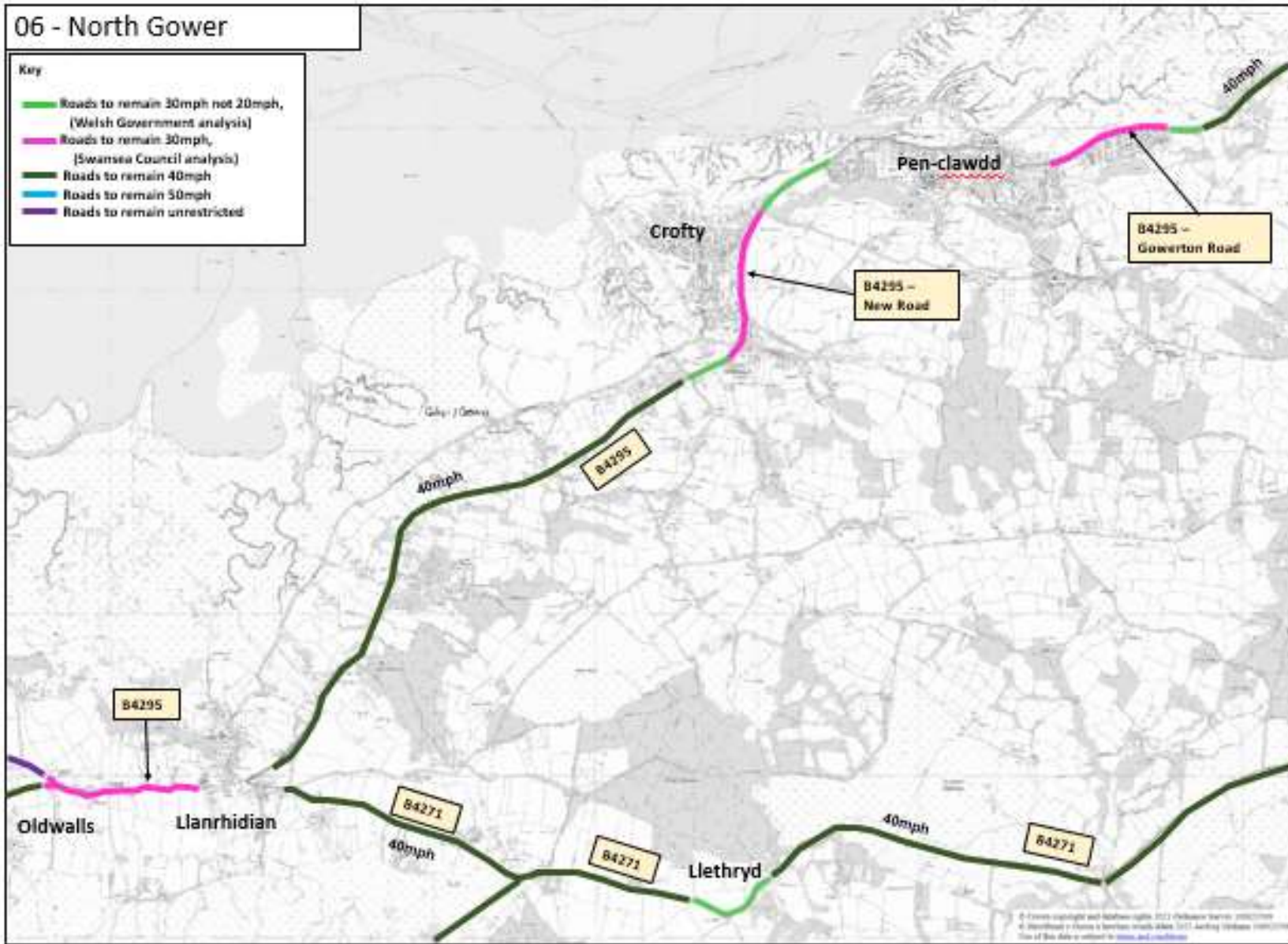


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06 - North Gower

Key

- Roads to remain 30mph not 20mph, (Welsh Government analysis)
- Roads to remain 30mph, (Swansea Council analysis)
- Roads to remain 40mph
- Roads to remain 50mph
- Roads to remain unrestricted



Please ensure that you refer to the Screening Form Guidance while completing this form.

Which service area and directorate are you from?

Service Area: Traffic Management

Directorate: Place

Q1 (a) What are you screening for relevance?

- New and revised policies, practices or procedures
- Service review, re-organisation or service changes/reductions, which affect the wider community, service users and/or staff
- Efficiency or saving proposals
- Setting budget allocations for new financial year and strategic financial planning
- New project proposals affecting staff, communities or accessibility to the built environment, e.g., new construction work or adaptations to existing buildings, moving to on-line services, changing location
- Large Scale Public Events
- Local implementation of National Strategy/Plans/Legislation
- Strategic directive and intent, including those developed at Regional Partnership Boards and Public Services Board, which impact on a public bodies functions
- Medium to long term plans (for example, corporate plans, development plans, service delivery and improvement plans)
- Setting objectives (for example, well-being objectives, equality objectives, Welsh language strategy)
- Major procurement and commissioning decisions
- Decisions that affect the ability (including external partners) to offer Welsh language opportunities and services

(b) Please name and fully describe initiative here:

20mph National Rollout

The proposals are being developed to support the Welsh Government initiative to lower the speed limit on restricted roads from the current 30mph to 20mph. This will involve developing exceptions, for key roads to remain at 30mph, consulting on these exceptions and preparing Traffic Regulation Orders to create the legal framework to support this. The current timetable will see the required legislation passed through the Senedd with the new legislation due to come into effect in September 2023.

A limited number of roads will be exempt from this lowered limit and it will be necessary to consult widely on the extent of these exceptions. In principle they will be limited to dual carriageways, roads with few frontages (such as industrial estates) and key distributor routes. WG guidance will be followed in determining those roads to remain at 30mph. A series of Traffic Regulation orders will be required to support the continuation of a 30mph limit on those identified section of roads.

Physical measures will also be required to accommodate this change with extensive changes being made to highways signing and lining. This work is required to enable enforcement of the revised speed limits following the change.

Welsh Government have provided a grant to LA's across the country to progress the Traffic Regulation Orders and make these required changes to the signing and lining on the highway.

Q2 What is the potential impact on the following: the impacts below could be positive (+) or negative (-)

	High Impact		Medium Impact		Low Impact		Needs further investigation
	+	-	+	-	+	-	
Children/young people (0-18)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Older people (50+)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Any other age group	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Future Generations (yet to be born)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Race (including refugees)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Asylum seekers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gypsies & travellers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Religion or (non-)belief	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Welsh Language	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Poverty/social exclusion	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carers (inc. young carers)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community cohesion	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Q3 What involvement has taken place/will you undertake e.g. engagement/consultation/co-productive approaches? Please provide details below – either of your activities or your reasons for not undertaking involvement

Welsh Government are proposing to undertake a National Campaign to inform communities across Wales of the changes to the default speed limit. Once the details of this emerge, Swansea Council will further extend this messaging through media and social media outlets to achieve the widest possible coverage on when and how the change will occur.

In addition to this officers will be undertaking detailed consultations with elected representatives to brief them on how the changes will impact on the communities they serve.

Formal consultations will also be undertaken as part of the legal process in introducing the required Traffic Regulation Orders associated with the process.

Q4 Have you considered the Well-being of Future Generations Act (Wales) 2015 in the development of this initiative:

- a) Overall does the initiative support our Corporate Plan's Well-being Objectives when considered together?
Yes No
- b) Does the initiative consider maximising contribution to each of the seven national well-being goals?
Yes No
- c) Does the initiative apply each of the five ways of working?
Yes No
- d) Does the initiative meet the needs of the present without compromising the ability of future generations to meet their own needs?
Yes No

Q5 What is the potential risk of the initiative? (Consider the following impacts – equality, socio-economic, environmental, cultural, legal, financial, political, media, public perception etc...)

High risk

Medium risk

Low risk

Q6 Will this initiative have an impact (however minor) on any other Council service?

Yes

No

If yes, please provide details below

The measures implemented will potentially impact on journey times.

Q7 What is the cumulative impact of this proposal on people and/or communities when considering all the impacts identified within the screening and any other key decisions affecting similar groups/ service users made by the organisation?

(You may need to discuss this with your Service Head or Cabinet Member to consider more widely if this proposal will affect certain groups/ communities more adversely because of other decisions the organisation is making. For example, financial impact/poverty, withdrawal of multiple services and whether this is disadvantaging the same groups, e.g., disabled people, older people, single parents (who are mainly women), etc.)

There are a number of benefits associated with the implementation of the change in the default speed limit on restricted roads as identified by Welsh Government.

- There is evidence that lower speeds result in fewer collisions and in reduced severity of collisions and injuries.
- The measures are targeted at promoting growth in the numbers of people choosing to make journeys through Active Travel as opposed to using a car.

Evidence from pilot schemes in Edinburgh and Bristol would support this viewpoint.

- Increased levels of active travel under the policy create economic benefits in terms of decongestion, air quality, greenhouse gas reductions, individual health and productivity impacts.
- Lower speeds should result in less non-exhaust particulate pollution associated with less brake wear, tyre wear and road abrasion.
- An improved and safer environment that encourages more cycling and walking combined with lower levels of noise pollution is likely to increase social interaction within communities, leading to reduced loneliness and improved social cohesion. It could also lead to higher land values and retail spending.

The primary disbenefit associated with the proposal will be an increase in travel time. This will impact on business as well as public transport providers.

It should be noted that these are National considerations, locally, the Authority will have a responsibility to ensure that the relevant Traffic Regulation Orders are progressed and that the revised legislation is appropriately signed and lined to meet our legal obligations.

Outcome of Screening

Q8 Please describe the outcome of your screening below:

- **Summary of impacts identified and mitigation needed (Q2)**
- **Summary of involvement (Q3)**
- **WFG considerations (Q4)**
- **Any risks identified (Q5)**
- **Cumulative impact (Q7)**

The requirement to change the speed limits has been brought about as a consequence of a change in legislation introduced by Welsh Government. In implementing the changes the Council will follow all guidance provided by Welsh Government.

In terms of involvement, the Council have a statutory duty to ensure that all Traffic Regulation Orders, lining and signing works are carried out to meet the demands of the timetable set by Welsh Government. Full and transparent consultation processes will be undertaken with key stakeholders as well as the wider general public in undertaking this duty.

The overall impact, as assessed by Welsh Government, is positive. The measures have been developed to support road safety, address key sustainability issues and create an environment which is safer for walkers and cyclists. However, this may lead to increased journey times for those in motorised transport with associated impact on business and public transport provision.

Full IIA to be completed

Do not complete IIA – please ensure you have provided the relevant information above to support this outcome

Agenda Item 9.



Report of the Local Authority Governor Appointment Group

Cabinet – 23 March 2023

Local Authority Governor Appointments

Purpose:	To approve the nominations submitted to fill Local Authority Governor vacancies in School Governing Bodies
Policy Framework:	Local Authority (LA) Governor Appointments Procedure (Adopted by Council on 26 October 2017)
Consultation:	Access to Services, Finance, Legal
Recommendation(s):	It is recommended that: 1) The nominations recommended by the Director of Education in conjunction with the Cabinet Member for Education & Learning be approved.
Report Author:	Gemma Wynne
Finance Officer:	Aimee Dyer
Legal Officers:	Stephanie Williams
Access to Services Officer:	Catherine Window

1.0 The nominations referred for approval

1.1 The nominations are recommended for approval as follows:

1. Crwys Primary School	Mr Michael Clinch
2. Llanrhidian Primary School	Mrs Laura Alexander
3. St Thomas Primary School	Rev Steven Bunting MBE

4. Talycopa Primary School	Cllr Alyson Pugh
5. Tre Uchaf Primary School	Mrs Rachel Rees
6. YGG Gellionnen	Mrs Helen Jones
7. YGG Lonlas	Mrs Angharad Wooldridge
8. YGG Pontybrenin	Mr Keith Collins
9. YGG Tan Y Lan	Mr Gareth Huxtable
10. Y G Bryntawe	Mr David Williams

2.0 Financial Implications

2.1 There are no financial implications for the appointments; all costs will be met from existing budgets.

3.0 Legal Implications

3.1 There are no legal implications associated with this report.

4.0 Integrated Assessment Implications

4.1 The Council is subject to the Equality Act (Public Sector Equality Duty and the socio-economic duty), the Well-being of Future Generations (Wales) Act 2015 and the Welsh Language (Wales) Measure, and must in the exercise of their functions, have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Acts.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.
- Deliver better outcomes for those people who experience socio-economic disadvantage
- Consider opportunities for people to use the Welsh language
- Treat the Welsh language no less favourably than English.
- Ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.

4.1.1 The Well-being of Future Generations (Wales) Act 2015 mandates that public bodies in Wales must carry out sustainable development. Sustainable development means the process of improving the economic, social, environmental and cultural well-being of Wales by taking action, in

accordance with the sustainable development principle, aimed at achieving the 'well-being goals'.

- 4.1.2 Our Integrated Impact Assessment (IIA) process ensures we have paid due regard to the above. It also takes into account other key issues and priorities, such as poverty and social exclusion, community cohesion, carers, the United Nations Convention on the Rights of the Child (UNCRC) and Welsh language.
- 4.2 Following the completion of the IIA process it has been identified there are no negative impacts and a full IIA is not required.
- 4.3 There is no need for mitigation as impacts that have been identified are not negative impacts. The panel choose Governors, no public consultation is required. In order for schools to run effectively they need to have effective Governing Bodies, this appointment supports this.

Background papers: None

Appendices:

Appendix A - Integrated Impact Assessment Form

Appendix A - Integrated Impact Assessment Screening Form

Please ensure that you refer to the Screening Form Guidance while completing this form.

Which service area and directorate are you from?

Service Area: Achievement and Partnership

Directorate: Education

Q1 (a) What are you screening for relevance?

- New and revised policies, practices or procedures
- Service review, re-organisation or service changes/reductions, which affect the wider community, service users and/or staff
- Efficiency or saving proposals
- Setting budget allocations for new financial year and strategic financial planning
- New project proposals affecting staff, communities or accessibility to the built environment, e.g., new construction work or adaptations to existing buildings, moving to on-line services, changing location
- Large Scale Public Events
- Local implementation of National Strategy/Plans/Legislation
- Strategic directive and intent, including those developed at Regional Partnership Boards and Public Services Board, which impact on a public bodies functions
- Medium to long term plans (for example, corporate plans, development plans, service delivery and improvement plans)
- Setting objectives (for example, well-being objectives, equality objectives, Welsh language strategy)
- Major procurement and commissioning decisions
- Decisions that affect the ability (including external partners) to offer Welsh language opportunities and services

(b) Please name and fully describe initiative here:

Appointing Local Authority governors to schools in Swansea

Q2 What is the potential impact on the following: the impacts below could be positive (+) or negative (-)

	High Impact		Medium Impact		Low Impact		Needs further investigation
	+	-	+	-	+	-	
Children/young people (0-18)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Older people (50+)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Any other age group	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Future Generations (yet to be born)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Race (including refugees)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Asylum seekers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gypsies & travellers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Religion or (non-)belief	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Welsh Language	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Poverty/social exclusion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carers (inc. young carers)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community cohesion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Appendix A - Integrated Impact Assessment Screening Form

- Q3** What involvement has taken place/will you undertake e.g. engagement/consultation/co-productive approaches?
Please provide details below – either of your activities or your reasons for not undertaking involvement

This activity does not require consultation

- Q4** Have you considered the Well-being of Future Generations Act (Wales) 2015 in the development of this initiative:

- a) Overall does the initiative support our Corporate Plan's Well-being Objectives when considered together?
Yes No
- b) Does the initiative consider maximising contribution to each of the seven national well-being goals?
Yes No
- c) Does the initiative apply each of the five ways of working?
Yes No
- d) Does the initiative meet the needs of the present without compromising the ability of future generations to meet their own needs?
Yes No

-
- Q5** What is the potential risk of the initiative? (*Consider the following impacts – equality, socio-economic, environmental, cultural, legal, financial, political, media, public perception etc...*)

High risk

Medium risk

Low risk

-
- Q6** Will this initiative have an impact (however minor) on any other Council service?

Yes No If yes, please provide details below

-
- Q7** What is the cumulative impact of this proposal on people and/or communities when considering all the impacts identified within the screening and any other key decisions affecting similar groups/ service users made by the organisation?
(*You may need to discuss this with your Service Head or Cabinet Member to consider more widely if this proposal will affect certain groups/ communities more adversely because of other decisions the organisation is making. For example, financial impact/poverty, withdrawal of multiple services and whether this is disadvantaging the same groups, e.g., disabled people, older people, single parents (who are mainly women), etc.*)

In order for schools to run effectively they need to have effective Governing Bodies.

Appendix A - Integrated Impact Assessment Screening Form

Outcome of Screening

Q8 Please describe the outcome of your screening below:

- **Summary of impacts identified and mitigation needed (Q2)**
- **Summary of involvement (Q3)**
- **WFG considerations (Q4)**
- **Any risks identified (Q5)**
- **Cumulative impact (Q7)**

We have identified high impact on children and young people because it is in school environment and Governors are appointed to those school. Race, Religion and Welsh language have been also identified as high impact because we have some religious and welsh language schools. There is no need for mitigation as impacts that have been identified are not negative impacts The panel choose Governors ,no public consultation required. In order for schools to run effectively they need to have effective Governing Bodies, this appointment supports this..

(NB: This summary paragraph should be used in the relevant section of corporate report)

Full IIA to be completed

Do not complete IIA – please ensure you have provided the relevant information above to support this outcome

NB: Please email this completed form to the Access to Services Team for agreement before obtaining approval from your Head of Service. Head of Service approval is only required via email.

Screening completed by:
Name: Gemma Wynne
Job title: Governor Support Officer
Date: 22/08/22
Approval by Head of Service:
Name: Rhodri Jones
Position: Head of Achievement and Partnership
Date: 22/08/22

Please return the completed form to accesstoservices@swansea.gov.uk

Agenda Item 10.



Report of the Cabinet Member for Corporate Services & Performance

Cabinet - 23 March 2023

Quarter 3 2022/23 Performance Monitoring Report

Purpose:	To report corporate performance for quarter 3 2022/23.
Policy Framework:	<i>Delivering a Successful & Sustainable Swansea Corporate Plan 2022/23</i> <i>Achieving Better Together Programme.</i>
Consultation:	Access to Services, Finance, Legal.
Recommendation(s):	It is recommended that Cabinet: 1) Notes the Council's performance in respect of managing the pandemic and its aftermath and achieving the Council's wellbeing objectives for quarter 3 of 2022-23; 2) Endorses the use of this information to inform executive decisions on resource allocation and, where relevant, corrective actions to manage and improve performance and efficiency in delivering national and local priorities.
Report Author:	Richard Rowlands
Finance Officer:	Paul Roach
Legal Officer:	Debbie Smith
Access to Services Officer:	Rhian Millar

1.0 Introduction

- 1.1 This report presents an update on the Council's response to the pandemic and its quarter 3 performance in respect of delivering the Council's Well-being Objectives (priorities) set out in the Corporate Plan 2022/23 *Delivering a Successful & Sustainable Swansea*:
- Safeguarding people from harm.
 - Improving Education & Skills.
 - Transforming our Economy & Infrastructure.

- Tackling Poverty.
- Delivering on Nature Recovery and Climate Change.
- Transformation & Future Council development.

2.0 Council Performance: Corporate Plan Delivery Performance 2022/23 Quarter 3

- 2.1 In 2021 managing the pandemic was the single most important priority for the Council. Resources were diverted to focus on protecting individuals, communities, and businesses from its ongoing effects. As such, in September 2021 Cabinet recognised that delivery of many aspects of the Corporate Plan would be delayed and agreed that it would not be appropriate to set targets for Corporate Plan performance in 2021/22.
- 2.2 Annual targets have now been developed across the indicators for 2022/23. In the meantime, quarter 3 performance is presented at Appendix A giving the actual performance as well as the performance trajectory comparing current performance to previous years. A narrative is also provided highlighting the key achievements, issues and actions over the last quarter.
- 2.3 Despite the ongoing impacts from the pandemic, in quarter 3 nineteen indicators show an improving or maintaining performance trend when compared to the same period last year. These include among others:
- improvements in the timely recording of statutory visits to children on the Child Protection Register, when compared with the same time period last year, despite continued staffing challenges due to the on-going social work recruitment crisis;
 - reduction in the number of children and young people supported by Child and Family Services social work teams, compared with the same period last year, which continues to evidence the positive impact of our early help model - with more children, young people and their families receiving the right level of support, at the right time;
 - an improvement in pupil attendance at school, although attendance still remains lower compared to pre-pandemic levels, which is also reflected nationally. A new Inclusion Strategy to 2027 is in development, with contribution from key stakeholders including the Education & Skills Corporate Delivery Committee. This strategy includes a priority area for promoting attendance, with specific workstreams aiming for services to work together to support improving attendance levels.
 - more apprenticeships or trainees starting in the Council in Q3 compared to the same periods in both 2020/21 and 2021/22;
 - a 12% increase in the number of projects with social benefit clauses and Beyond Bricks & Mortar in their contracts when compared to Q3 in 2021/22;
 - a 75% improvement in the average turnaround time for Land Charge Searches completed in the period;

- a 71% increase in the amount of welfare benefits raised through securing rights and entitlements by the Welfare Rights Team;
- a 219% increase in the number of people gaining employment through Employability Support as a result of the development of the employment hub employer days and direct job offers and interviews there and then;
- a 416% increase in the numbers of accredited qualifications being achieved by adults with Council support, offering more Swansea Working training spaces than ever and reacting to the need to reskill or upskill to match the local labour market requirements;
- improving staff sickness levels, despite a predicted increase in short term absence due to colds/influenza as we emerge from the pandemic, and;
- an increase in the number of online payments received via City and County of Swansea websites and the number of forms completed online for fully automated processes.

2.4 Of the other 8 comparable indicators:

- One shows declining performance, which is within 5% of the previous comparable result, which is the percentage of all planning applications determined within 8 weeks; there was a slight drop within 5% of the result in the same period in 2021/22 due to a vacant team leaders post.
- Seven show declining performance trends when compared to Q3 in 2021/22. For example:
 - The number of Children / Young People supported by the Early Help Hubs has increased, partly due to recent changes to the way this information is recorded on the IT system, along with the higher number of referrals that are being received for early help support. There has and continues to be a steady increase in requests for earlier help with a likely increase in those supported over the coming months as new staff step into post, increasing capacity in the service.
 - The number of children on the child protection register has increased in the last quarter. Although there has been an increase, the threshold and decision making are regularly reviewed as a multi-agency, as part of weekly meetings. We will continue to monitor this to keep track of changes in the children registered.
 - Housing and Council Tax benefit processing times continue to be impacted by the need to administer grants for Welsh Government (and in the near future UK Government), also more recently by the loss of staff to other services. Replacement staff will start their training in the coming weeks but it will be some time before their productivity is at the level of the staff who have left the section.

2.5 Finally, there are six new performance indicators for quarter 3 2022/23 mainly the result of a new national social services performance framework introduced by Welsh Government. There is no previous years' data for these indicators, so 2022/23 will be the baseline year.

3.0 Policy Commitments

- 3.1 At the Council meeting on 7th July 2022, a report to establish a number of Policy Commitments of Swansea Council was adopted (Policy Commitments Statement 2022-27).
- 3.2 A subsequent report to Council on 1st December 2022 reported on what the Council had achieved by the end of the first 100 days, outlining some of the key actions that have been taken.
- 3.3 Good progress continues to be made meeting the Policy Commitments. The following represents an update on the Policy Commitments that had been completed as at Q3:
- Cabinet approved a new vision and strategic goals for transformation on 17 November 2022. A detailed transformation plan is being developed aligned to the emerging Corporate Plan and MTFs and will be presented to Cabinet for approval;
 - Cabinet approved a report on the Post Pandemic Working Model on 20th October 2022 and service models aligned to the agreed principle were being formalised.
 - Local Area co-ordinators were established across all areas of Swansea with ongoing development of opportunities and links to local and regional prevention and community co-ordination work streams.
 - Cabinet approval was given to community budget rules.
 - The Welsh Quality Housing Standard (WQHS) 1 was completed and planning WQHS 2 began.
 - Announced the signing of Strategic Partnership Agreement with Urban Splash and commenced work on initial schemes.
 - Reported the budget outturn position to Cabinet and where possible provided more resources for reinvestment.
 - Committed funds to the Economic Recovery Fund (ERF) to aid economic recovery and part fund many of the items in the policy commitments statement.
 - Prepared for the Queens Jubilee with provided support for community events with 70+ street party road closures supported.
 - Prepared for first half Iron man event delivered in August 2022.
 - Programmed and supported 5 concerts for Singleton Park during June to August 22.
 - Continued to deliver the biggest ever events programme with a number of rolled forward events from 2020 and 21 plus restarting, including the Airshow was a success; summer of sport marketing and events underway; live music and community events underway.
 - Completed the 'free bus ride' scheme for 2022 school summer holidays.
 - Installed 15 Electric Vehicle charge points in Council car parks.
 - Established the CJC, put all governance arrangements in place and now meeting regularly.

4.0 Performance Indicators

4.1 Performance indicators are assessed each year to ensure that they remain appropriate, although the COVID-19 pandemic and lockdown disrupted this process in 2020/21 and 2021/22. The current indicators and how the Council can better measure progress towards its objectives were reviewed prior to quarter 2 reporting. A fuller review will take place during the development of a new Corporate Plan to cover the period 2023/27.

5.0 Integrated Assessment Implications

5.1 The Council is subject to the Equality Act (Public Sector Equality Duty and the socio-economic duty), the Well-being of Future Generations (Wales) Act 2015 and the Welsh Language (Wales) Measure, and must in the exercise of their functions, have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Acts.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.
- Deliver better outcomes for those people who experience socio-economic disadvantage
- Consider opportunities for people to use the Welsh language
- Treat the Welsh language no less favourably than English.
- Ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.

5.2 The Well-being of Future Generations (Wales) Act 2015 mandates that public bodies in Wales must carry out sustainable development. Sustainable development means the process of improving the economic, social, environmental, and cultural well-being of Wales by acting, in accordance with the sustainable development principle, aimed at achieving the 'well-being goals.

5.3 Our Integrated Impact Assessment (IIA) process ensures we have paid due regard to the above. It also considers other key issues and priorities, such as poverty and social exclusion, community cohesion, carers, the United Nations Convention on the Rights of the Child (UNCRC) and Welsh language.

5.4 This report is on performance during Q3 2022/23 in delivering the Council's key priorities as set out in the Corporate Plan, so there is no direct impact on people or communities.

6.0 Financial Implications

6.1 In the current and anticipated financial environment further discussion and consideration will be required around priorities and target setting for performance improvement as part of *Achieving Better Together*.

7.0 Legal Implications

7.1 There are no legal implications associated with this report.

Background Papers: None.

Appendices:

Appendix A Q3 2022/23 Performance Monitoring Report

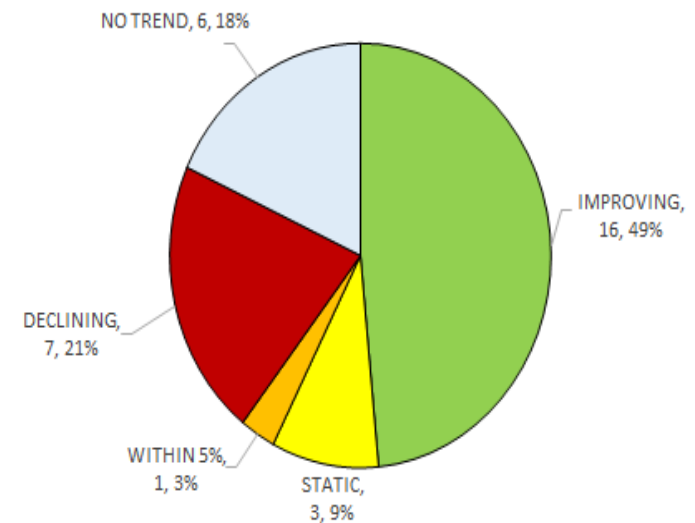
Appendix B IIA

Corporate Performance Management Report Q3 2022/2023

Performance compared to same Period of previous year

2022/2023 Quarter 3

Overall Council position



Performance compared to the same period of the previous year:

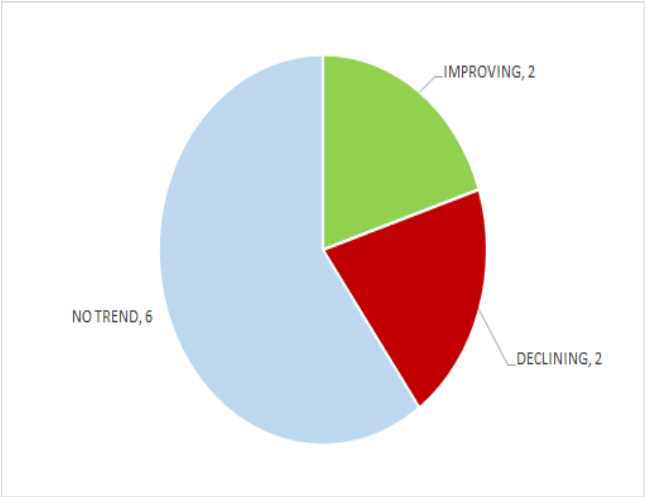
- IMPROVING** Better performance
- STATIC** Same performance
- DECLINING** Worse performance
- NO TREND** New indicator - No historical comparison

Mitigating actions to address workforce challenges in statutory children services are currently proving effective in ensuring that we continue to deliver a safe and effective children service. Our expanded and improved early help offer is reaching more children across the whole spectrum from early years right through to youth services for adolescents at risk of exploitation. Demand for that expanded offer continues to grow as the anticipated consequences of covid lockdowns on families and young people become more and more evident. The children requiring statutory intervention are presenting with more complex needs and the degree of family support required is higher than pre covid and therefore it is encouraging that we continue to support more children to remain safely living with their families. However we anticipate further increased demand and greater demands on our children services and continued challenges to ensure workforce capacity and resilience.

Capacity to meet the care and support needs of adults remains significantly challenged as we continue to try and recover the health and care system post covid. Increased demand for care at home far outstrips depleted capacity linked to significant gaps in workforce across all community health and care services. This compounds the pressures on unpaid carers and therefore its important that we maintain the improvement in the promotion and take up of carers assessments. Likewise our emphasis on improving and expanding our enabling and reabling models of service is helping us to reduce dependence on long term care. We have necessarily had to prioritise increasing intermediate care bed capacity in response to demand for health care services outstripping capacity in the health service. This necessary emergency response to current pressures is delaying our ability to implement our intended optimal model for adult services. We anticipate that we should be able to make greater progress on longer term redesign of our services as the post covid recovery of health and care services begins to take effect in the coming year. In the meantime we continue to prioritise the most critical and emergency needs of our population.

Performance compared to same Period of previous year

2022/2023 Quarter 3



Performance Indicator	KEY	2020/2021 Quarter 3	2021/2022 Quarter 3	2022/2023 Quarter 3	Comment-2022/2023
AD011e ↑ The percentage of residential reablement stays completed during the year where the need for support was mitigated or reduced NO GRAPH DISPLAYED First year of reporting	RAG				
	Result			76.27%	
	Target				
	Trend			No Data	
	Num			45	
	Den			59	
AD011f ↑ The percentage of community reablement packages of care completed during the year where the need for support was mitigated or reduced NO GRAPH DISPLAYED First year of reporting	RAG				
	Result			43.75%	
	Target				
	Trend			No Data	
	Num			49	
	Den			112	

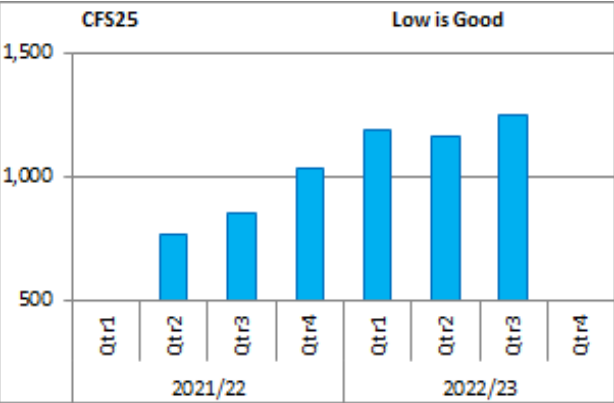
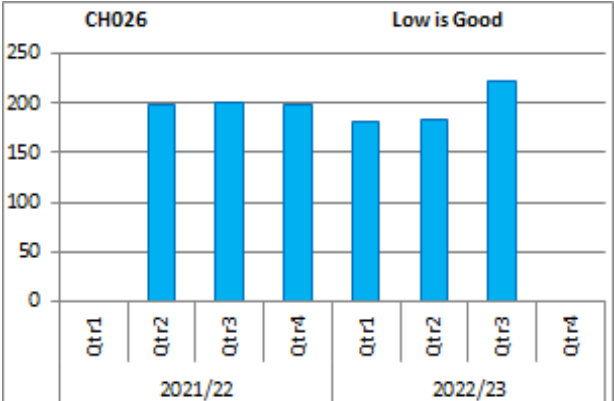
Performance Indicator	KEY	2020/2021 Quarter 3	2021/2022 Quarter 3	2022/2023 Quarter 3	Comment-2022/2023
AD024i ↑ The percentage of enquiries completed within 7 working days from the receipt of the reported alleged abuse. NO GRAPH DISPLAYED First year of reporting	RAG				
	Result			85.00%	
	Target				
	Trend			No Data	
	Num			119	
	Den			140	
AS13b ↑ The percentage of identified carers who have been offered an assessment at the point of assessment of the 'cared for' NO GRAPH DISPLAYED First year of reporting	RAG				
	Result			90.91%	
	Target				
	Trend			No Data	
	Num			450	
	Den			495	

Performance Indicator	KEY	2020/2021 Quarter 3	2021/2022 Quarter 3	2022/2023 Quarter 3	Comment-2022/2023
CFS14a ↑ The percentage of contacts received by statutory children's social services during the period where a decision was made by the end of the next working day NO GRAPH DISPLAYED First year of reporting	RAG				There have been challenges in report development to be able to provide this data. The report is now ready however in the validation stage. Data should be available for the next quarter.
	Result				
	Target				
	Trend				
	Num				
	Den				
CFS18a ↓ The rate of looked after children (LAC) per 10,000 of the 0-17 Swansea population at end of the period (excluding asylum seekers) NO GRAPH DISPLAYED First year of reporting	RAG				The data here represents the looked after children who are aged under 18 years. Overall, the number of children who are looked after by Swansea Council has been decreasing over the last year. This is in line with our strategy to support children and young people to remain living at home with their family or wider family network, where it is safe to do so.
	Result			102.52	
	Target				
	Trend			No Data	
	Num			469	
	Den			45746	

Safeguarding 17-22

Performance Indicator	KEY	2020/2021 Quarter 3	2021/2022 Quarter 3	2022/2023 Quarter 3	Comment-2022/2023
<p>CFS19a ↑</p> <p>The percentage of visits to children on the Child Protection Register (CPR) which were not overdue.</p>	RAG				<p>Despite continued staffing challenges due to the on-going social work recruitment crisis, we have ensured children who are at most risk are seen and continue to receive support.</p>
Result	95.59%	85.92%	91.38%	+6.4%	
Target					
Trend	IMPROVING	DECLINING	IMPROVING		
Num	260	183	212	+16%	
Den	272	213	232	+8.9%	
<p>CFS24 ↓</p> <p>The number of Children / Young People Supported by Child and Family Services at the end of the period</p>	RAG				<p>The reduction in the number of children and young people supported by Child and Family Services social work teams, compared with the same period last year, continues to evidence the positive impact of our early help model - with more children, young people and their families receiving the right level of support, at the right time. Feedback from the teams however suggests that those families that are supported in the service now have more complex needs.</p>
Result	1367	1291	1192	-7.7%	
Target					
Trend	IMPROVING	IMPROVING	IMPROVING		
Num	1367	1291	1192	-7.7%	
Den					

Safeguarding 17-22

Performance Indicator	KEY	2020/2021 Quarter 3	2021/2022 Quarter 3	2022/2023 Quarter 3	Comment-2022/2023	
CFS25 ↓ The number of Children / Young People supported by the Early Help Hubs at the end of the period 	RAG				Recent changes to the way this information is recorded on the IT system has contributed in part to the increase, along with the higher number of referrals that are being received for early help support. This may be a new 'norm' as the new system is enabling us to record differently. There has and continues to be a steady increase in requests for earlier help with a likely increase in those supported over the coming months as new staff step into post increasing capacity in the service.	
	Result		850	1252 +47%		
	Target					
	Trend		No Data	DECLINING		
	Num		850	1252 +47%		
	Den					
CH026 ↓ The number of children on the Local Authority's Child Protection Register (CPR) at end of the period. 	RAG				The number of children on the child protection register has increased in the last quarter. Although there has been an increase, the threshold and decision making are regularly reviewed as a multi agency, as part of weekly meetings. We will continue to monitor this to keep track of changes in the children registered.	
	Result		200	222 +11%		
	Target					
	Trend		No Data	DECLINING		
	Num		200	222 +11%		
	Den					

Attendance in Swansea remains low in comparison to pre-pandemic times. Attendance is starting to improve slowly. Swansea's overall school attendance for 5 to 16 year olds at 89.4% is the 6th best of the 22 local authorities and 0.5 percentage points above the all Wales (88.9%) figure during most of the third quarter reporting period, that coincides with the autumn academic term 2022.

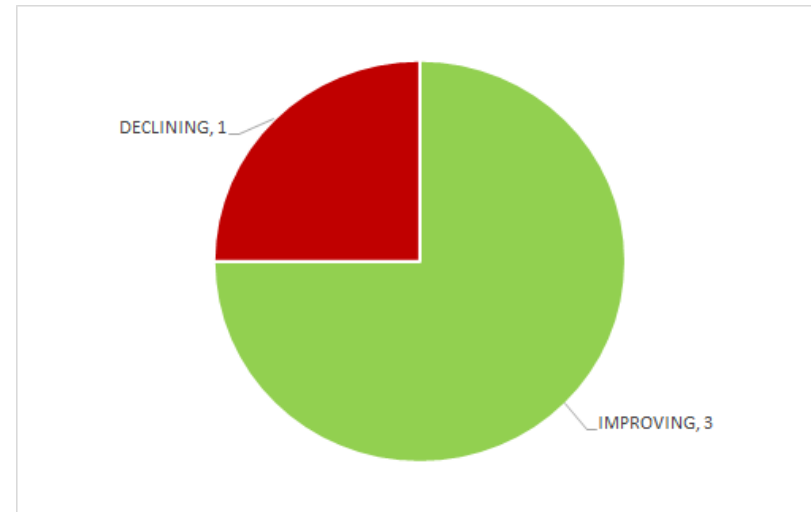
During the third quarter reporting period there is a slight improvement in the overall school attendance level in comparison to the same reporting period a year ago. The negative effect on school attendance remains significant during another school term where Covid, colds and flu have been prevalent. In addition, the final months of the calendar year saw an upsurge in other viruses causing pupils to stay at home, on the advice of Public Health Wales.

Schools in challenging contexts still appear to have lower attendance compared to schools in less deprived areas of Swansea. Around ten primary schools' attendance levels remain below 88% during this reporting period. A third of all primary schools had attendance below 90%. Nearly all secondary schools had attendance below 90% during the reporting period with three of them dipping below 86%. Attendance at the pupil referral unit (PRU) fell below 60% in the third quarter reporting period. Each school and the PRU in Swansea has been asked to share key messages with parents on the importance of attendance. Schools' data on attendance has been shared with headteachers so that they can compare and a new flow chart of key steps to support and improve attendance has been developed while a new attendance policy is being finalised. The numbers of learners being permanently excluded has fallen in comparison to the same reporting period, last year. However, the number of fixed term exclusions is rising. A fresh strategy to improve pupil inclusion will be underpinned by a new attendance policy that is currently being considered at the Education and Skills Corporate Development Committee (CDC). Close monitoring of secondary schools' plans to support learners at risk of disaffection indicates dedicated support to prevent exclusion rates being even higher.


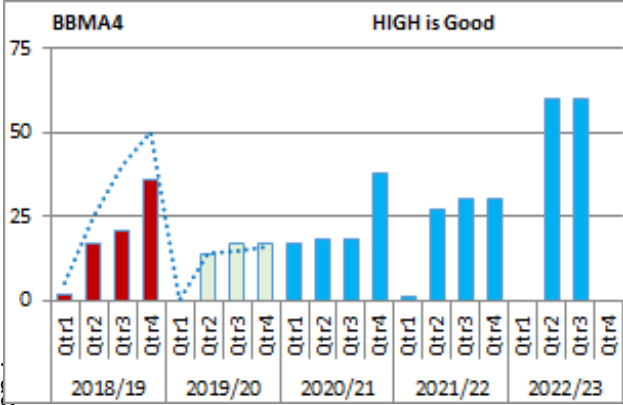

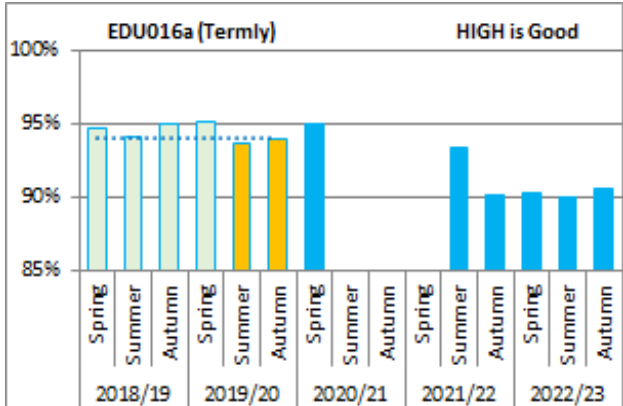
Authority wide attainment measures at foundation phase, key stage 2 and key stage 3 are no longer collected by Welsh Government. In key stage 4 and A Level year groups the return to externally verified examinations saw above national average performance in Swansea. However, Welsh Government no longer collect aggregated local authority data to make comparisons with other local authorities.

