

Council

You are hereby summoned to attend a Meeting of the **Council of the City and County of Swansea** to be held in the Multi-Location Meeting - Council Chamber, Guildhall / MS Teams on Thursday, 25 January 2024 at 5.00 pm.

Watch Online: <http://tiny.cc/C25Jan>

The following business is proposed to be transacted:

1. **Apologies for Absence.**
2. **Disclosures of Personal and Prejudicial Interests.**
www.swansea.gov.uk/disclosuresofinterests
3. **Minutes.** 1 - 7
To approve & sign the Minutes of the previous meeting(s) as a correct record.
4. **Written Responses to Questions asked at the Last Ordinary Meeting of Council.** 8 - 9
5. **Announcements of the Presiding Member.**
6. **Announcements of the Leader of the Council.**
7. **Public Questions.**
Questions can be submitted in writing to Democratic Services democracy@swansea.gov.uk up until noon on the working day prior to the meeting. Written questions take precedence. Public may attend and ask questions in person if time allows. Questions must relate to items on the open part of the agenda and will be dealt within a 10 minute period.
8. **Corporate Parenting Pledges.** 10 - 19
9. **Progress Report on Swansea Councils Children & Young People's Rights Scheme 2021 – 2023.** 20 - 95
10. **Adoption of the Council Tax Reduction Scheme.** 96 - 110
11. **Housing Revenue Account (HRA) Rent Setting 2024/25.** 111 - 126
12. **Review of Polling Districts, Polling Places and Polling Stations.** 127 - 152

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| 13. Amendments to the Council Constitution - Constitution Working Group - Terms of Reference. | 153 - 155 |
| 14. Adoption of the Naming Policy. | 156 - 170 |
| 15. Councillors' Questions. | 171 - 184 |

Webcasting: This meeting may be filmed for live or subsequent broadcast via the Council's Internet Site. By participating you are consenting to be filmed and the possible use of those images and sound recordings for webcasting and / or training purposes.

You are welcome to speak Welsh in the meeting.
Please inform us by noon, two working days before the meeting.

Next Meeting: Thursday, 7 March 2024 at 5.00 pm



Huw Evans
Head of Democratic Services
Guildhall,
Swansea.

Tuesday, 16 January 2024

To: All Members of the Council

Agenda Item 3.



City and County of Swansea

Minutes of the **Council**

Multi-Location Meeting - Council Chamber, Guildhall / MS

Teams

Thursday, 7 December 2023 at 5.00 pm

Present: Councillor J P Curtice (Chair) Presided

Councillor(s)

C Anderson
M Bailey
M Baker
S Bennett
P N Bentu
P M Black
A M Day
P Downing
C R Doyle
M Durke
C R Evans
C M J Evans
V M Evans
E W Fitzgerald
R Fogarty
R Francis-Davies
N Furlong
L S Gibbard
A Anthony
F M Gordon
K M Griffiths
H J Gwilliam
T J Hennegan

Councillor(s)

V A Holland
C A Holley
P R Hood-Williams
B Hopkins
D H Hopkins
L James
O G James
Y V Jardine
A J Jeffery
D H Jenkins
J W Jones
L R Jones
M H Jones
M Jones
S Joy
S E Keeton
E J King
E T Kirchner
H Lawson
A S Lewis
M B Lewis
R D Lewis
W G Lewis

Councillor(s)

P Lloyd
M W Locke
N L Matthews
P M Matthews
J D McGettrick
F D O'Brien
A J O'Connor
D Phillips
C L Philpott
J E Pritchard
S Pritchard
K M Roberts
B J Rowlands
R V Smith
A H Stevens
R C Stewart
L G Thomas
W G Thomas
M S Tribe
G D Walker
L V Walton
T M White
R A Williams

Officer(s)

Gareth Borsden	Democratic Services Officer
Huw Evans	Head of Democratic Services
Martin Nicholls	Chief Executive
Ben Smith	Director of Finance / Section 151 Officer
Debbie Smith	Deputy Chief Legal Officer

Apologies for Absence

Councillor(s): A Davis, J A Hale, S M Jones, P N May and S J Rice

68. Disclosures of Personal and Prejudicial Interests.

The Chief Legal Officer gave advice regarding the potential personal and prejudicial interests that Councillors and / Officers may have on the agenda.

The Head of Democratic Services reminded Councillors and Officers that the "Disclosures of Personal and Prejudicial Interests" sheet should only be completed if the Councillor / Officer had an interest to declare. Nil returns were not required. Councillors and Officers were also informed that any declarable interest must be made orally and in writing on the sheet.

In accordance with the provisions of the Code of Conduct adopted by the City and County of Swansea no interests were declared.

69. Minutes.

Resolved that the following Minutes be approved and signed as a correct record:

- 1) Ordinary Meeting of Council held on 9 November 2023.

70. Written Responses to Questions asked at the Last Ordinary Meeting of Council.

The Chief Legal Officer submitted an information report setting out the written responses to questions asked at the last Ordinary Meeting of Council.

71. Announcements of the Presiding Member.

a) Condolences

i) Huw Mowbray - Development and Physical Regeneration Strategic Manager

The Presiding Member referred with sadness to the recent death of Huw Mowbray. Huw was the Council's Development & Physical Regeneration Strategic Manager. Huw was a great friend and colleague to many and was widely respected by Councillors & Officers for his professionalism and dedication.

For many years, Huw helped shape the regeneration of the City Centre and had been held in the highest esteem by our Partners and Developers. Huw's impact on the City can be seen today in the many developments that have helped transform the City Centre.

She stated that the Council's thoughts and condolences are with Huw's family, friends, and colleagues.

ii) Patrick Arran - Head of Legal

The Presiding Member referred with sadness to the recent death of Patrick Arran. Patrick was a former Head of Legal. She stated that the

Council's thoughts and condolences are with Patrick's family, friends, and colleagues.

All stood as a mark of sympathy & respect.

b) Polling District & Polling Place Review 2023

The Presiding Member stated that the Returning Officer was conducting a Polling District & Polling Place Review 2023. The Consultation Period opened on 8 November 2023 and closes on 20 December 2023. Further information relating to the review is available online at

<https://swansea.gov.uk/article/25356/Review-of-Polling-Districts-and-Polling-PlacesStations-2023>

Consultation responses should be sent to elections@swansea.gov.uk or via an online form <https://online1.snapsurveys.com/pollingdistrictreview>

c) Safer Communities Awards 2023

The Presiding Member stated that the inaugural Safer Communities Awards were recently held at the Village Hotel, Swansea. The awards aim to celebrate the work of projects, partnerships and people actively making communities safer across Wales. The Awards showcase the great work being undertaken across Wales to prevent, reduce and make communities safer in areas such as Anti-Social Behaviour, Violence against Women and Girls, and Exploitation.

She stated that she was delighted to announce that four Swansea Council projects were honoured at the Awards:

- Community Integration Team Flip the Streets project was highly commended in the Equalities, Inclusion & Cohesion category.
- Community Integration Team Safer Swansea Christmas Chalet project was highly commended in the Partnerships category.
- CMET (Contextual, Missing Exploited or Trafficked) panel in Child & Family Services was highly commended in the Safeguarding category.
- Local Area Co-ordination Team in Adult Services, Prevention and Tackling Poverty Service were the overall winners in the Equalities, Inclusion & Cohesion category.

She congratulated the Local Area Co-ordination Team on winning this award and thanked them for their work within our communities. They should be proud of the impact they are making on improving the lives of individuals and connecting our communities right across the city.

d) Together at Christmas

The Presiding Member stated that Swansea Council in partnership with JR Events & Catering ran the Together at Christmas initiative on 5 December 2023. The event provided a free Christmas carvery lunch for the homeless, isolated and those in need. She thanks everyone that helped.

She stated that many Councillors and Officers were wearing Christmas attire to tonight's Council meeting. The money raised will be given to support charities in Swansea.

72. Announcements of the Leader of the Council.

a) Ministerial Advisory Forum for Ageing with Welsh Government

The Leader of the Council stated that Councillor Hayley Gwilliam, Cabinet Member for Community had been selected to take part in the Ministerial Advisory Forum for Ageing with Welsh Government. She will participate as the Ageing Well Lead. The Outside Bodies list shall be amended accordingly.

b) Homes for Ukraine

The Leader of the Council stated that the Minister for Social Justice, Jane Hutt has written to him thanking Council Officers for their support and hard work with the Homes for Ukraine programme. The Minister stated that the Council played a critical role in ensuring Wales could live up to its ambition of being a Nation of Sanctuary. Ukrainian guests sponsored by the Welsh Government were accommodated in three initial accommodation venues across Swansea, namely the Mercure, the Village Hotel, and the Grand Hotel. These venues provided much needed accommodation for families in need of a safe and caring environment during a time of significant uncertainty following the outbreak of the war in Ukraine.

c) Christmas Parade

The Leader of the Council thanked the Council's Special Events Team for hosting an excellent Christmas Parade.