Performance compared to same Period of previous year

2022/2023 Quarter 3



Education & Skills 17-22

Performance Indicator	KEY	2020/2021 Quarter 3	2021/2022 Quarter 3	2022/2023 Quarter 3	Comment-2022/2023
BBMA4  The number of apprenticeships or trainee starts in the Council	RAG				Exceeding quarterly target, no new apprentices reported.
	Result	18	30	60	+100%
	Target				
	Trend	IMPROVING	IMPROVING	IMPROVING	
	Num	18	30	60	+100%
	Den				
 <p>BBMA4 HIGH is Good</p>					
EDU016a  Percentage of pupil attendance in primary schools	RAG				Attendance remains low compared to pre-pandemic levels, which is also reflected nationally. A new Inclusion Strategy to 2027 is in development, with contribution from key stakeholders including the Education & Skills Corporate Delivery Committee. This strategy includes a priority area for promoting attendance, with specific workstreams aiming for services to work together to support improving attendance levels.
	Result	No data	90.09%	90.59%	+0.5%
	Target				
	Trend		No Data	IMPROVING	
	Num		1930647	2021841	+4.7%
	Den		2142962	2231861	+4.1%
 <p>EDU016a (Termly) HIGH is Good</p>					

Education & Skills 17-22

Performance Indicator	KEY	2020/2021 Quarter 3	2021/2022 Quarter 3	2022/2023 Quarter 3	Comment-2022/2023
EDU016b	RAG				
Percentage of pupil attendance in secondary schools	Result	No data	86.06%	88.21% +2.5%	Attendance remains low compared to pre-pandemic levels, which is also reflected nationally. A new Inclusion Strategy to 2027 is in development, with contribution from key stakeholders including the Education & Skills Corporate Delivery Committee. This strategy includes a priority area for promoting attendance, with specific workstreams aiming for services to work together to support improving attendance levels.
	Target				
	Trend		No Data	IMPROVING	
	Num		1502496	1647920 +9.7%	
	Den		1745888	1868124 +7.0%	
<p>EDU016b (Termly) HIGH is Good</p>					
POV07	RAG				
The number of training and employment person weeks created by BBM for unemployed and economically inactive.	Result	2958	6002	3225 -46%	Exceeded quarterly targets, however due to Copr Bae project near completion TRT (Targeted Recruitment and Training) outputs are reflected accordingly.
	Target				
	Trend	IMPROVING	IMPROVING	DECLINING	
	Num	2958	6002	3225 -46%	
	Den				
<p>POV07 HIGH is Good</p>					

The reporting against the wider suite of performance indicators for this priority shows that a large number of performance indicators are on target. Where indicators are showing downward trends when compared against results for last year, or against the last monitoring period, explanatory comments have been provided based on the specific circumstances prevailing. As reported previously, the recent effects of cost price inflation on the construction sector continues to have an impact on our regeneration programme delivery. Skilled and unskilled labour shortages, together with supply issues for some construction materials, also continue to affect programme and construction costs.

In Quarter 3 a comprehensive gateway review was undertaken by Welsh Government on the Digital Arena and 71-72 Kingsway City Deal Projects. The review found that the regeneration strategy is built upon the objectives of providing high quality, innovative and sustainable developments to create a digital community and maximising the natural resources of the Bay. It also found that in delivering the Arena and commencing 71/72 Kingsway, the Council had provided tangible evidence of its ability to deliver.

The delivery of actions within the Swansea Economic Recovery Action is ongoing and has made good progress in Q3. The action plan, that was prepared in partnership with key stakeholders, and that is supported by deployment of the Council's economic recovery fund, includes a range of initiatives to stimulate economic activity and resilience within Swansea's local economy. The action plan, together with the Regional Economic Delivery Plan, has helped shape the content for the Shared Prosperity Fund (SPF) Investment Strategy. The SPF Investment Strategy has now been approved by UK Government and preparations are advanced to commence implementation in Q1 2023. A decision is now awaited for the four Round 2 Levelling Up funding bids that were submitted in the Autumn.

The long term strategic regeneration partnership with Urban Splash continues to make good progress. Stage 1 design work has advanced on the initial schemes, which include Copr Bay Phase 2, the Civic Centre site and St Thomas site. Work has also continued towards securing a major new tenant for the Debenhams unit in the Quadrant Shopping Centre, with building survey work undertaken to establish building condition and budget estimates for future works. Productive discussions continue, with a focus on securing the use of this unit for the future.

Progress also continues on the new Castle Square Gardens project. A planning application was submitted in July 2022. A road safety audit has been completed and work continues on the procurement and construction aspects of the project which plans for a new Water fountain/jets, the addition of green space and a range of new cafes and restaurants overlooking the square. Construction tenders will be invited in Q4.

As previously reported, the new Public Sector Hub Central project at the former BHS building has had planning permission approved and RIBA stage 3 is complete. A contractor has also been successfully appointed and a new project cost plan which takes into account programme revisions and survey findings has been prepared. At the Kingsway Employment Hub building, works continue to construct a major new high-tech office development, totalling 114,000 square feet of commercial floor space, providing flexible co-working and office opportunities for innovative tech, digital and creative businesses. A lettings strategy is now informing the preparation of marketing materials and branding.

We are also nearing completion at the Hafod Copperworks Powerhouse project which will see the building handed over to Penderyn for fit out in Quarter 4. The distillery will be operational by summer 2023. Refurbishment works also continue at the historic and derelict Palace Theatre, which was acquired by the Council both saving a part of Swansea's heritage and acting as a regeneration catalyst for the Upper High Street. The innovative digital workspace will offer a home for growing businesses in the tech, digital and creative sectors. 1544m² of floor space will be refurbished to create a quality office space that offers the prospect of providing accommodation for multiple SMEs. Work has also continued with Skyline Enterprises who aim to create a gondola attraction with luge tracks, zip lines and visitor facilities on Kilvey Hill. Land assembly discussions to facilitate the scheme are now well advanced and technical survey work is underway. The company will be carrying out pre-application consultation work in Spring 2023.

The Welsh Housing Quality Standard (WHQS) is a long term programme to improve the condition, thermal performance, security and affordability of social housing owned by the Council in Swansea. On completion of the original WHQS on 31st December 2021, the Council had invested more than £546m over 18 years to make its housing stock compliant with the Standard.

From the beginning of this current financial year 2022/23, WHQS passed from a compliance target stage to a maintenance phase. The capital investment for this year's programme is £37.4m out of a total HRA Capital Programme of £48.6m, which includes £11.2m for the More Homes new build programme.

The WHQS outturn expenditure at the end of quarter 3 is £18.3m which is around 70% of budget allocation while More Homes is £7.8m which represents 73% of the budget. Programme delivery is proving to be challenging as a consequence of inability to recruit key technical staff to design and procure projects, together with lack of contractor capacity and shortages of core materials delaying the overall programme. Officers are carefully managing and monitoring programme progress.

Welsh Government has consulted with social housing providers in Wales about a new standard they intend to introduce on 1st April 2023. The new Standard, WHQS2023, will build on the achievements of the earlier standard with a major policy objective of making all social housing in Wales net zero carbon by the mid 2030's. Large scale investment programmes will be required to meet the future statutory duties that will also increase fire and safety standards and environmental improvements and water saving measures.

The Council's More Homes Programme, focussed on providing new build Council housing, is looking to a 10 year delivery ambition of 1000 new affordable homes. Following the completion 60 homes in 2021/22 work has now completed on 25 homes on Hill View Crescent in Clase. This scheme was awarded £1.5m of Innovative Housing Programme (IHP) funding to fund the renewable technologies to continue the Homes as Power Stations theme. Work is underway at West Cross to develop a scheme of 6 bungalows, which was also awarded IHP and built to HAPS standard. These are due to be completed in February 2023.

The Council has successfully bid for Welsh Government Transitional Accommodation Capital Programme (TACP) funding for works to 36 void properties, increasing the overall number of properties being prepared for letting over the next 6 months, this approach would also lead to normal voids being turned around more quickly; as the in-house team would not be undertaking major capital work. The bid also included a request to fund the remodelling and conversion of 2 ex-District Housing Offices. The former Penlan DHO will be converted into 6 x 2 bedroom flats, with 2 ground floor flats which will be accessible. The former Eastside DHO will be converted into 4 x 1 bed flats, and again the 2 ground floor flats will be accessible. Design work has been completed and work will commence in February 2023. TACP funding has also been secured for the purchase of 15 ex-council properties on the open market for completion by March 2023 to supplement the Council's acquisition programme, which has already brought 34 properties back into the social housing stock during 22/23, with over 100 acquired since the programme commenced in 2018.

Work is ongoing to convert a former social services property in Gorseinon into 2 x 3 bedroom homes, and will be completed in February 2023. The former Education site at Brondeg House has also been acquired to develop for affordable housing, and the existing building has now been demolished to make way for approximately 14 units of new affordable housing. Site surveys to inform the detailed design work is underway and a planning application is targeted for submission by August 2023, which would lead to an approximate start date of 2024 for the construction work.

The demolition of the former Clase DHO has now been completed, as part of the Creswell Road development of 9 new homes, and planning is due to be submitted in January 2023. Detailed design is also underway for Heol Dynys, which will accommodate 20 homes, with a planning application expected to be submitted during 2023. A masterplan is being developed with a multi-disciplinary team for 4 x sites in Bonymaen, with a planning application expected to be submitted in May 2023. A public consultation event has been held with residents to provide them with an opportunity to give their views on the proposals and influence the final design.

The Council is also progressing the procurement of a development partner to deliver mixed tenure housing on 2 Council owned sites in Penderry, whilst

maximising the delivery of affordable housing to meet local need. The Council has also procured a multi-disciplinary team to deliver a masterplan for the enhanced refurbishment of a large Housing owned site in Penlan, which also contains an element of new build. Public consultation events have been held with the residents to gauge their views on the proposals. Plans are now being developed to deliver the improvements, starting with the internal improvements to the council owned properties, starting with a programme to deliver kitchen and bathroom replacements.

Concept plans have been completed for a further nine HRA sites in conjunction with planning and placemaking colleagues. Demolition work is due to commence in Gorseinon Business Park (GBP - one of the 9 sites) in January 2023 to make way for development of around 30 new affordable homes. Surveys of GBP and the other sites will be undertaken during 2023/24 to enable prioritisation of the most viable sites in order to produce a development plan, which will provide a pipeline of schemes to enable effective resource allocation and to maintain a flow of development in the coming years.

Destination Marketing & Management

The Marketing strategy has yielded excellent results this quarter as overall page views for visitswanseabay.com (the destination website), at 506,235, are up 20% on 2019 (our last full year of activity unaffected by COVID). This takes the total for the calendar year to 2,180,231 page views. During the quarter the website also brought in £79,935 via ticket sales, taking the 2022 total so far to £200,377, a 375% increase on last year.

The Council's Economic Recovery Fund (ERF) was utilised to support the tourism sector with the offer of a free, 'entry level' marketing partner package. This includes a page on the visitswanseabay.com and has resulted in a total of 204 businesses being supported, equivalent to an increase of 67% in comparison to pre-pandemic numbers. This has added significantly to the choice available for visitors and residents and improved the search engine optimisation, resulting in increased 'organic traffic' where the site shows up more frequently in search engines.

Our marketing strategy continues to be flexible to account for the evolving economic challenges, promoting domestic tourism and resident engagement. Examples include us continuing with the 'Make Swansea Bay your Happy Place' campaign, highlighting the attractions, activities and events for a fun-packed family holiday of day out in Swansea Bay. As a result, social media following increased to over 85k on Facebook and over 19k on Twitter. We also re-released a partner video featuring the Welsh Surfing Federation, showcasing Llangennith and Rhossili Bay which achieved almost 955k impressions, a reach of over 284k, almost 288k views, 2,180 reactions/shares and 10,098 'click throughs' to the website.

October also saw the launch of the second phase of the Nature and Wildlife Campaign, with three new Autumn themed videos, featuring TV presenter lolo Williams, and covering (1) Blackpill and Clyne Valley Country Park, (2) Port Eynon and Parkwood, (3) Cwm Ivy and Whiteford. New web pages were created to host the videos, which were supported by new content and fresh Autumn photography. This work, to promote the 'shoulder season' campaign, resulted in 413k impressions, a reach of over 220k, over 95k views and 3.2k 'click-throughs' to the website.

A dog friendly social media campaign was also launched to coincide with the lifting of the dog ban on beaches. This campaign included a dog friendly video linking through to the updated dog friendly holidays section on www.visitswanseabay.com, and via organic social media activity and CRM, reached over 38k.

Four journalist/blogger visits were hosted, from 'The Express' and 'Star', 'Where Nat Went', 'Mostly Food and Travel' and 'The Simple Explorer'. The visits and editorials generate an Advertising Value Equivalent(AVE) of £10,597 and PR value of £31,701.

The ERF also provided us with the resources to extend the visitor season through added promotional activity, including a Video on Demand Campaign via Sky Ad Smart, which took place between 4th and 30th October. Three new and specifically targeted videos were created, using new video footage commissioned during the summer months, aimed at three key demographic groups; Younger Market, Families and Active Over 50's. The TV adverts targeted these across the UK, including the M4 Corridor, Midlands and the South West. The videos delivered over 690,000 impressions, with an over delivery of 80,000 impressions, worth almost £6k.

The successful Outdoor Media Campaign, mentioned in the quarter 2 report, which saw static and digital adverts at key transport hubs across London including London Paddington and key London Underground stations, and major railway stations, generated over 25m impacts. This campaign over-delivered by over 6m impacts, generating almost £7k of added value.

The Enjoy Swansea Christmas campaign (launched on November 7th) included advertising in a range of magazines, on bridge banners, site boards, bus stops and digital screens in the city centre bus station and multi-storey car parks. This was complemented by online advertising, emails, blogs, social media posts and a branded vehicle, all promoting the festive 'Swansea Christmas - Yours to Enjoy!' message, which directed residents to 'enjoyswanseabay.com' where details of our events, including the Christmas Parade, Waterfront Winterland, Christmas Market, Swansea Grand Theatre's Pantomime and Cultural Venues' activities were highlighted. A competition was also held in this quarter and was promoted through the Enjoy! social media platforms to capture further email addresses. At the end of December, the number of subscribers rose to over 12k. Enjoy! Facebook followers have also continued to rise to 27.5k, 19.2k Twitter followers, and the Enjoy! event page had 20,120 page views, an increase of 11% over the previous quarter.

This generates confidence with external event organisers/partners to purchase Enjoy! Marketing packages, including video and photography and we exceeded our income targets, and sales for partners, who reported back positively as a result. Examples include the BBC National Orchestra of Wales, who stated 'BBC NOW has a solid fanbase in the Swansea area, but we needed to appeal more to younger people and those that might not necessarily engage with an orchestra. With Lisa's help, we have just seen record attendances at a concert and our Fantasia concert in January is also looking healthy.' (the latter achieved the following statement: We had a wonderful Fantasia concert at Brangwyn Hall last night - a audience of 732, multi-generational, multi-cultural and VERY enthusiastic.) This is a significant demonstration of the impact and value of the service, as the BBC had met with us previously to express their concerns at declining audiences, regularly seeing less than 200 ticket sales, meaning they considered it unviable to continue to visit the Brangwyn Hall. The launch of the 2022 Sports Awards also commenced in November and through marketing support, the nominations exceeded the previous event with over 100 entries.

Special Events and Cultural Development

Quarter 3 continued at a pace for the Events Team, with the Mumbles Triathlon in October; a popular middle and sprint distance race, used by many triathletes as a great end of season race. Castle Square was transformed into a spooky fun filled day, with free family entertainment, games and dance performances for the annual Spooks in the City event and the ever popular Waterfront Winterland returned to Museum Park.

This year's Christmas Parade was 'bigger and better' than ever with dancers, bands, choirs, floats, inflatables, light up characters, princesses, superheroes and much more on display. In addition, the team supported 8 Community Christmas Parades in the city's district town centres, throughout November and December. A programme of events and activities for community parks and open space hires complemented the core programme, benefiting from the support of the Council's Economic Recovery Fund, which secured free use. A number of commercial hires were also facilitated including road races and food festivals.

Our diverse reach included our marketing support of Wales' biggest World Cup Fan Park, which our Events team hosted at short notice, at Singleton Park, so that fans could enjoy the 2022 FIFA Men's World Cup immersed in unbeatable atmosphere in a friendly and secure environment. The team also worked with the FAW to present their national art installations of a giant Wales Bucket Hat, at Castle Square (also Cardiff, Bangor, Aberystwyth and Wrexham) as part of their fan engagement strategy. This took place shortly after we concluded the public arts education programme and trail for 'The World Reimagined' which was wrapped up in a large scale installation at St. David's before being transferred, along with all the other cities' trails to Trafalgar Square for a final PR celebration. Alongside the launch of a new public arts trail at the museum in November, for opening summer '23, we maintain the profile of Swansea as a great host for creative activity. In support of this we launched a new partnership to develop a Creative Network for Swansea and surrounding areas, with UWTSD and Urban Foundry, bringing together partners from across the education and cultural sectors in the city to plan for the future.

Part of our discussions with the wider sector involve skills, workspace, meeting and networking space. We made some progress on the latter being facilitated through the new Community Hub in the former BHS building, which will include a new community event space, research and seminar rooms for widespread use. This will be managed by cultural services on behalf of the Hub partners, with a particular focus on the Fusion programme which aims to tackle poverty through cultural activities, digital inclusion and accredited learning. The Hub is well placed to link the various artists, studios, venues and organisations in the city, with our communities, and various partner agencies. To help us communicate this, we also appointed a branding agency 'Waters Creative', who will work with us to decide on the name and overall brand.

Work also advanced with city centre partners to identify best sites to install the necessary infrastructure for 'legal' street arts installations at key gateways, and the service continues to learn and develop the capability and management of the new Arena's LED skin, learning and developing its impact as a key creative feature on the city's skyline. Research and learning in support of this is emerging through our partnership with the Computational Foundry phd programme at Swansea University also. This particular programme focuses on research, media and digital skills, by drawing the core activities of our venues together to support place making and audience engagement; linking in the Dylan Thomas service, with libraries and our Fusion programme, plans for the new Hub, Theatres and Glynn Vivian Art Gallery - which also diversified its own reach by hosting the 'world building' artefacts of Bad Wolf's TV dramatization of Philip Pulman's 'His Dark Materials'.

The digital and audience engagement themes continued with the new website and screens at the Grand theatre, resulting in a steady increase in business throughout the quarter. This culminated in a 48 performance run of pantomime, including accessible performances, Beauty and the Beast, which broke the box office record by a massive 15.9%. The production was ground-breaking in its technical execution, with magical digital scenery and was attended by 34,798 people, the feedback from whom was overwhelmingly positive. The show was so well received it had generated £171,000 of bookings for next year (Cinderella) by the time the run came to a close. This figure as a percentage of business for the production is up there with the best of the no.1 venues giving a good indication of the affection in which the show was regarded and the steady return of our audiences when the marketing, product and experience is top class. The recovery of the theatre is also supported by the partnership with Grand Ambition, a resident team focusing on youth engagement, talent development and new productions by Swansea producers and performers, producing good results for our local partners and communities. This has led to additional funding being secured from Arts Council Wales and a return of 'theatre' audiences to see in house productions such as 'A Number', dealing with topical and sensitive themes, with plans for a 'talent pipeline' underway for the next quarter.

The Sports and Health service also continued its focus on strengthening partnerships in the community, securing funding and investment for infrastructure improvements alongside positive outcomes for all ages. Work at Cefn Hengoed school and leisure centre, to include a 3G Barn and improved Community Leisure and PE facilities has progressed well over the autumn period, with much of the work completed. This has also improved the internal and external fabric of the school areas; including vital roof works, improvements within link corridors, stairwells and changing rooms. Work to the main new fitness facility also progressed, with a strip out and new plant and mechanical equipment installed. Groundwork and site clearance on the site of the new Sportsbarn is now underway, with the programme on schedule to complete in late August.

The vision to deliver a Swansea Bay Sports Park offer in partnership with the University also took a step forward with funding approved by Sport Wales to install bleacher style seating across one of the two, international quality, hockey pitches. The project is subject to tender and planning permission, with aspiration to be installed prior to the European Hockey Championships at the site in the summer.

Signs of recovery are welcomed by our partners at Freedom Leisure, who have reported good performance across the leisure portfolio for the period. In particular, the LC and community sites have benefited from holiday based programmes, club usage and wet weather provision. This is in sharp contrast however to the challenges presented by the cost of energy, with prices continuing to be volatile, and relief from Government for the sector looking uncertain from April 2023. This is particularly an issue for those facilities with pools and high energy consumption, despite investment and mitigation already put in place. The sector and partners will need to ensure close working and shared investment to ensure sustainability, during these times, so that the investment made and planned will fulfil its promise in future.

Positively, the LC's gym membership now includes 3 hours free parking at the Copr Bae South car park, which uses a number plate recognition system for gym members. This additional benefit was a significant step forward for retaining members, which thanks to increased benefits and quality facilities, is expected to rise to pre covid levels /projections which will offset the reported challenges.

Outdoor Leisure and foreshore attractions, including Oystermouth Castle, Bay Rider Landtrain and the Recreation Ground car park, also performed well in quarter

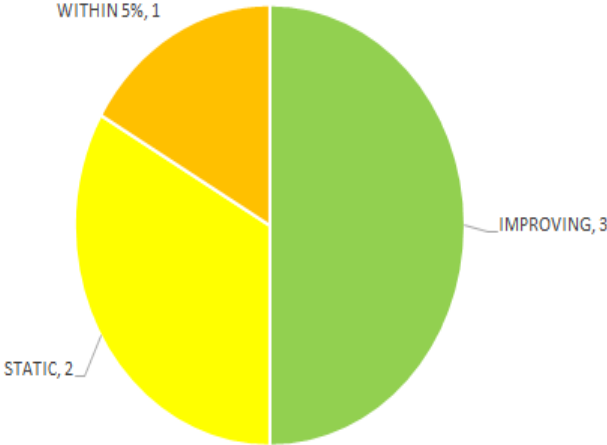
3, with the return of students and staff to main buildings and events such as the World Cup Fanpark. Other examples of cross service utilisation including Halloween themed trips on the Landtrain and events at Oystermouth Castle, in partnership with the Friends, which attract 100's of visitors, increasing engagement and awareness.

Langland Bay Huts achieved 100% occupancy for the winter let period and we introduced new, extension opportunities into the new year, alongside optional letting periods to include 3, 6, 10 and a new 12 month option. These options increase the use, investment potential and value for money for our users and support the wider tourism economy of Langland.

Work on the new skate park at West Cross, facilitated as a partnership with Mumbles Community Council, has made visible progress during the period, revealing a significant and attractive facility which will greatly benefit the offer along the foreshore and its diverse users. Under a similar arrangement with the Community Association, the development at Underhill Park also progressed, with the structure and internals to the new pavilion/cafe nearing the final stages. A further phase of this project, to install a full size all weather 3G surface, was also secured with funding commitments from various sources. A contribution of £330k from the Council's Economic Recovery Fund (ERF) has further secured this important development for local teams, groups and future generations, as has £130k, also from the ERF, to enable the Friends of Coed Gwilym Park, Clydach to complete a new community building for its local residents and community groups use.

Performance compared to same Period of previous year

2022/2023 Quarter 3



Economy & Infrastructure 17-22

Performance Indicator	KEY	2020/2021 Quarter 3	2021/2022 Quarter 3	2022/2023 Quarter 3	Comment-2022/2023
BBMA1 ↑ The number of projects with social benefit clauses and Beyond Bricks & Mortar in their contracts	RAG				Exceeding quarterly target.
	Result	19	17	19	+12%
	Target				
	Trend	IMPROVING	DECLINING	IMPROVING	
	Num	19	17	19	+12%
	Den				
EC2 ↑ The Percentage of all major applications with an economic imperative that are approved	RAG				
	Result	100.00%	100.00%	100.00%	0%
	Target				
	Trend	STATIC	STATIC	STATIC	
	Num	2	7	5	-29%
	Den	2	7	5	-29%

Performance Indicator	KEY	2020/2021 Quarter 3	2021/2022 Quarter 3	2022/2023 Quarter 3	Comment-2022/2023
<p>EC5 </p> <p>Amount of commercial floorspace (measured by sq m) created within the Transforming Towns Programme target areas to accommodate job creation</p>	RAG				8 schemes are on site progressing.
	Result	376	0	950	N/A
	Target				
	Trend	IMPROVING	DECLINING	IMPROVING	
	Num	376	0	950	N/A
	Den				
<p>EC6 </p> <p>Number of new housing units created in Transforming Towns target areas as a result of Transforming Towns Programme funding.</p>	RAG				4 schemes are on site progressing
	Result	9	0	0	0%
	Target				
	Trend	IMPROVING	DECLINING	STATIC	
	Num	9	0	0	0%
	Den				

Economy & Infrastructure 17-22

Performance Indicator	KEY	2020/2021 Quarter 3	2021/2022 Quarter 3	2022/2023 Quarter 3	Comment-2022/2023
EC7 ↓ Average Turnaround Time for Land Charge Searches completed in the period	RAG				
	Result	4.02	6.31	1.60	-75%
	Target				
	Trend	IMPROVING	DECLINING	IMPROVING	
	Num	4.02	6.31	1.60	-75%
	Den				
EP28 ↑ The percentage of all planning applications determined within 8 weeks.	RAG				Vacant Team Leader post impacted performance but determination of applications within agreed timescales, as measured by WG, was 95%
	Result	87.24%	79.24%	75.52%	-4.8%
	Target				
	Trend	DECLINING	DECLINING	WITHIN 5%	
	Num	383	397	364	-8.8%
	Den	439	501	482	-4.2%

The corporate plan sets out the council's commitment to tackle poverty to ensure that every person in Swansea can achieve their potential. To meet this commitment, the corporate Tackling Poverty Strategy ensures that tackling poverty is everybody's business. Cost of Living Impact The economic impacts of the COVID-19 pandemic and the cost of living crisis continues to have a significant impact on those already experiencing poverty and is driving those at risk of poverty, into poverty. The Bevan Foundation 'Snapshot of Poverty' Summer 2022 report highlights that more than 1 in 8 Welsh Households either sometimes or often struggle to afford everyday items and that the majority of people (57%) are now cutting back on essential items such as heating, electricity and/or water. There is also a clear link between the cost of living crisis and people's health, with 43% of people in Wales reporting that their mental health as deteriorated as a result of their financial position. The above report also stated that 11% of people were worried about the prospect of losing their home over the next three months. A Cost of Living webpage was launched in September 2022 www.swansea.gov.uk/costoflivinghelp with over 128,000 page views by the end of December 2022. Welfare Benefits The number of people on Universal Credit in Swansea (Swansea East, Swansea West and Gower) is 23,045 (DWP, March 2022). The number of people on legacy benefits in Swansea is 12,805 (DWP November 2021). From early May 2022, people on legacy benefits (Child Tax Credit / Housing Benefit / Income Support / Income-based Jobseekers Allowance / Income-related Employment and Support Allowance / Working Tax Credit) will migrate to Universal Credit by the end of 2024. Welfare Benefit Entitlements The step to help address the impacts of Welfare Reform, including supporting people to claim the full benefits they are entitled to so that they are able to maximise their income is reported through the amount of welfare benefits raised through securing rights and entitlements by the Welfare Rights Team. The amount of benefits secured during the third quarter of 22/23 was £485,629.10, an increase on the same quarter in 21/22, due to arrears of benefits being paid and providing a first stage service to the Ukrainian Settlement programme. The ongoing impact of Welfare Reform means that the amount of benefit income people qualify for is reduced, however the work of the team ensures that people are more protected against benefit sanctions and prevents people's incomes falling further. The team responded to 169 benefit enquires and trained 40 support workers this quarter. Employability Support The number of people gaining employment through Employability Support by the end of this quarter is 298 (April - December 2022). This covers the outcomes achieved by the following programmes; Swansea Working; Communities for Work; Communities for Work Plus and Young Person's Guarantee. The teams have exceeded the target for the period; this is also with a reduced team for the financial year 22-23. Support through these programmes result in help for residents aged 16+ to access employment, education and training, as well as help for people to overcome their barriers to employment through co-ordinated, person-centred employability support. During the last quarter local and City Centre, hubs were open and welcoming new referrals - working alongside key partner organisations. The team continued to support participants and new referrals. The Employer Engagement Officers, Participant Engagement, and the Mentors supported each other by organising and attending a number of local events. Training provided in quarter included Barista, Security, Care, Construction, Food Safety, First Aid. Events held in the third quarter included; Recruitment roadshow (Customer service, care, warehouse), Swansea Council Dom care and Youth recruitment event, Gower Brewery, Customer service employer, DVLA, New directions (education), Tower Hire and Sales, Accomplish Care, Swansea Council Childcare Recruitment event. A Newsletter was distributed in late November, informing residents of the support offered by, Employability, Lifelong Learning and the Financial Inclusion/Welfare benefits team. The ICT Chromebook Scheme continues to offer participants a valuable tool in order to carry out training, complete job application forms, search for employment and more. To date, 49 individuals who have used the Chromebooks have found sustainable employment. Council Tax Reduction (CTR) and Housing Benefit (HB) The performance indicators of CTR and HB average time for processing new claims has decreased compared to the same period last year. The increase in time taken to process new applications for HB/CTR claims reflects a number of issues including the shift of more straightforward applications for financial assistance to help with rent over to Universal Credit. Those applications remaining in Housing Benefit being the more complex cases, particularly those for supported accommodation where in depth consideration of the rent charges must be carried out. The Revenues and Benefits Service continues to manage additional grants on behalf of Welsh Government and will be managing a new UK Government scheme in the coming weeks and this continues to have a significant impact on processing times as staff are diverted away from core functions to deal with those. In addition, a number of staff have left the Benefits Service to work elsewhere in the authority. Replacements have just started with the service and there will as always be a need for a lengthy period of training for the new staff on complex benefit schemes and a need for practical on the job experience before they will be as productive as the staff who were lost. Housing The Council, along with partners in the housing sector and support charities, have continued to address homelessness in Swansea. Many people have been supported to find a place to live and move on from emergency temporary accommodation into longer-term homes. The average number of days spent by homeless families with children in Bed and Breakfast accommodation increased from this time last year due to the continued pressure on temporary

accommodation, and families have moved into suitable accommodation as soon as possible. Pressure on temporary accommodation is continuing to increase due to a lack of suitable move-on accommodation solutions, particularly for single person households.

Skills & Qualifications The number of accredited qualifications achieved by adults with Local Authority support remains the same as the previous quarter (as this quarter covers the seasonal break in the academic year). Figures for the new academic year will be available in the next quarter report. This includes accredited and non-accredited Lifelong Learning courses such as digital literacy, Essential Skills and Learning for Life courses (languages, wellbeing and arts). Partnership working between Lifelong Learning, Employability programmes and partners continues to offer participants accredited training and qualifications to meet employment opportunities. There have been 411 employability-based training outcomes via Swansea Working. Lifelong Learning Service and the Employability Team are working closely to design a Self-Employment package for all residents of Swansea.

Partnership Working The Swansea Council Poverty Forum, Swansea Poverty Partnership Forum, Financial Inclusion Steering Group and Swansea Food Poverty Network have continued to meet regularly. The Swansea Poverty Truth Commission launch took place in October 2022. These networks provide opportunities for sharing good practice, information, trends, changes to services and new opportunities, encouraging collaboration and partnership working. Audit Wales published their report 'Time for Change - Poverty in Wales' in November 2022. The report highlighted several examples of good practice in Swansea and makes recommendations to both Welsh Government and Local Authorities. Swansea Council took part in 'Talk Money Week' during November 2022, promoting key local messages throughout the week. The full award of the Household Support Grant (£83,440) was completed in October with over 60 successful applications from organisations tackling food poverty and food insecurity. The Period Dignity in Communities Grant (£64,204) was fully allocated in October with over 30 successful applications. An additional £79,812 was secured taking the total Direct Food Support Grant to £121,213 for 2022 of which £54,365 was awarded with over 40 successful applications in November 2022. £97,000 Sustainable Food Partnerships funding was secured in November 2022. £83,831 Warm Hubs funding was secured in November 2022. An online directory was launched in November www.swansea.gov.uk/swanseaspaces and a total of £97,239 was awarded to over 70 successful applicants in December 2022. (Additional funding was awarded from the Direct Food Support Grant and Social Isolation Grant to support Swansea Spaces as appropriate).

Performance compared to same Period of previous year

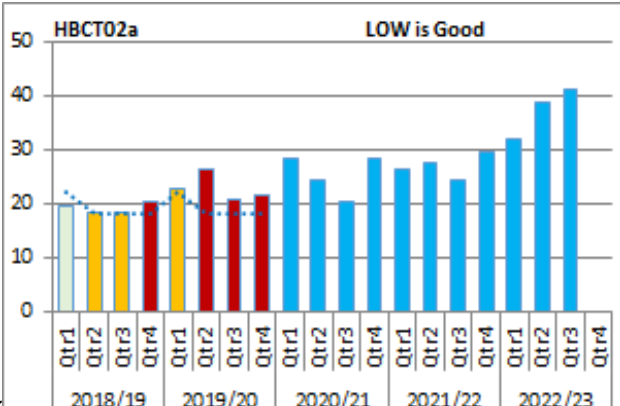
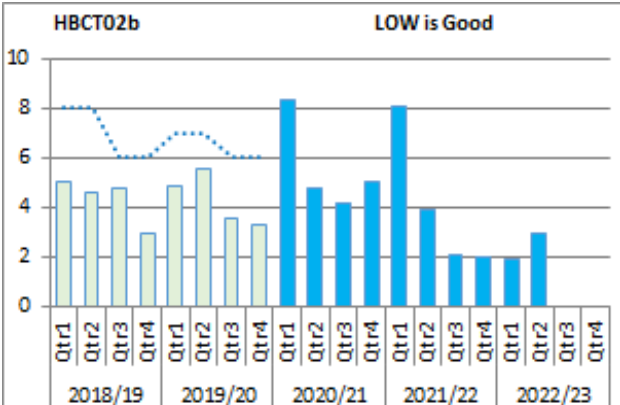
2022/2023 Quarter 3



Tackling Poverty 17-22

Performance Indicator	KEY	2020/2021 Quarter 3	2021/2022 Quarter 3	2022/2023 Quarter 3	Comment-2022/2023	
HBCT01a ⚠️ Housing Benefit Speed of Processing: Average time for processing new claims.	RAG				The service continues to be impacted by the need to administer grants for Welsh Government (and in the near future UK Government), also more recently by the loss of staff to other services. Replacement staff will start their training in the coming weeks but it will be some time before their productivity is at the level of the staff who have left the section.	
	Result	15.85	22.59	39.59		+75%
	Target					
	Trend	IMPROVING	DECLINING	DECLINING		
	Num	8081	12154	20431		+68%
	Den	510	538	516		-4.1%
HBCT01b ⚠️ Housing Benefit Speed of Processing: Average time for processing notifications of change in circumstances.	RAG				The service continues to be impacted by the need to administer grants for Welsh Government (and in the near future UK Government), also more recently by the loss of staff to other services. With this in mind the increase in processing times for this PI is considered acceptable.	
	Result	5.39	5.56	8.44		+52%
	Target					
	Trend	DECLINING	DECLINING	DECLINING		
	Num	23692	23785	34924		+47%
	Den	4398	4276	4139		-3.2%

Tackling Poverty 17-22

Performance Indicator	KEY	2020/2021 Quarter 3	2021/2022 Quarter 3	2022/2023 Quarter 3	Comment-2022/2023	
HBCT02a ↴ Council Tax Reduction Speed of Processing: Average time for processing new claims.	RAG				The Service continues to be impacted by the need to administer grants for Welsh Gov and more recently by the loss of staff to other services. The small increase in processing times for this PI is considered acceptable. Replacement staff will start their training in the coming weeks but it will be some time until they can work as fast as the staff who have moved on.	
	Result	20.25	24.47	40.82		+68%
	Target					
	Trend	IMPROVING	DECLINING	DECLINING		
	Num	47066	39697	61187		+54%
	Den	2324	1622	1499		-8.2%
						
HBCT02b ↴ Council Tax Reduction Speed of Processing: Average time for processing notifications of change in circumstances.	RAG				The Service continues to be impacted by the need to administer grants for Welsh Gov and more recently by the loss of staff to other services. Replacement staff will start their training in the coming weeks but it will be some time until they can work as fast as the staff who have moved on.	
	Result	4.18	2.10	3.01		+47%
	Target					
	Trend	DECLINING	IMPROVING	DECLINING		
	Num	80479	41062	37962		-7.5%
	Den	19259	20007	12617		-37%
						

Tackling Poverty 17-22

Performance Indicator	KEY	2020/2021 Quarter 3	2021/2022 Quarter 3	2022/2023 Quarter 3	Comment-2022/2023
POV05 ↑ The amount of welfare benefits raised through securing rights and entitlements by the Welfare Rights Team (£)	RAG				Increased value due to additional arrears of benefit.
	Result	195413.57	284122.20	485629.10	+71%
	Target				
	Trend	DECLINING	IMPROVING	IMPROVING	
	Num	195413.57	284122.20	485629.10	+71%
	Den				
POV06 ↓ The average number of days all homeless families with children spent in Bed and Breakfast accommodation	RAG				
	Result	2.00	14.50	11.00	-24%
	Target				
	Trend	IMPROVING	DECLINING	IMPROVING	
	Num	2	29	88	+203%
	Den	1	2	8	+300%

Tackling Poverty 17-22

Performance Indicator	KEY	2020/2021 Quarter 3	2021/2022 Quarter 3	2022/2023 Quarter 3	Comment-2022/2023
POV10 Number of people gaining employment through Employability Support	RAG				The development of the employment hub employer days and direct job offers and interviews there and then have helped with this increase. The employer engagement function is at its highest level sourcing more vacancies and matching individuals to them
	Result	99	106	422 +298%	
	Target				
	Trend	DECLINING	IMPROVING	IMPROVING	
	Num	99	106	422 +298%	
	Den				
POV11 Number of accredited qualifications achieved by adults with local Authority support	RAG				We have offered more Swansea Working training spaces than ever and reacted to the need to reskill or upskill to match the local labour market requirements. This has resulted in increased training numbers
	Result	164	106	593 +416%	
	Target				
	Trend	DECLINING	DECLINING	IMPROVING	
	Num	164	106	593 +416%	
	Den				

Transformation & Future Council development

In the third quarter of 2022-23 Cabinet approved a new transformation strategy and goals. A Transformation Delivery Board was established and held its first meeting. A new corporate transformation plan is now in development and will be presented to Cabinet in April 2023 for approval.

During this quarter Cabinet also approved the final workforce strategy as well as the draft digital strategy to go out to public consultation. The consultation is underway and has included engagement with the Disability Liaison Group, 50+ Network, Poverty Forum, and Menter Abertawe. Workforce and digital boards were also established to oversee the development and implementation of programmes that will deliver the final strategies.

In December 2022 Swansea was declared a Human Rights City and work is now planned to develop an action plan to take forward the priorities of the Human Rights City Steering Group.

Work continued on the development of the council's new corporate plan and Medium Term Financial Plan, within a challenging financial environment. A draft budget for 2023-24 was agreed by Cabinet for public consultation just before Christmas including recurrent cost savings proposals totalling more than £22 million. During the same period, work continued to develop the Public Service Board's new local wellbeing plan.

In terms of the council's digital agenda, the Oracle Fusion project continued to make progress and remained on track to go live in April 2023. In the third quarter we saw a 5% increase in the number of online payments received via our website compared to the last quarter, in part due to the return of the popular high-volume hanging basket scheme. Services such as season car park tickets also saw an increase. While the number of forms completed online has fallen since quarter 2 this is in line with the seasonal pattern seen each year and when compared with the same quarter in the previous two years we can see a marked increase.

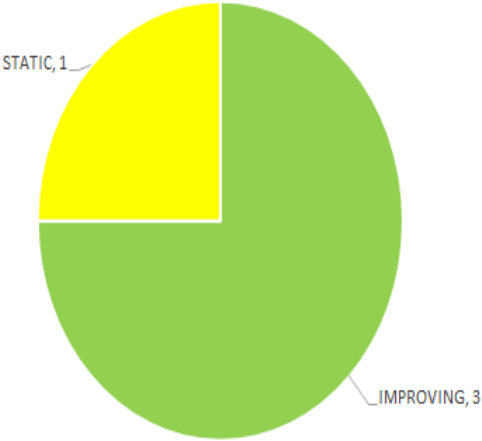
There were no serious data breaches during the quarter. However, there were twenty-one breaches that did not meet threshold for referral to the Information Commissioner's Office with no more than two people affected in any breach.

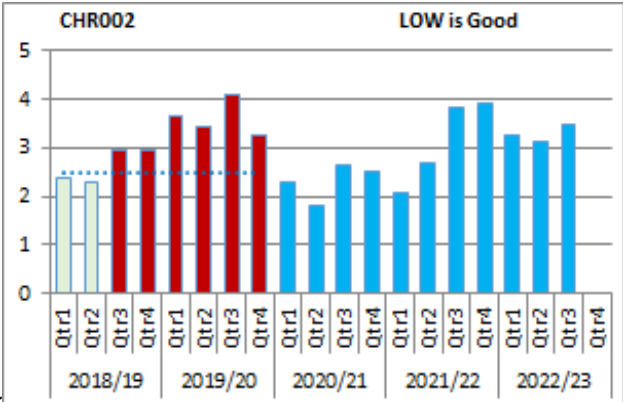
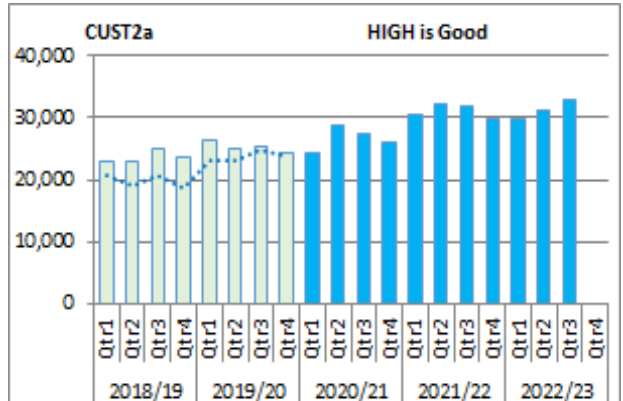
In the council's corporate contact centre, we saw a decrease in calls during December compared to November. The call abandonment rate for the year to date has improved compared to the same period last year and action is being taken to cross-skill staff to try and improve this further.

Staff sickness absence continue to be a concern, but the year-end forecast for the total number of working days/shifts per full time equivalent lost due to sickness absence has improved. Fewer working days are being lost compared to the same period in 2021-22 despite a predicted increase in short term absence due to colds/influenza as we emerge from the pandemic. Close monitoring will take place in the final quarter of the year to assess any required intervention in the coming months.

Performance compared to same Period of previous year

2022/2023 Quarter 3



Performance Indicator	KEY	2020/2021 Quarter 3	2021/2022 Quarter 3	2022/2023 Quarter 3	Comment-2022/2023	
CHR002 ↓ The number of working days/shifts per full time equivalent lost due to sickness absence	RAG				Note from Corporate Performance Team - Data quality under review. Whilst sickness absence continues to report at a high year end forecast, there have been signs of improvement from the September to December period. Fewer working days are being lost compared to 21/22 in the Winter months despite a predicted increase in short term absence due to colds/influenza as we emerge from the pandemic. Close monitoring will take place in the final quarter of the year to assess any required intervention for 2023/24.	
	Result	2.64	3.83	3.49		-8.9%
	Target					
	Trend	IMPROVING	DECLINING	IMPROVING		
	Num	23647.73	35920.13	33398.71		-7.0%
	Den	8960.31	9370.11	9560.27		+2.0%
						
CUST2a ↑ Number of online payments received via City and County of Swansea websites	RAG				Q3 saw the return of the popular high-volume hanging basket scheme. Services such as season car park tickets also saw an increase.	
	Result	27316	31692	33006		+4.1%
	Target					
	Trend	IMPROVING	IMPROVING	IMPROVING		
	Num	27316	31692	33006		+4.1%
	Den					
						

Performance Indicator	KEY	2020/2021 Quarter 3	2021/2022 Quarter 3	2022/2023 Quarter 3	Comment-2022/2023	
<p>CUST2b ↑</p> <p>Number of forms completed online for fully automated processes.</p> <p>CUST2b HIGH is Good</p> <p>20,000 15,000 10,000 5,000 0</p> <p>Qtr1 Qtr2 Qtr3 Qtr4 2018/19 2019/20 2020/21 2021/22 2022/23</p>	RAG				<p>The services recorded here followed the seasonal pattern seen each year, where Q3 sees a drop in requests compared with Q1 and Q2. The yearly trend for Q3 has increased each year and is seeing a marked change from the pre-pandemic total of 8474 in 2019 and an increase of 660 from 21/22.</p>	
	Result	14136	9068	9728		+7.3%
	Target					
	Trend	IMPROVING	DECLINING	IMPROVING		
	Num	14136	9068	9728		+7.3%
	Den					
<p>PROC12 ↓</p> <p>Number of data breaches which has resulted in an enforcement or monetary penalty notice being issued by the Information Commissioners Office (ICO)</p> <p>NO GRAPH DISPLAYED All results are zero</p>	RAG				<p>There has been no enforcement or monetary penalty from the ICO this quarter.</p>	
	Result		0	0		N/A
	Target					
	Trend	STATIC	STATIC	STATIC		
	Num	0	0	0		
	Den					


The report on delivery of Net Zero was approved by Cabinet in December. This proposed actions that will then be monitored up to 2030 and beyond. Performance measures and targets will be developed subject to the adoption of recommendations within that report and subject to access to funding to enable appropriate investment over the next 7 years and beyond.

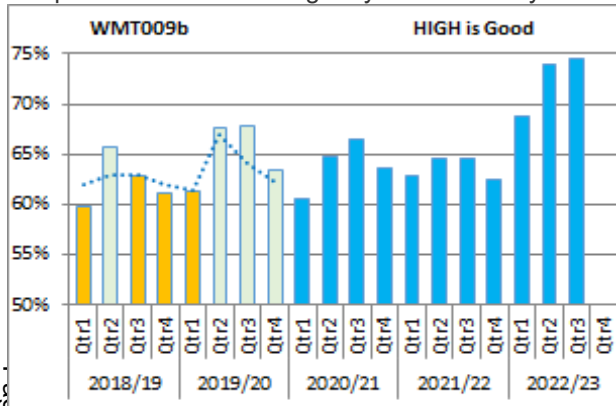
Performance compared to same Period of previous
year

2021/2022

NO CHART DISPLAYED
Only 1 indicator - IMPROVING

Nature Recovery and Climate Change 19-22

Performance Indicator	KEY	2020/2021 Quarter 3	2021/2022 Quarter 3	2022/2023 Quarter 3	Comment-2022/2023
WMT009b  The percentage of municipal waste collected by local authorities and prepared for reuse and/or recycled, including source segregated biowastes that are composted or treated biologically in another way	RAG				Due to reporting timescales this data is for Quarter 2 2022/23. Performance has significantly improve compared with the same period the previous year due to the introduction of a new paper disposal contract and diversion of waste from landfill to Energy from Waste.
Result	66.57%	64.65%	74.59%	+15%	
Target					
Trend	DECLINING	DECLINING	IMPROVING		
Num	20434.36	19519.00	20957.70	+7.4%	
Den	30698.17	30190.00	28097.83	-6.9%	



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Please ensure that you refer to the Screening Form Guidance while completing this form.

Which service area and directorate are you from?

Service Area: SDU

Directorate: Corporate Services

Q1 (a) What are you screening for relevance?

- New and revised policies, practices or procedures
- Service review, re-organisation or service changes/reductions, which affect the wider community, service users and/or staff
- Efficiency or saving proposals
- Setting budget allocations for new financial year and strategic financial planning
- New project proposals affecting staff, communities or accessibility to the built environment, e.g., new construction work or adaptations to existing buildings, moving to on-line services, changing location
- Large Scale Public Events
- Local implementation of National Strategy/Plans/Legislation
- Strategic directive and intent, including those developed at Regional Partnership Boards and Public Services Board, which impact on a public bodies functions
- Medium to long term plans (for example, corporate plans, development plans, service delivery and improvement plans)
- Setting objectives (for example, well-being objectives, equality objectives, Welsh language strategy)
- Major procurement and commissioning decisions
- Decisions that affect the ability (including external partners) to offer Welsh language opportunities and services
- Other

(b) Please name and fully describe initiative here:

Q3 2022/23 Performance Monitoring Report – this reports on performance during Q3 2022/23 delivering the Council’s key priorities as set out in the Corporate Plan.

Q2 What is the potential impact on the following: the impacts below could be positive (+) or negative (-)

	High Impact		Medium Impact		Low Impact		Needs further Investigation	No Impact
	+	-	+	-	+	-		
Children/young people (0-18)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Older people (50+)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Any other age group	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Future Generations (yet to be born)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Disability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Race (including refugees)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Asylum seekers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Gypsies & travellers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Religion or (non-)belief	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Welsh Language	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Poverty/social exclusion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Carers (inc. young carers)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Community cohesion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Marriage & civil partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pregnancy and maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Human Rights	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**Q3 What involvement has taken place/will you undertake e.g. engagement/consultation/co-productive approaches?
Please provide details below – either of your activities or your reasons for not undertaking involvement**

This reports on performance during Q3 2022/23 delivering the Council’s key priorities as set out in the Corporate Plan, so no consultation or engagement is required.

Q4 Have you considered the Well-being of Future Generations Act (Wales) 2015 in the development of this initiative:

- a) Overall does the initiative support our Corporate Plan’s Well-being Objectives when considered together?
Yes No
- b) Does the initiative consider maximising contribution to each of the seven national well-being goals?
Yes No
- c) Does the initiative apply each of the five ways of working?
Yes No
- d) Does the initiative meet the needs of the present without compromising the ability of future generations to meet their own needs?
Yes No

Q5 What is the potential risk of the initiative? (Consider the following impacts – equality, socio-economic, environmental, cultural, legal, financial, political, media, public perception etc...)

High risk

Medium risk

Low risk

Q6 Will this initiative have an impact (however minor) on any other Council service?

Yes

No

If yes, please provide details below

Q7 Will this initiative result in any changes needed to the external or internal website?

Yes

No

If yes, please provide details below

Q8 What is the cumulative impact of this proposal on people and/or communities when considering all the impacts identified within the screening and any other key decisions affecting similar groups/ service users made by the organisation?

(You may need to discuss this with your Service Head or Cabinet Member to consider more widely if this proposal will affect certain groups/ communities more adversely because of other decisions the organisation is making. For example, financial impact/poverty, withdrawal of multiple services and whether this is disadvantaging the same groups, e.g., disabled people, older people, single parents (who are mainly women), etc.)

Outcome of Screening – This reports on performance during Q3 2022/23 delivering the Council’s key priorities as set out in the Corporate Plan, so there is no direct impact on people or communities.

Q9 Please describe the outcome of your screening using the headings below:

- **Summary of impacts identified and mitigation needed (Q2)**
- **Summary of involvement (Q3)**
- **WFG considerations (Q4)**
- **Any risks identified (Q5)**
- **Cumulative impact (Q7)**

(NB: This summary paragraph should be used in the ‘**Integrated Assessment Implications**’ section of corporate report)

Full IIA to be completed

Do not complete IIA – please ensure you have provided the relevant information above to support this outcome

NB: Please email this completed form to the Access to Services Team for agreement before obtaining approval from your Head of Service. Head of Service approval is only required via email.

Screening completed by:
Name: R Rowlands
Job title: Strategic Delivery & Performance Manager
Date: 09/02/23
Approval by Head of Service:
Name: Lee Wenham
Position: Head of Communications & marketing
Date: 09/02/23

Please return the completed form to accesstoservices@swansea.gov.uk

Agenda Item 11.



Report of the Cabinet Member for Service Transformation

Cabinet – 23 March 2023

Disabled Facilities & Improvement Grant Programme 2023/24

Purpose:	To provide details of the Disabled Facilities & Improvement Grant Programme and to seek approval to include schemes in the 2023/24 Capital Programme. To comply with Financial Procedure Rule No.7 (Capital Programming and Appraisals) - to commit and authorise schemes as per the Capital Programme.
Policy Framework:	1. Local Housing Strategy. 2. Private Sector Housing Renewal and Disabled Adaptations: Policy to Provide Assistance 2022-2027.
Consultation:	Legal, Finance, Access to Services.
Recommendation(s):	It is recommended that Cabinet: 1) Approves the Disabled Facilities and Improvement Grant Programme as detailed, including its financial implications, and includes the Programme in the 2023/24 capital budget.
Report Author:	Darren Williams
Finance Officer:	Ben Smith
Legal Officer:	Debbie Smith
Access to Services Officer:	Catherine Window

1.0 Introduction

- 1.1 The current Private Sector Housing Renewal and Disabled Adaptations Policy to Provide Assistance 2022 to 2027 was approved by Council on 27th January 2022.

2.0 Capital Programme Process

2.1 The Disabled Facilities Grants and Improvement Grant Budget for 2023/24 of £5.2m was approved by Council on 2nd March 2023.

3.0 The Scheme

3.1 The Policy for Private Sector Housing Renewal and Disabled Adaptations 2022 to 2027 sets out the detail of various types of assistance aimed at helping home owners and tenants to carry out essential adaptations and repairs. Assistance is provided on the basis of helping residents, who are often on low incomes and/or vulnerable, carry out essential repairs and maintain independence at home. The Policy also describes the Council's approach to bringing empty homes back into use and offering loans for home repairs. In summary, types of assistance include:

- Disabled Facilities Grant (DFG) – large scale adaptations for private home owners and tenants of private rented accommodation, for example, level access showers, bedroom / bathroom extensions.
- Discretionary Fast Track Adaptations Grant – new non means tested grant for medium scale adaptations for private home owners and tenants of private rented accommodation.
- Discretionary Disabled Facilities Loan –top up funding to a DFG available to private home owners where the costs of the works at design / approval stage exceeds the DFG maximum limit of £36,000. The loan is repayable on future sale or transfer of the property.
- Council House Adaptations – small , medium and large scale adaptations for Council tenants.
- Homefix Loans – Recyclable loans for homeowners needing serious and urgent repairs, for example, roof repairs and damp proofing.
- Care & Repair Western Bay Minor Adaptation Grants– Small, rapid adaptations provided for elderly and disabled residents ; Comfort, Safety, and Security Grants – Low cost, rapid repairs provided for elderly and disabled residents.
- Welsh Government Landlord Loan – previously known as Houses to Homes Loan Scheme – interest free loans to tackle empty homes to renovate and improve properties or convert empty properties into a number of units suitable for residential accommodation. Loans to be repaid and recycled as further loans.
- Welsh Government Owner Occupier Loan – previously known as National Home Improvement Loan Scheme – interest free loans for the repair or conversion of properties to make them safe, warm and/or secure. Loans to be repaid and recycled as further loans.

4.0 Integrated Assessment Implications

4.1 The Council is subject to the Equality Act (Public Sector Equality Duty and the socio-economic duty), the Well-being of Future Generations (Wales) Act 2015 and the Welsh Language (Wales) Measure, and must in the exercise of their functions, have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Acts.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.
- Deliver better outcomes for those people who experience socio-economic disadvantage
- Consider opportunities for people to use the Welsh language
- Treat the Welsh language no less favourably than English.
- Ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.

4.1.1 The Well-being of Future Generations (Wales) Act 2015 mandates that public bodies in Wales must carry out sustainable development. Sustainable development means the process of improving the economic, social, environmental and cultural well-being of Wales by taking action, in accordance with the sustainable development principle, aimed at achieving the 'well-being goals'.

4.1.2 Our Integrated Impact Assessment (IIA) process ensures we have paid due regard to the above. It also takes into account other key issues and priorities, such as poverty and social exclusion, community cohesion, carers, the United Nations Convention on the Rights of the Child (UNCRC) and Welsh language.

4.2 An IIA Screening Form has been completed and a full IIA report is not required at this stage.

4.3 The grant programme does not negatively impact on any protected characteristic groups, with a number benefitting from the forms of assistance provided including :

Poverty & Social exclusion – provision of adaptations and repairs assistance to those on means tested benefits and low income, bringing back into use empty properties creating low cost affordable homes, often for first time buyers or renters in the local area.

Community cohesion- provision of much needed repairs and adaptations to homes in deprived areas where applicants are on low income and not able to afford the works themselves, enabling the individuals to remain living independently within their home. Re-use of often problematic long term empty

properties in areas that have a negative impact on the locality and community, often a haven for anti-social behaviours, drug and alcohol abuse.

Age and generations: provision of adaptations and repairs are often to applicants over 60, empty property schemes give local residents, often first time buyers the opportunity to remain in the locality close to their extended families.

The Screening Form is included in the appendices as a background paper.

5.0 Financial Implications

- 5.1 The programme for 2023/24 is shown at table 1 below and is fully funded by the General Fund and the Housing Revenue Account (HRA). Welsh Government Landlord and Owner Occupier Loans are funded by ring-fenced WG funds. These loans formerly known as Houses to Homes and National Home Improvement Loan schemes have been reported separately to Cabinet on 12th November 2013 and the 18th of November 2014 respectively. The changes to these loans were reported to Council on the 21st June 2018.
- 5.2 The previous Covid 19 pandemic restrictions continued to have a significant impact on the DFG and improvement grant programme in 2022/23. There has been significant disruption to delivery of the adaptations and repair loans programme due to contractor supply shortages impacting on the capacity of the framework of contractors to deliver schemes. A new contractor framework is being introduced to increase capacity to deliver the capital programme.
- 5.3 As a result a sizeable proportion of Housing General Fund allocation in 2022/2023 will not be spent and will need to be carried forward into the 2023/2024 grant programme.
- 5.4 Revenue running costs for 2023/24 are estimated at £1,424,300 and are met from fees of £1,411,500 generated from administering grants and loans. The balance is met from a contribution of £12,800 from the General fund.

Table 1 details proposed 2023/24 programme and draft programme for 2024/2025

Table 1				
	Proposed 2023/24			Draft 2024/25
	General Fund	Previous allocation c/fwd	Total Funds 2023/24	
SCHEMES				
DFG, minor and fast track adaptations	£4,300,000	£1,025,000	£5,325,000	£4,300,000
Tenant adaptations (HRA funded)	£2,750,000		£2,750,000	£2,750,000
Homefix Loans	£500,000	£376,000	£ 876,000	£500,000
Care & Repair Minor Adaptation Grant	£370,000		£ 370,000	£370,000
Care & Repair Comfort, Safety, Security	£30,000		£ 30,000	£ 30,000
TOTAL PROGRAMME	£7,950,000	£1,401,000	£ 9,351,000	£7,950,000
Funded as follows:				
Total general funded	£5,200,000			£5,200,000
Total HRA funded	£2,750,000			£2,750,000
Total funding	£7,950,000			£7,950,000

6.0 Legal Implications

- 6.1 The schemes detailed are in line with local authority powers to provide assistance, contained in the Regulatory Reform (Housing Assistance) (England and Wales) Order 2002 and the Councils published Policy.
- 6.2 The Council will need to ensure that it complies with any terms and conditions attached to any Welsh Government grant funding.
- 6.3 All works and services undertaken to deliver any scheme will need to be procured in accordance with the Council's Contract Procedure Rules and procurement legislation as appropriate.

Background Papers: Private Sector Housing Renewal and Disabled Adaptations Policy to Provide Assistance 2022-2027

Appendices:
Appendix A - IIA Screening Form

Appendix A - Integrated Impact Assessment Screening Form

Please ensure that you refer to the Screening Form Guidance while completing this form.

Which service area and directorate are you from?

Service Area: Housing Renewal and Adaptations

Directorate: Place

Q1 (a) What are you screening for relevance?

- New and revised policies, practices or procedures
- Service review, re-organisation or service changes/reductions, which affect the wider community, service users and/or staff
- Efficiency or saving proposals
- Setting budget allocations for new financial year and strategic financial planning
- New project proposals affecting staff, communities or accessibility to the built environment, e.g., new construction work or adaptations to existing buildings, moving to on-line services, changing location
- Large Scale Public Events
- Local implementation of National Strategy/Plans/Legislation
- Strategic directive and intent, including those developed at Regional Partnership Boards and Public Services Board, which impact on a public bodies functions
- Medium to long term plans (for example, corporate plans, development plans, service delivery and improvement plans)
- Setting objectives (for example, well-being objectives, equality objectives, Welsh language strategy)
- Major procurement and commissioning decisions
- Decisions that affect the ability (including external partners) to offer Welsh language opportunities and services

(b) Please name and fully describe initiative here:

FPR 7 DISABLED FACILITIES & IMPROVEMENT GRANT PROGRAMME 2023/24

Q2 What is the potential impact on the following: the impacts below could be positive (+) or negative (-)

	High Impact		Medium Impact		Low Impact		Needs further investigation
	+	-	+	-	+	-	
Children/young people (0-18)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Older people (50+)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Any other age group	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Future Generations (yet to be born)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Race (including refugees)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Asylum seekers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gypsies & travellers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Religion or (non-)belief	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Welsh Language	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Poverty/social exclusion	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carers (inc. young carers)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community cohesion	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Appendix A - Integrated Impact Assessment Screening Form

- Q3 What involvement has taken place/will you undertake e.g. engagement/consultation/co-productive approaches?
Please provide details below – either of your activities or your reasons for not undertaking involvement**

Engagement has taken place with Western Bay Care and Repair who confirm there is an ongoing demand from elderly / disabled clients in need of minor adaptations and repairs quickly resulting in MAG and CSS schemes being funded in the programme in 23/24.

Current demand for DFGs remain constant , back to pre Covid levels, existing budget of £4.3 million will meet this demand.

- Q4 Have you considered the Well-being of Future Generations Act (Wales) 2015 in the development of this initiative:**

- a) Overall does the initiative support our Corporate Plan's Well-being Objectives when considered together?
Yes No
- b) Does the initiative consider maximising contribution to each of the seven national well-being goals?
Yes No
- c) Does the initiative apply each of the five ways of working?
Yes No
- d) Does the initiative meet the needs of the present without compromising the ability of future generations to meet their own needs?
Yes No

-
- Q5 What is the potential risk of the initiative? (Consider the following impacts – equality, socio-economic, environmental, cultural, legal, financial, political, media, public perception etc...)**

High risk

Medium risk

Low risk

-
- Q6 Will this initiative have an impact (however minor) on any other Council service?**

Yes No If yes, please provide details below

Will impact support services within the Council that assist us in delivering the programme including legal services and Financial services.

-
- Q7 What is the cumulative impact of this proposal on people and/or communities when considering all the impacts identified within the screening and any other key decisions affecting similar groups/ service users made by the organisation?**

(You may need to discuss this with your Service Head or Cabinet Member to consider more widely if this proposal will affect certain groups/ communities more adversely because of other decisions the organisation is making. For example, financial impact/poverty, withdrawal of multiple services and whether this is disadvantaging the same groups, e.g., disabled people, older people, single parents (who are mainly women), etc.)

Positive impact on elderly and disabled clients requiring adaptations or urgent repairs in 23-24 to help them to remain living independently at home.

Appendix A - Integrated Impact Assessment Screening Form

Positive impact on elderly / disabled clients requiring minor adaptations or repairs quickly through MAG and CSS programmes.

Homefix loans will continue to assist the elderly, disabled on low income in funding much needed essential repairs to their homes.

The Welsh Government loans will continue to assist those households who cannot obtain private finance to fund much needed repairs, an interest free loan repaid in monthly instalments.

Outcome of Screening

Q8 Please describe the outcome of your screening below:

- **Summary of impacts identified and mitigation needed (Q2)**
- **Summary of involvement (Q3)**
- **WFG considerations (Q4)**
- **Any risks identified (Q5)**
- **Cumulative impact (Q7)**

This proposal will have a low impact with no mitigation required. See Q7 response above.

The proposal is low risk.

The proposal supports the Well-being of Future Generations Act (Wales) 2015.

The funding proposal will have a positive impact by providing financial assistance for older and disabled people to receive repairs to remain living independently, those in poverty / social exclusion by targeting assistance at households on low income, and community cohesion by bringing problematic empty properties back into use and creating additional affordable housing in local areas.

(NB: This summary paragraph should be used in the relevant section of corporate report)

Full IIA to be completed

Do not complete IIA – please ensure you have provided the relevant information above to support this outcome

NB: Please email this completed form to the Access to Services Team for agreement before obtaining approval from your Head of Service. Head of Service approval is only required via email.

Screening completed by:
Name: Darren Williams
Job title: Programme Planning and Delivery Manager – Renewal and Adaptations
Date: 18.1.23
Approval by Head of Service:
Name:
Position:
Date:

Please return the completed form to accesstoservices@swansea.gov.uk

Agenda Item 12.



Report of the Cabinet Member for Economy, Finance and Strategy

Cabinet – 23 March 2023

Building Capital Maintenance Programme 2023/24

Purpose:	To agree the schemes to be funded through the Capital Maintenance programme
Policy Framework:	Financial Procedure Rule No. 7 (Capital Programming and Appraisals) The Revenue and Capital Budget as reported to and approved by Cabinet on the 16 ^h February 2023
Consultation:	Access to Services, Finance, Legal, Education
Recommendation(s):	It is recommended that Cabinet: 1) Approves the proposed capital maintenance schemes as listed in Appendix A . 2) Authorises the schemes and their financial implications as identified in Appendix C to be included in the capital programme.
Report Author:	Nigel Williams
Finance Officer:	Ben Smith
Legal Officer:	Debbie Smith
Access to Services Officer:	Rhian Millar

1.0 Introduction

- 1.1 Cabinet has previously approved the Council's Asset Management Plan for Property Assets which sets out a series of measures to improve the management and performance of the property portfolio. This Report sets out the way in which the Capital Maintenance resources for 2023/24 will be deployed.

2.0 Capital Programme Process

- 2.1 On 16th February 2023, Cabinet approved a Capital Maintenance allocation of £4.214m for the Authority's building portfolio. The authority has also been awarded further funding from WG of £3.61M specifically for the education asset portfolio which was provided in 2022-23 with the 2022-23 displaced funding applied to the 2023-24 programme.

3.0 Objectives of Scheme

- 3.1 The proposals set out will directly support the corporate objectives of the Authority, in relation to the maintenance and improvement of the Authority's building portfolio.
- 3.2 This maintains the previous commitment to address the significant backlog of maintenance and minimise the potential effect of unforeseen breakdowns of building elements.
- 3.3 As was reported in previous building maintenance programme reports, attention needs to be drawn to the fact that the Authority still has a significant backlog of maintenance.

Notwithstanding the current financial pressures, further budget provisions will therefore need to be made in subsequent years to maintain this investment and minimise the risks of failure and unplanned closures.

- 3.4 The list of identified schemes (**Appendix A**) has been selected on a priority basis. The criteria for selection (unless otherwise stated) was based upon Condition rating, Legislative compliance, Health and Safety implications, likelihood of failure and business continuity. Whilst all schemes have been selected on these criteria there are a number of similar priorities which we are unable to progress within the budgets available.

4.0 Description of Schemes

- 4.1 The recommended list of schemes is included in **Appendix A** and to assist, a brief summary of the planned works have been included as follows:-

1a) **Statutory Compliance - Electrical**

The schemes listed consist of total rewires, partial rewires or upgrades to ensure safety and compliance with electrical regulations and maintained operation of the premises.

1b) **Mechanical/Heating Schemes**

The schemes listed in this section deal with the avoidance of heating failures within our establishments on a prioritised basis.

- 1c&1d) **Statutory Compliance - Legionella and Asbestos**
As a result of the existing policy to enable compliance with the legionella and asbestos legislation, capital repairs arising out of risk assessments and surveys need to be carried out to maintain compliance. These upgrades are actioned throughout the year and therefore a list of schemes cannot be prepared in advance. Separate revenue monies have been set aside to deal with the ongoing management process and minor repairs.
- 1e) **Statutory Compliance – Radon**
Further to the Welsh Government’s directive for an awareness programme of RADON in schools, and in line with the “Ionising Radiations regulations 1999”.
- Welsh Government produced a directory of all schools that require testing for Radon; currently we have completed testing in all schools in the high risk areas. There is a need to carry out further testing within the remaining schools.
- 1f) **Statutory Compliance – Glazing Regulations**
Following Notice served by the Health and Safety Executive, money has been set aside to allow safety filming of relevant glazing within schools.
- 1g) **Statutory Compliance – Accessibility for Disabled People**
Consultation through Local Access Groups would determine required investment to the prioritisation of buildings within the available budget for 2023/24.
- 2) **Essential Building Repairs**
The schemes listed in **Appendix A** are a combination of prioritised schemes and allowances linked to the ongoing maintenance strategy.
- 2a) **Essential Repairs to Listed Buildings and Ancient Monuments**
In line with the Listed Buildings Strategy agreed by Cabinet on the 6th January 2014, Building Services will liaise with planning officers and ensure that the available budget will continue a programme dealing with the Authority’s listed assets on a prioritised basis.
- 3) **Drainage Works to Schools**
Previous allocations have been made to initiate a programme of drainage surveys to all of the Authority’s Schools. This has identified a range of significant repairs which, if rectified, should assist the Authority in mitigating future structural failures and health and safety issues within the Schools. Minor repairs should be undertaken by Schools in line with their delegated budget.

4) **Energy/Sustainability Investment/Carbon Reduction Commitment**

The budget for 2023/24 will allow the extension of good practice measures to reduce the Council's energy use and carbon emissions. The planned programme of works will help deliver on the Council's Net Zero delivery plan approved by Cabinet 15th December 2022. The energy strategy identifies within its action plan a number of feasibility studies, which will help explore future technologies. The appointment of appropriate consultants will help inform the feasibility studies, which in turn will inform our future strategies.

5) **Fire Risk Assessments**

The Council is required to undertake Fire Risk Assessments as dictated by *The Regulatory Reform (Fire Safety) Order 2005*. Mid & West Wales Fire Service (M&WWFS) who are responsible for the enforcement of general fire safety legislation to include *The Regulatory Reform (Fire Safety) Order 2005*.

A joint approach now takes place with M&WWFS who inspect council owned assets and at times can highlight a number of measures that require attention in relation to fire safety. It is difficult to quantify the scale of works required; therefore a budget will be allocated and monitored accordingly in line with prioritised actions.

6) **Emergency Reserve Fund**

This limited fund will allow immediate response to potential building failure to avoid significant disruption, Health and Safety risk or closure. This is a limited amount which will be allocated on a priority basis throughout the year and therefore individual schemes are not listed.

7) **Match Funding**

The Capital Maintenance programme has previously included an element for match funding capital projects within schools. This has allowed the Authority to develop a joint and consistent approach in dealing with the maintenance backlog problem within our Education Portfolio by pooling resources or projects where "liability" under the division of responsibilities is ambiguous. This works with schools using their devolved maintenance allocation, thus allowing more significant repairs to be undertaken. The programme over previous financial years has been highly successful. Whilst the funding pressures on schools are also recognised, it is proposed that during 2023/24 a further allocation is made to match fund medium value projects.

8) **Preliminary Design**
This limited budget will allow initial design to commence for schemes likely to feature in 2024/25, which will in turn inform the future work programme, allowing early procurement and maximum spend against profile.

9) **Asset Management Plan**
There are a number of Service Assets with projects that would need to factor within the 2023/24 allocated budget. Proposed investment within any of the affected assets will be undertaken in line with emerging priorities as part of the service rationalisation and Service in the Community strand.

To that end a modest capital allocation has been accounted for within the 2023/24 Capital Maintenance allocated budget.

The budget will be utilised to support priority works within the established post-commissioning review outcomes.

10) **Local Toilet Strategy**
The Council is required by legislation to develop a Local Toilet Strategy which was put in place in 2019. Whilst this doesn't require the Council to provide or maintain toilets directly, it would seem appropriate to ensure that an allowance is contained within the capital programme to carry out such improvements that arise out of the strategy. As such, an allocation has been included within the 23/24 programme with specific schemes being developed in line with the emerging action plan.

4.2 QEd Programme

4.2.1 The proposed list of schemes listed under **Appendix A** is based on the technical assessment of the individual establishments, resulting in the prioritised listing attached. However consultation has taken place with Education colleagues to confirm that none of the suggested schemes will conflict with the Authority's proposed Band B programme.

5. Integrated Assessment Implications

5.1 The Council is subject to the Equality Act (Public Sector Equality Duty and the socio-economic duty), the Well-being of Future Generations (Wales) Act 2015 and the Welsh Language (Wales) Measure, and must in the exercise of their functions, have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Acts.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.

- Foster good relations between people who share a protected characteristic and those who do not.
- Deliver better outcomes for those people who experience socio-economic disadvantage
- Consider opportunities for people to use the Welsh language
- Treat the Welsh language no less favourably than English.
- Ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.

5.1.1 The Well-being of Future Generations (Wales) Act 2015 mandates that public bodies in Wales must carry out sustainable development. Sustainable development means the process of improving the economic, social, environmental and cultural well-being of Wales by taking action, in accordance with the sustainable development principle, aimed at achieving the 'well-being goals'.

5.1.2 Our Integrated Impact Assessment (IIA) process ensures we have paid due regard to the above. It also takes into account other key issues and priorities, such as poverty and social exclusion, community cohesion, carers, the United Nations Convention on the Rights of the Child (UNCRC) and Welsh language.

5.2 An IIA has been carried out for this project and is attached as **Appendix B**. The impact has been determined as low priority and as such, a full IIA is not required at this stage. The Capital maintenance investment within building assets and social services assets in Swansea will help to realise a more sustainable asset portfolio for Swansea Council. Where relevant, each specific project for which funding is agreed will undertake an IIA.

6.0 Financial Implications

6.1 Capital

The total capital cost of the schemes in the Authority's Buildings Portfolio for 2023-24 delivery amount to £4.214 million capital maintenance which will be fully funded by WG General Capital allocation. Details are set out in **Appendix C**.

6.2 An allocation of £3.61M from the Welsh Government Education capital maintenance grant provided in 2022-23 with the 2022-23 displaced funding applied to the 2023-24 programme. Details are set out in **Appendix C**.

6.3 Revenue

Maintenance costs will be met from existing revenue budgets.

7.0 Staffing Implications

- 7.1 Elements of the design and works may be procured externally to supplement in-house resources although the first call will be to seek interest from neighbouring Authorities.

8.0 Procurement and Legal Implications

- 8.1 The 2023/24 Capital Maintenance projects identified within **Appendix A** of this report will therefore be delivered by a combination of in-house resources, with other projects procured in line with Contract Procedure Rules. Any externalised works will be procured in accordance with Contract Procedure Rules (CPRs) and procurement rules and regulations. The Council must comply with various statutory requirements as well as general obligations under the Occupiers Liability Acts.

Background Papers: None

Appendices:

Appendix A: Capital Maintenance Budget 23/24– Proposed Programme

Appendix B: IIA Screening Form

Appendix C: Financial Implications Summary – Building Services

CAPITAL MAINTENANCE BUDGET 2023/24

<u>PROPOSED PROGRAMME</u>	Building Services budget £4,214,000 £000's	WG additional budget £3,609,995
1 <u>STATUTORY COMPLIANCE WORKS</u>		
1a <u>ELECTRICAL SCHEMES</u>		
Pontardulais Comp Rewire 5 of 6		150
Clwydd Primary School Rewire 1 of 3		120
Blaen Y Maes Primary School rewire and Fire alarm 2 of 3		130
Gendros Primary School rewire and Fire alarm 2 of 2		120
Gors Primary School Rewire 1 of 4		70
Glais Primary school Rewire and fire alarm 2 of 2		100
Pentrechwyth Primary School Rewire and fire alarm 2 of 2		120
Olchfa Comprehensive School Fire alarm 3 of 5		100
Emergency lighting upgrade schools		40
Fire alarm upgrade schools	40	
Fire alarm upgrade Public Buildings	40	
1b <u>MECHANICAL SCHEMES</u>		
Upgrade pneumatic valves Civic Centre phase 2 of 2	20	
Dunvant Primary - Radiator Circuits refurbishment (Lower Block)		130
Pontardulais Comp - Radiator Circuits refurbishment phase 3 of 5		210
Dylan Thomas Comp - Radiator circuit refurbishment phase 4 of 5		150
Cwmglas Primary - Radiator circuits refurbishment phase 2 of 5		150
Morrison Primary - Radiator circuit refurbishment phase 1 of 2		100
Plasmarl Primary Radiator replacement		150
1c Various - School labs upgrades to meet new legislation Phase 3 of 10		100
1d Air Con Refurbishment		50
1e Kitchen/Gas/Ventilation	100	
1f External Water Mains Replacement	50	
1g Swimming Pools Upgrades	20	
1h Legionella	70	
1i Radon	10	
1j Asbestos	100	
<u>PRELIMINARY DESIGN</u>		
1i Preliminary Design Works, energy efficiency work	20	
1j DDA Works	50	

2 ESSENTIAL BUILDING REPAIRS

Civic contingency	1000	
Morrison Crem Roof replacement	75	
Guildhall fabric repairs water ingress	100	
Singleton Park railing painting/repair	100	
Swansea Museum office replacement	150	
Social Services roofing FF ATC	100	
Community Centres roofing	100	
Caswell PC roofing	50	
Morrison PC roofing	50	
Trallwn Community Centre	25	
Bailing plant cladding and skylight replacement	100	
Gors Primary roof repairs	75	
Access improvements various		120
Waun Wen Primary toilet upgrade		150
Danygraig Primary roof replacement		99.995
Brynhyfryd Primary Classroom floor		50
Hendrefoilan Primary phase 2 roofing		100
CRC Primary phase 3 roofing		100
Brynmill Primary fabric structural repairs		50
Newton Primary phase 1 roofing		150
Bishopgore Comp roofing		100
Pontarddulais Comp roofing		100
Bishopston Primary roofing		100
Olchfa Comp roofing		100
St Helens Primary fabric repointing		50
Parkland Primary yard resurfacing		100
Penyfro Primary roofing		100
Clwyd Primary concrete repair cladding		100
YGG Brynymor window and fabric repairs		50

2a ESSENTIAL REPAIRS TO LISTED BUILDINGS

General repairs to Listed Buildings including War memorials	100	
To include structural surveys	120	

2b GLAZING REGULATIONS

Filming/Re-glazing Works	200	
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3 DRAINAGE WORKS TO SCHOOLS

Drainage Repairs to Schools	50	
-----------------------------	----	--

4 ENERGY/SUSTAINABILITY INVESTMENT

Energy/Sustainability Works including Amaresco future projects	200	
--	-----	--

5 FIRE RISK ASSESSMENT

Building only	50	
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6 EMERGENCY FUND FOR URGENT REPAIRS

Emergency Fund Works	600	
----------------------	-----	--

7 MATCH FUNDING

Match Funded Works	225	
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8 PRELIMINARY DESIGN

Preliminary Design Works <u>Building</u> only	44	
---	----	--

9 ASSET MANAGEMENT PLAN

	80	
--	----	--

10 LOCAL TOILET STRATEGY

Allowance for Local Toilet Strategy	100	
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CM BUDGET 2023/24 TOTAL**4214 3609.995**

Integrated Impact Assessment Screening Form – Appendix B

Please ensure that you refer to the Screening Form Guidance while completing this form.

Which service area and directorate are you from?

Service Area: Building Services

Directorate: Place

Q1 (a) What are you screening for relevance?

- New and revised policies, practices or procedures
- Service review, re-organisation or service changes/reductions, which affect the wider community, service users and/or staff
- Efficiency or saving proposals
- Setting budget allocations for new financial year and strategic financial planning
- New project proposals affecting staff, communities or accessibility to the built environment, e.g., new construction work or adaptations to existing buildings, moving to on-line services, changing location
- Large Scale Public Events
- Local implementation of National Strategy/Plans/Legislation
- Strategic directive and intent, including those developed at Regional Partnership Boards and Public Services Board, which impact on a public bodies functions
- Medium to long term plans (for example, corporate plans, development plans, service delivery and improvement plans)
- Setting objectives (for example, well-being objectives, equality objectives, Welsh language strategy)
- Major procurement and commissioning decisions
- Decisions that affect the ability (including external partners) to offer Welsh language opportunities and services

(b) Please name and fully describe initiative here:

Capital Maintenance works programme 23/24

To agree the schemes to be funded through the Capital Maintenance programme

Q2 What is the potential impact on the following: the impacts below could be positive (+) or negative (-)

	High Impact		Medium Impact		Low Impact		Needs further investigation
	+	-	+	-	+	-	
Children/young people (0-18)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Older people (50+)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Any other age group	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Future Generations (yet to be born)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Race (including refugees)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Asylum seekers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gypsies & travellers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Religion or (non-)belief	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Welsh Language	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Poverty/social exclusion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carers (inc. young carers)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community cohesion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Integrated Impact Assessment Screening Form – Appendix B

**Q3 What involvement has taken place/will you undertake e.g. engagement/consultation/co-productive approaches?
Please provide details below – either of your activities or your reasons for not undertaking involvement**

Consultation has taken place with Education colleagues and senior managers within Building services who have identified the projects through a risk based assessment of the potential for business failure.

Q4 Have you considered the Well-being of Future Generations Act (Wales) 2015 in the development of this initiative:

- a) Overall does the initiative support our Corporate Plan's Well-being Objectives when considered together?
Yes No
- b) Does the initiative consider maximising contribution to each of the seven national well-being goals?
Yes No
- c) Does the initiative apply each of the five ways of working?
Yes No
- d) Does the initiative meet the needs of the present without compromising the ability of future generations to meet their own needs?
Yes No

Q5 What is the potential risk of the initiative? (Consider the following impacts – equality, socio-economic, environmental, cultural, legal, financial, political, media, public perception etc...)

High risk

Medium risk

Low risk

Q6 Will this initiative have an impact (however minor) on any other Council service?

Yes

No

If yes, please provide details below

Q7 What is the cumulative impact of this proposal on people and/or communities when considering all the impacts identified within the screening and any other key decisions affecting similar groups/ service users made by the organisation?

(You may need to discuss this with your Service Head or Cabinet Member to consider more widely if this proposal will affect certain groups/ communities more adversely because of other decisions the organisation is making. For example, financial impact/poverty, withdrawal of multiple services and whether this is disadvantaging the same groups, e.g., disabled people, older people, single parents (who are mainly women), etc.)

There will be a significant improvement to the facilities for each project, improved heating, lighting, reducing future maintenance requirements and reducing the possibility of business failure.

Integrated Impact Assessment Screening Form – Appendix B

Outcome of Screening

Q8 Please describe the outcome of your screening below:

- **Summary of impacts identified and mitigation needed (Q2)**
- **Summary of involvement (Q3)**
- **WFG considerations (Q4)**
- **Any risks identified (Q5)**
- **Cumulative impact (Q7)**

The summary of impacts has been categorised as low.

With regard to involvement this has taken place with Education and Building Services contributing, approval is also sought from the Director of Place and relevant Cabinet members.

Well-being and future generations and the five ways of working considerations include:

- The upgrade of Heating and lighting will more effectively support frontline services in the longer term
- The upgrade changes ways of working and provides a more resilient platform therefore reducing / preventing the risk of component failure
- All projects wherever possible must contribute to future net zero carbon emissions
- Collaboration is a key driver for project success. Many of the projects will be completed by local contractors utilising local suppliers

The report adheres to the transformation and future council development well-being objective in the Corporate Plan - so that we and the services that we provide are sustainable and fit for the future.

The risks surrounding the project are considered low as the programme of works has been delivered by Building Services for many years without issue and very little impact to service users.

With regard to the cumulative impact of the project, there will be a reduction in the backlog maintenance requirements, and an improvement to the authorities contribution to net zero.

The Capital maintenance investment within building assets and social services assets in Swansea will help to realise a more sustainable asset portfolio for Swansea Council. Where relevant, each specific project for which funding is agreed will undertake an IIA.

(NB: This summary paragraph should be used in the relevant section of corporate report)

Full IIA to be completed

Do not complete IIA – please ensure you have provided the relevant information above to support this outcome

NB: Please email this completed form to the Access to Services Team for agreement before obtaining approval from your Head of Service. Head of Service approval is only required via email.

Screening completed by:
Name: Martin Ridgeway
Job title: Group Leader Technical Services
Date: 12/1/2023
Approval by Head of Service:
Name: Nigel Williams
Position: Head of Building Services
Date: 12/1/2023

Please return the completed form to accesstoservices@swansea.gov.uk

APPENDIX C - £7.824m Capital Maintenance

FINANCIAL IMPLICATIONS : SUMMARY

Portfolio: PLACE

Service : BUILDING SERVICES

Scheme : CAPITAL MAINTENANCE BUDGET FOR BUILDINGS 2023/2024

Head of Service: BUILDING SERVICES

1.1. <u>CAPITAL COSTS</u>	2023/2024	2024/2025	2025/2026	2026/2027
	£'000	£'000	£'000	£'000
<u>EXPENDITURE</u>				
Capital Maintenance				
Stat Compliance - Electrical works	1,030			
Stat Compliance - Mechanical works	1,010			
Air Con	50			
Kitchen/Gas/Ventilation	100			
External water mains	50			
Swimming pools	20			
Legionella	70			
Radon	10			
Asbestos	100			
Prelim design	20			
DDA	50			
Building Repairs (Inc. Listed Buildings)	3,690			
Glazing Regulations	200			
Drainage	50			
Energy/Sustainability Investment	200			
Fire Risk assessment	50			
Emergency Fund for Urgent Repairs	650			
Match Funding	250			
Preliminary Design	44			
Asset Management Plan	80			
Local Toilet strategy	100			
EXPENDITURE	7,824	0	0	
<u>Financing</u>				
Welsh Government Grants/Supported Borrowing	4,214			
Additional funding Welsh Government for Education properties	3,610			
FINANCING	7,824			

1.2. <u>REVENUE COSTS</u>	2023/2024	2024/2025	2025/2026	FULL YEAR
	£'000	£'000	£'000	£'000
<u>Service Controlled - Expenditure</u>				
To be met by existing budgets				0
NET EXPENDITURE	0	0	0	0

Agenda Item 13.



Report of the Cabinet Member for Environment and Infrastructure

Cabinet – 23 March 2022

Capital Allocation to Highway Infrastructure Assets 2023-24

Purpose:	To confirm the Capital Work Programme for highway infrastructure assets.
Policy Framework:	The Revenue and Capital budget as reported to and approved by Council on 2nd March 2023.
Consultation:	Access to Services, Finance, Legal.
Recommendation(s):	It is recommended that Cabinet: 1) Approves the proposed indicative allocations, together with the Financial Implications set out in Appendix A , and that these are included in the Capital Programme. 2) Delegates authority to the Head of Service for Highways and Transportation with the agreement of the Cabinet Member for Environment and Infrastructure to prioritise, finalise and allocate funding to the appropriate schemes in line with the prioritisation approach detailed in this report.
Report Authors:	Bob Fenwick/Stuart Davies
Finance Officer:	Ben Smith
Legal Officer:	Debbie Smith
Access to Services Officer:	Rhian Millar

1. Introduction

- 1.1. At its meeting of 2nd March 2023, Council approved the Revenue and Capital Budget for 2023/24. The Capital budget included an allocation of **£3.468m** for highway and infrastructure assets.
- 1.2 It is noted additional Capital funding of £5m was allocated in 22/23 over 3 years. This was detailed in a separate FPR7 report. The additional funding is included in the financial implication summary for completeness.