73. Public Questions.

There were no Public Questions asked.

74. Mid Term Budget Statement 2023/24. (Verbal)

The Section 151 Officer provided a verbal update on the Mid-term Budget Statement 2023-2024.

75. Review of Revenue Reserves.

The Section 151 Officer submitted a report that undertook a mid-year review of the Revenue Reserves position and sought agreement for any suggested reclassification of reserves based on current requirements.

Resolved that:

- 1) It be noted that a capital equalisation reserve was created from the underspending on debt charges and the fundamental review by Council of the Minimum Revenue Provision calculation. This reserve is topped up wherever possible, by capital financing underspending in year, to help with any timing

issues around the need to fund any City Deal projects in advance of receipt of funding from other bodies.

- 2) To this extent, and following a review of current earmarked reserves, the re-classification of earmarked reserves as detailed below be approved at this juncture:

Category of Earmarked Revenue Reserve	Current Balance 31/03/23 £'000	Proposed Change £'000	Recommended Position £'000
Technical / third party	2,815	0	2,815
Insurance	20,427	0	20,427
Transformation and efficiency	15	2,800	2,815
Schools delegated reserves	20,155	0	20,155
Equalisation reserves	23,386	0	23,386
Commuted sums	8,025	0	8,025
Repair and renewal funds	2,311	0	2,311
Profit share on joint ventures	1,694	0	1,694
Service earmarked reserves	36,431	0	36,431
Restructuring costs reserve	2,800	-2,800	0
Contingency	0	0	0
IT Development Fund	2,250	0	2,250
Recovery Fund	31,008	0	31,008
Total Earmarked Reserves	151,317	0	151,317

76. Council Tax Base Calculation 2024/2025.

The Economy, Finance & Strategy Cabinet Member submitted a report detailing the calculation of the Council Tax Base for the City and County of Swansea, its Community / Town Councils, and the Swansea Bay Port Health Authority for 2024/2025. The Council is required to determine the Council Tax Bases by 31 December.

Resolved that:

- 1) The calculation of the Council Tax Bases for 2024/2025 be approved.
- 2) In accordance with the Local Authorities (Calculation of Tax Base) (Wales) Regulations 1995, as amended, the calculation by the City and County of Swansea Council for the Year 2024/2025 shall be:

For the whole area 93,803

For the area of Community / Town Councils:

Bishopston	2,014
Clydach	2,655
Gorseinon	3,322
Gowerton	2,015
Grovesend & Waungron	451

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Cont'd

Ilston	347
Killay	2,173
Llangennith, Llanmadoc and Cheriton	519
Llangyfelach	969
Llanrhidian Higher	1,599
Llanrhidian Lower	343
Llwchwr	3,497
Mawr	762
Mumbles	10,072
Penllergaer	1,538
Pennard	1,544
Penrice	484
Pontarddulais	2,365
Pontlliw and Tircoed	1,037
Port Eynon	470
Reynoldston	312
Rhossili	196
Three Crosses	709
Upper Killay	593
For the area of the Swansea Bay Port Health Authority	66,063

77. Review of Councillors Handbook.

The Head of Democratic Services submitted a report that outlined a review of the Councillors Handbook and sought approval to include guidance on the Use of the Council Logo in Section C "Protocols".

The Democratic Services Committee considered the report at its meeting on 6 November 2023 and recommended the revised Councillors Handbook include the Guidance on the Use of the Council Logo to Council for adoption.

Resolved that revised Councillors Handbook including the Guidance on the Use of the Council Logo be adopted.

78. Councillors' Questions.

1) Part A 'Supplementary Questions'

Ten (10) Part A 'Supplementary Questions' were submitted. The relevant Cabinet Member(s) responded by way of written answers contained in the Council Summons.

Those supplementary questions required a written response are listed below.

Question 2

Councillor E W Fitzgerald asked:

- i) Can I have a yes or a no response to my written question?
- ii) Where are the locations identified for tree planting following the Tree Canopy Survey?

The Cabinet Member for Community stated that a written response would be provided.

- 2) Part B 'Questions not requiring Supplementary Questions'**
Six (6) Part B 'Questions not requiring Supplementary Questions' were submitted.

The meeting ended at 6.15 pm

Chair

Agenda Item 4.



Report of the Chief Legal Officer

Council – 25 January 2024

Written Responses to Questions asked at the Last Ordinary Meeting of Council

The report provides an update on the responses to Questions asked during the Meeting of Council held on 7 December 2023.

For Information

1. Introduction

- 1.1 It was agreed at Council on 8 April 2010 that a standing item be added to the Council Summons entitled “Written Responses to Questions Asked at the Last Ordinary Meeting of Council”.
- 1.2 A “For Information” report will be compiled by the Democratic Services Team collating all written responses from the last Ordinary Meeting of Council and placed in the Agenda Pack;
- 1.3 Any consequential amendments be made to the Council Constitution.

2. Responses

- 2.1 Responses to questions asked during the last ordinary meeting of Council are included as Appendix A.

Background Papers: None

Appendices: Appendix A (Questions & Responses)

**Providing Council with Written Responses to Questions asked at Council
7 December 2023**

1	<p>Councillor Wendy Fitzgerald</p> <p>In relation to Minute 78 – Councillors' Questions - Question 2. Councillor E W Fitzgerald asked:</p> <p>1) Can I have a yes or a no response to my written question.</p> <p>2) Where are the locations identified for tree planting following the Tree Canopy Survey.</p> <p>Joint Response of the Cabinet Members for Corporate Services & Performance and Community (Services)</p> <p>1) There is not a straightforward Yes or No answer to the question: More trees die, fall, become dangerous or are removed from Council land than are planted. Tree loss/gain is not just a Council issue/responsibility however and, working in collaboration with other responsible authorities, landowners, farmers, householders, etc, there is scope to plant more trees across Swansea than are lost.</p> <p>2) The Tree Canopy Survey identifies potential opportunities for tree planting in every ward of the County. It is not however a site-specific planting map. At every location where opportunities have been identified before any planting could be considered there would need to be further fine-grain analysis including detailed site assessment to determine ground suitability, together with local public consultation and a determination of the purpose for the planting, e.g., to alleviate surface water run-off/flood risk, reduce air pollution, reduce heat island effect, etc. which would help determine which type of tree should be planted, i.e. right tree in the right place. This would also all be subject to future maintenance funding/resource availability.</p> <p>The Survey is essentially a tool to help inform corporate strategies and is in the form of a GIS based interactive map. A decision has yet to be made whether to make this information public, and there is potential for it to generate misunderstanding that there could be tree planting undertaken at all the opportunity locations which is not the case. If Members wish to learn what potential tree planting opportunities exist within their wards this information can be provided by the Nature Conservation Team nature.conservation@swansea.gov.uk</p>

Agenda Item 8.



Report of the Cabinet Member for Care Services

Council – 25 January 2024

Corporate Parenting Pledges

Purpose:	This report will outline work completed with care experienced children and young people based in Swansea, regarding the council's duty to be Corporate Parents. The report will outline the seven pledge areas related to children's rights that have been co-produced between councillors and young people.
Policy Framework:	Part 2, General Functions of the Social Services and Well-being (Wales) Act 2014, Part 6 Code of Practice (Looked After and Accommodated Children)
Consultation:	Access to Services, Finance, Legal, Corporate Parenting Board
Recommendation(s):	It is recommended that: 1) This report and the attached pledges are forwarded to full council for approval.
Report Author:	Josh Price
Finance Officer:	Chris Davies
Legal Officer:	Lucy Moore
Access to Services Officer:	Rhian Millar

1. Introduction

- 1.1 This report will outline the work completed with care experienced children and young people in Swansea and the Corporate Parenting Board to ensure we are fulfilling our duties as corporate parents.