2. Capital Programme

- 2.1. The City and County of Swansea's infrastructure is in need of significant investment and there is a significant backlog of works. The Authority is continuing to develop programmes of work based on the principles agreed as part of the all Wales Asset Management Project. This will ensure spending is targeted based on a whole life cost approach which will minimise financial and service demands.
- 2.2. The Authority considers a variety of different methods of repair and uses assessment approaches agreed across Wales. This enables decisions on the most efficient and effective approaches for managing the network based on a mix of preventative, reactive and planned maintenance works. The core funding is allocated to the highway capital programme (2020-25) which was developed with these principles.
- 2.3. The scheme prioritisation approach provides a framework whereby any additional funding will enable schemes in the 5 year plan to be brought forward for completion. These will be selected using the same asset management approach used to produce the forward works programme. There will be a split of approximately 60/40 between corrective work (e.g. resurfacing a road in poor condition) and preventative work (e.g. extending the life of a road in average condition). Carriageway and footway schemes will be selected based on a review of factors such as network importance, condition, network use and likely deterioration. A score for each assessed road will be calculated and the highest scoring schemes will be programmed. This prioritisation will be balanced by the need to give cost effective packages of work of similar types (for instance, surface dressing requires a minimum quantity of work to be cost effective when considering site set up costs).

3. Key Proposals

- 3.1. It is critical to ensure that investment in the highway network is sustained to minimise future deterioration. For carriageways there is a calculated backlog of £70m. To maintain a steady state, to avoid further deterioration an annual capital spend on carriageways of between £7m to £8m per year would be required.

4. Allocation of the £3.468m Infrastructure Allocation.

The core allocation will fund the following priorities.

- 4.1. This allocation funds the third year of the 5 year programme of carriageway works. The programme for 2020-25 and is available at <http://www.swansea.gov.uk/highways>. The programme was heavily amended due to covid restrictions in 2020. There may be minor changes to this programme during the year as schemes may have been brought forward or pushed back for example to coordinate with utility works. Currently the programme is ahead of schedule. The allocation this year has been reduced to cover the additional budget requirement of the Morfa Culvert.

- 4.2. The continuation of the PATCH programme of minor resurfacing works which is complimentary to the main carriageway resurfacing programme will continue on a ward by ward basis. The budget is under pressure due to material cost rises, with tarmac rate rising by 24%.
- 4.3. This allocation funds the fourth year of the 5 year programme of footway works. The list of schemes planned is included in the published programme for 2020-25. The detail of the proposed schemes can be accessed at <http://www.swansea.gov.uk/highways>. The allocation this year has been reduced to cover the additional budget requirement of the Morfa Culvert.
- 4.4. There are significant funding challenges for maintaining the bridges and structures as there are 147 bridges, 50 culverts, 14 subways and 3 gantries within highway ownership. The programme to update bridges has been prepared to reflect requirements on strategic routes and those where strengthening is required. A major culvert collapse is currently being repaired, this received £500k of Capital funding via a separate FPR7 report. Additional funding will be allocated within this report. The allocation this year has been reduced to cover the additional budget requirement of the Morfa Culvert.
- 4.5. The condition of highway and council owned retaining walls continues to give cause for concern. There is a need to carry out proactive works to prevent others from failing. There are currently 4441 retaining walls on the asset register with an approximate total length of 13.5km.
- 4.6. The River Tawe barrage infrastructure requires sustained investment to ensure operations associated with Marina and other waterside activities are maintained.
- 4.7. Assessing the condition of street lighting infrastructure remains a priority and there are considerable investment pressures. A testing regime has been put in place to identify lighting columns at risk, and this resulted in a significant number of columns being removed. A large number of these columns have been replaced however there around 275 columns currently cut down. Testing has identified a further 2030 lighting columns that need to be considered for replacement over the next 3 years. We also have 575 lighting units switched off at the present time.
- 4.8. Longstanding works to reduce flooding on the highway will be implemented across the Authority. This will include specific works on several culverted watercourses. This element of the budget will also be used as match funding where Welsh Government funding streams are available. Funding will be allocated to support an existing capital budget in relation to the collapse of a major culvert at Morfa.
- 4.9. An allocation has been made to deal with maintenance to Authority owned paved and surfaced areas that are in the public realm (non-Housing/Education/Facilities). This is aligned with the “corporate ownership of assets”. Highways & Transportation will maintain the safety of these areas as problems are identified on a prioritised basis. This

allocation also includes for providing emergency strips on a one off basis where there are life threatening emergencies on un-adopted privately maintained public highways (excluding private streets). This budget will also cover additional work on back lanes and parks.

- 4.10. A programme to undertake capital maintenance on highway safety barriers. The funding for barriers will focus on repair and renewal on a reactive/ as identified basis. The allocation has increased this year to allow for a periodic assessment of all highway safety barriers.
- 4.11. Damaged sections of the coastal defences require investment to prevent further damage and to repair ongoing damage caused by winter storms. The allocation also includes provision to investigate flood risks as identified by the Flood Risk Management Plan.
- 4.12. In the current year the Infrastructure funds will be allocated as follows:

Annual Allocation £3.468m

Carriageway Resurfacing	£600k
Patch	£700k
Footway Renewals	£550k
Bridges and Retaining Walls	£395k
Marina & Barrage	£50k
Street Lighting Refurbishment	£250k
Drainage/Flooding Works	£400k
Unadopted Council-Owned Streets	£30k
Car Park Resurfacing and Improvements	£30k
Safety Barriers	£83k
Coastal Defence Works and Flood Risk Management	£30k
Telematics Upgrades	£50k
Morfa Culvert	£300k
Total	£3.468

5. Integrated Assessment Implications

- 5.1. The Council is subject to the Equality Act (Public Sector Equality Duty and the socio-economic duty), the Well-being of Future Generations (Wales) Act 2015 and the Welsh Language (Wales) Measure, and must in the exercise of their functions, have due regard to the need to:
- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Acts.
 - Advance equality of opportunity between people who share a protected characteristic and those who do not.
 - Foster good relations between people who share a protected characteristic and those who do not.
 - Deliver better outcomes for those people who experience socio-economic disadvantage
 - Consider opportunities for people to use the Welsh language
 - Treat the Welsh language no less favourably than English.

- Ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.
- 5.1.1. The Well-being of Future Generations (Wales) Act 2015 mandates that public bodies in Wales must carry out sustainable development. Sustainable development means the process of improving the economic, social, environmental and cultural well-being of Wales by taking action, in accordance with the sustainable development principle, aimed at achieving the 'well-being goals'.
- 5.1.2. Our Integrated Impact Assessment (IIA) process ensures we have paid due regard to the above. It also takes into account other key issues and priorities, such as poverty and social exclusion, community cohesion, carers, the United Nations Convention on the Rights of the Child (UNCRC) and Welsh language.
- 5.2. The Capital investment in Highway and related Infrastructure will assist all road users. Individual projects will be subject to the IIA process on an individual basis where required.

6. Financial Implications

- 6.1. **Capital** - The cost of the Highways and Other Infrastructure works for 2023/24 funded by the WG General Capital Grant amounts to £3.468m. Details are set out in **Appendix A**.
- 6.2. **Revenue** - Future maintenance expenditure will be met from respective Revenue Service budgets. An effective capital investment programme will help reduce future revenue pressures.

7. Legal Implications

- 7.1. This investment will assist the Authority in discharging its statutory duty to maintain the Highway. All procurement activity and contracts intended to be let in respect of the above Schemes must comply with current UK Legislation and the Council's Contract Procedure Rules.

Background Papers: None

Appendices:

Appendix A - Financial Implications.

Appendix B - Integrated Impact Assessment

FINANCIAL IMPLICATIONS : SUMMARY

Portfolio: PLACE
 Service : HIGHWAYS AND OTHER SERVICES
 Scheme : HIGHWAYS AND OTHER INFRASTRUCTURE ASSETS CAPITAL MAINTENANCE

		Memo										
1.1. CAPITAL COSTS		2022/23	2023/24	Financial Codes for 2023/24				2024/25	2025/26	TOTAL		
		£'000	£'000					£'000	£'000	£'000		
<u>Expenditure</u>												
Highways and Other Infrastructures												
21/22	Carriageway resurfacing	670	600	01	701	70001	xxxxxx	00000	C03007	670	670	1,940
21/22	Carriageway resurfacing -PATCH	700	700	01	701	70001	xxxxxx	00000	C03014	700	700	2,100
21/22	Footways	650	550	01	701	70001	xxxxxx	00000	C03004	650	650	1,850
21/22	Bridges/Retaining walls	400	395	01	701	70001	xxxxxx	00000	C09557	400	400	1,195
21/22	Marina barrage	75	50	01	701	70001	xxxxxx	00000	C08304	75	75	200
21/22	Street lighting refurbishment	250	250	01	701	70001	xxxxxx	00000	C03371	250	250	750
21/22	Drainage works	500	400	01	701	70001	xxxxxx	00000	C03514	500	500	1,400
21/22	Safety barriers	50	83	01	701	70001	xxxxxx	00000	C03005	50	50	183
21/22	Unadopted Council owned Streets	43	30	01	701	70001	xxxxxx	00000	C03579	43	43	116
21/22	Car park resurfacing/improvements	30	30	01	701	70001	xxxxxx	00000	C03667	30	30	90
21/22	Coastal Defence Works	50	30	01	701	70001	xxxxxx	00000	C06233	50	50	130
21/22	Telematics Upgrades	50	50	01	701	70001	xxxxxx	00000	C03467	50	50	150
21/22	Backlog Funding											
21/22	Morfa Culvert	500	800	01	701	70001	xxxxxx	00000	C06288			800
	Annual allocation	3,968	3,968							3,468	3,468	10,904
21/22	Additional Funding - Carriageways	600	1,500	01	701	70001	xxxxxx	00000	C03009	1,500	0	3,000
21/22	Additional Funding - Footways	200	200	01	701	70001	xxxxxx	00000	C03013	200	0	400
21/22	Additional Funding - Drainage	200	300	01	701	70001	xxxxxx	00000	C03515	300	0	600
21/22	Capital grant - Carriageways	1,500		01	701	70001	xxxxxx	00000	C03010	0	0	0
22/23	Capital grant - Lighting	1,000										0
22/23	Capital Grant - EC Charging	484										0
	Additional funds	3,984	2,000							2,000	0	4,000
	TOTAL EXPENDITURE	7,952	5,968							5,468	3,468	14,904
<u>Financing</u>												
	Own resources WG Capital Grant	3,468	3,468							3,468	3,468	10,404
	Own resources for Morfa Culvert	500	500									500
	Economic Recovery Fund	1,000										0
	Insurance Reserve		1,000							2,000		3,000
	Capital Equalisation Reserve		1,000									1,000
	WG Grant Funding	2,984	0									0
		7,952	5,968							5,468	3,468	14,904
FINANCING												
1.2. REVENUE COSTS		2022/23	2023/24	£'000				2024/25	2025/26	FULL YEAR		
		£'000	£'000					£'000	£'000	£'000		
<u>Service Controlled - Expenditure</u>												
	Employees)										
	Maintenance)										
	Equipment)										
	Administration)										
	NET EXPENDITURE	0	0							0		

Please ensure that you refer to the Screening Form Guidance while completing this form.

Which service area and directorate are you from?

Service Area: Highways

Directorate: Place

Q1 (a) What are you screening for relevance?

- New and revised policies, practices or procedures
- Service review, re-organisation or service changes/reductions, which affect the wider community, service users and/or staff
- Efficiency or saving proposals
- Setting budget allocations for new financial year and strategic financial planning
- New project proposals affecting staff, communities or accessibility to the built environment, e.g., new construction work or adaptations to existing buildings, moving to on-line services, changing location
- Large Scale Public Events
- Local implementation of National Strategy/Plans/Legislation
- Strategic directive and intent, including those developed at Regional Partnership Boards and Public Services Board, which impact on a public bodies functions
- Medium to long term plans (for example, corporate plans, development plans, service delivery and improvement plans)
- Setting objectives (for example, well-being objectives, equality objectives, Welsh language strategy)
- Major procurement and commissioning decisions
- Decisions that affect the ability (including external partners) to offer Welsh language opportunities and services

(b) Please name and fully describe initiative here:

Highways Capital Report 2023/24

Q2 What is the potential impact on the following: the impacts below could be positive (+) or negative (-)

	High Impact		Medium Impact		Low Impact		Needs further investigation
	+	-	+	-	+	-	
Children/young people (0-18)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Older people (50+)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Any other age group	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Future Generations (yet to be born)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Race (including refugees)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Asylum seekers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gypsies & travellers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Religion or (non-)belief	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Welsh Language	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Poverty/social exclusion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carers (inc. young carers)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community cohesion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Q3 What involvement has taken place/will you undertake e.g. engagement/consultation/co-productive approaches?
Please provide details below – either of your activities or your reasons for not undertaking involvement**

NA – Capital replacement work on damage or poor condition infrastructure.

Q4 Have you considered the Well-being of Future Generations Act (Wales) 2015 in the development of this initiative:

- a) Overall does the initiative support our Corporate Plan’s Well-being Objectives when considered together?
Yes No
- b) Does the initiative consider maximising contribution to each of the seven national well-being goals?
Yes No
- c) Does the initiative apply each of the five ways of working?
Yes No
- d) Does the initiative meet the needs of the present without compromising the ability of future generations to meet their own needs?
Yes No

Vital Maintenance Works

Q5 What is the potential risk of the initiative? (Consider the following impacts – equality, socio-economic, environmental, cultural, legal, financial, political, media, public perception etc...)

High risk

Medium risk

Low risk

Q6 Will this initiative have an impact (however minor) on any other Council service?
 Yes No **If yes, please provide details below**

Minor Traffic delays likely. _____

Q7 What is the cumulative impact of this proposal on people and/or communities when considering all the impacts identified within the screening and any other key decisions affecting similar groups/ service users made by the organisation?

Positive effects on maintaining highway and networks for all. Reduction of Flooding

Outcome of Screening

Q8 Please describe the outcome of your screening below:

- **Summary of impacts identified and mitigation needed (Q2)**
- **Summary of involvement (Q3)**
- **WFG considerations (Q4)**
- **Any risks identified (Q5)**
- **Cumulative impact (Q7)**

No effect or risk to any user group within the community. Maintenance of existing infrastructure only.

(NB: This summary paragraph should be used in the relevant section of corporate report)

Full IIA to be completed

Do not complete IIA – please ensure you have provided the relevant information above to support this outcome

NB: Please email this completed form to the Access to Services Team for agreement before obtaining approval from your Head of Service. Head of Service approval is only required via email.

Screening completed by:
Name: Bob Fenwick
Job title: Group Leader Highway Maintenance
Date: 08/02/23
Approval by Head of Service:
Name: S Davies
Position: Head of Service Highways and Transportation
Date: 08/02/23

Please return the completed form to accesstoservices@swansea.gov.uk

Agenda Item 14.



Report of the Cabinet Member for Well-being

Cabinet - 23 March 2023

Third Sector Compact Agreement Update

Purpose:	To provide an update on Swansea's Third Sector Compact Agreement and the work to date of the Compact Liaison Group who were formed as part of the updated Swansea Compact Agreement with the Voluntary Sector in 2018.
Policy Framework:	Swansea Third Sector Compact Agreement 2021 (attached as Appendix1)
Consultation:	Access to Services, Finance, Legal.
Recommendation(s):	It is recommended that: 1) The report is noted.
Report Author:	Spencer Martin
Finance Officer:	Chris Davies
Legal Officer:	Adrian Jeremiah
Access to Services Officer:	Rhian Millar

1. Background

- 1.1 Swansea Council first agreed a Compact with the Third Sector in 1999, the Compact has been renewed and refreshed a number of times in the intervening years.
- 1.2 The Compact is an agreement between the Swansea Council and the voluntary and community sector. It sets out key principles and establishes a way of working that improves their relationship for mutual advantage.
- 1.3 The renewed 2018 Compact Agreement established the Compact Liaison Group. The purpose, aims and objectives of the Compact Liaison Group are stated as:

“Monitoring and evaluation of the Compact Agreement between the Council and the Sector will be conducted through Compact Liaison Group, with the main purpose of the group being to share a general overview of strategic developments and a general exchange of information.

The group would:

- *Comprise of equal membership of Council and Third Sector representatives*
- *Meet every two months (more frequently if required)*
- *Third Sector representatives elected from a broad cross section of the Sector, Council representatives shall be drawn from across service areas with links to the Third Sector*
- *Charing of meetings will alternate between the Council and Third Sector, minute taking and administering the meeting will likewise alternate between partners.*
- *Ensure Third Sector Forum Groups and relevant council groups to feed in*

The purpose of the group is:

- *To promote the Compact Agreement and encourage ownership and support across both sectors*
- *To monitor the expected outcomes outlined in the Compact Agreement and review the objectives to ensure the document remains responsive to current trends*
- *To act as a mechanism to facilitate dialogue between the Council and the Third Sector on matters of shared interest*
- *To agree a joint work programme for each year to share and manage risk*
- *To monitor the progress of delivering the work programme”*

1.4 In line with the agreement, the Council are to be updated annually on the work of the Compact Liaison Group and any development or amendments to the Compact Agreement. The Compact Agreement was last reviewed in 2021 and presented to cabinet in the Compact Update Report 2022. The Current agreement is available to review @ [Third Sector Compact Agreement - Swansea](#)

2. Compact Liaison Group - 2021/22

2.1 The group is comprised of Council Officers and representatives of the Third Sector who were elected by their peers via hustings events hosted by SCVS.

2.2 The Compact Liaison Group met five times during 2022

2.3 In line with the purpose of the group to *act as a mechanism to facilitate dialogue between the Council and the Third Sector on matters of shared interest* areas of work undertaken or discussed by the Third Sector Liaison Group in the 21/22 year included:

- Covid Recovery (achieving better together)
- Climate Change
- Community (and third Sector) Resilience

- Swansea Poverty Strategy
- Human Rights City
- Rights in your Pocket Guide
- Kick Start Work Wise Project
- Loneliness and Isolation Funding
- Volunteering Policy
- Fuel Bank Foundation
- Development of Grant Giving Policy
- Compact with the Third Sector Review

2.4 The group has worked together to promote the Compact Agreement and encourage ownership and support across both sectors by adopting an inclusive agenda planning process, encouraging partners to suggest items and drive workplans. Also by agreeing to share the Chair and secretariat of the meetings ownership of the group is shared at all levels.

3. Budget Pressures and Future Work Programme

3.1 Budget Pressures and the Cost-of-Living Crisis are affecting all sectors. The Third sector are particularly concerned that despite evidencing their importance to communities and partners during the Covid Pandemic they will be the hardest hit. Not only will Grants be reduced but fundraising and income opportunities will be severely hit as traditional funders and donors restrict spending.

3.2 Swansea Council for Voluntary Service has undertaken a survey of the Third Sector entitled “Cost of Living crisis – What are the issues facing your group?” A summary of this report can be found in Appendix 1.

Some of the key questions and responses include:

Q Are there any other key impacts that the cost of living crisis is having on your organisation?

“We are simply swamped with clients, people in desperate need”

“Asylum seeker allowance declining in value, worsening poverty. We provide hot meals and take aways at drop ins. Demand increasing. Cost of food rising”

Q What actions are you taking, or planning, to mitigate these effects?

“Actively seeking Grant funds to plug additional (non budgeted) expenses even if small. Focusing on basics well to move from a position of strength not stretched”

“Less outreach sessions, some activities suspended”

“We are simplifying volunteer roles and creating more drop in / one off activities. this will mean that we can offer less intensive support services, particularly

to Children and disabled adults. We are no longer offering lead volunteers to our partner charities, they will now take direct referrals of potential student volunteers. We are considering a 4 day week or 9 day fortnight to support our staff, this will have some impact on our overall service delivery.”

“Reduce services is the main actions as recently we have been working on that and change some of the times of meeting and services.”

Q What support would be helpful from funders and decision makers, for example, uplift in grant funding, additional help to cover overheads, etc

“additional costs for overheads. Ensuring funds are delivered when awarded and not held so projects have to use their own funds in the meantime”

“Definitely additional support for overheads / ability to straightforwardly apply for additional funding”

“increased grant funding, acceptance that core costs e.g. overheads, are now huge, and understanding that the ratio of grant pounds: outcomes purchased has changed”

“consideration of contract arrangements, specialist grant pots for service delivery but importantly for covering organisational core costs”

3.3 It is anticipated that The Cost of Living Increase, Budget Pressures and Funding issues will be prominent in the Workplan for the Compact liaison Group for 2023, alongside any other new policy or projects that impact the Sector.

4. Third Sector Funding 2022 - Grants and Contracts

4.1 The Third sector play an integral part in Swansea Council meeting its statutory and philanthropic aims. In situations where the Third sector is the best provider of a service, function or facility they are afforded to opportunity of competing for Contracts via the council’s procurement process or Grants via individual grant programmes.

4.2 The Council has administered a significant number of Third Sector Grant Funding programmes over the year.

4.3 An infographic summarising the grants can be found as **Appendix 2** and a summary table is below which shows 503 Grants have been awarded amounting to a total of circa £1,735,718

Funding stream	Number of third sector projects/organisations supported	Amount allocated
Household Support Fund	71 grants awarded	£83,440
Direct Food Support Fund	52 grants awarded to date (round two closing 18/01/23)	£121,213
Period Dignity Fund	34 grants awarded	£64,204
Men's Shed Fund	9 grants awarded	£29,412.99
Rural Development Fund Programme	4 grants awarded	£55,744
Summer of Fun for Children and Families	97 grants awarded	£ 409,743.29
Winter of Wellbeing for Children and Families	93 grants awarded (21/22)	£471,946
Winter of Wellbeing 50+	49 grants awarded	£189,073.53
Youth Support Emotional Health & Wellbeing Grant	20 grants awarded (21/22)	£210,000
Swansea Spaces (warm spaces) Fund	67 (1 of which still to be offered due to outstanding query)	£83,831
Armed Forces Veterans Support Fund	6 Grants Awarded (to 12/22)	£17,110

4.4 Third Sector organisations hold a number of Contracts with Swansea Council, These contracts are procured via the 'Sell to Wales' portal and are won via the Councils procurement process.

5. Integrated Assessment Implications

5.1 The Council is subject to the Equality Act (Public Sector Equality Duty and the socio-economic duty), the Well-being of Future Generations (Wales) Act 2015 and the Welsh Language (Wales) Measure, and must in the exercise of their functions, have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Acts.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.
- Deliver better outcomes for those people who experience socio-economic disadvantage
- Consider opportunities for people to use the Welsh language
- Treat the Welsh language no less favourably than English.
- Ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.

5.2 The Well-being of Future Generations (Wales) Act 2005 mandates that public bodies in Wales must carry out sustainable development. Sustainable development means the process of improving the economic,

social, environmental and cultural well-being of Wales by taking action, in accordance with the sustainable development principle, aimed at achieving the 'well-being goals'.

- 5.3 Our Integrated Impact Assessment (IIA) process ensures we have paid due regard to the above. It also takes into account other key issues and priorities, such as poverty and social exclusion, community cohesion, carers, the United Nations Convention on the Rights of the Child (UNCRC) and Welsh language.
- 5.4 The IIA screening undertaken can be found at **Appendix 3** demonstrated that there are no equality implications for Swansea Council. This is because the report updates on Swansea's Third Sector Compact Agreement and the work to date of the Compact Liaison Group who were formed as part of the updated Swansea Compact Agreement with the Voluntary Sector in 2018.

In line with the agreement, the Council are to be updated annually on the work of the Compact Liaison Group and any development or amendments to the Compact Agreement. The report fulfils this requirement and updates to Compact for 2022.

The Compact Liaison Group is comprised of relevant Council Officers and representatives of the Third Sector elected by their peers via hustings events hosted by SCVS. The Group is not a decision-making body but reviews and advises on policy issues affecting both the Statutory and Third sector. The Compact Liaison Group therefore plays an important part of the Councils Consultation process, and can feed into reviews of Strategies, policies and services via its regular meetings.

The Compact Agreement is a partnership commitment, it is not party to a decision making body but can impact upon the council services in strategic way. The report updates the Agreement and on its subsequent workplan outputs for 2022.

6. Legal Implications

- 6.1 There are no legal implications.

7. Financial Implications

- 7.1 There are no financial implications.

Background Papers: None

Appendices:

Appendix 1 – Cost of Living Crisis – SCVS questionnaire for the third sector (edited to remove sensitive information)

Appendix 2 - Infographic - Third Sector Grant Funds 2022

Appendix 3 – IIA Screening Form

Q1 Name (optional):

Hidden for Privacy Reasons

Q2 Organisation (optional):

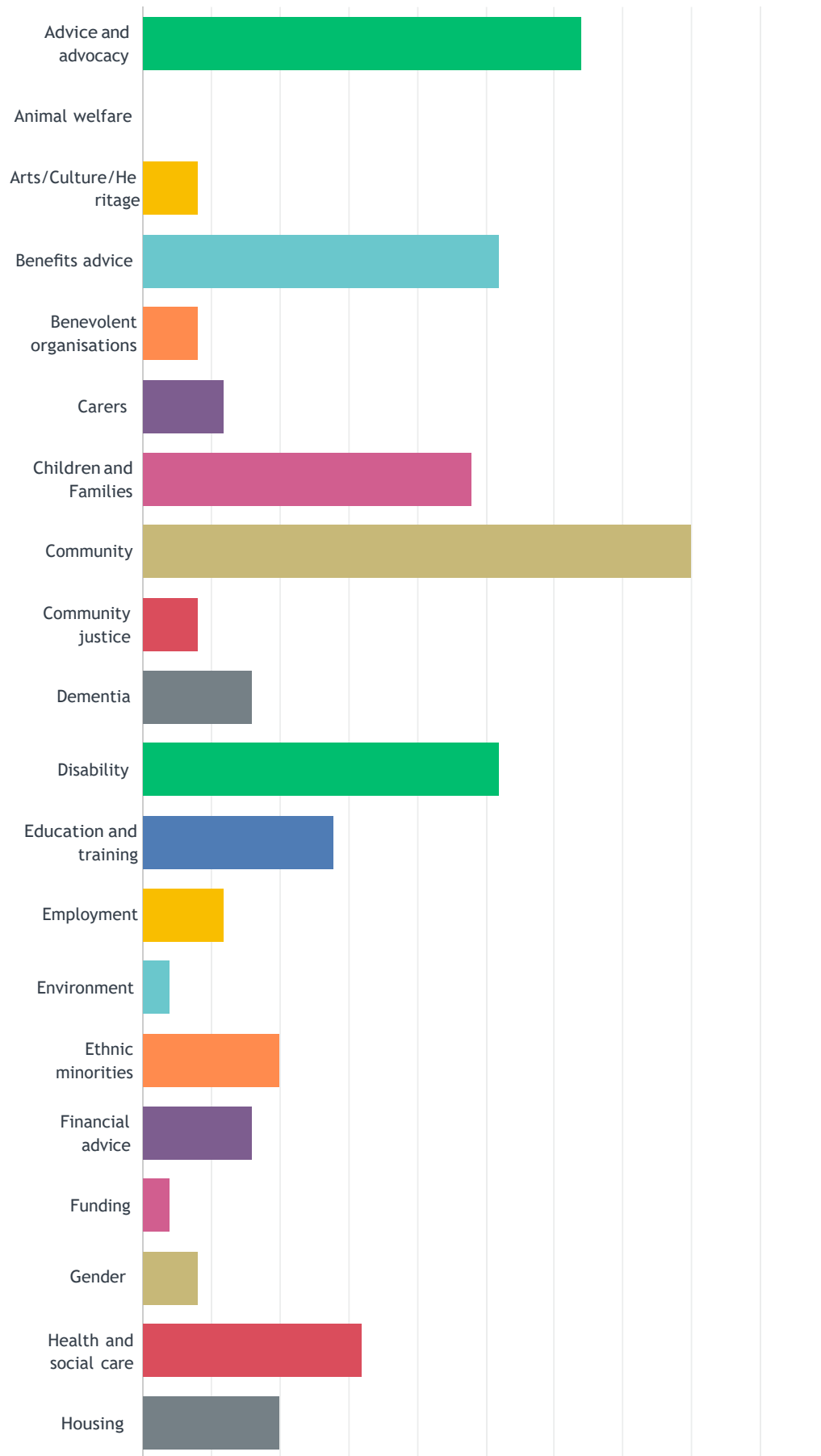
Hidden for Privacy Reasons

Q3 Email address (optional):

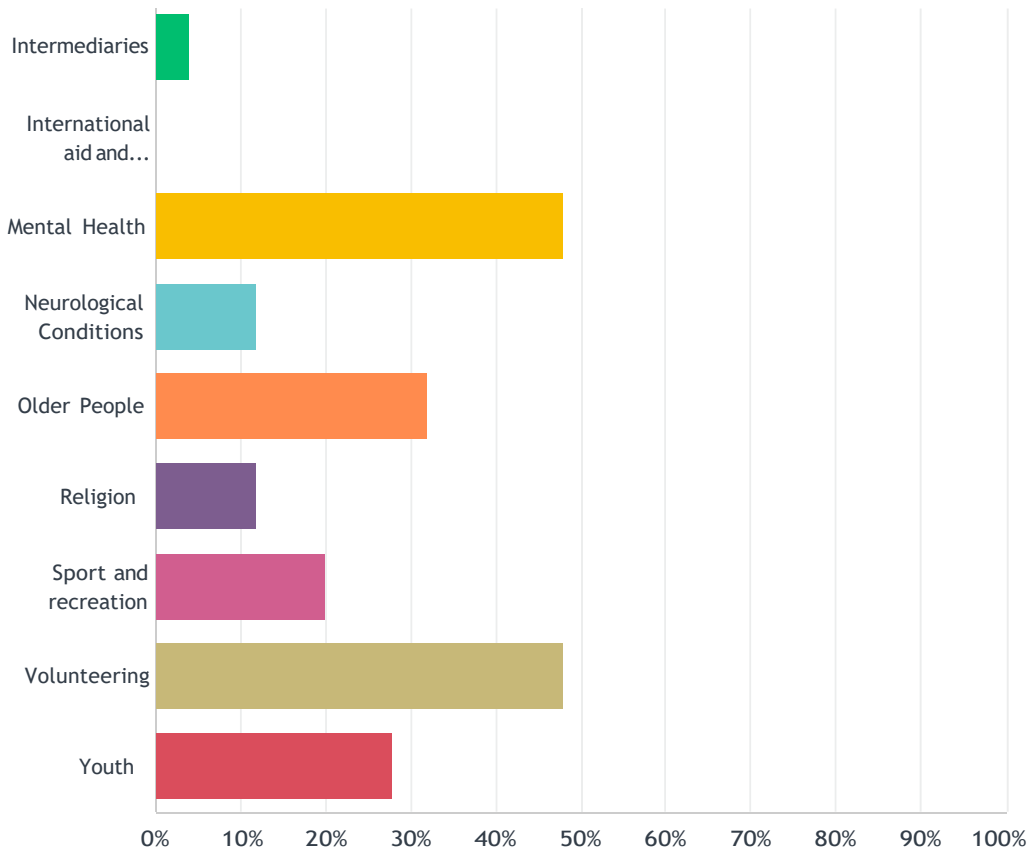
Hidden for Privacy Reasons

Q4 Please select the types / areas of support your group offers:

Answered: 25 Skipped: 1



Cost of Living crisis – What are the issues facing your group?



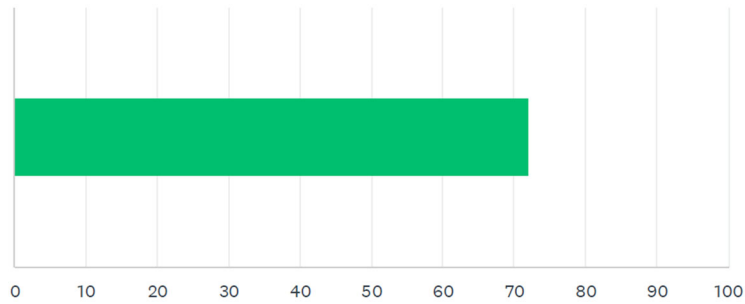
ANSWER CHOICES	RESPONSES	
Advice and advocacy	64.00%	16
Animal welfare	0.00%	0
Arts/Culture/Heritage	8.00%	2
Benefits advice	52.00%	13
Benevolent organisations	8.00%	2
Carers	12.00%	3
Children and Families	48.00%	12
Community	80.00%	20
Community justice	8.00%	2
Dementia	16.00%	4
Disability	52.00%	13
Education and training	28.00%	7
Employment	12.00%	3
Environment	4.00%	1
Ethnic minorities	20.00%	5
Financial advice	16.00%	4
Funding	4.00%	1
Gender	8.00%	2
Health and social care	32.00%	8

Cost of Living crisis – What are the issues facing your group?

Housing	20.00%	5
Intermediaries	4.00%	1
International aid and emergency relief	0.00%	0
Mental Health	48.00%	12
Neurological Conditions	12.00%	3
Older People	32.00%	8
Religion	12.00%	3
Sport and recreation	20.00%	5
Volunteering	48.00%	12
Youth	28.00%	7

Q5 Increased energy costs

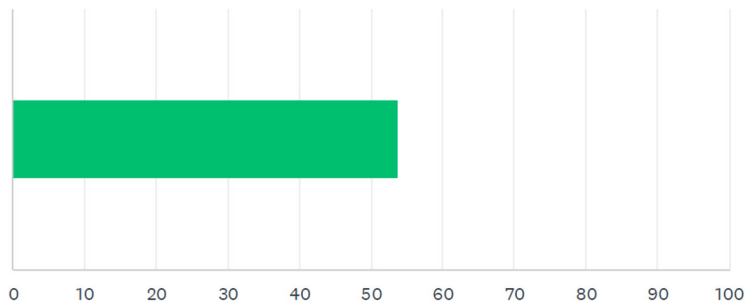
Answered: 25 Skipped: 1



ANSWER CHOICES	AVERAGE NUMBER	TOTAL NUMBER	RESPONSES
	72	1,804	25
Total Respondents: 25			

Q6 Increased staffing costs

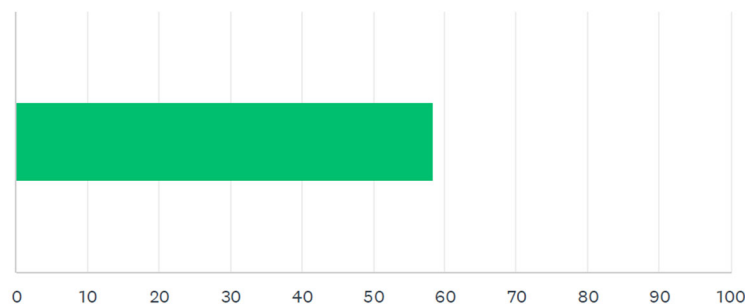
Answered: 22 Skipped: 4



ANSWER CHOICES	AVERAGE NUMBER	TOTAL NUMBER	RESPONSES
	54	1,184	22
Total Respondents: 22			

Q7 Increased transport costs

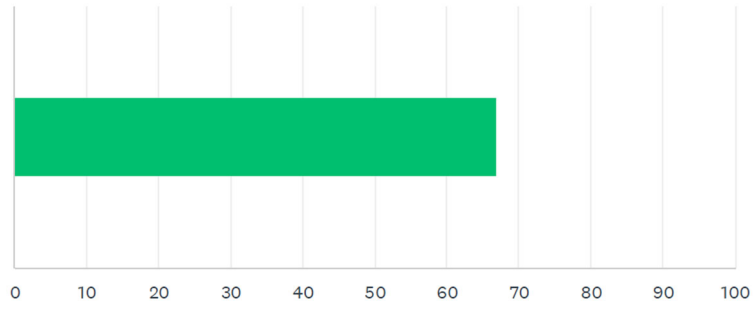
Answered: 24 Skipped: 2



ANSWER CHOICES	AVERAGE NUMBER	TOTAL NUMBER	RESPONSES
	58	1,400	24
Total Respondents: 24			

Q8 Grants no longer covering service delivery

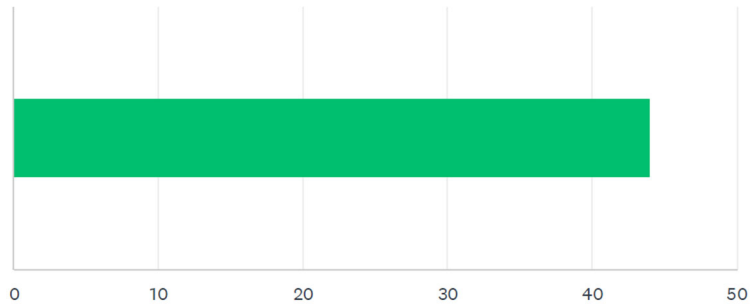
Answered: 21 Skipped: 5



ANSWER CHOICES	AVERAGE NUMBER	TOTAL NUMBER	RESPONSES
	67	1,408	21
Total Respondents: 21			

Q9 Difficulty recruiting / retaining staff

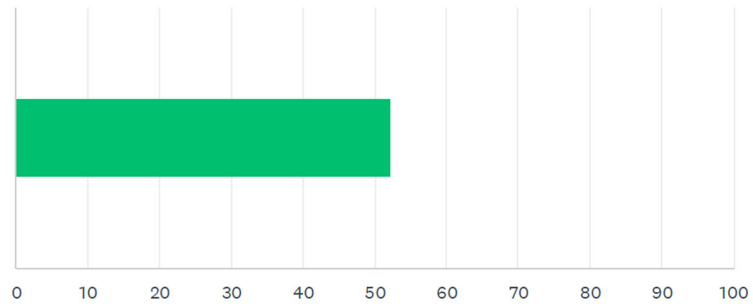
Answered: 22 Skipped: 4



ANSWER CHOICES	AVERAGE NUMBER	TOTAL NUMBER	RESPONSES
	44	969	22
Total Respondents: 22			

Q10 Difficulty recruiting / retaining volunteers

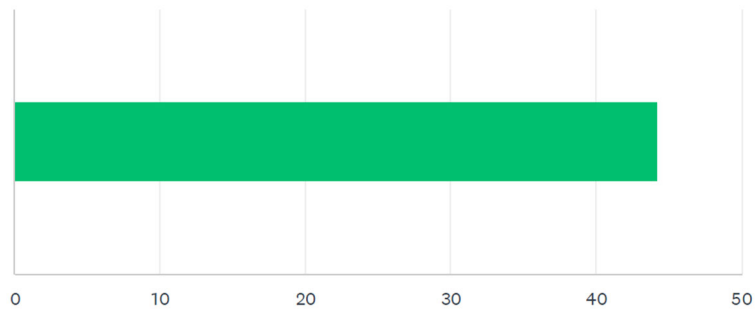
Answered: 26 Skipped: 0



ANSWER CHOICES	AVERAGE NUMBER	TOTAL NUMBER	RESPONSES
	52	1,357	26
Total Respondents: 26			

Q11 Unable to run as many / any outreach activities

Answered: 24 Skipped: 2



ANSWER CHOICES	AVERAGE NUMBER	TOTAL NUMBER	RESPONSES
	44	1,062	24
Total Respondents: 24			

Q12 Are there any other key impacts that the cost of living crisis is having on your organisation, or would you like to elaborate on the ranking above?

Answered: 14 Skipped: 12

#	RESPONSES	DATE
1	the low wages of statutory services such as NHS. People are leaving and there are not new people starting. we need the statutory services to function well as the foundation to everything else	10/11/2022 10:06 AM
2	Asylum seeker allowance declining in value, worsening poverty. We provide hot meals and take aways at dropins. Demand increasing. Cost of food rising.	10/10/2022 1:25 PM
3	We are simply swamped with clients, people in desperate need.	10/10/2022 12:22 PM
4	Energy costs are a really big concern for supported housing such as refuge services. Added to this is the concern for residents when they move out applying for a new energy account.	10/7/2022 1:03 PM
5	We have been running Swansea CAP since 2015. As the center manager I was able to volunteer for a number of years alongside caring for my mum. On her passing in 2020 my circumstances changed and I started being employed with CAP in August 2021. This added to the fact that we now have a central office in the City Centre has meant a number of financial burdens. As with all organisations our running costs have increased.	10/6/2022 2:31 PM
6	In addition to the above areas, the CLC is affecting all aspects of activity including various running costs like printing/stationary, venue hire, (ultimately) office rent, equipment, telecoms, etc.	10/6/2022 10:50 AM
7	The building is run by 7 volunteers who maintain the property and set the heating. Nobody is located there on any permanent basis, so we have to open up and close for occasional users. We do not employ any staff but rely on members and regular users to look after the building. The main problem with the heating is that people change the thermostats leaving the heating lower or off for the next group, or the reverse.	10/6/2022 9:58 AM
8	Using my universal credit to pay for fuel for outreach sometimes	10/5/2022 6:56 PM

Cost of Living crisis – What are the issues facing your group?

9	Ability to be flexible in creating new support to respond to the new crisis - high concern. To explain: We would like to do more to serve and support our communities, but we don't really have the capacity to increase. We can't easily justify the increased staff costs or heating costs to e.g. open the building more, as we'd like to, in collaboration with other buildings in the area to make sure that those who need it have somewhere to be in the daytime during the winter. We are trying to find a way to do more for those most sharply affected - but because of our rising costs, that will be made more difficult.	10/5/2022 5:49 PM
10	Travel costs for health assessments such as covid vaccinations, providing blood samples, ear cleaning. Used to be provided in local surgery now appointments offered across cluster group and travel now required for 4 to 10 miles with limited or no public transport and community cars costing between £9 to £20 plus .	10/5/2022 5:27 PM
11	RENT OF VENUES TO HOLD ACTIVITIES IN	10/5/2022 5:00 PM
12	Escalating costs of wood and steel etc mean plans for development of a community hub have been shelved. Much project work is through outreach so use a small fleet of vans. Increased petrol and diesel costs having a huge impact on budgets. Staff needing pay rises to cope with increased living costs but squeezed budgets do not allow that.	10/5/2022 4:42 PM
13	We have some reserves, which can be used for running costs	10/5/2022 4:40 PM
14	If they may be grant available to back up some of the youth and family we are working with to ease their expenditure will be great! For example Funding to provide foodbank	10/5/2022 4:38 PM

Q13 What actions are you taking, or planning, to mitigate these effects? (for example, reduced opening times / services etc. Examples will be really helpful to assist us with lobbying for, for example, fuel or wage bill increases)

Answered: 23 Skipped: 3

#	RESPONSES	DATE
1	ensuring where possible that peoples home heating systems are functioning well and they are getting all grants and reductions they are eligible for. providing a warm office space for people to use in winter	10/11/2022 10:11 AM
2	no immediate plans, however we are giving consideration to office space and whether we need as much accommodation with so many staff hybrid working esp with rental costs and fuel costs	10/10/2022 3:05 PM
3	Urgent fund raising to meet rising food costs	10/10/2022 1:27 PM
4	Just ploughing on, doing as much as we can	10/10/2022 12:23 PM
5	Actively seeking Grant funds to plug additional (non budgeted) expenses even if small. Focusing on basics well to kove from a position of strength not stretched	10/10/2022 8:56 AM
6	No differences made at present.	10/8/2022 8:22 PM
7	None that aware of currently.	10/7/2022 1:06 PM
8	Our center is based in York street central to Swansea City Center. We do a mixture of visiting clients in the community as well having appointments in the City. Our resources here allow people to have free phone calls, free internet usage and we also have a number of donations from clothing to toiletries which are most welcomed with our clientele. In addition we have applied for funding to further support our clients offering a warm welcomed space that may ease the burden of being at home.	10/6/2022 2:50 PM
9	Efficiencies wherever possible, e.g. in transport arrangements and staff travel. Building in wage and other cost inflation to funding applications for 2023-24.	10/6/2022 10:57 AM
10	We use email, notices and social media to spread the message and have turned down the boiler settings. We increased our charges	10/6/2022 10:01 AM
11	Lobbying increased energy costs	10/6/2022 9:31 AM
12	Less outreach sessions, some activities suspended	10/5/2022 6:57 PM

Cost of Living crisis – What are the issues facing your group?