2. Background

- 2.1 Councillors, as Corporate Parents, have an important role to play in ensuring that every child in the council's care receives the best care possible. We have a legal and moral duty to provide the level of support, care, and protection any good parent would give their child. Our staff should strive to provide the level of care they would like their own children to receive.
- 2.2 The role of the Corporate Parent for Looked After Children is arguably the most important role of a council. This role includes promoting the children's health, education, social and emotional needs. The term 'Corporate Parent' recognises that meeting the diverse needs of these young people requires co-operation between council service areas and other organisations, such as health, education, the police, and partner agencies.
- 2.3 Corporate Parenting responsibilities fall to everyone working across the council, not just the Corporate Parenting Board. To support a stronger approach to corporate parenting, Welsh Government aspires to expand this duty across the wider public sector. Swansea has proudly signed up to the Welsh Government Corporate Parenting Charter – A promise from Wales and holds the principles of corporate parenting outlined in this legislation with due regard. The Corporate Parenting Board take seriously the needs of those children and young people and the impact of any decisions that they (young people) and the council make. Councillors may have opportunities to do this through their Corporate Parenting Board or Cabinet roles, or as part of our Scrutiny responsibilities.
- 2.4 Article 12 of the UNCRC makes it clear that children and young people have the right to participate in decisions which affect their lives. The introduction of the Social Services and Well-being (Wales) Act 2014 promoted greater voice and control for all people in Wales, and children should be no exception to this.
- 2.5 The Corporate Parenting Board worked with a group of young people to explore the area's most important to them, and to prioritise some actions to work on. This work has helped us shape the Corporate Parenting pledges (Appendix A) that the Corporate Parenting Board have signed up to deliver. These are:
- No barriers to opportunity
 - Good education/good employment
 - Healthy relationships
 - Safe place to live
 - Mental health
 - Love, family, and friendship
 - Happiness

- 2.6 Swansea Council pledge to work with children and young people to:
- Ensure they (young people) have equal access to opportunities.
 - Provide all children and young people with access to a good education and job prospects.
 - Model to young people what healthy relationships look like and help them achieve this in their own lives.
 - Make sure all young people feel safe where they live; ensure mental health services are available to support young people as and when they need them.
 - Promote family time and lifelong connected networks for children and young people; and focus on young people's happiness as well as their safety.
- 2.7 If agreed, the pledges will be circulated among key forums in Child and Family Services (including Principal Officer Group, Senior Management Team and in our Newsletter), along with being shared as part of the wider Social Services Director's briefing for staff across the Directorate to have an awareness of it. We would look to launch the pledges formally on the Council's website and ask Corporate Parent leads from across the Authority to identify appropriate mechanisms to share in their own Services. Alongside this, we would encourage wider public sector engagement such as health and South Wales Police, to encourage partners to support the board and our young people in turning these pledges into achievable actions for delivery with the hope that the necessary sign-up and commitment from a variety of agencies will support appropriate action against these pledge areas. Lead officers and members will be expected to report on the progress and participation in these areas to future Corporate Parenting Board meetings.

3. Integrated Assessment Implications

- 3.1 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.

- 3.2 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'.
- 3.3 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.
- 3.4 The IIA screening process outlined there is no reputational risk to the council or any negative impact on any protected characteristics. The impacts are positive. (Appendix B – IIA)

4. Financial Implications

- 4.1 Whilst there are no direct financial implications arising from this report, it may lead to decisions being taken at a later date that may have costs attached. Any such costs will need to be managed within departmental resources at that time with due regard to the Council's medium term financial plan.

5. Legal Implications

- 5.1 There are no legal implications associated with this report.

Background Papers: None

Appendices:

- Appendix A Corporate Parenting Pledges
- Appendix B IIA



Corporate Parenting Pledges

The role of the Corporate Parent for Looked After Children is arguably the most important role of a Council. We have a legal and moral duty to provide the level of support, care and protection any good parent would give to their children. This includes promoting their health, education, social and emotional needs. The term 'Corporate Parent' recognises that meeting the diverse needs of these young people requires co-operation between Council service areas and other organisations, such as health, education, the police and partner agencies.

Corporate Parenting responsibilities fall to everyone across the council not just the Corporate Parenting Board. To support a stronger approach to corporate parenting, Welsh Government have aspirations to expand this duty across the wider public sector.

The Corporate Parenting Board take seriously the needs of those children and young people and the impact of any decisions that they (young people) and the council make. As Councillors we may have opportunities to do this through our Corporate Parenting Board or Cabinet roles, or as part of our Scrutiny responsibilities.

The Corporate Parenting Board worked with a group of young people to explore the area's most important to them, and to prioritise some actions to work on. It's the work that helped us shape the following pledge areas that the Corporate Parenting Board are signed up to deliver:

- No barriers to opportunity
- Good education/good job
- Healthy relationships
- Safe place to live
- Mental health
- Love, family, and friendship
- Happiness

Swansea
Corporate Parenting Board

'As corporate parents we have a collective responsibility to ensure that care experienced children, young people and care leavers can have the outcomes every good parent would want for their children.'

'WE PLEDGE TO...'



Work with children young people to ensure that they have equal access to opportunities



Provide all children and young people with access to a good education and job prospects



Model to young people what healthy relationships look like and help them achieve this in their own lives



Make sure all young people feel safe where they live



Ensure mental health services are available to support young people as and when they need them



Promote family time and life-long connected networks for children and young people



Focus on young people's happiness as well as their safety

No Barriers to Opportunity

Good Education / Good Job

Healthy Relationships

Safe Place to Live

Mental Health

Love, Family and Friendship

Happiness

"I'm in care and I want to be able to do what a kid does out of the care system"

"Every child should be able to chase their dreams"

"How can I have a good relationship if I've never seen one"

"I just want to keep being safe"

"Check in with me to see I'm ok"

"If you have a loving family and good friendships you will never feel lonely and will always have lots of support"

"No-one can be truly happy and a productive member of society if they are at risk or living in poverty"

On July 12th 2023 the pledges were agreed and endorsed by the corporate parenting board as a commitment to the care experienced children and young people in Swansea.

The pledges will be circulated amongst key forums and partners will be encouraged to support the board and our young people in turning these pledges into achievable actions for delivery. Lead officer and members will be expected to report on progress against these to future Corporate Parenting Board meetings.

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: Child and Family

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
- Other

(b) Please name and fully describe initiative here:

The Corporate Parenting Board worked with a group of young people to explore the areas most important to them, and to prioritise some actions to work on. This work has helped us shape the Corporate Parenting pledges area that the Corporate Parenting Board have signed up to deliver. These are:

- No barriers to opportunity
- Good education/good employment
- Healthy relationships
- Safe place to live
- Mental health
- Love, family, and friendship
- Happiness

Swansea Council pledge to work with children and young people to:

- Ensure they (young people) have equal access to opportunities.
- Provide all children and young people with access to a good education and job prospects.
- Model to young people what healthy relationships look like and help them achieve this in their own lives.
- Make sure all young people feel safe where they live; ensure mental health services are available to support young people as and when they need them.
- Promote family time and lifelong connected networks for children and young people; and focus on young people's happiness as well as their safety.

Integrated Impact Assessment Screening Form – Appendix B

If agreed, the pledges will be circulated among key forums and existing groups to encourage partners to support the board and our young people in turning these pledges into achievable actions for delivery, with the hope that the necessary sign-up and commitment from a variety of agencies will support appropriate action against these pledge areas. Lead officers and members will be expected to report on the progress and participation in these areas to future corporate parenting board meetings.

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 checked="" 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"/>	<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"/>	<input 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 checked="" 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 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 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

The Corporate Parenting Board worked with a group of young people to explore the area’s most important to them, and to prioritise some actions to work on. This work has helped us shape the Corporate Parenting pledges. The children and young people have engaged in several consultation events as a group and with the Corporate Parenting board to align the pledge areas to their children’s rights, and what matters to them in regard to their life in care.

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

Integrated Impact Assessment Screening Form – Appendix B

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

Council wide responsibilities already exist under corporate parenting.

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

Yes No If yes, please provide details below

There are existing pages both internally and externally on the council website that will need updating to reflect the initiative.

Q8 Does the initiative involve changes to the way you process the personal data of Council staff or service users, for example the purchase of new customer management software?

Yes No

If your answer is yes, you should also screen the initiative for any implications regarding privacy and other GDPR rights and consider whether you need to amend your entry in the Council's Information Asset Register. Please use the following link to the online screening form for a Data Protection Impact Assessment <https://staffnet.swansea.gov.uk/dpiascreeing>

For more about the Information Asset Register, please see <https://staffnet.swansea.gov.uk/informationassetregister>

Q9 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 is a positive impact initiative, that will affect children, young people, and future care leavers in Swansea. The local authority has a duty to act as a Corporate Parent for those who cannot for various reasons live with their own parents and provide a duty of care equal to what they would receive at home.

Outcome of Screening

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

Integrated Impact Assessment Screening Form – Appendix B

Summary of impacts identified and mitigation needed (Q2)

The majority of impacts identified are medium to low positive.

There is no significant change to the current service provision, as this is underpinned by statutory duties. This development reclarifies our commitment, our duties and how we will fulfil them.

Summary of involvement (Q3)

Children and young people have engaged in numerous engagement and consultation events and what matters to them has been considered via their participation in the initiative.

We will continue to inform and monitor our service development through engagement with children, young people and families to ensure that there is no unintended impact resulting from this development.

WFG considerations (Q4)

The wellbeing of future generations legislation has been considered in relation to the initiative.