13	We are considering reducing some staff hours Having a colder building by not switching heating on - but that means less of the 'soft outcomes' of working together, and that is a loss.	10/5/2022 5:49 PM
14	Need to seek grants to try and improve transport availability	10/5/2022 5:36 PM
15	Lots of prayer! To the numbers, we should limit service but this is the very time we are needed.	10/5/2022 5:19 PM
16	INCREASING FEES	10/5/2022 5:01 PM
17	moved one van to electric - but electric costs also rising. financial well-being pack for staff with employee perks e.g. gym membership using reserves to buy staff time to make more funding applications and create income generation activities changing the costings in new funding applications	10/5/2022 4:59 PM
18	We are simplifying volunteer roles and creating more drop in / one off activities. this will mean that we can offer less intensive support services, particularly to Children and disabled adults. We are no longer offering lead volunteers to our partner charities, they will now take direct referrals of potential student volunteers. We are considering a 4 day week or 9 day fortnight to support our staff, this will have some impact on our overall service delivery.	10/5/2022 4:56 PM
19	Reduce services is the main actions as recently we have been working on that and change some of the times of meeting and services.	
20	none	10/5/2022 4:46 PM
21	Being very cautious with heating	10/5/2022 4:41 PM
22	Reducing number of meetings due to increased room hire costs	10/5/2022 4:38 PM
23	Flagging everywhere at every opportunity	10/5/2022 2:00 PM

Q14 What support would be helpful from SCVS, for example, help with managing your finances, etc

Answered: 16 Skipped: 10

#	RESPONSES	DATE
1	continued support with accessing funding to enable sustainability	10/11/2022 10:11 AM
2	possibly lobbying funders to increase % management fees on grants	10/10/2022 3:05 PM
3	Grant funds and utilities support awareness and guidance. Open easy access funds identified that would fit us to assist our search.	10/10/2022 8:56 AM
4	Thank you, but I think that currently we are OK.	10/8/2022 8:22 PM
5	Unsure how SCVS can help.	10/7/2022 1:06 PM
6	Help with funding would be most beneficial.	10/6/2022 2:50 PM
7	Keep doing what you're doing!	10/6/2022 10:57 AM
8	We're looking forward to any promised government help	10/6/2022 10:01 AM
9	Any support, advice that you can offer, it is a difficult question to answer as there are so many variants to the concerns currently, it could be support with setting up or managing lobbying it could be finding grants that will support charities during this time it could be help for volunteers how to keep them engaged, we have considered remunerating them in some way	10/6/2022 9:31 AM
10	targeted grants for transport and local availability of staff to provide guidance on benefit availability	10/5/2022 5:36 PM
11	More information on core cost grants, specifically heat and light	10/5/2022 5:19 PM
12	NONE	10/5/2022 5:01 PM
13	More support with funding applications, Alex has already been brilliant but I will very likely be calling on her support more this year	10/5/2022 4:56 PM

Cost of Living crisis – What are the issues facing your group?

14	Help with managing the finance will be great as well as we do not have enough budget and project ongoing.	10/5/2022 4:50 PM
15	none	10/5/2022 4:46 PM
16	None required	10/5/2022 4:38 PM

Q15 What support would be helpful from funders and decision makers, for example, uplift in grant funding, additional help to cover overheads, etc

Answered: 20 Skipped: 6

#	RESPONSES	DATE
1	additional costs for overheads. Ensuring funds are delivered when awarded and not held so projects have to use their own funds in the meantime	10/11/2022 10:11 AM
2	As you have put it above or if there is no increase in grant amounts an ability to increase the % we can devote to management and running cost fees	10/10/2022 3:05 PM
3	Household support grant helpful: just granted £600. Annual food bill is around £6500.	10/10/2022 1:27 PM
4	Overhead costs focus. This season is about "steadying" and if people are worried for Jobs, running costs etc the focus for the provision becomes a lower priority when it shouldn't. If there were 1-2 year pockets of the funding that not many funds want to cover (staff and overheads) then that would significantly reduce the stress from managing this next season.	10/10/2022 8:56 AM
5	N/A	10/8/2022 8:22 PM
6	extra help from Supporting people who fund supported housing to cover energy bills.	10/7/2022 1:06 PM
7	Both of the above.	10/6/2022 2:50 PM
8	Funders to recognize need to accept anticipated inflation in multi-year bids, and where they allow it, increase percentage element for core funding).	10/6/2022 10:57 AM
9	Absolutely a grant to cover over heads is key right now	10/6/2022 9:31 AM
10	Funding to cover expenses	10/5/2022 6:57 PM
11	Definitely additional support for overheads / ability to straightforwardly apply for additional funding.	10/5/2022 5:49 PM
12	Targeted grants for transport and local availability of staff to provide guidance on benefit availability	10/5/2022 5:36 PM
13	Help to cover overheads	10/5/2022 5:19 PM
14	NONE	10/5/2022 5:01 PM
15	increased grant funding, acceptance that core costs e.g. overheads, are now huge, and understanding that the ratio of grant pounds: outcomes purchased has changed	10/5/2022 4:59 PM
16	More money, always! Recognition that costs will have risen so delivery may need to be reduced being proactive in the conversation and expectations around this rather than waiting for us to come to them	10/5/2022 4:56 PM
17	We have realised some funders have decreased grant instead of uplift which could make things even better	10/5/2022 4:50 PM
18	none	10/5/2022 4:46 PM
19	Uplift in grant funding to recognise increased energy costs factored into room hire charges	10/5/2022 4:38 PM
20	consideration of contract arrangements, specialist grant pots for service delivery but importantly for covering organisational core costs	10/5/2022 2:00 PM

Q16 Is there anything else you would like to add?

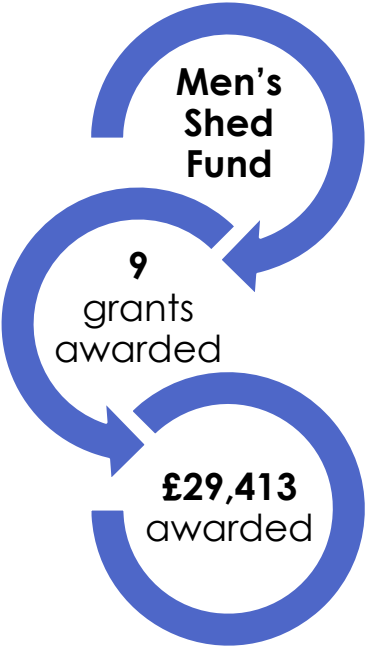
Answered: 10 Skipped: 16

#	RESPONSES	DATE
1	the recent news regarding mortgages is meaning many people are considering a move. we should be prepared for a lot of this in Swansea.	10/11/2022 10:11 AM
2	No, not at present, thank you!	10/8/2022 8:22 PM
3	Nothing, thanks.	10/7/2022 1:06 PM
4	Due to circumstances another Center we work closely will be closing at the end of the year. This may have a knock on effect on our center. In addition we know that people are facing real challenges within our communities at this time. I work 16 hours a week with individuals who are not only faced with the challenges of debt and the cost of living but also mental health issues and isolation. To keep the center running a number of local Churches give monthly to cover costs at an organizational level for our excellent debt counsellors, resources etc at Head office. This has been successful since 2015. With Churches also facing the cost of living crises this again may be a factor in the future months ahead.	10/6/2022 2:50 PM
5	We had support during covid there seems to be little during this crisis	10/6/2022 9:31 AM
6	Guidance is required for all other agencies on the issue of mobility and exhaustion associated with age related changes for which limited allowance is apparent. Technology is of limited use to the senior group as 80% do not use or are able to access information through this method where exhaustion, changes in the senses and finer hand and body manipulation limits getting information, walking , dancing , using technology.	10/5/2022 5:36 PM
7	Thank you SCVS for all you do!	10/5/2022 5:19 PM
8	NO	10/5/2022 5:01 PM
9	We expect to have fewer student volunteers this year as many more will need to have jobs or work more hours, leaving less time for volunteering	10/5/2022 4:56 PM
10	We are still struggling in many areas as small organisation and still looking to recruit staff and volunteers able to support with making successful application as the group of people we are working with is improving and benefited from our support.	10/5/2022 4:50 PM

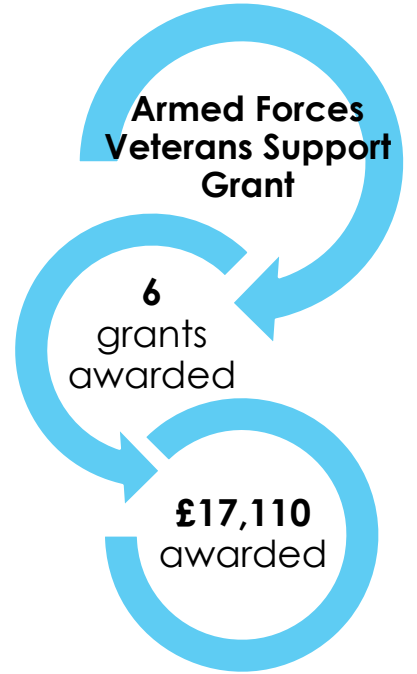
Grants awarded to Third Sector Organisations 2022



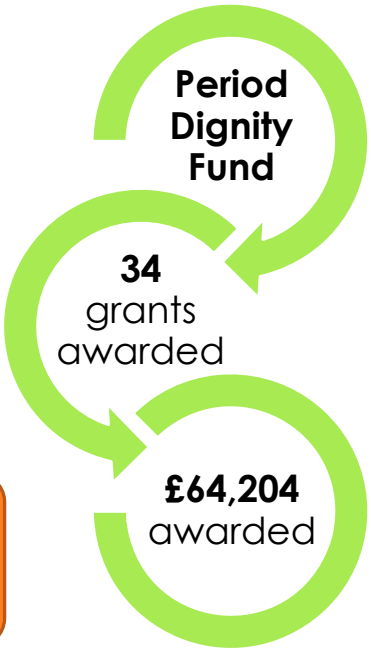
Period Dignity Fund: products made available free of charge



Armed Forces Veterans Support



Food Poverty Fund: to provide foodbank support, education and growing provision

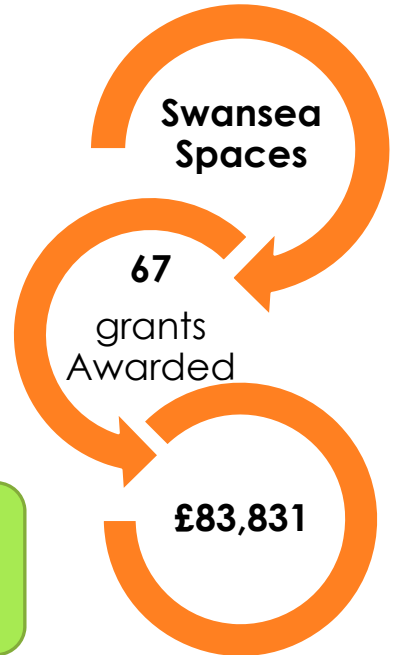
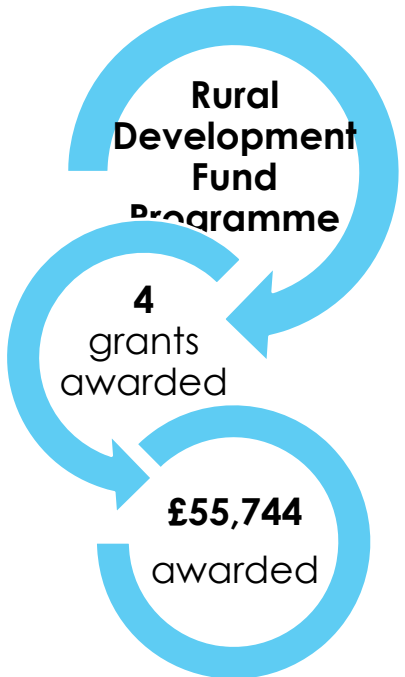


Men's Shed Fund: projects to promote health, well-being and reduce social isolation

Household Support Fund. Revenue funding to tackle food poverty



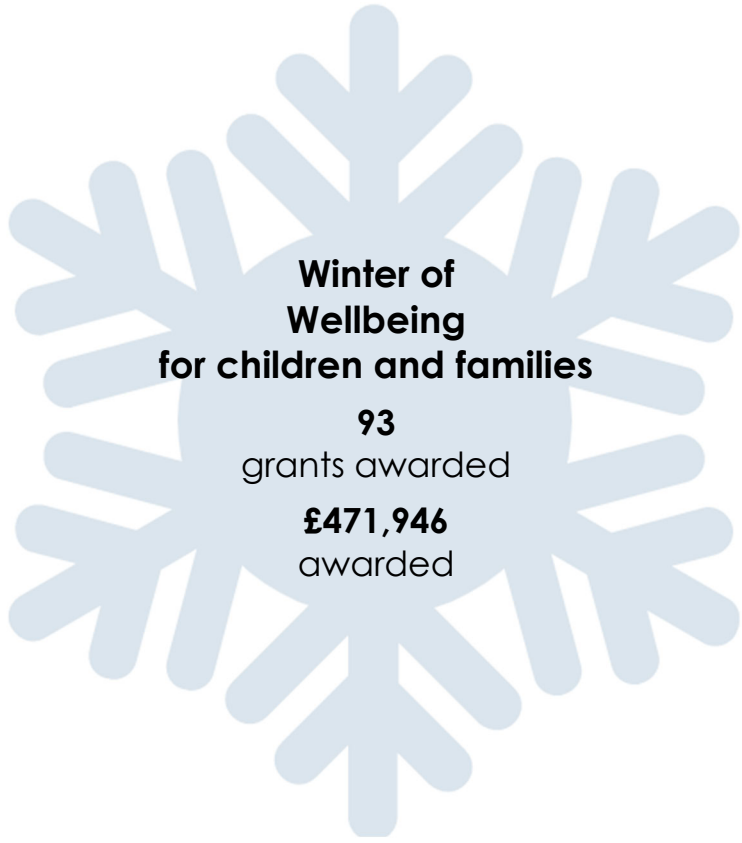
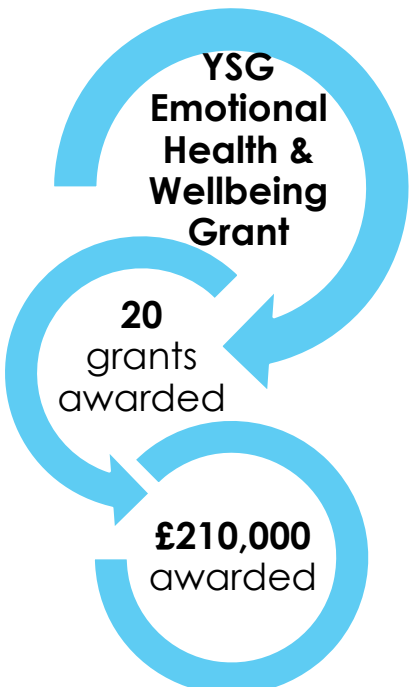
Swansea Spaces – Warm Spaces Funding



Rural Development Fund Grants: grants for rural communities.

Support and Activities for those 50+

Youth Support Emotional Health & Wellbeing Grant: early intervention and prevention support



Summer of Fun: projects for summer school holiday provision

Winter of Fun: projects for winter school holiday provision

Integrated Impact Assessment Screening Form

Please ensure that you refer to the Screening Form Guidance while completing this form.

Which service area and directorate are you from?

Service Area: Partnership and Commissioning

Directorate: Social Services

Q1 (a) What are you screening for relevance?

- New and revised policies, practices or procedures
- Service review, re-organisation or service changes/reductions, which affect the wider community, service users and/or staff
- Efficiency or saving proposals
- Setting budget allocations for new financial year and strategic financial planning
- New project proposals affecting staff, communities or accessibility to the built environment, e.g., new construction work or adaptations to existing buildings, moving to on-line services, changing location
- Large Scale Public Events
- Local implementation of National Strategy/Plans/Legislation
- Strategic directive and intent, including those developed at Regional Partnership Boards and Public Services Board, which impact on a public bodies functions
- Medium to long term plans (for example, corporate plans, development plans, service delivery and improvement plans)
- Setting objectives (for example, well-being objectives, equality objectives, Welsh language strategy)
- Major procurement and commissioning decisions
- Decisions that affect the ability (including external partners) to offer Welsh language opportunities and services

(b) Please name and fully describe initiative here:

The Third Sector Compact Agreement 2021

The report updates on Swansea's Third Sector Compact Agreement and the work to date of the Compact Liaison Group who were formed as part of the updated Swansea Compact Agreement with the Voluntary Sector in 2018.

In line with the agreement, the Council are to be updated annually on the work of the Compact liaison Group and any development or amendments to the Compact Agreement. The report fulfils this requirement and updates to Compact for 2022.

Q2 What is the potential impact on the following: the impacts below could be positive (+) or negative (-)

	High Impact		Medium Impact		Low Impact		Needs further investigation
	+	-	+	-	+	-	
Children/young people (0-18)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Older people (50+)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Any other age group	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Future Generations (yet to be born)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Race (including refugees)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Asylum seekers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gypsies & travellers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Religion or (non-)belief	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Welsh Language	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Poverty/social exclusion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carers (inc. young carers)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community cohesion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Q3 What involvement has taken place/will you undertake e.g. engagement/consultation/co-productive approaches? Please provide details below – either of your activities or your reasons for not undertaking involvement

The group is comprised of relevant Council Officers and representatives of the Third Sector elected by their peers via hustings events hosted by SCVS. The Group is not a decision-making body but reviews and advises on policy issues affecting both the Statutory and Third sector. The Compact liaison group is therefore plays an important part of the Councils Consultation process, and can feed into reviews of Strategies, Policies and services via its regular meetings.

Q4 Have you considered the Well-being of Future Generations Act (Wales) 2015 in the development of this initiative:

- a) Overall does the initiative support our Corporate Plan’s Well-being Objectives when considered together?
Yes No
- b) Does the initiative consider maximising contribution to each of the seven national well-being goals?
Yes No
- c) Does the initiative apply each of the five ways of working?
Yes No
- d) Does the initiative meet the needs of the present without compromising the ability of future generations to meet their own needs?
Yes No

Q5 What is the potential risk of the initiative? (Consider the following impacts – equality, socio-economic, environmental, cultural, legal, financial, political, media, public perception etc...)

High risk

Medium risk

Low risk

Q6 Will this initiative have an impact (however minor) on any other Council service?

Yes

No

If yes, please provide details below

The Compact Agreement is a partnership commitment and can advise and review council policy and practice, it is not a decision making body but can impact upon the council services in strategic way.

Q7 What is the cumulative impact of this proposal on people and/or communities when considering all the impacts identified within the screening and any other key decisions affecting similar groups/ service users made by the organisation?

The Compact Agreement is a partnership commitment and can advise and review council policy and practice, it is not a decision making body but can impact upon the council services in strategic way.

Outcome of Screening

Q8 Please describe the outcome of your screening below:

- Summary of impacts identified and mitigation needed (Q2)
- Summary of involvement (Q3)
- WFG considerations (Q4)
- Any risks identified (Q5)
- Cumulative impact (Q7)

The report updates on Swansea's Third Sector Compact Agreement and the work to date of the Compact Liaison Group who were formed as part of the updated Swansea Compact Agreement with the Voluntary Sector in 2018.

In line with the agreement, the Council are to be updated annually on the work of the Compact Liaison Group and any development or amendments to the Compact Agreement. The report fulfils this requirement and updates to Compact for 2022.

The Compact Liaison Group is comprised of relevant Council Officers and representatives of the Third Sector elected by their peers via hustings events hosted by SCVS. The Group is not a decision-making body but reviews and advises on policy issues affecting both the Statutory and Third sector. The Compact Liaison Group therefore plays an important part of the Councils Consultation process, and can feed into reviews of Strategies, policies and services via its regular meetings.

The Compact Agreement is a partnership commitment, it is not party to a decision making body but can impact upon the council services in strategic way. The report updates the Agreement and on its subsequent workplan outputs for 2022.

(NB: This summary paragraph should be used in the relevant section of corporate report)

Full IIA to be completed

Do not complete IIA – please ensure you have provided the relevant information above to support this outcome

NB: Please email this completed form to the Access to Services Team for agreement before obtaining approval from your Head of Service. Head of Service approval is only required via email.

Screening completed by:
Name: Spencer Martin
Job title: Partnership and Commissioning Officer
Date: 16th November 2021
Approval by Head of Service:
Name: Jane Whitmore
Position: Head of Partnership and Commissioning.
Date: 18th November 2021

Please return the completed form to accesstoservices@swansea.gov.uk

Agenda Item 15.



Report of the Cabinet Member for Community (Services)

Cabinet – 23 March 2023

Swansea Public Toilet Strategy – Revised 2023

Purpose:	To seek approval from Cabinet for Swansea Council's revised Public Toilet Strategy.
Policy Framework:	Part 8, Public Health Act (Wales) 2017
Consultation:	Access to Services, Finance, Legal.
Recommendation(s):	It is recommended that Cabinet: 1) Approves the revised Swansea Public Toilet Strategy 2) Approves future actions for delivery as set out in paragraph 3 and delegates authority to the Director of Place and Cabinet Member for Community Services to make any amendments or changes to the delivery plan.
Report Authors:	Chris Howell, Andy Edwards
Finance Officer:	Ben Smith
Legal Officer:	Jonathan Wills
Access to Services Officer:	Rhian Millar

1. Introduction

- 1.1 The Public Health (Wales) Act 2017 received Royal Assent on the 3 July 2017. Part 8 of the Act placed a duty on each Local Authority in Wales to prepare and publish a local toilets strategy for its area.
- 1.2 The Act provides that a strategy must include an assessment of the community's need for toilets, including changing facilities for babies and changing places facilities for people with disabilities. The strategy must also provide details of how the Local Authority proposes to meet the identified need.

- 1.3 The Act is underpinned by guidance from Welsh Government, which Local Authorities are required to have regard to and to read in conjunction with the Act. There is no requirement for the strategies to be presented to the Welsh Government for approval, as the strategies should be subject to Local Authorities' existing scrutiny structures and public scrutiny.
- 1.4 Swansea's initial assessment of need and draft strategy was completed by the British Toilet Association. This strategy, along with its action plan, was approved by Swansea Council's Cabinet, on 18th November 2021.
- 1.5 Welsh Government guidance requires that each public toilet strategy is reviewed within one year of local council elections and revised, if necessary.
- 1.6 This report brings the revised strategy for formal approval, along with its action plan.

2 Overview of Swansea's Public Toilet Strategy ("the Strategy")

- 2.1 The Strategy, and its action plan, covers six key areas:
 - Strategy – the process of developing a public toilet strategy for the City and County of Swansea
 - Governance – the governance arrangements for overseeing the development and progress of the strategy;
 - Communication - mechanisms for communication about public toilet provision within the City and County of Swansea and how this will be developed to meet the needs of residents, visitors and businesses;
 - Facilities – the process of reviewing existing public toilet provision within the City and County of Swansea;
 - Development – the development of a plan to ensure that Swansea's public toilet provision meets the current and future needs of local residents, visitors and businesses; and
 - Funding – the development of a sustainable funding plan that enables Swansea Council to maintain and develop its public toilet provision in accordance with the plans set out in this strategy.
- 2.2 The detail of the revised strategy, its action plan and the documents from which it has been derived can be found in the appendices to this report.

3 The Review of the Strategy

- 3.1 Since the draft strategy was written and consulted on, in 2020, Swansea Council has continued to work to deliver improvements regarding the provision of public toilets throughout the city and county.
- 3.2 The strategy's governance is overseen by a Working Group made up of Swansea Council officers; the work of this group is informed by a wider Stakeholder Group, made up of representatives of different bodies representing the people of Swansea.

- 3.3 These groups conducted an initial review of the strategy and its action plan. The main outcome was to simplify the content of the strategy whilst retaining its basic structure and focus. The strategy's action plan was updated to reflect progress made since it was last approved by Cabinet.
- 3.4 The revised documents were then submitted for a public consultation, which took place between 21st November and 18th December 2022. The results of which can be found in Appendix D.
- 3.5 Following the public consultation, further amendments were made to the strategy's action plan.

4. Integrated Impact Assessment Implications

- 4.1 The Council is subject to the Equality Act (Public Sector Equality Duty and the socio-economic duty), the Well-being of Future Generations (Wales) Act 2015 and the Welsh Language (Wales) Measure, and must in the exercise of their functions, have due regard to the need to:
- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Acts.
 - Advance equality of opportunity between people who share a protected characteristic and those who do not.
 - Foster good relations between people who share a protected characteristic and those who do not.
 - Deliver better outcomes for those people who experience socio-economic disadvantage
 - Consider opportunities for people to use the Welsh language
 - Treat the Welsh language no less favourably than English.
 - Ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.
- 4.1.1 The Well-being of Future Generations (Wales) Act 2015 mandates that public bodies in Wales must carry out sustainable development. Sustainable development means the process of improving the economic, social, environmental and cultural well-being of Wales by taking action, in accordance with the sustainable development principle, aimed at achieving the 'well-being goals'.
- 4.1.2 Our Integrated Impact Assessment (IIA) process ensures we have paid due regard to the above. It also takes into account other key issues and priorities, such as poverty and social exclusion, community cohesion, carers, the United Nations Convention on the Rights of the Child (UNCRC) and Welsh language.
- 4.3 This is a low risk proposal as it will deliver an improvement in service provision that should have a positive impact across the population, particularly those whose health conditions bring more complex needs when using toilet facilities. It has been consulted on and supports our

ambitions with regard to the Wellbeing of Future Generations Act. Changes to the published action plan and actions arising from subsequent reviews will also be subject to an IIA.

- 4.4 A copy of the IIA screening confirms that a full IIA is not required, and can be found as an appendix to this report

5. Financial Implications

- 5.1 There are no new financial commitments within this strategy.

6. Legal Implications

- 6.1 This strategy will ensure that the Council is compliant with the relevant parts of Part 8, Public Health Act (Wales) 2017

Background Papers:

Part 8, Public Health Act (Wales) 2017

<https://www.legislation.gov.uk/anaw/2017/2/part/8/enacted>

The Provision of Toilets in Wales: Local Toilets Strategies

<https://gov.wales/sites/default/files/publications/2019-05/the-provision-of-toilets-in-wales-local-toilets-strategies.pdf>

Appendices:

Appendix 1 Draft Swansea Toilet Strategy

Appendix 2 Swansea Toilet Strategy – Appendices

Appendix 3 Swansea Toilet Strategy – Integrated Impact Assessment Screening

Swansea Public Toilet Strategy

(in accordance with Part 8 of the Public Health (Wales) Act 2017)

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1 Introduction

- 1.1 Public toilet provision is an important piece of infrastructure within any geographical area. The availability, and accessibility, of good quality public toilet facilities allows the area to be enjoyed by more people and for longer periods of time. This applies to urban / city centre areas and to coastal / countryside / tourist areas.
- 1.2 For those in the population that have specific health needs, public toilets are a vital facility that are required if they are to be able to participate in daily activities that others take for granted. This often requires the provision of specialist facilities that are appropriate for complex health needs.
- 1.3 There has never been a statutory duty requiring local authorities to provide public toilets and so their provision has always been subject to a range of competing pressures including public demand, political priorities and budgetary realities.
- 1.4 However, it is generally accepted that all councils have a significant role in the provision of public toilets to support local communities, particularly those with greater needs, and promote active participation in life and enjoyment of the public realm.

2 Background - Legislation

- 2.1 The Public Health (Wales) Act 2017 received Royal Assent on the 3 July 2017. Part 8 of the Act placed a duty on each Local Authority in Wales to prepare and publish a local toilets strategy for its area.
- 2.2 The duty to prepare a strategy does not in itself require LAs to provide and maintain public toilets themselves, but they are required to take a strategic view across their area on how these facilities can be provided and accessed by their local population. In doing so it is envisaged that LAs will consider a full range of options for making facilities available to the public.
- 2.3 The Act provides that a strategy must include an assessment of the community's need for toilets, including changing facilities for babies and changing places facilities for disabled people. The strategy must also provide details of how the Local Authority proposes to meet the identified need.
- 2.4 The Act is underpinned by guidance from Welsh Government, which Local Authorities are required to have regard to and to read in conjunction with the Act. There is no requirement for the strategies to be presented to the Welsh Government for approval, as the strategies should be subject to Local Authorities' existing scrutiny structures and public scrutiny.
- 2.5 The guidance provides a timetable for publication and review of the strategy, as well as the publication of regular progress statements. (See Appendix A)

3 Background - Swansea

- 3.1 Swansea's Public Toilet Strategy has been developed in the context of its Corporate Plan, fitting within the "Economy and Infrastructure" well-being objective: Using our cultural assets to support individuals, businesses and communities; and ensuring Swansea is a place characterised by sustainable communities with sufficient good quality housing and places for work and leisure.

- 3.2 The original strategy was prepared in 2019, with support from the British Toilet Association, based upon an initial needs assessment that looked at the existing provision and compared it with the needs of the Swansea, its population, visitors and economic development. From this an initial action plan was proposed.
- 3.3 The draft strategy, including its needs assessment and action plan, were put out to public consultation in 2020 (see Appendix D) and, following a delay linked to COVID, the final strategy was approved by Swansea Council's Cabinet in November 2021, alongside a progress report.
- 3.4 The strategy and its action plan have been broken down into six areas of work:
- Strategy Development
 - Governance
 - Communication
 - Facilities
 - Development
 - Funding
- 3.5 Subsequent reviews of the strategy are carried out in line with the timetable set out in Appendix A.

4 Strategy

- 4.1 This is the process of writing and reviewing the strategy.
- 4.2 Whilst the strategy itself sits under the Corporate Plan, its development and implementation are also driven by the council's Strategic Equality plan.
- 4.3 The equality objective that the strategy is most closely aligned to is:
- Health:* Seek to promote good physical and mental health and reduce health inequalities through the provision of sport, culture and leisure opportunities and a healthy built and natural environment.
- 4.4 The underlying principle for carrying out the needs assessment and developing the action plan is to assess and improve upon the equality of access to public toilets, prioritising provision for those who are most disadvantaged.

5 Governance

- 5.1 A formal structure has been established to oversee the strategy, the development and implementation of its action plan.
- 5.2 An internal Working Group, drawn from relevant council departments, drives the day-to-day delivery of the strategy's action plan and oversees its review.
- 5.3 A Stakeholder Group, with representation from key bodies across the public, private and third sectors provide the Working Group with specialist input, information and feedback, on behalf of the bodies they represent.

6 Communication

6.1 There are three strands to the strategy's communications plan:

- Progress updates on the strategy's development and delivery;
- Online information about Swansea's public toilets, the facilities available and where to find them;
- Physical signage identifying where public toilets are and providing directions.

7 Facilities

7.1 It is important that Swansea Council provides public toilets to the highest standard we can, with the resources we have at our disposal. The cleansing, maintenance and management arrangements are key to achieving this.

8 Development

8.1 The context in which the strategy operates is changing all the time, and there will always be pressures that will impact upon the scope of the strategy and its capacity to deliver its action plan

8.2 However, the strategy should be able to respond to these pressures and identify ways that the existing provision can be improved upon and supplemented.

8.3 The needs assessment will provide guidance as to the areas of development that should be prioritised.

9 Funding

9.1 As already highlighted, there is no statutory duty to provide public toilets and no single pot of money to ensure their provision and upkeep; nor is there money readily available to finance new developments.

9.2 The resources of the strategy are drawn from different council services, and therefore subject to the different budgetary pressures that those services face

9.3 It is important that the strategy is cognisant of this. The strategy needs to be able to articulate a clear business case for all areas of work that it oversees and to quickly identify potential new opportunities for funding, should they arise.

10 Priorities

10.1 As stated above, the statutory duty to produce a public toilet strategy does not bring any new money to provide extra toilet facilities. However, for this strategy to be relevant it must maintain a close relationship between its needs assessment and its action plan.

10.2 Priority actions will focus on:

- Protect and make best use of existing budgets;
- Focus on identifying and improving areas where there people are disadvantaged by the lack of toilet provision; and
- Develop proposals to improve the availability and accessibility of Swansea's public toilets

11 Further Information

11.1 The strategy is informed by the following documents:

Appendix A: The Process for Preparing and Reviewing a Public Toilet Strategy

Appendix B: Needs Assessment

Appendix C: Action Plan

Appendix D: Consultation

Appendix E: Swansea Public Toilets

Appendix F: Models of Toilet Provision

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Appendix 2: The Process for Preparing and Reviewing a Public Toilet Strategy

1. **Preparation:** The Local Authority (LA) prepares to produce a local toilets strategy
2. **Needs Assessment:** LA carries out an assessment of the need for toilets in its area by mapping existing toilets available for public use, identifying gaps through engagement with communities and working with partners to identify solutions.
3. **Consultation:** LA consults any person it considers is likely to be interested in the provision of toilets in its area. As part of the consultation it makes available a draft of its new or revised local toilets strategy. Consultation should be a minimum of 12 weeks.
4. **Publication:** LA publishes its new or revised strategy setting out its assessment of need, the steps it proposes to take to meet that need and any other information it considers appropriate.
5. **Interim Progress Statement:** LA prepares and publishes an 'interim progress statement' setting out steps taken in accordance with its strategy 2 years from when the LA last published or 2 years from the date of the last post-election review of its strategy. The Interim Progress Statement has to be published within 6 months following the end of the interim statement period.
6. **Review and End of Period Progress Statement:** LA reviews its strategy and produces end of period progress statement within one year of every ordinary local government election.

If a change is required to the strategy then it needs to be consulted upon, if no change is required then the Local Authority publishes a progress statement of the actions taken during the period.

(Public Health (Wales) Act 2017 – Part 8)

Appendix B: Needs Assessment

In order to take a strategic approach as to how Swansea's public toilet provision is managed and developed, a number of factors need to be considered:

- What provision do we have?
 - Where is it located?
 - What type of toilets are provided?
 - When are they open
- Is anyone disadvantaged by our existing provision?
 - Personal needs
 - Geographical location
- Are there additional factors that might affect demand for public toilets?
- Is there an alternative provision that might meet the needs identified?

Provision

As of September 2022, Swansea has 34 sites where toilets are advertised as being open to the public, on the Council's website. 30 of these include disabled toilets; 11 have a Changing Place (see Appendix F); and 29 are managed directly by the council.

A full list of this provision can be found in Appendix E

Geography

The distribution of public toilets, in the main, follows the coastline of Swansea Bay and Gower with inland provision in Morriston, Clydach, Pontarddulais and Gorseinon. Generally, these are located in destinations that people from outside the area will travel to or close to transport connections e.g. bus stations. However, there are significant population centres, that meet this criteria, where no provision exists e.g. Gowerton, Sketty and Killay. There are also no public toilets to the east of the River Tawe, although the main shopping destination area is served by a wide range of businesses that allow the public to use their toilets.

Population

Although access to public toilets is a common need across our population, there are certain groups within our communities that have a greater need, particularly if they are to be able to access spaces, and places, with a similar level of dignity, safety and freedom to others in the population. In particular, this impacts on disabled people, their carers, women (and other people who menstruate) and the older members of our communities.

Key population data, that impacts upon the provision of toilets relates to age and disability.

- Swansea's population, in the 2021 census, was 238,500, with 48,900 (20.5%) being 65 or over and 121,000 (50.7%) being women. Although projections had been for Swansea's population to continue to grow, it actually shrunk by 500 (0.2%) from the 2011 census.
- According to the Census 2011, almost a quarter of Swansea residents had a long term health problem or disability (day-to-day activities limited 'a lot' or 'a little'), at approximately 55,700 people or 23.3% of the total. The 2021 data had not been released when this needs assessment was compiled.

Tourism

An additional factor on demand, particularly during the summer months, is tourism. Estimates suggest that 4.79 million people visited Swansea Bay in 2019. Of those, 23% were 65 or years over and 10% identified as being disabled.

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Appendix C: Action Plan

	Date	Progress
1. Strategy: Devise and develop a public toilet strategy for the City and County of Swansea		
1.1 Prepare a Public Toilet Strategy	Nov-20	The draft Strategy, including the initial assessment of need, prepared and consulted on. A report was then presented to Swansea Council's Economy and Infrastructure Policy Development Committee
1.2 Develop an Action Plan	Jul-21	An action plan has been developed from the draft strategy document.
1.3 Review the progress of the Strategy	Oct-21	A review of the strategy's progress has been carried out and a report prepared for Cabinet (see below).
1.4 Strategy and Action plan adopted by Swansea Council	Nov-21	The strategy, action plan, and the review of progress, were presented to Cabinet on the 18 th November 2021, and formally agreed.
1.5 Review the Strategy, as a whole	May-23	Following a formal review, the revised strategy, needs assessment and action plan will be presented to Cabinet in March 2023.
2. Governance: Agree the governance arrangements for overseeing the development and progress of the strategy		
2.1 Establish internal Working Group	Aug-21	In line with the draft Strategy, a formal structure has been established, with an internal working group driving the development of the strategy and the delivery of action plan.

2.2	Establish Stakeholder Forum	Sep-21	This is supported by a stakeholder group, drawn from key groups across the public, private and third sectors. Its purpose is to inform and shape the work of the working group.
3. Communication: Develop the mechanisms for communication about public toilet provision within the City and County of Swansea and how this will be developed to meet the needs of residents, visitors and businesses			
3.1	Develop a communication plan	Aug-21	The council's website has been updated to provide clear details of where all of our public toilets are, what facilities they have and when they are accessible. Any new facilities made available to the public are being added to the website. Funding has been approved, from the Economic Recovery Fund, to improve the physical signage regarding public toilet facilities. This will be integrated with a new Swansea Toilet Map that is being developed by the British Toilet Association.
3.1.1	Strategy progress	Nov-21	
3.1.2	Availability of facilities	Sep-21	
3.1.3	Future engagement	Nov-21	
4. Facilities: Carry out a thorough review of existing public toilet provision within the City and County of Swansea.			
4.1.	Map existing toilet provision	Aug-21	Existing public toilet provision has been reviewed and mapped
4.2.	Assess the condition of council public toilet facilities	Jan-22	A comprehensive programme of condition surveys are currently underway, at all sites controlled by Swansea Council. This information is being used to inform the maintenance and improvement programme. Work has been undertaken to improve the accessibility of toilets, to the general public, in other public buildings.
4.3.	Viability	Apr-22	

		<p>Swansea Council has invested £200,000, since April 2020, to improve both the physical appearance of its public toilet facilities and to make them easier to clean well.</p> <p>Toilet cleansing staff have received improved instruction, training, and equipment to maximise the quality of the service provision.</p> <p>A pilot project has been funded, by the Economic Recovery Fund, to double the frequency of toilet cleaning in key tourist locations in peak season and measure its impact.</p>
5. Development: Develop a plan to ensure that Swansea's public toilet provision meet the current and future needs of local residents, visitors and businesses		
5.1. Improve access to existing provision	Ongoing	<p>Two new "Changing Places" have been installed alongside existing toilet facilities, providing improved accessibility, safety and dignity, for people who have more complex needs when using toilet facilities.</p> <p>Swansea Marina toilets have been reopened, and new public toilets are available as part of the new Arena.</p>
5.2. Identify opportunities for the development of new provision, particularly in areas of high demand e.g. city centre & tourist areas.	Ongoing	<p>Libraries and leisure centres are being assessed for suitability for inclusion on the network of available public toilets.</p> <p>Some private businesses are also being approached to ask whether they are prepared for their toilets to be made available to the public</p>
5.3. Research good practice in public toilet provision and apply to the development of Swansea's strategy and action plan.	Ongoing	

6. Develop a funding plan: Develop a sustainable funding plan that enables Swansea Council to maintain and develop its public toilet provision in accordance with the plans set out in this strategy.		
6.1. Identify existing budgets used to maintain and improve toilets	Ongoing	Increased investment in condition of public toilet facilities, from existing budgets.
6.2. Explore the options for further funding the development and maintenance of public toilet facilities.	Ongoing	Two successful bids have been made to the Economic Recovery Fund, for a total of £65,000.

Appendix D: Consultation

The development of the initial strategy was informed by 2 public consultations. The first one closed on 29th March 2019 and the second one closed on 18th September 2020.

Following a review of the strategy, during the autumn of 2022, a further consultation was conducted. This took place between 21st November and 18th December 2022. The consultation consisted of a series of questions, some required a “multiple choice response and others allowed written answers.

Responses – 43 (Note: Not all respondents answered every question.)

Reasons for responding to the consultation:

Health	–	8	(24%)
Important Issue	–	11	(33%)
Interest	–	5	(15%)
Lack of facilities	–	6	(18%)
Personal need	–	3	(9%)

The strategy is:

	Agree	Disagree	Don't know
• easy to read	80.8%	19.2%	0.0%
• easy to understand	88.5%	11.5%	0.0%
• well laid out	80.8%	15.4%	0.0%
• an appropriate length	77.7%	14.8%	7.4%
• informative	73.1%	26.9%	0.0%

Do you think the strategy covers all the issues required?

Yes	15 (60.0%)
No	10 (40.0%)

During a challenging time for Council funding, the strategy has the correct priorities:

	Agree	Disagree	Don't know
Protect and make best use of existing budgets	83.4%	9.5%	7.1%
Focus on identifying and improving areas where there are people disadvantaged by the lack of toilet provision	97.6%	2.4%	0.0%
Develop proposals to improve the availability and accessibility of Swansea's public toilets	95.2%	4.8%	0.0%

Do you think the strategy's priorities cover all the issues required?

Yes	25 (65.8%)
No	13 (34.2%)

The written responses provided constructive comment and questions. These have been grouped under the categories below and we have tried to provide information regarding how the strategy intends to address these issues.

Single Sex Provision

There is no intention, within the strategy or its action plan, to remove existing single sex facilities and any new developments will reflect the needs of the population as a whole.

Everyone has the right to access public toilets safely, and without fear of harm, regardless of their gender or any other identifying characteristic. The design of all new facilities will reflect this right, and all efforts will continue to be made to ensure that existing provision is as safe as possible.

Accessible (“Disabled”) Provision

The strategy has priorities to ***“Focus on identifying and improving areas where there people are disadvantaged by the lack of toilet provision”*** and ***“Develop proposals to improve the availability and accessibility of Swansea’s public toilets.”***

At present, only 2 of the public toilet locations managed by the council, do not have an accessible toilet – Oxwich Beach and Penclawdd.

Where we are able to secure funding to improve our public toilet facilities, a priority is to invest in accessible facilities – as can be evidenced in the development of new Changing Place facilities, at Knab Rock and Rhossili.

Toilet provision in areas of high demand e.g. City Centre & Tourist Locations, and the times when public toilets are open

It is a priority of the strategy to ***“Develop proposals to improve the availability and accessibility of Swansea’s public toilets.”***

We recognise that there is a higher demand for facilities in the city centre, and in key tourist areas, and that the hours of existing provision may not meet the needs of everyone who needs to use those facilities. We will continue explore the opportunities and funding available to support this priority. This will include working with local businesses and community groups to either make their own facilities available, or provide support in the management of existing public toilets,

Whether charges should be introduced to use public toilets

There are currently no proposals to introduce charges in any of our existing public toilets.