Any risks identified (Q5)

No risks have been identified

Cumulative impact (Q9)

No negative cumulative impact has been identified.

The IIA screening process outlined there is no reputational risk to the council or any negative impact on any protected characteristics. The impacts are positive as such, a full screening is not considered necessary at this time.

(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: Josh Price
Job title: Participation and Childrens Right Officer
Date: 08.11.2023
Approval by Head of Service:
Name: Julie Davies
Position: Head of Child & Family Services
Date: 13 th November 2023

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

Agenda Item 9.



Report of the Cabinet Member for Community (Support)

Council - 25 January 2024

Progress Report on Swansea Councils Children and Young People's Rights Scheme 2021 – 2023

Purpose:	The report outlines progress made regarding implementation of a whole Council approach to the refreshed Children & Young People's Rights Scheme.
Policy Framework:	United Nations Convention on the Rights of the Child (1989), Social Services and Wellbeing (Wales) Act 2014, Curriculum and Assessment (Wales) Act 2021, Wellbeing of Future Generations (Wales) Act 2015, Children and Families (Wales) Measure 2010
Consultation:	Legal, Finance, Access to Services, Social Service Directorate, Partnership Groups, Public including Children & Young People.
Recommendation(s):	It is recommended that: <ol style="list-style-type: none">1) The 21/23 progress report on the implementation of a whole Council approach to the refreshed Children's Rights Scheme be approved.2) Permission be granted to amend the reporting cycle to five years in line with Welsh Government. Work will be on-going throughout this period with progress reports produced mid-term and at the end of the cycle. (Appendix 3 - IIA Screening)3) The Children's Rights Scheme 2021 be amended to reflect the revised reporting cycle. (Appendix 4, page 4)
Report Authors:	Jane Whitmore / Julie Gosney
Finance Officer:	Chris Davies
Legal Officer:	Caritas Adere
Access to Services Officer:	Rhian Millar

1. Background

- 1.1 The Children and Young People's Rights Scheme sets out the arrangements the Swansea Council will put in place to ensure compliance with its duty to have due regard to the UNCRC. It provides transparency about the processes that will be followed to comply with the duty, and outlines monitoring procedures and expected outcomes.
- 1.2 A substantial amount of work was carried out to look at the original Children's Rights Scheme adopted in 2014 and ensure a revised version complimented the 'Right Way' principled approach that is being embedded nationally. Alignment has provided consistency in terms of language and measurement (using the Children Commissioners for Wales matrix), and provides increased opportunity to access resources. Alignment to the National model provides clear guidance and tangible benchmarks for council departments to embed a whole council approach and evidence outcomes.
- 1.3 A plan on a page of the Children and Young People's Rights Scheme, was co-produced with children, young people and the Children's Rights Network in preparation for formal consultation. This incorporated National Principles for a Rights Based Approach to Children, and took account of previous extensive work with children, young people and practitioners on what a new Scheme should look like. The Children's Rights Scheme "Plan on a Page" has been recognised as best practise by the Children's Commissioner for Wales, who suggested use as a national model. (See Appendix A of the report)
- 1.4 The "Plan on a Page" provides a definition to each of the "Right Way" principles to ensure its meaning was clearly understood and provided a "We Will" section that clearly identified Council commitments, providing clear actions and opportunity to report outcomes for departments across the Council which also informs and aligns to the "Human Rights City" work.
- 1.5 This report is the fifth progress report on the due regard duty for embedding the UNCRC (United Nations Convention on the Rights of the Child) into the local authority policy framework and specifically focuses on progress made as a whole Council during 21-23 within the 5 "Right Way" principles of the Children's Rights Scheme in Swansea. (Participation, Empowerment, Embedding, Accountability, Non-discrimination) See Appendix 1.
- 1.6 Strong Children's Rights foundations have been created within schools through the previous UNICEF contract to deliver "Rights Respecting Schools. Many schools embrace the principles that underpin the work of the United Nations Conventions on the Rights of the Child (UNCRC) and as a result have shared confidence when transitioning to the new curriculum that sees children's rights embedded within day-to-day practise.

- 1.7 Welsh Government will soon be launching new Children’s Rights Training, on-line resources and “Train-the-Trainer” which will also be framed using the “Right Way” Human Rights principled approach and this will assist us locally to continue to promote Children’s Rights and further upskill and support services to embed within practise.

2 Hearing the Voice of Children & Young People in Swansea

- 2.1 Local Authorities have a duty to promote and facilitate participation by children and young people in decisions which might affect them. The legal basis for this duty is Section 12 of the Children and Families (Wales) Measure 2010. It requires local authorities to make such arrangements as they consider suitable to promote and facilitate participation by children in decisions of the authority which might affect them, and to publish and keep up to date information about its arrangements. (Much of the participation activity can be seen within pages 4-15 of the progress report) **Appendix 1**
- 2.2 As part of the Children’s Rights Scheme consultation, Children and Young People identified six County wide priorities to be addressed by Swansea Council and its partners of the Public Service Board. Feedback to Children & Young People via a “You Said, We Did” infographic has been produced and can be seen in **Appendix 2**.

Priorities are:

- Protecting the Environment and Green Spaces
 - Quiet Voices
 - Supporting Disabled Children
 - Equality for LGBTQ+ Children & Young People
 - Politics
 - Listening to Learners
 - Women and Young Women’s Safety in Public Spaces
- 2.3 Following the Covid pandemic thought was given to how and where we engaged with children and young people and so the “Big Conversation” Countywide model was temporarily put on hold and teams reverted to more regular and direct group work within schools and community settings as evidenced within the report.
- 2.4 The “Big Conversation” has recently been reviewed and remodelled to provide the overarching countywide structure to frame the local participation and engagement work with children and young people. Reintroduction of the “Big Conversation” infrastructure will involve a mix of Countywide engagement opportunities held within school and community settings. The “Big Conversation” will ensure an overarching platform to promote local, regional and national opportunities to participate and feedback to children and young people in relation to how their voice is being heard and influencing decisions.

3. Recommendations from the Children & Young People's Rights Scheme Progress Report

3.1 In order to clearly identify development needs, recommendations have been separated via the 5 "Right Way" principles that shape the Children's Rights Scheme in Swansea.

3.2 Participation:

3.2.1 The refresh and remodel of the "Big Conversation" to provide a Countywide infrastructure, to enable improved communication of opportunities for children and young people to be heard locally, regionally and nationally and provide a platform for regular feedback and updates to take place.

3.2.2 Develop on-line opportunities to engage with children and young people in this ever-increasing digital age via increased use of social media & seeking opportunities to develop a "Have your Say/Participation" page on Hwb to enable the reach of young people via school-based platforms.

3.2.3 Further develop opportunities to involve children and young people in the recruitment of officer with responsibilities that impact the lives of children and young people.

3.3 Empowerment:

3.3.1 Engage with Welsh Government regarding the soon to be launched Children's Rights Training and on-line resources to continue to promote Children's Rights and support services to embed within practise.

3.3.2 Continue to seek opportunities to increase accessibility of decision makers to children and young people.

3.3.3 Explore opportunities for greater use of simple language/accessible reporting to ensure children and young people can engage in opportunities to shape local services.

3.4 Embedding:

3.4.1 Continue to raise awareness and increase knowledge of children's rights (UNCRC) within Council Teams by developing an on-line training module and linking with the wider "Human Rights City" work.

3.4.2 Re-establish the "Children's Rights Network" as a "Children's Rights Information Network" with use of Mail Chimp to allow for monthly news updates and signpost to local, regional & national opportunities for practitioners.

3.5 Accountability:

3.5.1 Improve opportunities for children and young people to get in touch with the Council to share thoughts and ideas or to share if they feel their rights are not being met.

3.5.2 Follow the Welsh Government model of reviewing the Children's Rights Scheme which is based on a 5-year cycle with progress reporting mid-term and at the end of the five-year cycle. Work with Children & Young People with continue throughout this period. Please see attached IIA Screening- **Appendix 3** along with **Appendix 4** - Original Children's Rights Scheme 2021, which will need to be updated upon approval.

3.6 **Non-Discrimination:**

3.6.1 Ensure Children's Rights is embedded throughout the refreshed "Strategic Equality Plan" in Swansea.

4. **Next Steps**

4.1 Following Council approval, the promotion and publication of Swansea's Children and Young People's Rights Scheme Progress Report will be driven forward.

4.2 An "Easy Read" version of the report will be produced in order to ensure accessibility of information.

4.3 The "You Said, We Did" document will be printed and circulated to all schools and shared at the first refreshed "Big Conversation in January 2024.

4.4 A revised set of County-wide priorities for Children & Young People will be established at the first refreshed Big Conversations in January 2024.