Involvement of people from different backgrounds in developing the strategy

We currently have a stakeholder group that has invited representation from arrange of representative bodies, including those that represent ethnic minority groups, older people, etc.

Influence on strategy development

The majority of the responses have been covered within the revised strategy documents but greater emphasis has now been placed, within the action plan, on improving access in areas of high demand:

- 5.2 Identify opportunities for the development of new provision, **particularly in areas of high demand e.g. city centre & tourist areas**

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Appendix E: Swansea Public Toilets

Location	Opening hours	Facilities	Operator
Swansea Market, SA1 3PQ	09:30 – 16:30, Monday - Saturday	Uni-sex, Accessible and Changing Places	Council
Quadrant Bus Station, SA1 3AR	08:00 – 20:30	Men, Women, Accessible and Changing Places 30p charge	Council staff on site
Quadrant Shopping Centre SA1 3QW	09:00 – 18:00, Monday to Saturday 10:30 – 17:00, Sunday	Men, Women and Accessible	Quadrant Shopping
Civic Centre, SA1 3SN	08:30 – 17:00	Men, Women, Accessible and Changing Places	Council
National Waterfront Museum, SA1 3RD	10:00 – 17:00	Men, Women, Accessible and Changing Places	National Waterfront Museum
The LC, SA1 3ST	06:30 – 20:00, Monday – Friday; 08:00 – 20:30, Saturday and Sunday	Men, Women, Accessible and Changing Places	LC
Swansea Railway Station SA1 1NU		Changing Places only (Main toilets are not public - passengers with tickets only)	Swansea Railway Station
Glynn Vivian Art Gallery SA1 5DZ	10:30 – 16:00, Wednesday - Sunday (last entry to the gallery 15:30)	Men, Women, Accessible and Changing Places	Council staff on site

Location	Opening hours	Facilities	Operator
Swansea Marina, SA1 1DN	09:00 – 19:00 in summer; 09:00 – 17:00 in winter.	Men, Women and Accessible	Council
The Guildhall SA1 4PE	08:30 – 17:00, Monday - Friday (exc bank holidays)	Men, Women, Accessible and Changing Places	Council
The Secret Swansea SA2 0AY	09:00 – 17:00	Men, Women, Accessible and Changing Places	The Secret Swansea
Clydach Mond SA6 5LW	09:00 – 17:00	Men, Women and Accessible	Council
Morryston SA6 8BW	09:00 – 17:00	Men, Women and Accessible	Council
Morryston Hospital SA6 6NL		Men, Women, Accessible and Changing Places	Morryston Hospital
Gorseinon Bus Station SA4 4AA	09:00 – 17:00	Men, Women and Accessible	Council
Pontarddulais SA4 8TH	09:00 – 17:00	Men, Women and Accessible	Council
Singleton Park SA2 8PY	09:00 – 19:00 in summer; 09:00 – 17:00 in winter.	Men, Women and Accessible	Council

Location	Opening hours	Facilities	Operator
Singleton Boating Lake SA2 8PY	09:00 – 19:00 in summer; 09:00 – 17:00 in winter.	Men, Women and Accessible	Council
Brynmill Park Park SA2 0AX	09:00 – 19:00 in summer; 09:00 – 17:00 in winter.	2 unisex toilets. 1 with Accessible facilities	Council
Cwmdonkin Park SA3 5BE	09:00 – 19:00 in summer; 09:00 – 17:00 in winter.	Men, Women and Accessible	Council
Blackpill Lido SA3 5AS	09:00 – 19:00 in summer; 09:00 – 17:00 in winter.	Men, Women and Accessible	Council
Oystermouth Square SA3 4BU	09:00 – 19:00 in summer; 09:00 – 17:00 in winter.	Men, Women and Accessible	Council
Oystermouth Castle SA3 4BA	09:00 – 19:00 in summer; 09:00 – 17:00 in winter.	Men, Women and Accessible	Council
Bracelet Bay SA3 4JT	24 hours	Men, Women and Accessible	Council
Southend Gardens SA3 4EA	09:00 – 19:00 in summer; 09:00 – 17:00 in winter.	Men, Women and Accessible	Council

Location	Opening hours	Facilities	Operator
Knab Rock SA3 4EL	08.00 – 20:00 in summer; 08.00 – 16:00 in winter.	Men, Women and Accessible	Council
Clyne Gardens SA2 0PP	24 hours	Men, Women and Accessible	Council
Langland SA3 4QP	09:00 – 19:00 in summer; 09:00 – 17:00 in winter.	Men, Women and Accessible	Council
Caswell Bay SA3 3BS	09:00 – 19:00 in summer; 09:00 – 17:00 in winter.	Men, Women, Accessible and Changing Places	Council
Southgate SA3 2DH	Open	Men and Women only	Pennard Stores
Oxwich Village SA3 1LS	09:00 – 19:00 in summer; 09:00 – 17:00 in winter.	Men and Women only	Council
Horton SA3 1LQ	24 hours	Men, Women and Accessible	Council
Port Eynon SA3 1NN	24 hours	Men, Women and Accessible	Council
Rhossili SA3 1PP	24 hours	Men, Women and Accessible	Council

Location	Opening hours	Facilities	Operator
Penclawdd SA4 3YF	09:00 – 17:00	Men and Women only	Council

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Appendix F: Models of Toilet Provision

There are a number of models of toilet provision that the steering and stakeholder groups will continue to consider as they explore how Swansea's Public Toilet Strategy can best be implemented. Some of these relate to specialist provision, others relate to expanding the existing network of toilets that are publicly available.

Changing Places

A Changing Place toilet facility is designed for people who cannot use standard accessible toilets. It provides sanitary accommodation for people who experience multiple and complex disabilities and have one or two assistants with them.

To be registered as a Changing Place toilet, the facility must have the following equipment:

- height-adjustable, adult-sized changing bench
- ceiling track hoist system
- adequate space for the disabled person and up to two assistants
- centrally located toilet with space both sides for assistants
- privacy screen
- wide paper roll
- large waste disposal bin
- washbasin, preferably height adjustable

Without a suitable changing bench, many disabled people have to be laid on the floor to be changed. This is undignified, unhygienic and puts assistants at risk of injury. In the absence of a hoist, assistants are again put at risk when forced to manually transfer a disabled person who is unable to manually transfer between a wheelchair and WC.

The absence of toilet and changing facilities means that some disabled people are often limited in terms of the activities available to them, or are even prevented from going out altogether. They may also find themselves compromising their health and dignity – or that of the people assisting them – by using unsuitable facilities.

Improving the availability of Changing Place toilets, in a wider range of locations, is a matter of equality; improving the equitability of access to locations and activities that the general public take for granted. They can vastly improve people's quality of life, allowing disabled people and their assistants to stay out for longer and participate in more activities.

Community Toilet Schemes

Community Toilet Schemes are arrangements where local business make, and promote, the use of their toilets to the public (whether they are customers or not). In the past, there have been small financial incentives available, through reductions in business rates, that have facilitated this. In 2015, the specific funding from Welsh Government to support this was withdrawn.

Community Toilet Schemes can provide benefits to the local business communities by promoting their involvement and increasing footfall into those businesses. As with tourist destinations, the easy availability of toilets can often be a deciding factor for people deciding where they want to spend their time, and subsequently their money.

This is an approach that has proved popular, and successful, in other areas; not as a substitute for existing public toilets but as a way of supplementing that provision and improving the accessibility of toilets within an area.

Charging for Toilets

Charging for public toilets is an often controversial issue, particularly where provision has previously been free. Given the financial restraints that councils continue to face, it is something that has to be reviewed on a regular basis.

Some local authorities have adopted this as a means of providing toilets in more locations, whilst others have used it as a revenue stream to maintain their existing level of provision.

The only public toilets in Swansea, where there is a charge, is in the Quadrant Bus Station.

It is a delicate balancing act that has to be revisited on a regular basis, to ensure that the resources are there to maintain investment in the provision of public toilets.

Transfer of Assets

Some of Swansea's public toilets are in locations that have potential commercial value. In the past, this has led to the management of the facilities being transferred to a local business, or organisation, with lease conditions protecting their maintenance and upkeep e.g. Southgate Public Toilets. By transferring this responsibility to a third party, it frees up resources for maintenance and cleansing to be concentrated on the remaining stock of public toilets.

This is an approach that the council continues to explore.

Integrated Impact Assessment Screening Form – Appendix 3

Please ensure that you refer to the Screening Form Guidance while completing this form.

Which service area and directorate are you from?

Service Area: Cleansing and Parks

Directorate: Place

Q1 (a) What are you screening for relevance?

- New and revised policies, practices or procedures
- Service review, re-organisation or service changes/reductions, which affect the wider community, service users and/or staff
- Efficiency or saving proposals
- Setting budget allocations for new financial year and strategic financial planning
- New project proposals affecting staff, communities or accessibility to the built environment, e.g., new construction work or adaptations to existing buildings, moving to on-line services, changing location
- Large Scale Public Events
- Local implementation of National Strategy/Plans/Legislation
- Strategic directive and intent, including those developed at Regional Partnership Boards and Public Services Board, which impact on a public bodies functions
- Medium to long term plans (for example, corporate plans, development plans, service delivery and improvement plans)
- Setting objectives (for example, well-being objectives, equality objectives, Welsh language strategy)
- Major procurement and commissioning decisions
- Decisions that affect the ability (including external partners) to offer Welsh language opportunities and services

(b) Please name and fully describe initiative here:

Swansea Public Toilet Strategy

Swansea's Public Toilet Strategy meets its duties, under Part 8 of The Public Health (Wales) Act 2017 to prepare and publish a local toilets strategy for its area.

The Act provides that a strategy must include an assessment of the community's need for toilets, including changing facilities for babies and changing places facilities for people with disabilities. The strategy must also provide details of how the Local Authority proposes to meet the identified need.

The strategy, and the actions derived from it, is subject to a regular programme of review and consultation.

Q2 What is the potential impact on the following: the impacts below could be positive (+) or negative (-)

	High Impact		Medium Impact		Low Impact		Needs further investigation
	+	-	+	-	+	-	
Children/young people (0-18)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Older people (50+)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Any other age group	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Future Generations (yet to be born)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Race (including refugees)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Asylum seekers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gypsies & travellers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Religion or (non-)belief	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Welsh Language	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Integrated Impact Assessment Screening Form – Appendix 3

Poverty/social exclusion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Carers (inc. young carers)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community cohesion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Q3 What involvement has taken place/will you undertake e.g. engagement/consultation/co-productive approaches? Please provide details below – either of your activities or your reasons for not undertaking involvement

An initial consultation took place in March 2019, this informed the development of a draft strategy. Public consultation was completed on the draft strategy document in September 2020. A review of the strategy took place in 2022 and a further public consultation was completed in December 2022. There is a stakeholder group that continues to inform and shape the delivery of the strategy.

Q4 Have you considered the Well-being of Future Generations Act (Wales) 2015 in the development of this initiative:

- a) Overall does the initiative support our Corporate Plan’s Well-being Objectives when considered together?
 Yes No
- b) Does the initiative consider maximising contribution to each of the seven national well-being goals?
 Yes No
- c) Does the initiative apply each of the five ways of working?
 Yes No
- d) Does the initiative meet the needs of the present without compromising the ability of future generations to meet their own needs?
 Yes No

Q5 What is the potential risk of the initiative? (Consider the following impacts – equality, socio-economic, environmental, cultural, legal, financial, political, media, public perception etc...)

High risk <input type="checkbox"/>	Medium risk <input type="checkbox"/>	Low risk <input checked="" type="checkbox"/>
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Q6 Will this initiative have an impact (however minor) on any other Council service?

Yes No **If yes, please provide details below**

The strategy, whilst overseen by the Cleansing and Parks Service, has an impact on the Culture and Tourism Service, by providing improvements to the public facilities in key tourist areas and by potentially connecting existing leisure and tourism facilities to a broader network of publicly available toilets. It also seeks to inform economic developments by ensuring appropriate toilet facilities are included in new schemes.

Integrated Impact Assessment Screening Form – Appendix 3

Q7 What is the cumulative impact of this proposal on people and/or communities when considering all the impacts identified within the screening and any other key decisions affecting similar groups/ service users made by the organisation?

(You may need to discuss this with your Service Head or Cabinet Member to consider more widely if this proposal will affect certain groups/ communities more adversely because of other decisions the organisation is making. For example, financial impact/poverty, withdrawal of multiple services and whether this is disadvantaging the same groups, e.g., disabled people, older people, single parents (who are mainly women), etc.)

The development of a Public Toilet Strategy, for Swansea, will improve the accessibility of public toilets for the whole of Swansea’s population. However, a key element of the strategy is that it is informed by a needs assessment. The strategy seeks to improve the equitability of Swansea’s public toilet provision by improving the accessibility of facilities for those communities most disadvantaged by existing provision. The increased provision of “Changing Places” will improve the accessibility, safety and dignity, for people who have more complex needs when using toilet facilities.

Outcome of Screening

Q8 Please describe the outcome of your screening below:

- **Summary of impacts identified and mitigation needed (Q2)**
- **Summary of involvement (Q3)**
- **WFG considerations (Q4)**
- **Any risks identified (Q5)**
- **Cumulative impact (Q7)**

This is a low risk proposal as it will deliver an improvement in service provision that should have a positive impact across the population, particularly those whose health conditions bring more complex needs when using toilet facilities. It has been consulted on and supports our ambitions with regard to the Wellbeing of Future Generations Act. Changes to the published action plan and actions arising from subsequent reviews will also be subject to an IIA.

(NB: This summary paragraph should be used in the relevant section of corporate report)

Full IIA to be completed

Do not complete IIA – please ensure you have provided the relevant information above to support this outcome

NB: Please email this completed form to the Access to Services Team for agreement before obtaining approval from your Head of Service. Head of Service approval is only required via email.

Screening completed by:
Name: Andy Edwards
Job title: Project Manager
Date: 31 st January 2023
Approval by Head of Service:
Name:
Position:
Date:

Please return the completed form to accesstoservices@swansea.gov.uk

Agenda Item 16.



Report of the Cabinet Member for Service Transformation

Cabinet – 23 March 2023

National Empty Homes Scheme 2023 - 2025

Purpose:	To provide details of the Welsh Government National Empty Homes Grant scheme, to seek approval to participate in the scheme including match funding requirements and to include the scheme within the 2023/2024 and 2024/25 capital programmes to comply with Financial Procedure Rule No7 (Capital Programming and Appraisals)- to commit and authorise schemes as per the Capital Programme.
Policy Framework:	1. Local Housing Strategy. 2. Private Sector Housing Renewal and Disabled Adaptations: Policy to Provide Assistance 2017-2022.
Consultation:	Legal, Finance, Access to Services.
Recommendation(s):	It is recommended that Cabinet: 1) Approves the Council's participation in the National Empty Homes Grant scheme and approves the provision of the match funding requirements. 2) Approves the inclusion of the National Empty Homes Grant scheme in the 2023-24 and 2024-25 capital programmes.
Report Author:	Darren Williams
Finance Officer:	Ben Smith
Legal Officer:	Debbie Smith
Access to Services Officer:	Catherine Window

1.0 Introduction

- 1.1 The purpose of this report is to provide background regarding the Welsh Government National Empty Homes Grant scheme proposed for 2023-24 and 2024-25.
- 1.2 The National Empty Homes Grant scheme objective is to provide a financial incentive to assist longer term empty property homeowners to bring their property back into use by assisting with funding of repairs and energy efficiency measures. The intention is the scheme will increase the availability of much needed affordable housing in Wales and build on the success of the previous Valleys Taskforce Empty Property scheme.

2.0 The National Empty Homes Grant Scheme

- 2.1 The Council was asked on the 17th November 2022 to participate in the scheme by Welsh Government Minister for Climate Change, Julie James and agree to a match funding contribution of 10% towards the scheme in 2023-24 and 2024-25.
- 2.2 A maximum of £25,000 grant is available for owners of empty homes (empty for 12 months or more) to bring them back into use. The scheme provides grant funding for proposed owner- occupiers to appoint contractors to carry out repairs and energy efficiency measures to their home to make them suitable for occupation.
- 2.3 Applicants must live in the property as their main residence for 5 years following completion of the works and contribute 15% towards the cost of the works. Any other costs above the grant and contribution must be met by the applicant.
- 2.4 Welsh Government have appointed Rhondda Cynon Taff (RCT) County Borough Council to administer the scheme for all local authorities participating in Wales, with the technical surveying functions for the works being provided by officers from each local authority. The costs of undertaking the technical surveying functions for the scheme can be recovered by quarterly surveying fee claims to RCT Council.
- 2.5 Welsh Government funding for the scheme across all participating local authorities is £50 million, split equally across the next 2 years. Each local authority's funding is an indicative allocation that has been calculated based on annual empty property statistics. For Swansea, 1701 properties were reported as empty, providing a funding allocation of £3,841,464 over the 2 years, with a match funding contribution of £384,146. This is subject to having sufficient grant applications from Swansea households.

3.0 Local Connections – Gower

- 3.1 Due to the lack of affordable homes in a number of coastal local authorities in Wales for local residents, the scheme provides the flexibility for local

authorities to include local connections criteria for applicants that can include the whole authority boundary or selected areas. For grant applications within the Gower area of Swansea, local need criteria will apply.

3.2 A local need criteria will need to be met by prospective grant applicants. In this context the word 'local' in describing a resident will mean:

- Applicants who are resident within the Gower area who have been resident for a continuous period of at least 5 years immediately before making an application. Or
- Applicants who have been resident within the Gower area for any period of (or periods totalling) 10 years or more within the previous 10 years immediately before making an application. Or
- Applicants who were previously resident in the Gower area and who have an immediate family member(s) currently resident in the area and where the immediate family member(s) have been resident within the area for a continuous period of at least 10 years immediately before the housing application was made and intend to remain ('immediate family' means a parent or parents, a child or children, or a sibling or siblings). Or
- Applicants who currently live in the Gower area needing separate accommodation, for example married couple and people living in tied accommodation on retirement. Or
- Applicants who work either full time or part time within the Gower area (part time in this case is defined as being a minimum of 10 hours each week). Or
- Applicants who need to move into the Gower area to take up full or part time employment (a minimum of 10 hours per week) within the area. Or
- Applicants who need to move to the Gower area to enable them to either give or receive support to or from an immediate family member ('immediate family' means a parent or parents, a child or children, or a sibling or siblings or other relationships where a genuine need to give or receive support is demonstrated to the satisfaction of the City and County of Swansea).

In the event that none of the above can be met by the applicants, consideration will be given to individuals from surrounding areas and communities that border the area within the City and County of Swansea boundary. This will be defined on a case by case basis if necessary.

The Gower area includes the Gower, Pennard, Bishopston, Fairwood and Penclawdd electoral wards.

4.0 Financial implications

- 4.1 Welsh Government funding for the scheme across all participating local authorities is £50 million, split equally across the next 2 years. Each local authority's funding is an indicative allocation that has been calculated based on annual empty property statistics.
- 4.2 For Swansea, 1701 properties were reported as empty in 2022/23, providing a funding allocation of £3,841,464 over the 2 years, with a match funding contribution of £384,146, a total scheme value of up to £4,226,000 . Further details on costs are included in the Financial Implications summary included in appendices.

The funding is split as follows :

Financial Year	Allocation	Match Funding Contribution	Total scheme funding
2023/24	£1,920,732	£192,073	£2,113,000
2024/25	£1,920,732	£192,073	£2,113,000
Totals	£3,841,464	£384,146	£4,226,000

- 4.3 It is proposed the Council's match funding provision of £384,146 is funded through the transfer of current Housing Renewal and Adaptations Homefix loan repayment funds.
- 4.4 Revenue running costs for the technical surveying functions within the National Empty Homes Grant scheme will be recovered from quarterly fees claims to the administrators of the scheme, RCT County Borough Council.

5.0 Integrated Assessment Implications

- 5.1 The Council is subject to the Equality Act (Public Sector Equality Duty and the socio-economic duty), the Well-being of Future Generations (Wales) Act 2015 and the Welsh Language (Wales) Measure, and must in the exercise of their functions, have due regard to the need to:
- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Acts.
 - Advance equality of opportunity between people who share a protected characteristic and those who do not.
 - Foster good relations between people who share a protected characteristic and those who do not.
 - Deliver better outcomes for those people who experience socio-economic disadvantage
 - Consider opportunities for people to use the Welsh language
 - Treat the Welsh language no less favourably than English.
 - Ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.

- 5.1.1 The Well-being of Future Generations (Wales) Act 2015 mandates that public bodies in Wales must carry out sustainable development. Sustainable development means the process of improving the economic, social, environmental and cultural well-being of Wales by taking action, in accordance with the sustainable development principle, aimed at achieving the 'well-being goals'.
- 5.1.2 Our Integrated Impact Assessment (IIA) process ensures we have paid due regard to the above. It also takes into account other key issues and priorities, such as poverty and social exclusion, community cohesion, carers, the United Nations Convention on the Rights of the Child (UNCRC) and Welsh language.
- 5.2 An IIA Screening Form has been completed with the agreed outcome that a full IIA report was not required. The scheme does not negatively impact on any protected characteristic groups, with a number benefitting from these schemes including :

Poverty & Social exclusion – bringing back into use wasted empty accommodation for creation of low affordable homes, often for local first time buyers. The local connection clauses for Gower housing applications will assist local residents struggling to obtain affordable housing in the locality.

Community cohesion – the scheme will see the re-use of often problematic long term empty properties in areas that have a negative impact on the locality and community, and often a haven for anti-social behaviour, drug and alcohol abuse. Local connections clauses will assist Gower residents to remain living in their communities.

Age and generations : the schemes offers locals the opportunity to enter the property ladder with the provision of additional affordable housing. Many applicants are expected to be first time buyers, giving local residents the opportunity to remain in the locality close to their extended families.

The Screening Form is included in the appendices as a background paper.

6.0 Legal Implications

- 6.1 The schemes detailed are in line with local authority powers to provide assistance, contained in the Regulatory Reform (Housing Assistance) (England and Wales) Order 2002 and the Council's published policy.
- 6.2 The Council will need to ensure that it complies with any terms and conditions attached to Welsh Government National Empty Homes scheme Service Level Agreement with administrators of the scheme and holders of the grant award RCT County Borough Council.

Background Papers: None

Appendices: Appendix A - Financial Implications Summary.
Appendix B - IIA Screening Form.

FINANCIAL IMPLICATIONS : SUMMARY

Portfolio: Place : Housing and Public Health
Service : Housing Renewal and Adaptations
Scheme : National Empty Homes Grant Scheme

1. CAPITAL COSTS	2022/23	2023/24	2024/25	2025/26	TOTAL
	£'000	£'000	£'000	£'000	£'000
<u>Expenditure</u>					0
Scheme details - housing grants to grant applicants		2113	2113		4226
					0
					0
					0
EXPENDITURE		2,113	2,113	0	4,226
<u>Financing</u>					
WG Indicative funding allocation to Swansea		1,921	1,921		3,842
CCS match transfer using current Homefix loan repayment funds, code E0732		192	192		384
					0
					0
FINANCING		2,113	2,113	0	4226

2. REVENUE COSTS	2022/23	2023/24	2024/25	2025/26	FULL YEAR
	£'000	£'000	£'000	£'000	£'000
<u>Service Controlled - Expenditure</u>					
Employees		0	0		0
Maintenance		0	0		0
Equipment		0	0		0
Administration		0	0		0
NET EXPENDITURE		0	0	0	0
Note - provision of surveying resources for the scheme fee costs will be recoverable from RCT CBC through quarterly fee claims. RCT CBC administering the scheme for all Wales LAs.					

Integrated Impact Assessment Screening Form – Appendix B

Please ensure that you refer to the Screening Form Guidance while completing this form.

Which service area and directorate are you from?

Service Area: Housing Renewal and Adaptations

Directorate: Place

Q1 (a) What are you screening for relevance?

- New and revised policies, practices or procedures
- Service review, re-organisation or service changes/reductions, which affect the wider community, service users and/or staff
- Efficiency or saving proposals
- Setting budget allocations for new financial year and strategic financial planning
- New project proposals affecting staff, communities or accessibility to the built environment, e.g., new construction work or adaptations to existing buildings, moving to on-line services, changing location
- Large Scale Public Events
- Local implementation of National Strategy/Plans/Legislation
- Strategic directive and intent, including those developed at Regional Partnership Boards and Public Services Board, which impact on a public bodies functions
- Medium to long term plans (for example, corporate plans, development plans, service delivery and improvement plans)
- Setting objectives (for example, well-being objectives, equality objectives, Welsh language strategy)
- Major procurement and commissioning decisions
- Decisions that affect the ability (including external partners) to offer Welsh language opportunities and services

(b) Please name and fully describe initiative here:

FPR 7 National Empty Home Grant Scheme 2023/24 & 2024/25

The report provides details of the Welsh Government National Empty Home Grant scheme to provide financial assistance for owner occupiers to bring empty homes back into use within the LA areas participating in the scheme in Wales. The assistance of up to £25,000 is to fund repairs and energy efficiency improvements to properties empty for 12 months or more. The scheme will look to provide assistance to existing homeowners unable to live in their properties due to the level of disrepair and for prospective new home owners trying to get onto the property ownership ladder. The provision of grant assistance is intended to reduce the number of problematic empty properties in local communities that cause significant anti-social behaviour related problems, whilst increasing the availability of low cost affordable homes in communities for local residents.

The scheme includes a local connections clause for properties within the Gower area to ensure affordable properties are available in this locality for the local community.

Q2 What is the potential impact on the following: the impacts below could be positive (+) or negative (-)

	High Impact		Medium Impact		Low Impact		Needs further investigation
	+	-	+	-	+	-	
Children/young people (0-18)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Older people (50+)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Any other age group	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Future Generations (yet to be born)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Race (including refugees)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Asylum seekers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Integrated Impact Assessment Screening Form – Appendix B

Gypsies & travellers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Religion or (non-)belief	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Welsh Language	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Poverty/social exclusion	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carers (inc. young carers)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community cohesion	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Q3 What involvement has taken place/will you undertake e.g. engagement/consultation/co-productive approaches? Please provide details below – either of your activities or your reasons for not undertaking involvement

Welsh Government initiative based on policy need to create additional affordable housing within Wales, utilising the large numbers of empty properties not currently in use and continuing the good work undertaken on previous empty property scheme programmes.

Schemes publicised on WG website and social media, and RCT Council web pages as administrators of the scheme for LAs in Wales. Council's empty property officer also mails empty property owners regularly to advise on current empty property matters including financial assistance available

Q4 Have you considered the Well-being of Future Generations Act (Wales) 2015 in the development of this initiative:

- a) Overall does the initiative support our Corporate Plan's Well-being Objectives when considered together?
 Yes No
- b) Does the initiative consider maximising contribution to each of the seven national well-being goals?
 Yes No
- c) Does the initiative apply each of the five ways of working?
 Yes No
- d) Does the initiative meet the needs of the present without compromising the ability of future generations to meet their own needs?
 Yes No

Q5 What is the potential risk of the initiative? (Consider the following impacts – equality, socio-economic, environmental, cultural, legal, financial, political, media, public perception etc...)

High risk

Medium risk

Low risk

Q6 Will this initiative have an impact (however minor) on any other Council service?

Yes No If yes, please provide details below

Integrated Impact Assessment Screening Form – Appendix B

Will impact support services within the Council that assist us in delivering the programme including legal services and Financial services.

Q7 What is the cumulative impact of this proposal on people and/or communities when considering all the impacts identified within the screening and any other key decisions affecting similar groups/ service users made by the organisation?

(You may need to discuss this with your Service Head or Cabinet Member to consider more widely if this proposal will affect certain groups/ communities more adversely because of other decisions the organisation is making. For example, financial impact/poverty, withdrawal of multiple services and whether this is disadvantaging the same groups, e.g., disabled people, older people, single parents (who are mainly women), etc.)

Positive impact on elderly and disabled clients requiring adaptations or urgent repairs in 23-24 to help them to remain living independently at home.

Positive impact on elderly / disabled clients requiring minor adaptations or repairs quickly through MAG and CSS programmes.

Homefix loans will continue to assist the elderly, disabled on low income in funding much needed essential repairs to their homes.

The Welsh Government loans will continue to assist those households who cannot obtain private finance to fund much needed repairs, an interest free loan repaid in monthly instalments.

Outcome of Screening

Q8 Please describe the outcome of your screening below:

- **Summary of impacts identified and mitigation needed (Q2)**
- **Summary of involvement (Q3)**
- **WFG considerations (Q4)**
- **Any risks identified (Q5)**
- **Cumulative impact (Q7)**

This proposal will have a low impact with no mitigation required. See Q7 response above.

The proposal is low risk.

The proposal supports the Well-being of Future Generations Act (Wales) 2015.

The funding proposal will have a positive impact for those in poverty / social exclusion by providing assistance to households to enable them to carry out urgent repairs and energy efficiency improvements to make their property habitable and energy efficient to lower fuel bills, and community cohesion by bringing problematic empty properties back into use and creating additional affordable housing in local areas, with local connections criteria for GoweR properties to assist the community to be able to continue living in their local area.

(NB: This summary paragraph should be used in the relevant section of corporate report)

Full IIA to be completed

Do not complete IIA – please ensure you have provided the relevant information above to support this outcome

Integrated Impact Assessment Screening Form – Appendix B

NB: Please email this completed form to the Access to Services Team for agreement before obtaining approval from your Head of Service. Head of Service approval is only required via email.

Screening completed by:
Name: Darren Williams
Job title: Programme Planning and Delivery Manager – Renewal and Adaptations
Date: 9.2.23
Approval by Head of Service:
Name:
Position:
Date:

Please return the completed form to accesstoservices@swansea.gov.uk

Agenda Item 17.



Cabinet Member for Investment, Regeneration & Tourism

Cabinet – 23 March 2023

FPR7 Report - The Welsh Government Transforming Towns - Placemaking Grant

Purpose:	To comply with Financial Procedure Rule No.7 (Capital Programming and Appraisals) - to commit and authorise the addition of new schemes to the Capital Programme.
Policy Framework:	Swansea Bay City Region Economic Regeneration Strategy, City Centre Strategic Framework.
Consultation:	Access to Services, Finance, Legal.
Recommendation(s):	It is recommended that Cabinet: 1) notes the grant application as set out in this report has been approved by WG as part of the 2022/23-2024/25 capital bidding round for the WG Transforming Towns Programme. 2) approves the addition of the WG Transforming Towns Placemaking grant Programme funding to the capital programme to support the delivery of the schemes outlined in paragraph 2.2. 3) notes that an inter authority agreement is being prepared to protect the Council's position as lead Authority in distributing the funding received from Welsh Government to deliver the schemes on a regional basis and delegates authority to the Head of Planning and City Regeneration in consultation with the Chief Legal Officer to enter into the agreement on behalf of the Council.
Report Author:	Richard Horlock
Finance Officer:	Ben Smith
Legal Officer	Debbie Smith
Access to Services:	Rhian Millar

1.0 Introduction

- 1.1 This report presents the Welsh Governments Transforming Towns Placemaking grant programme, covering the three financial years from 2022/23 to 2024/25 which affords Local Authorities in Wales the broadest and most flexible package of support aimed at revitalising town centres throughout Wales.

2.0 Background

- 2.1 The Transforming Towns Placemaking (PMG) programme for 2022/23 to 2024/25 builds on the success of the previous PMG programme delivered in the 2021/22 financial year. The authority received the current grant award letter following approval from Welsh Ministers dated 24th June 2022 which outlines the PMG budget for the South West Region over the 3 financial years as £7.48m broken down as £1m for 2022/23 and £3.240m for both 2023/24 and 2024/25.
- 2.2 The PMG grant from April 2022 continues to offer a range of support interventions and these are outlined in the updated appended framework document (Appendix B) and this includes 13 distinct types of intervention available to support the strategic aims of the Welsh Government and region and are listed below:

Placemaking programme– to include grant support considerations for:

- Residential Units in Town Centres
- Commercial Property Improvement Grants
- Green Infrastructure
- Public Realm
- Strategic Acquisition
- Town Centre Markets
- Town Centre Meanwhile Uses
- Town Centre External Trading Support.
- Shop Frontage Enveloping Schemes
- Digital Towns
- Active Travel
- Toilet Provision
- Recreational Facilities

- 2.3 The maximum individual award of grant for PMG projects is up to £250,000. If works are phased and grant is awarded on a phased basis, the total allocation to a single property cannot exceed this £250,000 limit. Should a Local Authority Partner wish to use £250,000 or more of the Funding to support a project then the Local Authority Partner must obtain prior written approval from Welsh Government before agreeing to provide such level of funding.

- 2.4 Of particular note within the Framework document is reference to the Placemaking Plans and that investment through this grant should be informed by wider place or town plans. The intention is to ensure the Placemaking Grant supports interventions which are strategically connected to other activity taking place in a town.
- 2.5 Any items to be supported from this framework need to be part of a holistic place making plan or master plan for a town centre and not supported as standalone projects. These interventions need to be strategic in nature and the activity needs to be planned. Further, the projects need to 'knit together' in the context of both Transforming Towns and wider interventions taking place or planned in selected towns including Housing, Green and Digital Infrastructure, transport as well as circular economy interventions such as repair and re-use cafés in town centres.
- 2.6 A key and important consideration for Welsh Government is that there is a strategic plan in place for a designated town centre. This plan should be bottom up, community driven and needs to involve key partners such as BIDs, Town and Community Councils and local third sector organisations amongst other local groups.
- 2.7 Swansea is the regional lead for the South West Wales region 'Placemaking award' There is no set indicative apportionment of funding for the regional authorities. Funding is committed on an approvals basis where local and regional endorsement is required for each scheme within the placemaking programme.

3.0 Financial Implications

- 3.1 Swansea Council's role as regional lead for the South West Placemaking Grant will generate a 5% local management fee together with a 3% regional management fee.
- 3.2 In the majority of cases covering the commercial and residential focused grants within the Placemaking programme, any match funding required to deliver the schemes will be met by external private sector investment and there is no requirement for the authority to make capital match funding contributions to these 3rd party schemes. Match funding will be required for any Placemaking scheme proposals that relate to Council assets.
- 3.3 Appendix A outlines the total anticipated South West regional project costs out turn for the Placemaking programme for 2022/23 along with an estimate of associated fees for supporting delivery and management. Following below this summary, the expected Placemaking out turn for Swansea is shown where it is anticipated that £664k of grant expenditure will be incurred together with £63k in associated fees.
- 3.4 The South West regional out turn for Placemaking is anticipated to be £848k with £72k in associated fees. The balance of the annual Placemaking budget will be allocated by the Welsh Government to finance approved

strategic projects. The £1m Placemaking grant award must be claimed against eligible expenditure by the 31st March otherwise it will be lost and not carry over to the 2023/24 Placemaking budget.

3.5 There will be no future revenue implications arising from the schemes. Any ongoing maintenance costs would be absorbed within existing budgets.

3.6 Summary of Placemaking Budget for 2022/23:

					£'000
					Budget
					1,000
Local Authority	Profiled Cost	Regional Lead fee (3%)	Local Fees (5%)	Total Fees (£)	Total
	£'000	£'000	£'000	£'000	£'000
Swansea	664	30	33	63	727
Carmarthenshire	0	-	0	0	0
Neath Port Talbot	95	-	5	5	100
Pembrokeshire	89	-	4	4	93
Total	848	30	42	72	921
Balance to Strategic Projects					80
Total					1,000

4.0 Legal Implications

4.1 The Council will need to comply with the terms and conditions attached to any grant funding utilised in conjunction with the regeneration match funding budget identified in this report.

4.2 Any projects or grant proposals developed and subsequently delivered or administered in partnership with internal or external organisations will be managed in-line with appropriate agreements, to ensure adherence to the terms and conditions set-out in Grant Offer Letters and to relevant City and County of Swansea policies. In the case of grant investment in private sector developments a legal charge will be placed on property or assets linked to the grant recipient as required by the grant offer terms and conditions for the necessary period and to ensure that the financial risk to the authority is mitigated.

4.3 Generally the terms attached to WG Grant Funded schemes are legally binding and will be formally recorded in an appropriate document/contract. Any joint bid by Regional Partners should similarly be so recorded and governance issues clarified in terms of legal responsibility and decision making.

4.4 An inter-authority agreement and suggested project specific agreement is to be drafted by Swansea Council as lead authority for the region and agreed by regional local authority partners to ensure that appropriate indemnities

and governance arrangements for the terms and conditions applicable to the Transforming Towns Placemaking Grant are in place.

- 4.5 All contracts for works, goods and services necessary to deliver the strategic projects and Council led Placemaking schemes must be procured in accordance with the Council's Contract Procedure Rules and the relevant domestic regulations as appropriate. The contractual liabilities/obligations of the Council and any appointed contractors will be covered by the individual contracts entered into.
- 4.6 All statutory consents required in proposals to utilise the regeneration match funding budget will be the responsibility of the Planning and City Regeneration Service and will be formally recorded in an appropriate document/contract.

5.0 Integrated Assessment Implications

- 5.1 The Council is subject to the Equality Act (Public Sector Equality Duty and the socio-economic duty), the Well-being of Future Generations (Wales) Act 2015 and the Welsh Language (Wales) Measure, and must in the exercise of their functions, have due regard to the need to:
- eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Acts;
 - advance equality of opportunity between people who share a protected characteristic and those who do not;
 - foster good relations between people who share a protected characteristic and those who do not;
 - deliver better outcomes for those people who experience socio-economic disadvantage;
 - consider opportunities for people to use the Welsh language;
 - treat the Welsh language no less favourably than English;
 - ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.
- 5.2 The Well-being of Future Generations (Wales) Act 2015 mandates that public bodies in Wales must carry out sustainable development. Sustainable development means the process of improving the economic, social, environmental and cultural well-being of Wales by taking action, in accordance with the sustainable development principle, aimed at achieving the 'well-being goals'.
- 5.3 There are no specific equality implications in relation to this report. Reference is made to strategic projects where these together with Council Placemaking projects will be addressed by separate reports where IIA screening has been completed and full IIA will be undertaken where needed as specified from the screening.

Background Papers: None.

Appendices:

Appendix A – Financial Implications – Placemaking Programme

Appendix B – Placemaking Framework

FINANCIAL IMPLICATIONS : SUMMARY

Portfolio: Investment, Regeneration & Tourism
 Service : Planning & City Regeneration - Economic Development & External Fundin
 Scheme : WG Placemaking Grant

1. CAPITAL COSTS (REGIONAL)	2022/23 £'000	2023/24 £'000	2024/25 £'000	TOTAL £'000
Expenditure				
Works	848	2981	2981	6,810
Fees	72	259	259	590
Balance to fund SW strategic projects	80			80
Equipment				
Budget Code:				
EXPENDITURE	1,000	3,240	3,240	7,480
Financing				
CCS funding				
WG TT Placemaking grant	920	3,240	3,240	7,400
Balance of Placemaking grant to fund strategic projects	80			80
Other - Private match funding				0
FINANCING	1,000			7,480

2022/23 Budget					
Local Authority	Profiled Cost	Regional Lead fee (3%)	Local Fees (5%)	Total Fees (£)	Total
	£'000	£'000	£'000	£'000	£'000
Swansea	664	20	33	51	727
Carmarthenshire	0	0	0	0	0
Neath Port Talbot	95	0	5	5	100
Pembrokeshire	80	0	4	4	84
Total	844	20	42	72	927
Balance to Strategic Projects					86
Total					1,000

2. REVENUE COSTS				FULL YEAR £'000
Service Controlled - Expenditure				
Employees				
Maintenance				
Equipment				
Administration				
NET EXPENDITURE	0			0

3. CAPITAL COSTS (SWANSEA)	2022/23 £'000	2023/24 £'000	2024/25 £'000	TOTAL £'000
Expenditure				
Works - Placemaking schemes	664	745	745	2,154
Env Improvements				
Fees	63	65	65	193
Furniture/Fittings				
Equipment				
Budget Code:				
EXPENDITURE	727	810	810	2,347
Financing				
CCS funding				
WG TT Placemaking grant	727	810	810	2,347
WEFO grant				
Other - Private match funding				
FINANCING	727	810	810	2,347

Appendix B - Transforming Towns

Placemaking Grant Framework of Interventions

Revised March 2022

The Placemaking Grant, forming part of the Transforming Towns programme, affords Local Authority partners in Wales the broadest and most flexible package of support aimed at revitalising town centres throughout Wales. It is the responsibility of regional partners to decide upon the most appropriate mix of interventions and how they are deployed effectively. This support is available in any town centre prioritised by Local Authority partners.

Any items to be supported from this framework need to be part of a holistic place making plan or master plan for a town centre and not supported as standalone projects. These interventions need to be strategic in nature and the activity needs to be planned. Further, the projects need to 'knit together' in the context of both Transforming Towns and wider interventions taking place or planned in selected towns including Housing, Green and Digital Infrastructure, transport as well as circular economy interventions such as repair and re-use cafés in town centres.

A key and important consideration for Welsh Government is that there is a strategic plan in place for a designated town centre. This plan should be bottom up, community driven and needs to involve key partners such as BIDs, Town and Community Councils and local third sector organisations amongst other local groups.

The maximum allocation of Welsh Government grant support to individual Placemaking projects is £250,000. If works are phased and grant is awarded on a phased basis, the total allocation to a single property cannot exceed this £250,000 limit.

Any funding allocated through the Placemaking Grant should be considered as a last resort. In the first instance all other funding avenues need to be explored, particularly where dedicated funding streams are identified such as active travel, Community Facilities Programme.

If you need any clarity in interpreting the below, or need clarity on the eligibility please contact your local Welsh Government Regeneration Manager.

Place Making Plans

A pre-requisite of funding place making activity through Welsh Government Transforming Towns is that appropriate place plans are in place or being developed. These plans should be designed in line with the 6 principles of the Placemaking charter: [Design Commission for Wales](https://dcfw.org/placemaking/placemaking-charter/) <https://dcfw.org/placemaking/placemaking-charter/>

- People & Community
- Movement
- Public realm
- Location
- Mix of uses
- Identity

Place plans should consider a holistic view of the requirements of towns and cities and therefore should include all of the current and planned funding interventions from Local Authorities, differing Welsh Government portfolio areas and key private and public sector developments. Further to this, place making plans should not focus solely on WG Regeneration funding and should include all sources of funding such as housing, tourism and health as examples in order to show totality of investment in settlements.

The Place Plans as a minimum should include:-

- A map with a red line boundary identifying the settlement area. This will be required for each settlement. The intervention area should be restricted to the core town centre with sufficient detail to include streets & landmark buildings/features. A second map showing the area on the periphery of the town, identifying the wider development activity and opportunities.
- Detail of the groups, such as BIDs and/or Town & Community Councils are currently operating in the area. Please keep a record of the consultation with these groups and also consultation with other parties such as local members.
- Evidence of engagement and consultation with town centre identified user groups such as young people, older people, ethnic minority groups or disability Groups;
- Alignment with wider economic recovery plans, regional strategies and other WG investment plans such as transport and active travel;
- Identification of the issues to be addressed which limit the full potential of the town centres and/or opportunities to be explored such as green infrastructure, housing, health, public realm, vacant shops, and commercial improvements. The outcome of this work will be shared across Welsh Government portfolios areas and key partners such as NRW;


- Consideration of the wider threats posed by out of town shopping, changing consumer habits, TAN15, phosphates in water impacting Special Areas of Conservation (SAC) and wider Climate Change considerations.
- A shared vision for the town centre developed through consideration of the identified issues and feedback from the consultation process; with an agreed Action Plan.
- Local Authorities plans will establish a baseline for the defined town centre using available digital technologies in order to establish as a minimum footfall and dwell time metrics at the beginning of the three year funding period;
- Regular review and evaluate deliverability and identified actions of the action plan with the WG and partners, through ongoing consultation.
- Ongoing regional and all-Wales feedback and learning;

Further clarity on the Placemaking Plan requirements for your specific town or city should be discussed with your respective Regeneration Manager.