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 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 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 An IIA screening has been undertaken and concluded that a full IIA is not required (Appendix 3). The progress report 21/23 is the reporting of a wealth of activity across the whole Council as a result of the new Children's Rights Scheme framework and its clear commitment to embedding across all Council Directorates. The report focusses on the activity related to the five principles of the "Right Way" approach which are Participation, Empowerment, Embedding, Accountability & Non-discrimination. The impacts of the work are positive and demonstrates the embedding Children's rights.
- 5.5 The Children & Young People's Rights Scheme highlights the intrinsic links between the protected characteristics outlined in the Equality Act and the rights of children and young people.

When thinking about children's rights, there are equality implications with regard to age, and sometimes in relation to the other protected characteristics.

The due regard duty placed upon the Local Authority seeks to ensure that when decisions are made that affect children and young people, children's rights must be considered and acted upon if it is deemed that decisions being made have adverse effects on children and their equality rights. The inclusion of the UNCRC within the IIA process is intrinsic in supporting this.

- 5.6 The UNCRC embraces children's right to be able to express themselves, and receive information in a language of their choice, including Welsh. The report outlines opportunities for participation where children and young people have been able to engage through the medium of Welsh.

The Children's Rights Scheme is published and promoted to children, young people, their families and other relevant stakeholders. Copies are available in English and Welsh, as well as other languages if required.

6. Legal Implications

- 6.1 There are no legal implications.

7. Financial Implications

- 7.1 Whilst there are no immediate financial implications arising from this report, it should be assumed that any resultant future spending needs will need be contained within existing budget provision and have full and due regard

to the budget principles set out in the medium-term financial plan and the likely levels of future budgets.

Background Papers: None

Appendices:

Appendix 1: Children & Young People's Rights Scheme Progress Report 21-23

Appendix 2: "You Said, We Did" - Feedback to Children & Young People on their Countywide priorities.

Appendix 3: IIA Screening Report

Appendix 4: Children and Young People's Rights Scheme 2021



Swansea Councils Children and Young People Rights Scheme Progress Report



*This report offers an update of the progress the Council has made of embedding children & young people's rights-based work and engagement in Swansea over the past 2 years.
(September 2021- 2023)*



If you have any questions regarding the content of this report, please contact UNCRC@swansea.gov.uk

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Background

The United Nations Convention on the Rights of the Child (UNCRC) sets out the rights all children aged 0-18 years have to make sure they are healthy, happy and safe. In September 2013, Swansea Council agreed that children's rights should be embedded within the Council policy framework, and that a duty be placed on the Council's Cabinet to have 'due regard' to the UNCRC when making decisions. This means that when Swansea Council develop new policies or strategies, review or change existing policies and strategies, or develop or change Council services, thought must be given to how those decisions affect the rights of children in Swansea.

Remodel of Children & Young People's Rights work

The original Scheme was published in 2014, with a second version published in 2021, which was updated following public consultation and ensures the revised scheme compliments the 'Right Way' '[The Right Way](#)' principled approach that is being embedded nationally and led by the Children's Commissioner for Wales.

The "Right Way" approach is framed around five Human Rights principles and includes Participation; Empowerment; Embedding; Accountability; and Non-Discrimination. Alignment to the National process means opportunity to provide clear guidance, and tangible benchmarks for council departments to embed a whole council approach and evidence outcomes. It was agreed that Swansea Council would use the 5 principles to report progress made in relation to upholding the Children's Rights commitment.

A copy of the 'plan on a page' which outlines what the Council will do to ensure that Children's Rights are at the heart of decision making is included in **Appendix A**. (Recognised as good practice in terms of its accessibility and usability by the Children's Commissioner for Wales)

County wide priorities for Children & Young People

As part of the Children's Rights Scheme, Children and Young People identified six County wide priorities to be addressed by Swansea Council and its partners of the Public Service Board. Progress relating to many of the priorities is captured throughout the report through the five principles and progress is shared with children and young people at Universal Children's Day in November each year. Priorities are:

- ✓ Protecting the Environment and Green Spaces
- ✓ Quiet Voices
- ✓ Supporting Disabled Children
- ✓ Equality for LGBTQ+ Children & Young People
- ✓ Politics
- ✓ Listening to Learners

Progress via the “Right Way” five principled approach

Section 1: Participation

Participation means making sure good quality arrangements are in place to ensure children and young people (CYP) are listened to, and that their opinion is heard in decisions that are being made that affect them. Ensuring that mechanisms for participation are in line with the National Participation Standards.

Swansea Council has committed to:

- ✓ Involve children directly in the design, monitoring and evaluation of services they receive.
- ✓ Learn how other organisations are doing this and develop plans that meet the needs of children and young people in Swansea.
- ✓ Develop clear targets to listen to children and young people from marginalised groups.
- ✓ Involve children in the recruitment of staff who have responsibilities that impact on children.

In Swansea, meaningful and inclusive opportunities for children and young people to be heard in decisions that affect them is a priority. Since 2014, the county mechanism to ensure this has been called the Big Conversation and over the years has offered thousands of children and young people aged 5–25 year opportunities to engage in accessible and meaningful sessions to shape services and have a voice on issues that impact their lives.

The pandemic meant that thought had to be given to how and where we engaged with children and young people and so the “Big Conversation” model was temporarily put on hold during this reporting period. Teams reverted to more regular and direct group work within schools and community settings as evidenced within this report.

The “Big Conversation” has recently been reviewed and remodelled to provide an overarching structure with a mix of opportunities to facilitate participation and feedback to children and young people in relation to how their voice is being heard and influencing decisions. (Due to be launched at the end of November 23).

Future pages display examples from each Directorate across the Council of the work they have undertaken to uphold the first principle of **participation**.

Section 1: Participation

Social Services Directorate

Universal Children's Day:

Swansea's Commitment to Children's Rights is celebrated annually with an event for all Swansea schools on Universal Children's Day. The celebration in November 2022 focussed on the importance of hearing the voices of children and young people and providing a "You said, we did" section to feed back to children and young people about what Swansea had been doing in relation to the priorities they had set.

In total 152 children and young people attended from primary and secondary schools, along with 23 organisations who provided interactive stalls that the children and young people could look around, receive information, and take part in various activities.



Votes @ 16 and Democracy Grant Partnership with Swansea MAD:

Throughout 2022 Swansea Democratic Services and the Partnership & Involvement Team worked together to ensure young people aged 14+ years were aware that laws had changed in Wales enabling young people aged 16+ years to vote in Welsh elections. Swansea MAD were procured to run sessions to ensure young people had the tools to enable them to a) register to vote and b) understand how to access information about politics and how to participate in the voting process.

The program saw 19 Young Ambassadors recruited from 10 Secondary Schools as "Votes at 16 Ambassadors" and a film produced by young people to show the voting process. The role of the ambassadors was to promote and encourage their peers to register to vote for the forthcoming elections. Ambassadors were supported in schools and youth settings to promote votes at 16 and registration to vote.

A Swansea "Votes @ 16" film was produced bilingually by 30 pupils from Ysgol Gyfun Gwyr and Ysgol Bryn Tawe who participated in several workshops supported by Swansea MAD, to generate film ideas, storyboard, write scripts, act, direct and edit a short film to promote Votes at 16. The video can be found at: <https://www.swanseamad.com/vote/>



In June 2023 Swansea Council partnered with Swansea MAD to access a "Democracy Grant" from Welsh Government Democratic Engagement Fund, which will support school and community sessions continuing the work of how to register and how to vote but also exploring the need for new Voter ID. Sessions will be done through creative means such as DJing, Virtual Reality and Stop Motion for example.

Junior Safeguarding Board (JSB) – A regional partnership

Established in January 2019, the Junior Safeguarding Board (JSB) comprises of representatives from secondary schools and community groups from across Neath Port Talbot and Swansea, including schools for children and young people with additional and complex needs.

The purpose of the JSB is to provide a platform for children and young people to have the opportunity to participate and have their voices heard regarding safety at school, at home, online and in their communities.

In 2021, young people highlighted ‘Equality & Discrimination’ as an issue and decided to focus on raising awareness and championing LGBTQIA+ rights. The JSB which consisted of 26 young people made the decision to develop a resource that could be shared with schools, community groups and key stakeholders and with the support of staff, the ‘Equali-Tea’ resource was produced. The resource pack included a quiz; conversation starter teapots and scribble pads. In 2022 the resource pack was hand delivered to all secondary schools across NPT and Swansea and workshops were delivered to school pupils, community groups and those who work with young people.

During January and February 2022, 7 young people delivered online training sessions to 29 decision makers from across Swansea and Neath Port Talbot, and during Safeguarding week in November 22 a further 3 training sessions were delivered to 50 participants who worked with CYP.

Throughout events and sessions in 2022 young people shared that they want the Local Authority, Children’s Commissioner and the Police to prioritise “Young Women’s Safety” and more broadly “Safe Spaces” in their work.

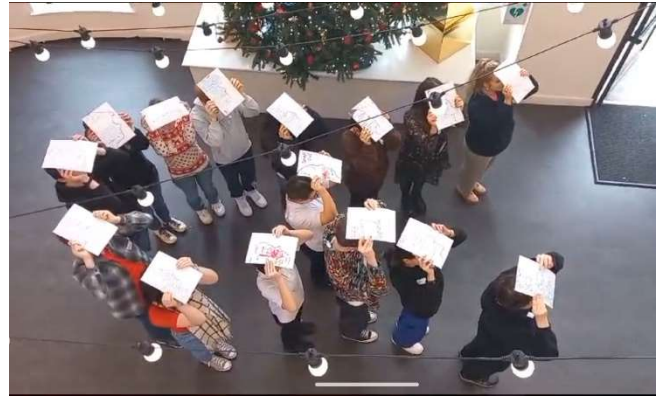


Setting the JSB Priority for 2023: 17 Young people from the Junior Safeguarding Board came together to choose the theme for 2023. They met in Climbing hangar where they took part in a climbing session alongside creative brain storming. The theme set by the young people for the JSB for 2023 is Sexual Harassment. Young people have since been working on projects across Swansea that look at reducing gender-based violence, sexual harassment in schools, and safe spaces.

White Ribbon Day:

Every year on White Ribbon Day (November 20th) young people are invited to various events to raise awareness. November '21 focused on “All men can” 15 young boys came together to discuss what they could do to reduce gender-based violence.

White Ribbon Day 2022 saw 14 young people from Swansea come together to make a plan and a pledge on what we can do. After a number of workshops young people created a TikTok video displaying silhouette images of themselves with messages around young women's safety.



Throughout 2022 and 2023 a joint project with the Partnership and Engagement Team (Community Safety) saw the co-design and facilitation of a series of workshops with young people across Swansea, aimed to address and explore concerns that young people had raised in relation to Hate Crime, Discrimination and the Safety of Women and Girls.



Sessions involved key note speakers, creative outputs, opportunities for discussion, critical thinking and problem solving around these topics, all of which helped to promote and uphold children and young people's right to education, receive information that they can access in an understandable way, be involved in decisions that affect them, as well as their right to grow up in a safe and healthy environment in which they can thrive.

Feedback during "White Ribbon Day" sessions and at workshops on "Celebrating Similarities and Understanding Differences" (Countering Right Wing Extremism and Hate Crime) where 27 young people from across Swansea attended, was that the issue of Violence Against Women, Sexual Violence and Domestic Abuse is increasing in prevalence among younger communities and that young people wanted opportunities to discuss the issues in a safely facilitated, controlled environment with a view to creating lasting change for themselves and others.

Plan UK – May 23

A funded opportunity which directed the work towards younger teenage boys aged 13-14 to highlight and explore some of the avenues of masculinity (positive and toxic) that young people are exposed to. The 10 young men who participated in the project have requested to showcase their learning and display the work at an exhibition for an invited audience to continue the promotion of everyone's human right to be kept safe. This exhibition will take place in November '23 for White Ribbon Day.



Corporate Parenting

Corporate parenting pledges - Children and young people who are open to child and family "Permanence Teams" have engaged with the Corporate Parenting Board (CPB) to understand the role the CPB have in the lives of care experienced young people. Young people worked with the "Participation & Children's Rights Worker" to establish a set of 7 pledges they would like the board to make, to help them live their best life. The pledges are based on children's rights and were signed off by CPB in July 23 and will be used to measure against in future decisions made by the CPB.

The 6 areas

Area
Happiness - Articles UNCRC Article 12 – You have the right to be listened to and taken seriously Article 15 – You have the right to meet with friends and join groups Article 6 – You have the right to grow up and reach your full potential
Good mental health - Articles of UNCRC Article 24 – You have the right to clean water, healthy food, a clean environment and good health care Article 8 – You have the right to an identity
Love, family and friendship – Articles of UNCRC Article 15 - Article 15 – You have the right to meet with friends and join groups Article 18 – You have the right to be brought up by both parents if possible Article 20 – You have the right to be looked after properly if you can't live with your own family Article 21 – If you <u>cant</u> live with your <u>parents</u> you have the right to live in the best place for you
A safe place to live – Articles of UNCRC Article 19 -You have <u>rhte</u> right to be protected from being hurt or badly treated Article 21 – If you can't live with your <u>parents</u> you have the right to live in the best place for you
Good education/good job – Articles of UNCRC Article 28 – You have the right to an education
Having enough money and games and access to technology "no barriers to opportunity" – Articles UNCRC Article 6 – You have the right to grow up and reach your full potential

Children and young people engaged in a series of 3 podcasts to discuss the ways in which the pledge areas will influence their lives and associated rights. Young people will soon present the podcasts for the CPB to discuss and hold a “You said, We did”.

Lost Voices Project

The Lost Voices project has been creatively empowering the lost voices of young people who have not traditionally been heard. Young people with experience of the care system, young people experiencing homelessness or at risk of homelessness, young people experiencing mental health and young people struggling to find their path. This creative opportunity has been supporting young people to find their voice, develop, shape and create their own large-scale artwork.

Young people connected to Llamau and Swansea Children’s Services have worked alongside artists to explore in depth their own lives, experiences, thoughts and feelings. This final artistic experience will amplify the participants voices and ensure they are heard. The young people hope this experience will change the way you see and support young people in your work and wider lives.

The interactive project took place over 2 sessions in June 2023 and decision makers attended to listen to the real-life experiences of the young people who took part.

Swansea Accommodation Pathway (SAP)

Young people/young adults views have been explored via a what matter’s conversation (WMC) into the way that young people are referred and assessed for supported accommodation in Swansea. Findings of the WMC have been delivered to the Strategic SAP panel with the aim of young people working co productively with officers to develop new referral and assessment forms.

Child & Family Services Interview Panels

Young people across child and family services have participated in young person interview panels for leadership and management jobs. Young people have been provided with in house training based on interview techniques. Young people's decisions are weighted and final decisions largely based on what the young people want from workers within the teams.

When I’m Ready Scheme

What Matters Conversations - Children, young people and providers are involved in the “When I’m Ready Scheme” to ascertain what matters to them regarding life after leaving care whilst in a WIR placement.

Special Guardianship Order

What Matters Conversations - Children, young people and Special Guardianship carers are involved throughout the process to ascertain what matters to them regarding experiences of kinship care.

Early Help Hubs

All Early help assessment processes and planning of work specifically captures the ‘what matters’ and voice of the child throughout its intervention. Children and young people are fully integrated. Once Gillick competent, young people are encouraged to make their own decisions on support that involves them.

Evolve Youth Service

The Evolve Youth Service undertook a large consultation with YP in 2022 which helped design and shape our “Youth Work offer. Each Evolve Youth Club has a youth committee that oversees and has decision making responsibilities on our youth work offer inclusive of summer of fun, winter of wellbeing and other activities as well as educative programmes of work throughout the year.

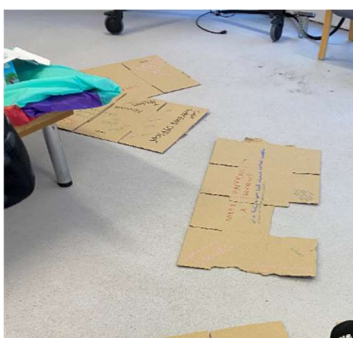
Evolve Youth Service have recently completed a consultation, with young people on what they would like to see, from the creation of “Teen Spaces” across Swansea parks, where young people can go and hang out with their friends with equipment for them to enjoy.

Service Quality Unit



For care experienced children within the service quality unit, there are regular participation events with the participation officer to listen to young people and use this information to help achieve better outcomes.

Staff encourage children and young people to attend meetings if they want to, so that they are central to decision making. This includes meetings to discuss their looked after care plans or attend child protection conferences and children's voices are captured in the written paperwork produced.



Appreciative enquiries with care experienced children are completed to listen to and learn from their experiences of having an independent reviewing officer.

Children and young people over 5yrs old are supported if they would benefit from an advocacy or an independent visitor and promote this in our practice.

Young people have also been part of interview processes to recruit new staff and have been supported to build different skills like asking questions and building self-esteem. One young person shared, “I have never interviewed or offered someone a job before, it has made my day”.

Play Sufficiency

As part of the Play Sufficiency Assessment 22 (PSA) engagement sessions facilitated across several schools (Glais/Clwyd/Hafod/Sketty) to measure and consult on various issues around play and access to play opportunities.

Childcare Sufficiency

As part of the Childcare Sufficiency Assessment 22 (CSA) - Engagement sessions were undertaken at schools, day nursery and Flying Start settings to gain an understanding of what children enjoy about the childcare they attend. These comments and observations were feed into the CSA.