Evaluation will be a key element of the Transforming Towns delivery. In order to demonstrate the impact of Place Making funding Local Authorities will be expected to produce an annual update report (including project case studies) to show the projects delivered and their impact on prioritized town centres.

At the end of the three year funding cycle Local Authorities will be expected to commission an independent evaluation of Transforming Towns delivery covering all Placemaking and Strategic projects. Where Transforming Towns has been deployed over a grouping or clustering of smaller towns a single independent review may be commissioned to cover multiple town centres.

Intervention	Scheme Detail	Eligible Applicant	Key Strategic and Policy Linkages	Associated Programme for Government Commitments
Residential Units in Town Centres	<p>To convert vacant floor-space on upper floors into new residential accommodation. The minimum requirement from each scheme is 1 x 1 bedroom self-contained flat. Schemes are expected to be a mix of one and two bedroom units with ratio determined by layout of building and planning consent.</p> <p>Schemes should comply with the Welsh Development Quality Requirements 2021 (WDQR 2021) “Creating Beautiful Homes and Places”, published in July 2021, including meeting the “space requirements” as set out in Appendix A and Appendix B.</p> <p>Where homes are being provided by refurbishment, providers should (if practicable and cost effective to do so) take all opportunities to meet the standard. Where this is not possible and before obtaining planning permission, it must be demonstrated to Welsh Government that homes have adequate space and facilities for everyday living.</p>	<p>Occupiers or property owners of properties within town centres who either:</p> <ul style="list-style-type: none"> • Own the freehold, or • Hold a lease with a seven year minimum period remaining at the planned grant payment date and who have secured their landlord's written consent to the proposed works. 	<p>Welsh Development Quality Requirements 2021 (gov.wales)</p> <p>Beyond Recycling – a strategy to make the circular economy in Wales a reality: beyond-recycling-strategy-document.pdf (gov.wales)</p> <p>Planning Policy Wales Edition 11</p>	<p>Make our cities, towns and villages even better places in which to live and work</p>

	 <p>development-quality-requirements-for-hou</p> <p>Student accommodation, bedsits and studios are not eligible for grant funding</p> <p>Where acceptable to Local Planning Authorities potential conversion of ground floor, as well as upper floors may be considered for areas not considered to be core retail, where no alternative commercial use can be found.</p> <p>Regard should be given to local authority local Housing Needs Assessments when considering/assessing project proposals</p>			
<p>Commercial Property Improvement Grants</p>	<p>The Property Improvement Grant is available to commercial building occupiers and owners within town centres. Its purpose is to enhance building frontages together with the upgrade of vacant commercial floor space to bring it back into beneficial business use.</p> <p>New/ upgraded floor space must be for business use, with each scheme determined on its individual merits at</p>	<p>Occupiers or property owners of commercial properties within the designated area who either:</p> <ul style="list-style-type: none"> • Own the freehold, or • Hold a lease with a seven year minimum period remaining at the planned grant payment date and who have secured their landlord's written consent to the proposed works. 	<p>Beyond Recycling – a strategy to make the circular economy in Wales a reality: beyond-recycling-strategy-document.pdf (gov.wales) https://wrapcymru.org.uk/resources/guide/low-carbon-resource-</p>	<p>Make our cities, towns and villages even better places in which to live and work</p> <p>Enable our town centres to become more agile economically by helping businesses</p>

	<p>the discretion of local officers, and then approved by local and regional project boards. In particular offices, independent leisure, retail, food and drink uses will be considered. Mixed-use schemes will also be considered, but private student lets, will not be considered.</p> <p>Offices or commercial premises above retail units will also be considered for support.</p> <p>Grant funding of over £50k awarded by LAs to third parties must be secured by way of a restriction and a legal charge to cover the value for the grant. For local authority schemes, a restriction only is required.</p> <p>WORKS</p> <p>External</p> <p>External works to the building can include work deemed necessary for the structural integrity of the property. Items might include:</p> <ul style="list-style-type: none"> • Shopfronts; • Signage; • Windows & doors; • External lighting; • Roofs and chimneys; • Rainwater goods (guttering and down pipes); 		<p>efficient-construction-procurement</p> <p>Route map to net zero carbon Wales (claw.wales)</p> <p>Consideration under this theme can be given to the establishment of 'Repair and Re-use Cafes' where other funding routes are not available.</p> <p>Planning Policy Wales - Edition 11 (gov.wales)</p>	to work co-operatively
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	<ul style="list-style-type: none"> • Rendering, stone cleaning and repairs, re-pointing; and • Structural works. <p>Internal Internal works to the building can include all work, visible or structural, necessary to complete the project to Building Regulations. This might include:</p> <ul style="list-style-type: none"> • Windows & doors; • Improved accessibility; • Walls, ceilings, lighting; • Energy Efficiency measures when included as part of the overall scheme; • Utilities and services, including heating; • Showers and Hygiene facilities; • Bike Storage facilities; • Welfare facilities (e.g. essential washroom and cleansing facilities only); and • Structural work. <p>New Build New build commercial floor-space could be eligible, where a local need for this has been identified, particularly where there are gap sites in town centres.</p>			
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<p>Green Infrastructure</p>	<p>The provision of Green Infrastructure and Biodiversity projects in town centres. Specifically but not exclusively:-</p> <ul style="list-style-type: none"> • Green Walls; • Green Roofs; • Rain Gardens; • Greening; • Pocket Parks • Wildflower areas • Street trees • Sustainable urban drainage (SUDs). <p>Other GI or general greening measures are eligible subject to approval of the Welsh Government. Any intervention needs to be strategic and underpinned by a Town Centre Green Infrastructure Audit.</p> <p>This support will not contribute to ongoing maintenance costs in future financial years.</p>	<ul style="list-style-type: none"> • Local Authorities • Business Improvement Districts BIDs • Town and Community Councils • Occupiers or property owners of commercial properties within the designated area who either: <ul style="list-style-type: none"> ○ Own the freehold, or ○ Hold a lease with a seven year minimum period remaining at the planned grant payment date and who have secured their landlord's written consent to the proposed works. 	<p>Factsheet 1 overview of the Environment (Wales) Act english (gov.wales)</p> <p>Beyond Recycling – a strategy to make the circular economy in Wales a reality: beyond-recycling-strategy-document.pdf (gov.wales)</p> <p>Nature Recovery Action Plan https://gov.wales/sites/default/files/publications/2019-05/nature-recovery-action-plan-2015.pdf</p> <p>Local Places for Nature The National Lottery Heritage Fund</p> <p>Local Nature Partnerships Cymru - Home (lnp.cymru)</p> <p>Local Places for Nature Community Packages https://keepwalestidy.cymru/our-</p>	<p>Embed our response to the climate and nature emergency</p> <p>Build a stronger, greener economy as we make maximum progress towards decarbonisation</p> <p>Create more community green space in town centres</p> <p>Expand arrangements to create or significantly enhance green spaces.</p>
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			work/conservation/nature/	
Public Realm	<p>The provision of small scale public realm enhancements where they are aligned with a natural clustering of regeneration activity in town centres. Where there is demonstrable social and economic impact. Specifically:-</p> <ul style="list-style-type: none"> • The removal or dropping of kerbs for access and egress; • The widening of pavement areas so as to provide outdoor seating and amenity areas; • Permanent planters and screening provision; • Public art as part of a wider place plan and public realm scheme and which support cultural objectives, for example murals on walls where GI is not deliverable. <p>Other measures may be eligible for support subject to approval of the Welsh Government.</p>	<ul style="list-style-type: none"> • Local Authorities. • Business Improvement Districts BIDs • Town and Community Councils 	<p>Planning Policy Wales - Edition 11 (gov.wales)</p>	<p>Make our cities, towns and villages even better places in which to live and work</p> <p>Repurpose public space for outdoor events, markets, street vendors, pop up parks and parklets</p> <p>Create more community green space in town centres</p>
Strategic Acquisition	<p>Small Scale acquisitions within town centres. This support should not be used to acquire properties that are subject to, or could benefit from planning enforcement measures. Specifically, this support could be utilised to:-</p>	<ul style="list-style-type: none"> • Local Authorities • Business Improvement Districts BIDs • Town and Community Councils • Social Businesses and B – Corps 	<p>Community Asset Transfer (CAT): guidance for applicants GOV.WALES</p> <p>Active Travel Network Maps</p>	<p>Make our cities, towns and villages even better places in which to live and work</p>

	<ul style="list-style-type: none"> • Acquire properties in order to complete land assembly for larger strategic proposals; • Acquire vacant properties to bring them back into productive use; • Acquire properties for demolition in order to deliver improved connectivity and permeability in town centres; • Utilise for meanwhile uses/markets/childcare/business starts • acquire properties in order to provide greenspace, play facilities or enhanced public realm; • Demolition costs are eligible. <p>For grants awarded over £50k:</p> <ul style="list-style-type: none"> • A restriction in the name of the Welsh Ministers should be placed on the title of a property acquired by a local authority; • A legal charge is required in the name of the local authority awarding the funding for acquisition by other parties. 			<p>Support the development of a register of empty buildings and help small businesses move into vacant shops</p> <p>Continue our strong partnership with voluntary organisations across the range of our responsibilities.</p>
Town Centre Markets	<p>The delivery of the ‘Every Town a Market Town’ philosophy. The development and enabling of local markets for the provision of produce, crafts, food and value added products. This capital only funding will deliver:-</p>	<ul style="list-style-type: none"> • Local Authorities • Business Improvement Districts (BIDs) • Town and Community Councils • Social Businesses and B – Corps 	<p>Factsheet 1 overview of the Environment (wales) Act english (gov.wales)</p> <p>Beyond Recycling – a strategy to make the</p>	<p>Continue our strong partnership with voluntary organisations across the range of our responsibilities.</p>

	<ul style="list-style-type: none"> • The provision of permanent electricity connections to enable market trading. • The acquisition of trading stalls, stands and platforms. <p>Works must conform and be aligned with the Welsh Government best practice guide for the establishment of local markets. This work should be aligned with any post Covid – 19 Town Centre works and planning.</p>		<p>circular economy in Wales a reality: beyond-recycling-strategy-document.pdf (gov.wales)</p> <p>https://www.urbanfoundry.co.uk/wp-content/uploads/urban-foundry-markets-guide-short.pdf</p>	
<p>Town Centre Meanwhile Uses</p>	<p>The establishment of temporary meanwhile or pop – up uses in currently vacant premises in town centres. The support should be wholly aligned with the Welsh Government Meanwhile Uses Best Practice Guide.</p>	<ul style="list-style-type: none"> • Local Authorities • Business Improvement Districts BIDs • Town and Community Councils • Social Businesses and B – Corps 	<p>Factsheet 1 overview of the Environment (wales) Act english (gov.wales)</p> <p>Beyond Recycling – a strategy to make the circular economy in Wales a reality: beyond-recycling-strategy-document.pdf (gov.wales)</p> <p>https://www.urbanfoundry.co.uk/wp-content/uploads/meanwhile-space-guide-short.pdf</p>	

Town Centre External Trading support	The provision of outdoor seating, planters, coverings, server areas and building canopies. This support is in line with the Covid – 19 response grant 2020/21.	<ul style="list-style-type: none"> Local Authorities Business Improvement Districts Town Centre Businesses BIDs Town and Community Councils 		Make our cities, towns and villages even better places in which to live and work
Shop Frontage Enveloping Schemes	External shop front enhancements where no internal modification or redevelopment is undertaken. Adjacent or closely situated properties need to be targeted in a given town to achieve a critical mass and greater impact. Single properties can be considered in smaller district centres where the scheme will deliver significant impact in that locality.	<ul style="list-style-type: none"> Occupiers or property owners of commercial properties within the designated area who either: <ul style="list-style-type: none"> Own the freehold, or Hold a lease with a seven year minimum period remaining at the planned grant payment date and who have secured their landlord's written consent to the proposed works. For projects that request less than £50k in grant a legal charge is not required so a lease with five years remaining at the final grant payment date is acceptable. 		Make our cities, towns and villages even better places in which to live and work
Digital Towns	<p>The furthering of the 'digital towns' agenda through the provision of capital items to support baseline digital infrastructure capabilities such as Wi-Fi analytics and LoRaWAN and IoT.</p> <p>Consider how this can be integrated into other interventions such as public realm, Active Travel or the creation of new green space.</p>	<ul style="list-style-type: none"> Local Authorities Business Improvement Districts BIDs Town and Community Councils. 	Home Trefi Smart Town smarttowns.cymru	<p>Continue our strong partnership with voluntary organisations across the range of our responsibilities.</p> <p>Enable our town centres to become more agile economically by helping businesses</p>

	<p>Investing in digital infrastructure alone will not yield any results, the generation and exploitation of data will be key to the success of this.</p> <p>Interventions will need to ensure culture change, and (working with Smart Towns), demonstrate the value of data and embedding “what does the data say” approach, ensuring it is always used as an evidence base in making strategic decisions that benefits the high street and further afield.</p> <p>In order to ensure town centres are working towards a recognised baseline of activity, LAs will be required to nominate an officer to consider SMART Towns activity inclusive of implementation, monitoring, analysing and reporting. Any applications of funding to the WG need to incorporate digital baseline activity of footfall and dwell time in town centres.</p>			to work co-operatively, increase their digital offer and support local supply chains, including local delivery services.
Active Travel	Provisions supporting or facilitating active travel routes in town centres where this cannot be funded through other means . Specifically the provision of bicycle storage, lockers and retrofit of showers and hygiene facilities in commercial premises	<ul style="list-style-type: none"> • Local Authorities • Business Improvement Districts BIDs • Town and Community Councils • Social Businesses and B – Corps • Private sector partners 	Active Travel Act guidance GOV.WALES sets out the standards and planning requirements for active travel infrastructure.	

	<p>Active Travel measures should be considered at the earliest opportunity in relation to all development schemes, and be fully integrated with other investment activity in the area to create well-connected spaces and bolster and complement wider active travel provision supported by the WG Transport Department.</p> <p>Local authorities have to plan networks of active travel routes and related facilities which are to be shown on Active Travel Network Maps. The Active Travel Fund is the main source of funding to create these routes and facilities, where they are identified on the maps.</p> <p>Close liaison with Active Travel leads in local authorities and TfW regional Active Travel Lead is required.</p>			
<p>Toilet Provision</p>	<p>Dedicated support to provide toilet provision in town and city centres. This may also include baby changing and 'changing places' provision where there is a clear identified strategic need. This provision needs to be identified as part of the place making planning process. Local Authority partners will need to confirm there is an ongoing maintenance and cleaning commitment prior to award of funding.</p>	<ul style="list-style-type: none"> • Local Authorities • Business Improvement Districts BIDs • Town and Community Councils 	<p>Home - One Voice Wales</p>	<p>Make our cities, towns and villages even better places in which to live and work</p> <p>Continue our strong partnership with voluntary organisations across the range of our responsibilities.</p>

Recreational Facilities	<p>The provision of outdoor play facilities, multi-use games areas (MUGAs) and outdoor recreational pursuits. Support awarded through this element of the Placemaking grant will need to be consulted upon locally and part of a place making plan.</p>	<ul style="list-style-type: none"> • Local Authorities • Town and Community Councils 	<p>https://gov.wales/sites/default/files/publications/2019-07/wales-a-play-friendly-country.pdf</p> <p>Play sufficiency toolkit GOV.WALES</p> <p>Children and young people's plan GOV.WALES</p> <p>Play Wales Chwarae Cymru</p> <p>Home - Children's Commissioner for Wales (childcomwales.org.uk)</p>	<p>Make our cities, towns and villages even better places in which to live and work</p>
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Agenda Item 18.



Report of the Chief Finance Officer (Section 151 Officer)

Cabinet - 23 March 2023

Business Rates – Temporary Rate Relief Scheme (Wales) 2023/2024

Purpose: To provide information and to consider the adoption of a temporary Retail, Leisure and Hospitality Rates Relief Scheme relating to Business Rates, which has been introduced by Welsh Government for the financial year 2023/24.

Policy Framework: None

Consultation: Access to Services, Finance, Legal.

Recommendation(s): It is recommended that Cabinet:

- (1) Notes the details of the scheme set out in this report
- (2) Adopts the rate relief scheme outlined in this report for 2023/24.

Report Author: Julian Morgans

Finance Officer: Ben Smith

Legal Officer: Tracey Meredith

Access to Services Officer: Rhian Millar

1. Introduction

- 1.1 In April 2017, the Welsh Government introduced a temporary High Street Rate Relief Scheme (HSRRS) to reduce Business Rates (BR) in certain circumstances. This scheme was amended and extended in 2018/19 and 2019/20. It was then amended into a more generous Retail, Leisure and Hospitality Rates Relief Scheme (RLHRRS) and extended due to the impact of the Covid 19 pandemic in 2020/21, 2021/22 and 2022/23. The RLHRRS has now been extended for 2023/24 with a higher percentage of relief available and with a cap on the total amount of relief available to one business.

- 1.2 Rate relief under the scheme is available for the financial year 2023/24. Welsh Government will reimburse each Local Authority in Wales for expenditure incurred, up to a defined limit, for the purpose of providing rates relief under this scheme, in line with the guidance issued. This will be done via a grant under section 31 of the Local Government Act 2003 and Section 58A of the Government of Wales Act 2006. The funding is subject to local authorities formally accepting the grant offer.
- 1.3 As this is a temporary measure, it is a condition of the grant that the relief under this scheme is provided by way of discretionary rate relief under Section 47 of the Local Government Finance Act 1988. Each individual local authority is required to adopt a scheme and decide when to grant relief under section 47. However, the eligibility criteria have been set by Welsh Government and detailed in the guidance they have provided (see Appendix A to this report). Welsh Government will reimburse local authorities for the relief that is provided in line with that guidance.

The local discretionary rate relief policy currently used to grant relief to charities and other organisations does not require amendment.

2. The Retail, Leisure and Hospitality Rates Relief Scheme 2023/24

- 2.1 This relief is aimed at businesses and other ratepayers in Wales in occupation of premises in the retail, leisure and hospitality sectors, for example shops, pubs and restaurants, gyms, performance venues and hotels.
- 2.2 Welsh Government has not specifically defined what it considers a 'retail, leisure or hospitality' premises and believes each Local Authority is best placed to judge which businesses should qualify in its area. However, it has provided examples and guidance as to the types of uses that it considers to be a retail, leisure or hospitality business (see Appendix 1 to this report) for this purpose. Properties that are not broadly similar in nature to those listed would not be eligible for the relief.
- 2.3 The guidance does not replace any existing non-domestic rates legislation or any other relief. RLHRR is to be applied to the net charge after mandatory reliefs and other discretionary reliefs have been applied.
- 2.4 The examples provided by Welsh Government are not intended to be an exhaustive list as it would be impossible to list all the many and varied retail, leisure and hospitality uses that exist. There will also be mixed uses of business premises. However, they are intended to be a guide for local authorities as to the types of uses that the Welsh Government considers eligible for this relief. Local Authorities are advised that they should determine for themselves whether particular properties not listed are broadly similar in nature to the examples provided and, if so, to consider them eligible for the relief. Conversely, properties that are not broadly similar in nature to those given as examples, should not be eligible for the relief.

- 2.5 Relief should be granted to each eligible business as a reduction to its rates bill based on occupation between 1 April 2023 and 31 March 2024. It is recognised that there may be some instances where a Local Authority is retrospectively notified of a change of occupier. In such cases, if it is clear the ratepayer was in occupation on or after the 1 April 2023, the Local Authority may use its discretion in awarding relief.
- 2.6 The scheme aims to provide support for businesses by offering a discount of 75% on the non-domestic rates bill due for eligible premises for the period 1 April 2023 to 31 March 2024. The scheme will apply to all eligible premises however the maximum value of the rate relief allowed under this scheme, across all properties in Wales that are occupied by the same business, cannot exceed £110,000.
- 2.7 Empty properties becoming occupied after 1 April 2023 will also qualify for this relief. Also, if there is a change in occupier part way through the financial year, after relief has already been provided to the previous occupant of the property, the new occupier will qualify for the relief if eligible. In both cases relief would be awarded to the new ratepayer on a pro-rata basis based on the remaining days of occupation to the end of the financial year.
- 2.8 Most occupied business premises with a rateable value of £6,000 or less are eligible for 100% Small Business Rate Relief (SBRR) but only on a maximum of two properties per business, in each Local Authority area. Ratepayers operating in the retail, hospitality or leisure sectors who have more than two premises with rateable values of £6,000 or less, are also eligible for RLHRR and will therefore receive a 75% reduction in their rate liability for the premises for which they cannot be granted SBRR. However, the total amount of RLHRR awarded will be subject to the cap of £110,000 explained in paragraph 2.6 above.
- 2.9 Welsh Government has estimated that provisional funding of £12.43M will need to be provided to Swansea to fund this relief. The Welsh Government will follow their usual process and make instalment payments in arrears. One of the instalments will relate to administration funding.
- 2.10 To qualify for the relief, the premises should be wholly or mainly used for the qualifying purposes. In a similar way to other reliefs, this is a test on use rather than occupation. Therefore, properties which are occupied, but not wholly or mainly used for the qualifying purpose will not qualify for the relief.
- 2.11 Any business with a single property with a remaining rate liability after reliefs which is greater than £146,665 can use the entire allocation of relief available (75% of £146,655 = £110,000) but no other properties occupied by that business would be eligible for relief under the scheme as the cap of £110,000 will have been reached.
- 2.12 Where a ratepayer is liable to pay rates on a number of eligible properties and the total relief allowed for all but one property is close to the maximum amount of £110,000, an amount of relief of less than 75% will be allowed for the further eligible property.

2.13 Welsh Government has set out the types of uses that it does **not** consider to be retail, leisure or hospitality use for the purpose of this relief and which would **not** be deemed eligible for the relief. However, it will again be for local authorities to determine if properties are similar in nature to those listed and if they would also not be eligible for relief under the scheme.

(i) Properties used for the provision of financial, medical or professional services, post office sorting offices, day nurseries, kennels and catteries, casino and gambling clubs, show homes and marketing suites and employment agencies.

(ii) Properties that are not reasonably accessible to visiting members of the public even if there is ancillary use of the property that might be considered to fall within the scheme.

(iii) Properties that are owned, rented or managed by a Local Authority

(iv) Unoccupied properties.

2.14 RLHRR should be applied against the net bill after all other reliefs have been applied.

3. Administration and Application of the Scheme

3.1 In previous years, Welsh Government permitted local authorities to determine the application process for this relief. Swansea used a mix of automatic awards (where the Authority was satisfied the appropriate criteria had been complied with) or where necessary required potential beneficiaries of the relief to formally apply in writing.

3.2 For 2023/24, although the guidance advises local authorities should minimise the administrative burden for ratepayers and for local authority staff, Welsh Government requires **all** potentially eligible ratepayers to formally apply for RLHRR. If an application is not made, relief cannot be awarded. As part of their application, ratepayers will be required to state which properties they seek to claim relief on. Where 75% of liability across a business's properties exceeds £110,000, businesses are required to specify which properties they would like the relief to apply to. Any attempt by a business to deliberately claim more than £110,000, will risk the withdrawal of relief granted under the scheme to that business by any local authority in Wales.

3.3 As of 4 January 2023, the new UK subsidy control regime commenced with the coming into force of the Subsidy Control Act 2022. Welsh Government have advised that the RLHRR scheme is likely to be a subsidy under the new regime. Any relief provided by local authorities under this scheme will need to comply with the UK's domestic and international subsidy control obligations.

3.4 Welsh Government further advises that to the extent that a local authority is seeking to provide relief that falls below the Minimal Financial Assistance (MFA) thresholds, the Subsidy Control Act 2022 allows an

economic actor (e.g. a holding company and its subsidiaries) to receive up to £315,000 in a 3-year period (consisting of the 2023-24 year and the two previous financial years). Previous iterations of the RLHRR scheme in Wales were not provided as a subsidy. Local authorities should ask the ratepayers, on a self-assessment basis, to declare as part of their application for RLHRR that they are not in breach of the cash cap or MFA limit. This will be part of the application process.

4. Implementation of the Scheme

4.1 At the time of preparing this report, Welsh Government has provided the following to authorities:

- Guidance for the RLHRRS 2023 -24

4.2 Welsh Government's estimate suggests approximately 1,742 business properties will be eligible and could have relief applied to their accounts if the scheme is adopted and they make the necessary application. This will involve significant extra workload for the Business Rates Team particularly as all potentially eligible ratepayers are required to apply for the relief and each application must be individually considered before a decision on eligibility can be made.

5. Financial Implications

5.1 Welsh Government has used estimates of the likely number of ratepayers eligible for support and has estimated that provisional funding of up to £12.43M will need to be provided to Swansea to fund this relief. It recognises that these estimates are likely to change. Any award made in excess of the funding may have to be met by the Authority although this would appear unlikely to be required. At the time of writing this report, the formal funding offer has yet to be received but is expected in due course.

5.2 There is a small risk that the estimated funding from Welsh Government, could be insufficient as applications may increase as buildings become occupied or undergo a change of use. It is not certain, but is likely, that any amount of relief applied in excess of the initial funding would be reimbursed. Whilst there is thus some risk of an element of non-reimbursement to the authority if the actual eligibility differs from the estimate, it is felt on balance that it is worth that residual risk to enable local businesses to benefit from the scale of overall relief offered.

6. Legal Implications

6.1 There are no further legal implications to those set out in the report.

7. Integrated Assessment Implications

7.1 The Council is subject to the Equality Act (Public Sector Equality Duty and the socio-economic duty), the Well-being of Future Generations (Wales) Act 2015 and the Welsh Language (Wales) Measure, and must in the exercise of their functions, have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Acts.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.
- Deliver better outcomes for those people who experience socio-economic disadvantage.
- Consider opportunities for people to use the Welsh language.
- Treat the Welsh language no less favourably than English.
- Ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.

7.2 The Well-being of Future Generations (Wales) Act 2015 mandates that public bodies in Wales must carry out sustainable development. Sustainable development means the process of improving the economic, social, environmental and cultural well-being of Wales by taking action, in accordance with the sustainable development principle, aimed at achieving the 'well-being goals'.

7.3 Our Integrated Impact Assessment (IIA) process ensures we have paid due regard to the above. It also takes into account other key issues and priorities, such as poverty and social exclusion, community cohesion, carers, the United Nations Convention on the Rights of the Child (UNCRC) and Welsh language.

7.4 An Integrated Impact Assessment Screening has been carried out in February 2023 which determined that a full Integrated Impact Assessment Report was not required. See Appendix 2.

7.5 There are no integrated assessment implications. The relief criteria have been determined by Welsh Government and the Authority must follow those when awarding relief. Adopting the scheme and awarding Retail Hospitality and Leisure Rate Relief will enable the Authority to provide financial support (we estimate) to over 1,700 eligible businesses in the Council's area.

Background Papers: None

Appendices:

Appendix 1 - Non-Domestic Rates Retail, Leisure and Hospitality Rates Relief in Wales – 2023/24 - Guidance

Appendix 2 - IIA Screening Form

Non-Domestic Rates – Retail, Leisure and Hospitality Rates Relief in Wales – 2023-24

Downloaded 17/2/23 from Business Wales Web Page

<https://businesswales.gov.wales/non-domestic-rates-retail-leisure-and-hospitality-rates-relief-wales-2023-24>

Guidance

About this guidance

This guidance is intended to support county and county borough councils (local authorities) in administering the Retail, Leisure and Hospitality Rates Relief scheme (the relief). On 12 December 2022, the Minister for Finance and Local Government announced the continuation of the relief on a temporary basis for 2023-24. This guidance applies to Wales only.

This guidance sets out the criteria which the Welsh Government will use to determine the funding for local authorities for relief provided to retail, leisure and hospitality properties. The guidance does not replace any existing non-domestic rates legislation or any other relief.

Enquiries about the scheme should be sent to: localtaxationpolicy@gov.wales

The relief is being offered from 1 April 2023 and will be available until 31 March 2024.

Introduction

This relief is aimed at businesses and other ratepayers in Wales in the retail, leisure and hospitality sectors, for example shops, pubs and restaurants, gyms, performance venues and hotels.

The Welsh Government will provide grant funding to all 22 local authorities in Wales to provide the Retail, Leisure and Hospitality Rates Relief scheme to eligible businesses for 2023-24. The scheme aims to provide support for eligible occupied properties by offering a discount of 75% on non-domestic rates bills for such properties. The scheme will apply to all eligible businesses, however the relief will be subject to a cap in the amount each business can claim across Wales. The total amount of relief available is £110,000 across all properties occupied by the same business. All businesses are required to make a declaration that the amount of relief they are seeking across Wales does not exceed this cap, when applying to individual local authorities. An example declaration form is at Annex 1 for local authorities to utilise when developing their own forms to publish and issue to businesses.

This document provides guidance on the operation and delivery of the scheme.

🔴 Retail, Leisure and Hospitality Rates Relief - How will the relief be provided?

As this is a temporary measure, we are providing the relief by reimbursing local authorities that use their discretionary relief powers under section 47 of the Local Government Finance Act 1988. It will be for individual local authorities to adopt a scheme and decide in each individual case when to grant relief under section 47. The Welsh Government will reimburse local authorities for the relief that is provided in line with this guidance via a grant under section 31 of the Local Government Act 2003 and section 58A of the Government of Wales Act 2006.

🔴 How will the scheme be administered?

It will be for local authorities to determine how they wish to administer the scheme to maximise take-up and minimise the administrative burden for ratepayers and for local authority staff.

Local authorities are responsible for providing businesses with clear and accessible information on the details and administration of the scheme.

🔴 Which properties will benefit from relief?

Properties that will benefit from this relief will be occupied retail, leisure and hospitality properties – such as shops, pubs and restaurants, gyms, performance venues and hotels across Wales. More detailed eligibility criteria and exceptions to the relief are set out below.

Relief should be granted to each eligible business as a reduction to its rates bill based on occupation between 1 April 2023 and 31 March 2024. It is recognised that there may be some instances where a local authority is retrospectively notified of a change of occupier. In such cases, if it is clear that the business was in occupation on or after 1 April 2023, the local authority may use its discretion in awarding relief.

It is intended that, for the purposes of this scheme, retail properties such as ‘shops, restaurants, cafes and drinking establishments’ will mean the following (subject to the other criteria in this guidance).

Hereditaments that are being used for the sale of goods to visiting members of the public

- Shops (such as florists, bakers, butchers, grocers, greengrocers, jewellers, stationers, off-licences, newsagents, hardware stores, supermarkets, etc)
- Charity shops
- Opticians
- Pharmacies

- Post offices
- Furnishing shops or display rooms (such as carpet shops, double-glazing, garage doors)
- Car or caravan showrooms
- Second hand car lots
- Markets
- Petrol stations
- Garden centres
- Art galleries (where art is for sale or hire)

Hereditaments that are being used for the provision of the following services to visiting members of the public

- Hair and beauty services
- Shoe repairs or key cutting
- Travel agents
- Ticket offices (e.g. for theatre)
- Dry cleaners
- Launderettes
- PC, TV or domestic appliance repair
- Funeral directors
- Photo processing
- DVD or video rentals
- Tool hire
- Car hire
- Estate and letting agents

Hereditaments that are being used for the sale of food and / or drink to visiting members of the public

- Restaurants
- Drive-through or drive-in restaurants
- Takeaways
- Sandwich shops
- Cafés

- Coffee shops
- Pubs
- Bars or Wine Bars

We consider assembly and leisure to mean the following.

Hereditaments that are being used for the provision of sport, leisure and facilities to visiting members of the public (including for the viewing of such activities) and for the assembly of visiting members of the public

- Sports grounds and clubs
- Sport and leisure facilities
- Gyms
- Tourist attractions
- Museums and art galleries
- Stately homes and historic houses
- Theatres
- Live Music Venues
- Cinemas
- Nightclubs

Hereditaments that are being used for the assembly of visiting members of the public

- Public halls
- Clubhouses, clubs and institutions

We consider hotels, guest and boarding premises, and self-catering accommodation to mean the following.

Hereditaments where the non-domestic part is being used for the provision of living accommodation as a business

- Hotels, Guest and Boarding Houses
- Holiday homes
- Caravan parks and sites

🔴 Other considerations

To qualify for the relief, the hereditament should be wholly or mainly used for the qualifying purposes. In a similar way to other reliefs, this is a test on use rather than occupation. Therefore, hereditaments that are occupied, but not wholly or mainly used for the qualifying purpose, will not qualify for the relief. For the avoidance of doubt, hereditaments which closed temporarily due to the government's advice on Covid-19 should be treated as occupied for the purposes of this relief.

The above list is not intended to be exhaustive as it would be impossible to list all the many and varied retail, leisure and hospitality uses that exist. There will also be mixed uses. However, it is intended to be a guide for local authorities as to the types of uses that the Welsh Government considers for this purpose to be eligible for relief. Local authorities should determine for themselves whether particular properties not listed are broadly similar in nature to those above and, if so, to consider them eligible for the relief. Conversely, properties that are not broadly similar in nature to those listed above should not be eligible for the relief.

The grant of the relief is discretionary. Should local authorities decide to exercise their discretion not to apply the relief to eligible businesses, they may wish to consider taking their own legal advice upon any potential consequential legal issues which might arise from such a decision and on a case by case basis.

Businesses may view that they have not faced substantial impacts from the recent economic pressures and as such may be inclined to not apply for the relief.

❶ Types of hereditaments that are not considered to be eligible for Retail, Leisure and Hospitality Rates Relief

The following list sets out the types of uses that the Welsh Government does not consider to be retail, leisure or hospitality use for the purpose of this relief and which would not be deemed eligible for the relief. However, it will be for local authorities to determine if hereditaments are similar in nature to those listed and if they would not be eligible for relief under the scheme.

Hereditaments that are being used wholly or mainly for the provision of the following services to visiting members of the public

- Financial services (eg banks, building societies, cash points, ATMs, bureaux de change, payday lenders, betting shops, pawnbrokers)
- Medical services (eg vets, dentists, doctors, osteopaths, chiropractors)
- Professional services (eg solicitors, accountants, insurance agents, financial advisers, tutors)
- Post Office sorting offices
- Day nurseries
- Kennels and catteries
- Casinos and gambling clubs
- Show homes and marketing suites
- Employment agencies

Hereditaments that are not reasonably accessible to visiting members of the public

If a hereditament is not usually reasonably accessible to visiting members of the public, it will be ineligible for relief under the scheme, even if there is ancillary use of the hereditament that might be considered to fall within the descriptions listed under Which properties will benefit from relief?

Hereditaments that are not occupied

Properties that are not occupied on 1 April 2023 should be excluded from this relief. However, under the mandatory Empty Property Rates Relief scheme, empty properties will receive a 100% reduction in rates for the first three months (and in certain cases, six months) of being empty.

Hereditaments that are owned, rented or managed by a local authority

Hereditaments owned, rented or managed by a local authority, such as visitor centres, tourist information shops and council-run coffee shops or gift shops attached to historic buildings, are exempt from this scheme.

🔴 How much relief will be available?

The total amount of government funded relief available for each property under this scheme for 2023-24 is 75% of the relevant bill. This is subject to a cap of £110,000 per business across all their properties in Wales.

The relief should be applied to the net bill remaining after mandatory reliefs (including discretionary elements that are fully or partly local authority funded) and other discretionary reliefs funded by section 31 grants have been applied (excluding those where local authorities have used their wider discretionary relief powers introduced by the Localism Act 2011, which are not funded by section 31 grants). The reliefs to be applied before Retail, Leisure and Hospitality Rates Relief include categories of discretionary relief available prior to the Localism Act 2011 (eg rates relief for charities, community amateur sports clubs, non-profit organisations, hardship, empty properties). Local authorities may use their wider discretionary powers to offer further discounts outside this scheme or additional relief to hereditaments within the scheme. Where a local authority applies a locally funded relief under section 47 of the Local Government Finance Act 1988, this should be applied after the Retail, Leisure and Hospitality Rates Relief.

The eligibility for the relief and the relief itself will be assessed and calculated on a daily basis. The following formula should be used to determine the amount of relief to be granted for a particular hereditament in the financial year.

- Amount of relief to be granted = $V \times 0.75$, where
- V is the daily charge for the hereditament for the chargeable day after the application of any mandatory relief and any other discretionary reliefs (excluding

those where local authorities have used their discretionary relief powers introduced by the Localism Act 2011, which are not funded by section 31 grants).

This should be calculated ignoring any prior-year adjustments in liabilities which fall to be liable on the day.

Businesses that occupy more than one property will be entitled to Retail, Leisure and Hospitality Rates Relief for each of their eligible properties, within the cap of £110,000 per business across Wales.

A business with a single property with a remaining liability (after reliefs) greater than £146,665 can use the entire allocation of relief. No other properties owned by that business will be eligible for the scheme.

Retail, leisure and hospitality properties which are excluded from Small Business Rates Relief due to the multiple occupation rule are eligible for this relief scheme, subject to the cap being applied.

🔴 Changes to existing hereditaments, including change in occupier

Empty properties becoming occupied after 1 April 2023 will qualify for this relief from the time of occupation.

If there is a change in occupier part way through the financial year, after relief has already been provided to the hereditament, the new occupier will qualify for the relief if they operate in the retail, leisure or hospitality sectors, on a pro-rata basis. This will be calculated based on the remaining days of occupation using the formula used in the section titled How much relief will be available?

The discount should be applied on a day-to-day basis using the formula set out above. A new hereditament created as a result of a split or merger during the financial year, or where there is a change of use, should be considered afresh for the discount on that day.

🔴 The cash cap and subsidy control

No ratepayer can, in any circumstances, exceed the £110,000 cash cap across all of their hereditaments in Wales. Where a ratepayer has a qualifying connection with another ratepayer, those ratepayers should be considered as one ratepayer for the purposes of the cash caps. A ratepayer shall be treated as having a qualifying connection with another where:

- both ratepayers are companies and one is a subsidiary of the other, or both are subsidiaries of the same company; or
- only one ratepayer is a company and the other ratepayer has such an interest in that company as would, if the other ratepayer were a company, result in its being the holding company of the other.

As of 4 January 2023, the new UK subsidy control regime commenced with the coming into force of the Subsidy Control Act 2022. The RLHRR scheme is likely to be a subsidy

under the new regime. Any relief provided by local authorities under this scheme will need to comply with the UK's domestic and international subsidy control obligations.

To the extent that a local authority is seeking to provide relief that falls below the Minimal Financial Assistance (MFA) thresholds, the Subsidy Control Act 2022 allows an economic actor (eg a holding company and its subsidiaries) to receive up to £315,000 in a 3-year period (consisting of the 2023-24 year and the two previous financial years). Previous iterations of the RLHRR scheme in Wales were not provided as a subsidy. Local authorities should ask the ratepayers, on a self-assessment basis, to declare as part of their application for RLHRR that they are not in breach of the cash cap or MFA limit.

It is the responsibility of the local authority to comply with all relevant subsidy control provisions, including MFA procedure and transparency requirements. More information is available in the UK statutory subsidy control [guidance](#) from the Department for Business, Energy and Industrial Strategy.

For further advice, the Subsidy Control Unit at the Welsh Government can be contacted at:

Subsidy Control Unit
Welsh Government
Cathays Park
Cardiff
CF10 3NQ
Email: SubsidyControlUnit@gov.wales

Annex 1

Retail, Leisure and Hospitality Rates Relief Scheme 2023-24

RETAIL, LEISURE AND HOSPITALITY RATES RELIEF - PURPOSE OF THE RELIEF

The Retail, Leisure and Hospitality Rates Relief Scheme is available to qualifying businesses who operate in the retail, leisure, and hospitality sectors. Eligible business will receive a 75% reduction to their non-domestic rates net liability in 2022-23. The maximum cash value of the rates relief allowed, across all properties in Wales occupied by the same business, should not exceed £110,000.

The relief will be provided as a subsidy by way of Minimal Financial Assistance (MFA). The same business must not claim more than £315,000 in total of MFA over three years (including 2023-24). Previous iterations of the RLHRR scheme in Wales were not provided as a subsidy and should not be counted towards the MFA limit. The gross value of relief claimed by the same business must, therefore, not exceed £110,000 in Wales for 2023-24 (to comply with the terms of this scheme) or £315,000 from 2021-22 to 2023-24 inclusive (to comply with subsidy control requirements). Businesses claiming the relief must declare that the amount being claimed does not exceed those limits, before the relief can be awarded.

Businesses are required to declare that they meet the eligibility criteria set out in this guidance document and state which properties they seek to claim relief on. Where 75% of liability across a business's properties exceeds £110,000 or the MFA limit, businesses are required to specify which properties they would like the relief to apply to. Businesses may choose which properties they seek relief for. Where the total relief allowed for other properties is close to the maximum amount of £110,000 or the MFA limit, an amount of relief of less than 75% may be allowed for a further eligible property.

An application form must be submitted to each local authority from which a business is seeking to claim relief for a property in that authority's area. Each form must include details of all properties for which relief is being sought throughout Wales. If an application is not made, then relief cannot be awarded.

Any attempt by a business to deliberately claim in excess of £110,000 relief will risk the withdrawal of relief granted under the scheme to that business by any local authority in Wales. Information on relief claimed under the scheme will be shared with other local authorities and the Welsh Government, enabling any aggregate claims in excess of £110,000 to be identified and if necessary, acted upon.

The Welsh Government and [name of local authority] will not tolerate any business falsifying their records or providing false evidence to gain this discount, including claiming support above the £110,000 cap or the exemption threshold. A business that falsely applies for any relief, or provides false information or makes false representation in order to gain relief may be guilty of fraud under the Fraud Act 2006 and subject to legal action, in addition to having all Retail, Leisure and Hospitality Rates Relief removed from all of their properties for the 2023-24 scheme.

[Local authorities to insert privacy statement into their forms as data controllers – allowing data to be shared with the Welsh Government and other local authorities]

An example declaration form is at [Annex 1](#) for local authorities to utilise when developing their own forms to publish and issue to businesses.

Retail, Leisure and Hospitality Rates Relief Scheme 2023-24

RETAIL, LEISURE AND HOSPITALITY RATES RELIEF - PURPOSE OF THE RELIEF

The Retail, Leisure and Hospitality Rates Relief Scheme is available to qualifying businesses who operate in the retail, leisure, and hospitality sectors. Eligible business will receive a 75% reduction to their non-domestic rates net liability in 2022-23. The maximum cash value of the rates relief allowed, across all properties in Wales occupied by the same business, should not exceed £110,000.

The relief will be provided as a subsidy by way of Minimal Financial Assistance (MFA). The same business must not claim more than £315,000 in total of MFA over three years (including 2023-24). Previous iterations of the RLHRR scheme in Wales were not provided as a subsidy and should not be counted towards the MFA limit. The gross value of relief claimed by the same business must, therefore, not exceed £110,000 in Wales for 2023-24 (to comply with the terms of this scheme) or £315,000 from 2021-22 to 2023-24 inclusive (to comply with subsidy control requirements). Businesses claiming the relief must declare that the amount being claimed does not exceed those limits, before the relief can be awarded.