Play Area Improvement Programme

Swansea Council has pioneered a programme of inclusive play facility improvements that will benefit children and young people for many years to come. A policy commitment was made to recognise the importance of offering free and safe spaces for all children and young people It comes on top of further investment to a new generation of skateboard and BMX facilities for Swansea too.

Since the end of the pandemic almost 50 new play areas have been installed or upgraded in neighbourhoods across the city. Funding has been secured by Swansea Council with support from ward members and, where available, funding from community groups and other organisations, s106 agreements with developers and Welsh Government play sufficiency grants. [A new generation of play areas for our children - Swansea](#)

Engagement sessions help inform us and reflect the play needs in the community and have been held both onsite and within schools and have included Brynmill, CwmLevel, Hafod School, TirCoed, Dunvant, Gypsy/Traveller Community and Pontlliw.

Engagement sessions with young people in Brynhyfryd areas were carried out with teenagers to gain views on what would make a good space for older children.

A consultation session was held at Clwyd School 'Play Through a Child's Eye'. This was to help understand how children view play.



Supporting the work of the Friends of Morryston Part a consultation took place with Morryston Comprehensive school. This gave year 8 and 9 pupils the opportunity to share the type of space they feel is needed within the park.

Good Vibes LGBTQIA+ consultation sessions have been carried out to explore the play experiences and/or barriers to play that the LBBTQIA+ young people may have experienced. 10 young people took part in these in-depth consultations.

National Play Day

An annual event which celebrates children's right to play and allows partners a platform for engagement and consultation. The event in 2023 was held at the Waterfront Museum with the theme "Play on a Shoestring". Activities included circus skills, arts and crafts, sports, lots of different types of games, a toddler zone and Welsh language led songs and rhymes.

There were over 2500 attendances by children, young people and families who all benefitted from the launch of Swansea's tackling summer hunger scheme where over 1000 packed lunches were provided to children in attendance.



Early Years

Planning in the moment - Planning in the Moment training, emphasises the critical role of the adult in promoting child-led learning, giving early years practitioners the confidence and insight to work and plan in the moment. Planning in the Moment with young children maintains a strong link to practice and examples of how practitioners can integrate spontaneous planning and rich adult-child interactions into their everyday practice. This training session is for practitioners who work with children aged between 2 and 4 years of age and has been delivered to over 250 Swansea practitioners.

Education Directorate

Hearing the voices of children and young people is detailed as a step to meet the Education & Skills well-being objective in the Corporate Plan 2022/23, which highlights 'Pupil Voice and stated the need to "Continue to involve children and young people in their education and community through Schools Councils and engagement events". The importance is detailed under '*Involving People – by involving learners in their education through a range of engagement mechanisms to demonstrate we value these key stakeholders*'. Specific strategies also detail this, e.g., the Inclusion Strategy will promote learner participation in decision-making. Please see a recent report to the Education Scrutiny Performance Panel here: [Education Scrutiny Performance Panel Apr 23 - Hearing the voices of CYP](#)

Post-16 Learner Voice

During March 2023 – June 2023 the Education Directorate, with support from University Wales Trinity St. David's (UWTSD), took part in learner voice engagement with post-16 learners, and those in years 10 and 11, as part of its Post-16 Strategy for Curriculum Collaboration. A wide range of learners across Swansea were consulted through an extensive questionnaire survey for post-16 learners, and smaller focus groups for years 10,11 and 12. We wanted to understand their experiences of the provision on offer at post-16, to make sure it meets the needs of all learners.

317 questionnaire responses were obtained, which is approximately 20% of the sixth form cohort in Swansea. The survey was complemented by focus groups of 10 to 15 learners in years 10, 11 and 12 from both 11-16 schools and 11-18 schools.

Education Inclusion

A temporary and seconded post has been created to provide creative solutions for vulnerable learners at risk of non-engagement with education. Learner voice is pivotal in providing bespoke educational experiences. The post is pivotal to providing early identification and prevention of non-engagement in education. This role is unique as it brings together a host of agencies to ensure engagement and lifelong learning.

Secondary School Network Group

Led by Bishopston Comprehensive School for pupil voice. The Network meets twice a year with representatives from every secondary school. This network aims to share best practice, pass on key information and discuss pupil voice.

Personal Education Plans & Person Centred Meetings

Involving Children who are Looked after within their Personal Education Plan - The Personal Education Plan (PEP) is a record of the child's education and training. It documents the agreed actions to help them to fulfil their educational potential, it is an integral part of the care and support plan. The PEP is a key mechanism through which pupil voice around education can be captured and monitored. Cross-directorate working is robust and is embedded through PEP quality assurance processes which are undertaken every school term.

Children and young people were consulted on the redesign of the PEP and requested a version of their own to keep. The 'my PEP' was developed as a result and is now an embedded process.

Looked after children who were previously identified as having "Special Educational Need" (SEN) or who are currently identified as having an "Additional Learning Need" (ALN) have their views, wishes and feelings gathered during the person-centred meeting/review process and this enables schools and the LA to identify the best way of supporting their progress.

Hearing the Voice of Learners within Safeguarding in Education

The Local Authority safeguarding audit includes a section on learner voice. Officers meet with children both in planned sessions and in a more ad-hoc way as they complete the audit, which provides assurance that learners feel safe and have the opportunity express their views clearly.

Pupil Referral Unit

Maes Derw PRU has a very active school council where learners are involved in decision making. Most recently learners at Maes Derw have been invited to share their views on the education provision they receive to inform potential plans to review the offer available.

Accessibility Strategy

The Education Directorate is currently redeveloping its statutory Accessibility Strategy which sets out plans and priorities to improve access to schools for disabled learners. As part of the initial scoping exercise the views of disabled learners have been gathered via a questionnaire which was circulated to Additional Learning Needs Co-ordinators in schools. These views, together with those of parent carers and schools have been used to inform the draft strategy.

School Organisation Proposals

The Education Directorate is currently consulting on the future of Special Schools in Swansea. Ensuring the views of learners are captured and carefully considered is an absolute priority within the consultation process. A bespoke, easy to read pupil consultation paper has been created, and an online pupil survey has been made available. Pupils have been encouraged to feed back in any form that they feel comfortable with. We are working closely with the schools to ensure that all pupils have the proposal explained to them in a way they can understand by their class teacher, with whom they are familiar and are able to communicate with fully. For pupils with the most significant special needs, the schools have well embedded communication strategies, and use their own bespoke communication tools so that even learners who are non-verbal can communicate their feelings around the proposal.

Place Directorate

Community Sport Team

The Community Sport Team co-ordinate the Young Ambassador scheme across the city. Pupils voice in primary and secondary schools is used to steer the sports and activities children wish to participate in.



Engagement days at schools, and opportunities at festivals and events are used to consult with young people regarding their views on sport and activity. This practice continues into the school holidays, where we ask the children that attend holiday camps to have an input into activities that are provided at future sessions.

Dylan Thomas Centre (DTC)

Children & young people attending workshops at the Dylan Thomas Centre have opportunities to provide feedback on sessions and inform future plans. Work with partner organisations such as Unity in Diversity, National Autistic Society, Kids in Museums and Platform increases opportunities for discussion and shaping of future programmes.

Highways - Road safety



The Road Safety Team has delivered Kerbcraft (Child Pedestrian Training) in Swansea since 2001, approx. 1,500 Year 2 pupils across the county receive training each academic year. Over a 10 week course, with assistance from school staff and volunteers, pupils participate in short weekly sessions covering three set modules; finding a safer place to cross, crossing between parked cars and crossing at junctions at locations near to their school.

Road Safety Awareness Sessions - Year 6 pupils attended Crucial Crew during June 2023 - a multi-agency event held at the Waterfront Museum. Hundreds of pupils benefited from a road safety session delivered by the team entitled “expect the unexpected”. Pupils answered questions on how they intended to travel to their new secondary school in September and voiced their experiences of crossing roads within small groups.

Libraries

In November 2022 a children’s survey was conducted in all libraries to find out the views of children who attend libraries in Swansea. Children were asked to select aspects of the library service that they thought were good, to rate the service out of 10 and tell us about their library. The survey results were used to report to Welsh Government but also to identify development needs for the service. The Summer Reading challenge, DofE and Welsh Bac volunteering opportunities benefit young people as these enable young people to have more insight into the library service and see how it functions and contribute to feedback for improved provision.

Glynn Vivian Art Gallery

All workshops and events for families are shaped around the feedback received from participants. Sessions are free and the Glynn Vivian provides pre-paid bus tickets for people on low incomes and those seeking Asylum and Refugees.

The Schools Programmes offer visits and workshops linking to the new national curriculum, allowing groups of school children to explore and respond to an exhibition or a specific piece of work and linking it to their own experiences. We seek feedback on these sessions both during the session and after and use this to shape future sessions.