Businesses are required to declare that they meet the eligibility criteria set out in this guidance document and state which properties they seek to claim relief on. Where 75% of liability across a business's properties exceeds £110,000 or the MFA limit, businesses are required to specify which properties they would like the relief to apply to. Businesses may choose which properties they seek relief for. Where the total relief allowed for other properties is close to the maximum amount of £110,000 or the MFA limit, an amount of relief of less than 75% may be allowed for a further eligible property.

An application form must be submitted to each local authority from which a business is seeking to claim relief for a property in that authority's area. Each form must include details of all properties for which relief is being sought throughout Wales. If an application is not made, then relief cannot be awarded.

Any attempt by a business to deliberately claim in excess of £110,000 relief will risk the withdrawal of relief granted under the scheme to that business by any local authority in Wales. Information on relief claimed under the scheme will be shared with other local authorities and the Welsh Government, enabling any aggregate claims in excess of £110,000 to be identified and if necessary, acted upon.

The Welsh Government and [name of local authority] will not tolerate any business falsifying their records or providing false evidence to gain this discount, including claiming support above the £110,000 cap or the exemption threshold. A business that falsely applies for any relief, or provides false information or makes false representation in order to gain relief may be guilty of fraud under the Fraud Act 2006 and subject to legal action, in addition to having all Retail, Leisure and Hospitality Rates Relief removed from all of their properties for the 2023-24 scheme.

[Local authorities to insert privacy statement into their forms as data controllers – allowing data to be shared with the Welsh Government and other local authorities]

All applicants will need to provide the following information

Are you making an application for Retail, Leisure and Hospitality Rates Relief in more than one local authority area?

If yes, please complete Parts 1 and 2

If no, please complete Part 1 only

Part 1: Applicable to all applicants in relation to properties for which Retail, Leisure and Hospitality Rates Relief is being claimed from [name of local authority]

Part 1
Page 213

Business Name and Address:

Company Registration Number (if applicable):

Applicant's name:

Applicant's role in the business (eg owner / director / company secretary / accountant):

Applicant's email:

Applicant's telephone number:

If you are applying for relief in relation to more than one business premises, please list them in order of preference to which the relief should be applied, noting that the maximum relief that can be allowed to a business in Wales is £110,000. Relief will be granted in the order in which you list the premises.

The required details can be found on the non-domestic rates bill issued to you in relation to each property you wish to claim relief for.

Address of Property	NDR (Business Rates) Account Number	Rateable Value*
[Property address]		£ [LAs may be able to auto-populate]

<p>Total amount of Retail, Leisure and Hospitality Rates Relief sought in [name of local authority] (not to exceed £110,000 across Wales)</p> <p>You may leave this field blank if Part 2 of this application is not relevant to your business, or if the maximum relief entitlement for your business across Wales will be lower than £110,000. If you are required to claim a specific amount of relief from [name of local authority], to avoid your business exceeding the £110,000 cap across Wales, you must enter it here.</p>	<p>£ [LAs may be able to auto-calculate a maximum, but the applicant must be able to request a lower amount, to avoid exceeding £110,000 across Wales]</p>
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*To find out your rateable value, you can enter details at the Valuation Office Agency's [online checker](#).

Part 2: Applicable only to businesses applying for relief from multiple local authorities in Wales. In such cases, a separate application should be made to each local authority.

Properties in other local authorities in Wales, for which Retail, Leisure and Hospitality Rates Relief is being claimed for this business.

Address	Local authority
[Property address]	[Pick list could be used]

Declaration:

I understand that the total value of the relief claimed under the Retail, Leisure and Hospitality Rates Relief Scheme sought by [INSERT BUSINESS NAME] across the whole of Wales cannot exceed £110,000 and that deliberate attempts to claim relief over £110,000 risks all relief granted under the scheme being withdrawn. I accept responsibility for notifying my local authority of any change in circumstances, following my application for relief, which could result in the relief awarded to my business being incorrect or exceeding £110,000 across Wales (e.g. a change rateable value).

I understand that, should relief in excess of £110,000 be granted for any reason, a proportion of it will be reclaimed, in respect of one or more properties, to reduce the value of the relief awarded to £110,000 or below as appropriate. I also understand that, if relief in excess of £110,000 is

granted as a result of a deliberate attempt to claim more than the maximum amount allowed, all the Retail, Leisure and Hospitality Rates Relief allowed for [INSERT BUSINESS NAME] across Wales may be removed, and the full amount of rates liability will become payable.

I understand that the relief will be provided as a subsidy by way of Minimal Financial Assistance (MFA). I confirm that, in claiming this relief, I shall not receive more than £315,000 in total of MFA over three years (financial years 2021-22 to 2023-24 inclusive).

I acknowledge that my local authority, any other local authority in Wales and/or the Welsh Government will undertake any appropriate checks considered necessary to assess this application for rates relief, including cross checks of any information already held by the authority, any other local authority in Wales or Welsh Government. I understand the data I have provided will be shared with Welsh Government and if necessary any other local authority in Wales, for this purpose and to prevent fraud and error.

I declare that the information provided in this application is true and accurate to the best of my information, knowledge and belief, and I understand that making a false response to any of the questions in this application could be an act of fraud.

Signed [xxx]

Name [xxx]

Date [xx/xx/xxxx]

Appendix 2 - Integrated Impact Assessment Screening Form

Please ensure that you refer to the Screening Form Guidance while completing this form.

Which service area and directorate are you from?

Service Area:

Directorate:

Q1 (a) What are you screening for relevance?

- New and revised policies, practices or procedures
- Service review, re-organisation or service changes/reductions, which affect the wider community, service users and/or staff
- Efficiency or saving proposals
- Setting budget allocations for new financial year and strategic financial planning
- New project proposals affecting staff, communities or accessibility to the built environment, e.g., new construction work or adaptations to existing buildings, moving to on-line services, changing location
- Large Scale Public Events
- Local implementation of National Strategy/Plans/Legislation
- Strategic directive and intent, including those developed at Regional Partnership Boards and Public Services Board, which impact on a public bodies functions
- Medium to long term plans (for example, corporate plans, development plans, service delivery and improvement plans)
- Setting objectives (for example, well-being objectives, equality objectives, Welsh language strategy)
- Major procurement and commissioning decisions
- Decisions that affect the ability (including external partners) to offer Welsh language opportunities and services
- Other

(b) Please name and fully describe initiative here:

The report provides information and requires a decision in respect of the adoption of a temporary Retail, Leisure and Hospitality Rates Relief Scheme relating to Business Rates, which has been introduced by Welsh Government for the financial year 2023/24. If adopted the scheme will support an estimated 1,700 Swansea businesses to a value of approximately £12.43m

Q2 What is the potential impact on the following: the impacts below could be positive (+) or negative (-)

	High Impact		Medium Impact		Low Impact		Needs further investigation
	+	-	+	-	+	-	
Children/young people (0-18)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Older people (50+)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Any other age group	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Future Generations (yet to be born)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Race (including refugees)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Asylum seekers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gypsies & travellers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Religion or (non-)belief	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Welsh Language	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Poverty/social exclusion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carers (inc. young carers)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Appendix 2 - Integrated Impact Assessment Screening Form

Community cohesion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Human Rights	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**Q3 What involvement has taken place/will you undertake e.g. engagement/consultation/co-productive approaches?
Please provide details below – either of your activities or your reasons for not undertaking involvement**

None – the qualifying criteria for the RLHRRS has been set by Welsh Government. Relief must be awarded to all eligible ratepayers as per the criteria set out in the guidance provided.

Q4 Have you considered the Well-being of Future Generations Act (Wales) 2015 in the development of this initiative:

- a) Overall does the initiative support our Corporate Plan’s Well-being Objectives when considered together?
Yes No
- b) Does the initiative consider maximising contribution to each of the seven national well-being goals?
Yes No
- c) Does the initiative apply each of the five ways of working?
Yes No
- d) Does the initiative meet the needs of the present without compromising the ability of future generations to meet their own needs?
Yes No

Q5 What is the potential risk of the initiative? (Consider the following impacts – equality, socio-economic, environmental, cultural, legal, financial, political, media, public perception etc...)

High risk <input type="checkbox"/>	Medium risk <input type="checkbox"/>	Low risk <input checked="" type="checkbox"/>
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Q6 Will this initiative have an impact (however minor) on any other Council service?
 Yes No If yes, please provide details below

Q7 Will this initiative result in any changes needed to the external or internal website?
 Yes No If yes, please provide details below

We will be updating the external website to provide details of the scheme to interested parties and to provide an online application form to enable those businesses that wish to apply for relief to do so quickly and conveniently.

Appendix 2 - Integrated Impact Assessment Screening Form

Q8 What is the cumulative impact of this proposal on people and/or communities when considering all the impacts identified within the screening and any other key decisions affecting similar groups/ service users made by the organisation?

(You may need to discuss this with your Service Head or Cabinet Member to consider more widely if this proposal will affect certain groups/ communities more adversely because of other decisions the organisation is making. For example, financial impact/poverty, withdrawal of multiple services and whether this is disadvantaging the same groups, e.g., disabled people, older people, single parents (who are mainly women), etc.)

The report explains the eligibility criteria and adoption of a Non-Domestic Rates relief scheme and in itself has no specific positive or negative implications for any of the groups identified above. It would be better described as 'neutral' as there is no particular impact on any of the protected characteristics.

Outcome of Screening

Q9 Please describe the outcome of your screening using the headings below:

- **Summary of impacts identified and mitigation needed (Q2)**
- **Summary of involvement (Q3)**
- **WFG considerations (Q4)**
- **Any risks identified (Q5)**
- **Cumulative impact (Q7)**

There are no integrated assessment implications. The relief criteria have been determined by Welsh Government and the Authority must follow those when awarding relief. Adopting the scheme and awarding Retail Hospitality and Leisure Rate Relief will enable the Authority to provide financial support (we estimate) to over 1,700 eligible businesses in the Council's area.

(NB: This summary paragraph should be used in the **'Integrated Assessment Implications'** section of corporate report)

Full IIA to be completed

Do not complete IIA – please ensure you have provided the relevant information above to support this outcome

NB: Please email this completed form to the Access to Services Team for agreement before obtaining approval from your Head of Service. Head of Service approval is only required via email.

Screening completed by:
Name: Julian Morgans
Job title: Head of Revenues and Benefits
Date: 19/2/23
Approval by Head of Service:
Name: Ben Smith
Position: Director of Finance / Section 151 Officer
Date:

Please return the completed form to accesstoservices@swansea.gov.uk

Agenda Item 19.



Report of Cabinet Member for Corporate Service and Performance

Cabinet – 23 March 2022

Chief Officer Job Evaluation Scheme

Purpose:	Consider and Agree proposals in relation to adoption of a new Job Evaluation Scheme for Chief Officers
Policy Framework:	Pay Policy 2022, Workforce Strategy 2022/27
Consultation:	Legal, Finance, Access to Services
Recommendation(s):	It is recommended that Cabinet: 1) Consider the recommendations of the independent consultants as detailed in Sections 2 to 10. 2) Agree to the recommendations detailed in Section 10 and determine the most appropriate Scheme for future use. 3) Recommend to Council the Scheme agreed by Cabinet, for final decision and amendment to Pay Policy.
Report Author:	Adrian Chard
Finance Officer:	Chris Davies
Legal Officer:	Stephanie Williams
Access to Services Officer:	Rhian Millar

1. Introduction

- 1.1 In the Report of the Chief Executive to Council on 4th November 2021 on the Senior Management Structure it was stated “Following the implementation of the restructure a review of pay and grading for senior officers will be undertaken. This will require external expertise via consultancy support. It is likely that this may need to include a consideration of senior managers in the tier immediately below heads of service, but this element will be the subject of further reports”.
- 1.2 The Council’s Workforce Strategy for 2022/27 identified under the Strand “Recognising Performance “the Action for a “Review of pay and grading

across the Council and for senior roles as identified through the senior management review”.

- 1.3 Initial indicative proposals were submitted for CMT consideration in May 2022 in relation to the principles of undertaking Senior Management Grading, Pay Structure and Organisational Structure. Limited discussions were possible due to the need for all of CMT members to declare a personal interest at that time. However Included in the recommendations were the following;
- i. Seek Member approval for these proposals.
 - ii. Engage an external consultancy to;
 - assess the merits of appropriate job evaluation schemes and recommend a preferred scheme for approval.
 - review the existing grading structure and provide recommendations for a structure that is cost-effective and fit for purpose for the future.
 - as suggested in the Senior Management Review, re-consider inclusion of a new grade at Grade 13.

Since this date, a temporary pause was placed on the process while the budget discussions for 23/24 took place. In addition the appointment of a permanent CEO who sits outside of the wider Chief Officer JE scheme means that the process can now be taken forward

- 1.4 The Council currently uses the GLPC scheme to evaluate senior management roles. This scheme was introduced in 2009 and all jobs reviewed in 2012. The scheme itself was introduced in the early nineties and we believe has not been updated and is not now widely used elsewhere. There is a lack of resource trained on this scheme in Swansea and is not considered flexible enough for modern use. The scheme is therefore no longer fit for purpose or suitable for current and future need and it has become increasingly difficult to review any Council roles due to its limited usage UK wide.
- 1.5 The previous report to Council confirmed that a review of pay and grading for senior officers will be undertaken. This will require external expertise via consultancy support. It is likely that this may need to include a consideration of senior managers in the tier immediately below heads of service but not the wider JE staff for the remaining workforce. This would be a matter for further consideration in due course.
- 1.6 Nawrat Seymour HR Service have been engaged as consultants to consider points i, ii and iii and their findings and recommendations in relation to point (i) relating to the Job Evaluation Workstream are italicised and detailed in Sections 2 to 9.
- 1.7 **It should be emphasised that the proposals contained in this paper relate specifically to the adoption of a new Job Evaluation scheme and do not refer to pay and grading arrangements in the Council. Their findings in relation to grading structure will be subject to a**

separate future report to ensure independence of process and decision-making.

2. Report Provided by Nawrat Seymour HR Service in relation to the Job Evaluation Workstream

- 2.1 Nawrat Seymour HR Service were instructed to assess the merits of an appropriate job evaluation scheme and recommend a preferred scheme for approval. They have provided information on potential options for adoption by Swansea and made recommendations on the way forward. The detail of their report in relation to the Job Evaluation Workstream is as follows;
- 2.2 *Changes in pay and grading have consequences for individuals and where information is available to us, we have commented on impact. Changes must also be critically challenged to ensure that there is no adverse impact based on a protected characteristic, (for example, sex, disability, race). This is a very small group of people which makes statistical analysis difficult as small changes can skew results, however, we have provided comments on the equality impact alongside our proposals.*
- 2.3 *The existing methodology for senior managers has been discounted by the council on the basis that it provides no objective justification nor is future proofed. On that basis we have not analysed further. Senior Managers should be treated as other staff where posts are evaluated, albeit there are some employment groups, such as those on Soulbury grades, who are out of scope of standard job evaluation arrangements. This is not unusual for a local authority workforce.*
- 2.4 *Prior to looking at the merits of the appropriate job evaluation schemes it is worth briefly considering why use job evaluation at all. The Equal Pay Commission notes that whilst not mandatory, job evaluation is one of the most important tools for reviewing and assessing whole pay systems and ensuring employers meet their obligations under the Equality Act 2010. Job evaluation determines the relative size of jobs within an organisation and whilst not determining pay, provide a rational basis for the design and maintenance of a defensible grading structure. The application of job evaluation minimises subjectivity and enables systematic and consistent decisions to be made about the job rather than postholders therefore protecting the organisation against claims of bias and discrimination.*
- 2.5 *Alongside the adoption of a job evaluation scheme, the council must consider how it should be managed in house. We recommend the adoption of some basic principles:*
- i. **Job evaluation should be based on job documentation that is agreed by the organisation's management.** *Whilst at this level in particular job holders may participate in writing it is a management responsibility. Further comments on what job documentation should look like are given below.*

- ii. **Job evaluation is undertaken by trained practitioners, who are independent of the post in question.** Job evaluation of HR posts would therefore normally be done by the relative job evaluation method owner (LGA or Korn Ferry) or a reciprocal organisation, e.g. another local authority, albeit in our experience the latter is a fairly rare solution to ensuring independence.
- iii. **Job evaluation is undertaken by a panel of at least two people.** It is also valuable for panel outcomes to be scrutinised by a further trained practitioner; in Hay this is often referred to as sore thumbing. Its purpose is not to change the evaluation but to challenge and to question consistency with other evaluations.
- iv. **Job evaluation results are maintained on a database.** Often overlooked, rigour on retaining job evaluation marks is essential, to deal with queries, to cross check on consistency across posts and over time, to avoid the need to regularly job evaluate in response to minor changes when evidence shows small changes in job evaluation marks will not impact on grades.
- v. **A recognition that job evaluation marks, as well as grades, can go down as well as up.** Whilst this should be self-evident there can be a tendency for job evaluation to be associated with regrading, that is upwards. Failure to correct this view has the potential to create dissatisfaction with whatever scheme is adopted.

2.6 Two analytical evaluation schemes are considered. These are schemes where jobs are broken down into components (known as factors) and scores for each component of the job are awarded with a final total giving an overall rank order. Scores can be grouped into grades. These schemes are tried and tested in local authorities for senior manager roles and our task has been to see the best fit for Swansea at this time.

3. Local Government Association (LGA) Chief Officer Scheme

3.1 In the past the LGA worked closely with Hay on job evaluation of senior managers. However, they advise that they developed their own scheme 7/8 years ago. They estimate that around 60 authorities now use, including Birmingham and Manchester, as well as others such as Academies. The LGA advise they have ACAS approval on the scheme's rationality.

3.2 There is no cost to subscribe to the scheme. However, there are costs which arise from undertaking initial job evaluation and training. Their approach would be:

- To evaluate the posts in this cadre. As part of this process, they request that postholders provide information via a bespoke questionnaire.
- It is subsequently the consultants' view that this would take a minimum of eight days based on previous experience and may therefore vary. There would also be a further three days analysis.
- They would then train in-house evaluators to manage the job evaluation process going forward and "assumes that this is done

face to face rather than remotely. The LGA's view is that this tends to work better".

The LGA have presumed that there will also be some active work on translation to pay using data and have included this in their total estimated cost.

- 3.3 *As part of the job evaluation process they would also look at the jobs that butt on to the chief officer grading. They have knowledge of the National Job evaluation scheme and the GLPC job evaluation, the latter being used in Swansea, albeit amended as noted below. This is to check that the job evaluation break between the senior management group and main grades is correct and to comment on any jobs that have the potential to change. It is difficult to be precise on timescale to do, but one or two days extra consultancy days would not appear unreasonable.*
- 3.4 *The scheme appears to be simple to use. It looks at four areas each with two sub factors; knowledge requirement, creative thinking / policy direction involved, impact on people / organisation, responsibility for resources. Whilst the LGA can provide guidance, e.g. how to take account of budgets in the evaluation, they suggest that their users do not suggest there is a need to do. There has also been no demand to create a user group, the LGA argue this is because the scheme is simple to apply. The LGA do not routinely quality sample new evaluations undertaken in-house, but they can, however, do if this is required. This would attract a cost at a percentage of the day rate.*
- 3.5 *The scheme does not provide a ready conversion to grades, albeit they can advise on suitable points to grade levels this is primarily local led. They do not hold a database of job evaluation marks and pay; their interest is in managing and providing a robust job evaluation scheme rather than broader pay data.*
- 3.6 *The scheme does not have a defined appeals procedure, but the LGA recognise that the ability to appeal provides a safety net to maintain user satisfaction and protect against equal pay claims. Their approach on such occasions is to offer independent evaluation where a matter cannot be resolved internally. As would be expected for posts at this level, where small changes in job accountabilities will infrequently change a grade, such occasions are rare.*

4. Korn Ferry Hay Job Evaluation Scheme

- 4.1 *The Hay Group Guide Chart Method of job evaluation was developed in the 1950s and is widely used across North America and Europe. It is owned by the consultancy group Korn Ferry who advise that in England and Wales it is now used by 150 authorities, 30 of these use from the bottom to the top of their organisation the remainder begin to use at different levels in the hierarchy most commonly at senior management levels. Hay job evaluation is also used for senior Civil servant posts and*

parts of the NHS. Korn Ferry advise that it has been tested to meet equal pay requirements, via the Courts.

- 4.2 *The Hay job evaluation method is based on the concept that:*
- all jobs exist to provide an impact or output to the organisation, (its “accountability”).*
 - achievement of accountability demands an input of knowledge, skills, and experience, (the “know how”).*
 - to turn know how into results it must be used to solve problems that arise in the job, (“problem solving”).*

The methods claim that any role can be characterised in terms of its know-how, problem solving and accountability. To refine the evaluations each factor is further sub divided into two or three elements, providing a depth of analysis. From our experience of using Hay, there is no need to write local conventions and the scheme lends itself well to organisations with a clear hierarchy.

- 4.3 *To be accredited to use Hay, Korn Ferry offer two routes, these are:*
- a) Korn Ferry would evaluate all posts at this level, we have assumed up to 50. They would present a rank order and the total scores to the organisation for discussion with the Chief Executive and HR Director. They would provide support on the conversion of job evaluation totals to grades and guidance on parameters so that when a job changes, or new one is created, they can be slotted in where appropriate.*
- b) Korn Ferry would evaluate the Chief Officers and undertake a sample of evaluations throughout the hierarchy to set benchmarks. They would then train inhouse staff, (up to 8), who would undertake the remaining evaluations. Korn Ferry would quality sample these evaluations and discuss as need be with the council. On a continuing basis Swansea staff would evaluate and use Korn Ferry to quality sample results, or request then to undertake where their independence is required, such as human resources evaluations.*

This hands-on approach by Korn Ferry is valuable in maintaining the integrity of the scheme particularly in its early implementation stages, where it is particularly important to ‘set’ the right direction and create a baseline.

- 4.4 *In addition to job evaluation outcomes, the Hay scheme has associated features, they are:*
- Whilst we suggest it is a step too far for Swansea and the numbers of posts in question, Hay job evaluation is one component of Korn Ferry’s so called talent hub. Simplistically, this spans, individual assessments, competencies, job description, job evaluation, market insights, interview guides, etc.*
 - Participation in the Hay local government user group which is currently led by Kent County Council.*
 - Access to salary survey information, at a separate cost. This tends to be useful for posts that have a wide sector data set, at this level posts*

such as IT and Finance. Users compare total salaries based on total job evaluation points.

- 4.5 *The scheme does not have an integral appeals process. Were Swansea want to set up, we would advise that Korn Ferry is used to undertake independent evaluation where there is a matter of continuing dispute that cannot be resolved internally.*

5. Analysis / Comparison of the Job Evaluation Schemes

- 5.1 *Our analysis of the two schemes is as follows:*
- a. *Both schemes are equally strong in safeguarding against equal pay claims. Both are analytical, look at the job not the person and rely on independent trained evaluators.*
 - b. *Both schemes are supported and maintained in a professional manner. Both schemes provide training and support. Both are future-proofed in terms of their maintenance and support.*
 - c. *In implementation terms, both offer the option for independent evaluations (at a cost) and a hybrid with more inhouse input. With both schemes this would create a baseline and conventions in application for the future.*
 - d. *The Hay scheme is more sophisticated and nuanced in its approach; this is unsurprising as it aims to have scope to evaluate all types of posts at all levels in all sectors. Hay scheme has checks and balances within the scheme which helps ensure proper application. The LGA scheme is specifically geared to local government senior posts and as such is simpler to operate. Both require professional judgement from trained evaluators; for Hay the demands are probably greater because it is more complex albeit in practice this has not been a barrier for existing users and the checks and balances add extra safeguards to ensure the quality of evaluations.*
 - e. *The Hay scheme offers the opportunity for external comparisons (market style) and a support group. In practice, comparisons are only valuable where there are large groups of similar staff and are less useful for senior posts due to size, structure etc. Market comparisons are better to determine relative pay for unique jobs. The LGA scheme by its nature is part of the local government family.*
 - f. *Both schemes would encourage an appeals process, and both would recommend a new independent evaluation (a review) as the route.*

6. Information from other users

- 6.1 *It is worth noting that until the LGA scheme was introduced for senior managers Hay was the only option, although many did not use an analytical job evaluation scheme. Both schemes now have a large number of existing users across local government. We have received some feedback from current LGA users and we have experiences with local authorities using the Hay scheme.*

6.2 *Feedback from two Welsh local authorities note that they find the simplicity of the LGA scheme makes it easy to pick up, especially for those with job evaluation experience in other schemes. They also advise that the LGA is available to quality sample job evaluation done in house when required.*

6.3 *Having recently worked with a London authority who use Hay for senior jobs, they recognised the quality of the scheme and were assured that it appropriately distinguished between jobs. They were not frequent users and at times lacked confidence in using the scheme, albeit we suggest that this may be a typical problem when people only undertake job evaluation occasionally,*

7. Costs

7.1 *A comparison of costs between the two schemes indicate a significant difference.*

8. Documentation

8.1 *It is worth noting that regardless of the scheme chosen, the council will need to ensure that it holds current and accurate job documentation. At minimum both schemes will require for each job:*

- *Information on its accountabilities.*
- *A structure chart, showing who it reports to and those directly managed.*
- *Details of the total and type of staff under its overall control.*
- *Budget information.*

Typically, job evaluation exercises collate staff management and budget information through the use of questionnaires, as well as other details that help the evaluation process, such as noting key contacts. Evaluation of the jobs will provide an opportunity for the council to review its current job descriptions for posts at this level with a greater emphasis on accountabilities rather than broad values (which are more valuable for recruitment and management of staff).

9. Relationship between job evaluation and grading.

9.1 *The job evaluation process for both the above schemes gives a total score for each job. Neither converts these scores to grades, (or pay), but the way that schemes have been written, they create clusters of similar job evaluation scores which can be used to attach ranges of job evaluation scores to grades, for example at Chief Officer level rather than Head of Service type roles. Whilst the numbers of grades are a local decision, to maintain the integrity of the job evaluation scheme some guidance is provided, e.g., it would be questionable to use the scores to create say ten or twelve grades. To be accredited under the Hay scheme, Korn Ferry will provide support on the appropriate conversion of job evaluation scores to grades. Similarly, the LGA will also provide*

assistance on this point. It is best practice therefore to pursue a process of job evaluation before deciding on the final numbers of grades, however, for a hierarchy such as Swansea's four/five senior manager levels below the Chief Executive are sustainable.

10. Consultant Recommendations

Our recommendations are:

- 10.1 *That Swansea adopts the five principles in managing job evaluation as set out in paragraph 2.5 above.*
- 10.2 *There is a significant difference in cost between the two job evaluation schemes. LGA scheme is simpler to operate and to maintain in the future. Hay offers more "add-ons" but at cost and is more sophisticated in its application; however, it is questionable whether these additions are valuable to Swansea. Both schemes would do the job that it is required, and meet equality considerations, we suggest that the council's final decision will be reasonably based on cost, potential use of the add-ons, described and users' ability to evaluate only on an occasional basis.*
- 10.3 Based on the information provided and, on the advice of our consultants, it is recommended that the LGA Scheme be adopted.

11. Officer Comments

- 11.1 A summary of the Hay and LGA Schemes are attached as Appendices A and B.
- 11.2 Across Local Authorities in Wales there is a mix of Schemes applied. The LGA Scheme is known to be used in Ceredigion, Torfaen, Powys and Ynys Mon. The Hay Scheme is known to be used in Cardiff, Newport, Neath and Port Talbot and Wrexham.
- 11.3 Taking into consideration the comments of the independent consultants, the nature, and the potential cost of both schemes, it is the view of the Strategic HR&OD Manager and the Chief Executive that the LGA scheme is adopted. The rationale for this view is primarily due to cost and future operation, alongside the assurance that both schemes would be broadly equally applicable to Swansea Council and would also align to one of the objectives of the Council's Workforce Strategy..
- 11.4 IF cabinet are minded to support the recommendations to proceed this would require careful management in its implementation, independent of impacted officers. This would also subsequently require consultation with impacted employees and Trade Unions.
- 11.5 With reference to 3.3 above, it is proposed that the work is extended to look at those roles that "fall between" the current substantive JE scheme and the chief officer scheme as this continues to lead to some frustration and confusion.

12. Integrated Assessment Implications

- 12.1 The Council is subject to the Equality Act (Public Sector Equality Duty and the socio-economic duty), the Well-being of Future Generations (Wales) Act 2015 and the Welsh Language (Wales) Measure, and must in the exercise of their functions, have due regard to the need to:
- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Acts.
 - Advance equality of opportunity between people who share a protected characteristic and those who do not.
 - Foster good relations between people who share a protected characteristic and those who do not.
 - Deliver better outcomes for those people who experience socio-economic disadvantage
 - Consider opportunities for people to use the Welsh language
 - Treat the Welsh language no less favourably than English.
 - Ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.
- 12.2 The Well-being of Future Generations (Wales) Act 2015 mandates that public bodies in Wales must carry out sustainable development. Sustainable development means the process of improving the economic, social, environmental and cultural well-being of Wales by taking action, in accordance with the sustainable development principle, aimed at achieving the 'well-being goals.
- 12.3 Our Integrated Impact Assessment (IIA) process ensures we have paid due regard to the above. It also takes into account other key issues and priorities, such as poverty and social exclusion, community cohesion, carers, the United Nations Convention on the Rights of the Child (UNCRC) and Welsh language.
- 12.4 An IIA has been completed and determined that a full assessment is not required. It has been considered that there will be a low impact on the protected characteristics.

External independent consultants were engaged to undertake an analysis of Job evaluation scheme and prepare a report with recommendations to CMT/ Cabinet. There are no negative WFG implications.

The current scheme is no longer supported or fit for future use. There is a risk that there will be no suitable evaluation process and potentially, equal pay issues moving forward if we did not change the current scheme.

The consultants have included in their considerations the potential impact of each Job Evaluation Scheme and concluded that "both schemes are equally strong in safeguarding against equal pay claims" (5.1.a).

13. Financial Implications

- 13.1 **The recommendation, and decision by Council, to commission an evaluation, was explicitly on the basis of understanding that there would be no additional costs to the senior management structure longer term. Although it should be recognised that the grade and salary of some posts may go up whilst others may go down.**

There may be some elements of short term pay protection contractually obligated by existing contracts of employment and standard council terms and conditions on job evaluation grading outcomes to be met dependent upon the outcome of evaluation results. These short term costs can be accommodated from the restructure reserve.

14. Legal Implications

- 14.1 There are no legal implications associated with this report other than the requirement to ensure that any agreed scheme meets the requirements of equal pay provisions referred to in Section 5.
- 14.2 The current GLPC Officers Scheme is referenced in Section 7.3 of the Pay Policy. Any change to this would need to be agreed by Full Council.

Background Papers: None

Appendices:

- Appendix A Hay Job Evaluation Scheme
- Appendix B LGA Job Evaluation Scheme
- Appendix C Integrated Impact Assessment

Hay Job-Profile Method of Job Evaluation®



There are three main factors and eight dimensions to the Hay Job Evaluation process:-

Know-how

The sum of every kind of knowledge, skill and experience, however acquired, needed for acceptable job performance. Its three dimensions are requirements for:

1. Practical procedures, specialised techniques and knowledge within occupational fields, commercial functions, and professional or scientific disciplines.
2. Integrating and harmonising the diverse elements involved in managerial situations. This involves, in some combination, skills in planning, organising, executing, controlling and evaluating and may be exercised consultatively as well as executively.
3. Active, practicing person-to-person skills in work with other people, within or outside the organisation.

Problem Solving

The original, self-starting use of Know-how required by the job to identify, define, and resolve problems. 'You think with what you know'. This is true of even the most creative work. The raw material of any thinking is knowledge of facts, principles and means. For that reason, Problem Solving is treated as a percentage of Know-how.

Problem Solving has two dimensions:

1. the environment in which thinking takes place;
2. the challenge presented by the thinking to be done.

Accountability

The answerability for action and for the consequences of that action. It is the measured effect of the job on end results of the organisation. It has three dimensions in the following order of importance:

1. Freedom to act: the extent of the personal, procedural, or systematic guidance or control of actions in relation to the primary emphasis of the job.
2. Job impact on end results: the extent to which the job can directly affect actions necessary to produce results within its primary emphasis.
3. Magnitude: the portion of the total organisation encompassed by the primary emphasis of the job. Where possible, magnitude is expressed in annual financial figures representing the area of primary emphasis of the job.



Senior Manager Job Evaluation Scheme

Job Evaluation Scheme

Criteria 1 – Knowledge requirement

Depth of knowledge required for the role	Breadth of Knowledge required for the role (Breadth of knowledge that has to be applied together with the extent of planning and integration required)				
	1 Specialist and substantial knowledge of discipline. Planning/delivery of specialist work area	2 Complete range of knowledge across a service/function area. Planning delivery of entire service	3 Integration across functions and/or services within the council and associated organizations or partnerships. Involved in corporate planning	4 Integration of diverse functions within the council and with associated organizations or partnerships. Strategic planning across entire range of council services	5 Integration and planning across the whole council, and between the council and other organisations.
1 Professionally accredited or equivalent knowledge obtained through practical experience	1	2			
2 Professionally accredited or equivalent knowledge obtained through significant applied experience combined with associated relevant practical managerial experience	2	3	4		
3 In depth diverse expertise together with significant managerial experience.	3	4	5	6	
4 In depth diverse expertise combined with extensive senior managerial expertise.		5	6	7	8

Job Evaluation Scheme

Criteria 2 – Creative thinking required / policy direction involved

	Level of discretion				
	1	2	3	4	5
	Managerial guidance, policy and procedures available. Focus primarily on one operational area	Senior manager level guidance available, work within corporate policy, operational procedures must be developed and adapted. Focus on an entire function or service area	Guidance only from most senior managers and elected members. Contribute to development of corporate policy within strategic policy framework. Focus on diverse areas of organisations activity	Guidance primarily from elected members, developing strategic direction of entire organization. Focus on entire organisation	Guidance only from elected members and/or legislation high level strategic development and integration across the entire organisation
Nature and level of challenge (complexity of challenge and need for innovative thinking)					
1	A range of interrelated issues requiring innovative thinking and response to find a solution in one operational area	1	2		
2	A range of related and unrelated issues requiring innovative thinking and response to find a solution in one function/service area	2	3	4	
3	A diverse range of related and unrelated issues across more than one function requiring innovative thinking to develop a solution	3	4	5	6
4	Highly complex issues requiring significant interpretation or extension of existing policy, across more than one department/service area.		5	6	7
5	Challenging and highly complex situations with uncertain outcomes requiring the initiation and development of new policy impacting on the whole organisation.			8	9

Job Evaluation Scheme

Criteria 3 – Impact on people / organisation(s)

	External influencing requirement				
	1	2	3	4	5
	Role mostly focused on the provision of internal services with limited external liaison	Regular external contact required for the on-going management of a range of service, supply and partnership relationships	Management and development of external relationships of significant importance to the Council.	High level contact with public and other external bodies to discuss negotiate and resolve controversial issues that impact on the council	High public visibility and negotiation with external partners/ stakeholders on significant and controversial matters relating to the whole council
Managerial (internal organisation) influence required					
1	Small team or full line management of small team, or impact across more than one department	2	3		
2	Full line management of a number of teams, or impact across all departments	3	4	5	
3	Full line management of a department or large business unit. Or significant impact across all departments	4	5	6	7
4	Full responsibility for the entire work force			7	8

Job Evaluation Scheme

Criteria 4 – Responsibility for resources

Size of budget/resources managed	Type of responsibility for managing resources		
	1 Advisory/indirect	2 Shared accountability with colleagues, partners, contractors etc	3 lead responsibility or direct accountability
Indicative Revenue Budget (% of GRE)			
1 Less than 1%	1	2	3
2 2% – 5 %	2	3	4
3 6% – 20%	3	4	5
4 21% – 40%	4	5	6
5 41% – 70%	5	6	7
6 71% - total GRE	6	7	8

Job Evaluation Scheme

Scoring matrix

Level	Factors and points per level			
	Knowledge	Creative thinking and policy decision	Impact on people	Responsibility for resources
1	120	40	40	40
2	240	80	80	80
3	360	120	120	120
4	480	160	160	160
5	600	200	200	200
6	720	240	240	240
7	840	280	280	280
8	960	320	320	320
9		360		

When scoring it is possible to put a 'plus' or 'minus' onto any of the sub factor levels; for the 'knowledge' factor this has the effect of adding or subtracting 30 points to the score. In all other factors add or subtract 10 points. The exception to this is: level one in any factor cannot be subject to a "minus" and the highest level in any factor cannot be subject to a "plus".

Integrated Impact Assessment Screening Form – Appendix C

Please ensure that you refer to the Screening Form Guidance while completing this form.

Which service area and directorate are you from?

Service Area: HR&OD and Service Centre

Directorate: Corporate Services

Q1 (a) What are you screening for relevance?

- New and revised policies, practices or procedures
- Service review, re-organisation or service changes/reductions, which affect the wider community, service users and/or staff
- Efficiency or saving proposals
- Setting budget allocations for new financial year and strategic financial planning
- New project proposals affecting staff, communities or accessibility to the built environment, e.g., new construction work or adaptations to existing buildings, moving to on-line services, changing location
- Large Scale Public Events
- Local implementation of National Strategy/Plans/Legislation
- Strategic directive and intent, including those developed at Regional Partnership Boards and Public Services Board, which impact on a public bodies functions
- Medium to long term plans (for example, corporate plans, development plans, service delivery and improvement plans)
- Setting objectives (for example, well-being objectives, equality objectives, Welsh language strategy)
- Major procurement and commissioning decisions
- Decisions that affect the ability (including external partners) to offer Welsh language opportunities and services
- Other

(b) Please name and fully describe initiative here:

Proposal to adopt a new Job Evaluation Scheme for Chief Officers. This proposal is to ensure that we have an appropriate scheme in place for Chief Officers.

The Council's Workforce Strategy Strand 5; Recognising Performance identified the Action for a "Review of pay and grading across the Council and for senior roles as identified through the senior management review".

The Council currently uses the GLPC scheme to evaluate senior management roles. This scheme was introduced in 2009 and all jobs reviewed in 2012. The scheme itself was introduced in the early nineties and we believe has not been updated and is not now widely used elsewhere. There is a lack of resource trained on this scheme in Swansea and is not considered flexible enough for modern use. The scheme is therefore no longer fit for purpose or suitable for current and future need.

Proposals were submitted for CMT consideration in May 2022 in relation to Senior Management Grading, Pay Structure and Organisational Structure. Included in the recommendations were the following;

- i. Seek Member approval for these proposals.
- ii. Engage an external consultancy to;
 - assess the merits of appropriate job evaluation schemes and recommend a preferred scheme for approval.
 - review the existing grading structure and provide recommendations for a structure that is cost-effective and fit for purpose for the future.

Nawrat Seymour HR Service have been engaged as consultants to consider points i, ii and iii and their findings and recommendations in relation to point (i) relating to the Job Evaluation Workstream .

Integrated Impact Assessment Screening Form – Appendix C

It should be emphasised that these proposals relate specifically to the adoption of a new Job Evaluation scheme and do not refer to pay and grading arrangements in the Council.

Their findings in relation to points (ii) and (iii) will be subject to a separate future report to ensure independence of process and decision-making.

Q2 What is the potential impact on the following: the impacts below could be positive (+) or negative (-)

	High Impact		Medium Impact		Low Impact		Needs further Investigation	No Impact
	+	-	+	-	+	-		
Children/young people (0-18)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Older people (50+)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Any other age group	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Future Generations (yet to be born)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Race (including refugees)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Asylum seekers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gypsies & travellers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Religion or (non-)belief	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Welsh Language	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Poverty/social exclusion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carers (inc. young carers)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community cohesion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Human Rights	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Q3 What involvement has taken place/will you undertake e.g. engagement/consultation/co-productive approaches? Please provide details below – either of your activities or your reasons for not undertaking involvement

Due to the need for impartiality, independent consultants were engaged to undertake an external analysis of Job evaluation schemes.

Following CMT/Cabinet agreement of the preferred scheme, there will be a requirement to consult with impacted staff and Trade Unions.

Q4 Have you considered the Well-being of Future Generations Act (Wales) 2015 in the development of this initiative:

- a) Overall does the initiative support our Corporate Plan’s Well-being Objectives when considered together?
 Yes No
- b) Does the initiative consider maximising contribution to each of the seven national well-being goals?
 Yes No
- c) Does the initiative apply each of the five ways of working?
 Yes No

Integrated Impact Assessment Screening Form – Appendix C

d) Does the initiative meet the needs of the present without compromising the ability of future generations to meet their own needs?

Yes

No

Q5 What is the potential risk of the initiative? (*Consider the following impacts – equality, socio-economic, environmental, cultural, legal, financial, political, media, public perception etc...*)

High risk

Medium risk

Low risk

Q6 Will this initiative have an impact (however minor) on any other Council service?

Yes

No

If yes, please provide details below

Q7 Will this initiative result in any changes needed to the external or internal website?

Yes

No

If yes, please provide details below

Q8 What is the cumulative impact of this proposal on people and/or communities when considering all the impacts identified within the screening and any other key decisions affecting similar groups/ service users made by the organisation?

(You may need to discuss this with your Service Head or Cabinet Member to consider more widely if this proposal will affect certain groups/ communities more adversely because of other decisions the organisation is making. For example, financial impact/poverty, withdrawal of multiple services and whether this is disadvantaging the same groups, e.g., disabled people, older people, single parents (who are mainly women), etc.)

This proposal will not impact on the wider community or Council employees below Grade 12. The financial impact will be limited to the cost of administering the preferred scheme

The consultants have therefore included in their considerations the potential impact of each Job Evaluation Scheme and concluded that “both schemes are equally strong in safeguarding against equal pay claims” (5.1.a).

In considering equal pay issues, the consultants have advised that in their analysis of the two Job Evaluation schemes considered “both schemes are equally strong in safeguarding against equal pay claims.”

Outcome of Screening

Q9 Please describe the outcome of your screening using the headings below:

- Summary of impacts identified and mitigation needed (Q2)
- Summary of involvement (Q3)
- WFG considerations (Q4)
- Any risks identified (Q5)
- Cumulative impact (Q7)

It has been considered that there will be a low impact on the communities identified in Q2.

Integrated Impact Assessment Screening Form – Appendix C

External independent consultants were engaged to undertake an analysis of Job evaluation scheme and prepare a report with recommendations to CMT/ Cabinet. There are no WFG implications.

The current scheme is no longer supported or fit for future use. There is therefore a risk that there will be no suitable evaluation process and potentially, equal pay issues moving forward.

The consultants have therefore included in their considerations the potential impact of each Job Evaluation Scheme and concluded that “both schemes are equally strong in safeguarding against equal pay claims” (5.1.a).

(NB: This summary paragraph should be used in the ‘**Integrated Assessment Implications**’ section of corporate report)

Full IIA to be completed

Do not complete IIA – please ensure you have provided the relevant information above to support this outcome

NB: Please email this completed form to the Access to Services Team for agreement before obtaining approval from your Head of Service. Head of Service approval is only required via email.

Screening completed by:
Name: Adrian Chard
Job title: Strategic HR&OD Manager
Date: 12/9/22
Approval by Head of Service:
Name: Rachael Davies
Position: Head of HR&OD and Service Centre
Date: 13/9/22

Please return the completed form to accesstoservices@swansea.gov.uk