Swansea Museum

During 2023 a consultation was held with the public including children regarding content of a new permanent gallery to replace one of the two temporary exhibition spaces. Educational activities were also piloted with schools and feedback obtained will help shape future sessions. Annually a customer survey is carried out with a prize draw for children taking part.

Housing Service

There are some specific actions contained within the new Engagement and Participation Strategy relating to encouraging participation of underrepresented groups such as young people. One of the objectives contained within the strategy, which is yet to be formally launched, is to *'obtain and consider young people's views on current housing issues to help influence service improvements and to support young people.'* The housing service aims to hold housing sessions at future "Big Conversation" events and consider other ways in which young people can be consulted on housing related issues.

Nature Conservation Team



Over the past three years the Council's Nature Conservation team have initiated, undertaken and supported a number of activities that help to engage children and young people in learning about, appreciating and helping to care for their natural environment and this has included:

Supporting biodiversity, green infrastructure improvements and food growing initiatives within school grounds, along with support for Eco Schools, KWT, Woodland Trust, Trees for Cities and other school environmental programmes.

The Nature Conservation Team have provided opportunities for school children to visit explore, learn about and take part in practical conservation and biodiversity enhancement work within a local wildlife site or Nature Reserve.

Nature Conservation staff led field studies visits to Bishops Wood Local Nature Reserve and Caswell beach and have providing a programme of family and public awareness raising events such as Sea Shore Safaris, Fungi Forays, bat walks, butterfly surveys etc..... Through supporting initiatives such as Forest School SNPT and Swansea Community Farm that provide opportunities for children and young people to experience and enjoy outdoor activities in the natural environment.



The Nature Conservation Team also provide volunteering opportunities for young people such as wildflower planting and tree planting along with training opportunities eg biological recording, how to enhance local green spaces, building bat boxes and bug hotels

Section 2: Empowerment

Empowerment means promoting rights to children and young people so that they feel able to exercise them. Swansea Council committed to:

- ✓ Give children and young people the training or information they need to do this properly.
- ✓ Give children the information they need to influence decisions that affect them (e.g., simple language reports).
- ✓ Give children the opportunities they need to influence decisions that affect them (e.g. giving young people the chance to ask questions directly to a key decision-maker) ·
- ✓ Establish relationships with groups of young people to allow them to consistently scrutinise work. E.g., youth groups/forums

Below are examples from each Directorate across the Council of the work they have undertaken to uphold the second principle of **empowerment**.

Social Services Directorate

Children's Rights and Participation Sessions

"Children's Rights and Participation" workshops have been run across primary & secondary schools allowing children & young people (CYP) to expand their knowledge of Children's Rights and take part in discussions about what rights mean to them, how rights are embedded through school, home and community life, how we ensure CYP have a voice on issues that impact their lives and what can be done if they feel their rights are not being upheld.



Over the reporting period between February & July, 2354 Children took part in Children's Rights workshops delivered in Swansea Schools.



Schools from across Swansea have been visiting the Council Chambers along with meeting some local Councillors. In July '22 34 children met with Cllr Gibbard and Cllr Gwilliam where they asked lots of questions about the council. In June '23 24 children visited with Cllr Gwilliam and took part in their own debates which included topics such as School Uniform and Single use plastic.

These opportunities provide children and young people opportunities to learn about their rights, democracy and see where and how decisions are made in Swansea Council.

Human Rights

In 2021 Swansea's Public Service Board (PSB) declared their intention to become a Human Rights City. Early engagement took place to gather a baseline knowledge of Human Rights awareness of the residents and visitors of Swansea and to establish the Human Rights City priorities. In December 2021 an invitation was sent via schools and the Children's Rights Network offering an opportunity for children and young people to meet with Cllr. Gibbard and members of the Partnership and Involvement Team to discuss what a "Human Rights City" would mean to them. 133 children and young people from 2 secondary schools and 7 primary schools took part and shared their views.



In June 2023, once the Human Rights City priorities were established and Human Rights City status had been declared, an action plan engagement event took place to consider the potential actions under each Human Rights City priority. People with lived experiences, community members and leaders, business and 3rd sector leaders were invited to the event, along with 20 young people from secondary schools at this in-person event. The results from the engagement event fed directly into the Human Rights City Action plans which are due to be published on the 10th of December 2023.



Early Help

Embedding Children's Rights Within Early Help - All interventions with young people in Early Help build on developing resilience with YP, giving them the tools/strategies or knowledge to feel confident in knowing and exercising their rights.

Evolve Youth Services

Evolve have run a 12-month calendar on various themes aimed at empowering young people, these subject matters have included sexuality, identity and issues around LGBTQ+, wellbeing and mental health, sign language, Black History, sustainable living and recycling.

Contextual, Missing, Exploited & Trafficked (CMET)

The Contextual, Missing, Exploited & Trafficked (CMET) Youth Panel - Have been working on a language guide which considers victim blaming language and the impact this has. The CMET youth panel have shared this with local councillors and the Children's Commissioner for Wales, they have created a video to share their views with their presentations planned to be shared on the commissioner's website.

CMET Language guidance for professionals - The young people from the CMET (Contextual Missing Exploited Trafficked) youth panel in Swansea have been working extremely hard over the last few months in developing a “changing the narrative” guidance for professionals that focusses on the language we use to discuss young people in our everyday work. The young people have delivered a short presentation at a local level to our elected members in Swansea and feedback was well received.

The video can be found here: [Youth Panel Language Hearing 2.mp4 \(sharepoint.com\)](#)

CMET Youth Panel: The CMET Youth Panel meet monthly and discuss issues that affect young people who have and are at risk of extra familial harm, the purpose of the panel is for young people to have a voice in the services and support that Swansea young people receive. The youth Panel will support with the co-design of aspects of projects. They help us to understand the worries in Swansea from their perspective and support us in understanding what they feel will work and not work regarding intervention.

Celebrating Similarities and Understanding Differences



29 Young people from Swansea joined together in March 2023 to undertake discussions and activities that aimed to celebrate the group's similarities, respectfully discuss differences and promote shared values.

Workshop sessions were arranged based on requests from young people to discuss topics within a safe facilitated environment.

School staff also requested opportunities for young people to be able to respectfully express differing views and raise their awareness of the risks of radicalisation. Young People were happy with the opportunity to discuss hard topics such as right-wing extremism, discrimination, and gender stereotyping in a safe environment.

Anti-social Behaviour Scrutiny Inquiry

CMET along with Evolve Youth Service supported young people in having an input into a public scrutiny inquiry into anti-social behaviour. The feedback from the scrutiny panel will be given back to the young people and is an example of young people being supported to have their voices heard on issues impacting their lives in the necessary formal structures within local authority and supports their understanding in relation to how their voices are impacting decision making processes.

Education Directorate

Many schools embrace the principles that underpin the work of the United Nations Conventions on the Rights of the Child (UNCRC). As a result, most pupils know their rights. School leaders use this knowledge to plan worthwhile activities that aim to further support the rights of children. For example, some school-based pupil voice groups support staff to plan work centred around the celebration of the Right's Articles in right of the month. Class charters are used to further promote and develop this work. Rights respecting mascots are used well for younger pupils to help them make sense of their rights and responsibilities.

Additional Learning Needs and Inclusion Team (ALNIT)

The Additional Learning Needs and Inclusion Team (ALNIT) has a team of caseworkers who play an important role in promoting children's rights and ensuring communications between schools, the local authority and families are open and solution focussed. Person centred approaches are central to the work of the Additional Learning Needs and Inclusion Team with all decisions being centred around children's needs. Children's views and voices are central to decision making.

UNCRC Training

UNCRC Training to Schools is targeted and provided to teachers around the rights of children and young people, and several quality checks are in place which provide assure that schools are promoting the UNCRC and Children's Rights effectively.

Awareness of Children's Rights

Direct support is provided to children and their families if a child is excluded, and their right to appeal is advised upon. Safeguarding and child protection training supports the rights of the child, and the Local Authority safeguarding audit provides reassurance that schools are committed to the promotion of these rights. Advice and support to children and families is provided by the Education Welfare Service to ensure children are aware of their rights at all stages.

Advocacy within Educational Settings

Advocacy information has been provided to schools via the education newsletter. Schools in turn display this information so that children who are looked after are aware of their right to advocacy and can exercise that with the support of their staff. The PEP is also quality assured to provide oversight that the rights of the child is being promoted by the school.

Place Directorate

Sport and Health

“Us Girls” holidays camps have empowered girls aged 8-14 to try new sporting activities alongside consultation sessions to find out which activities they enjoy. These have taken place every half term, Easter and Summer holiday periods. Thus, upholding Article 31” Right to rest and leisure, to engage in play and recreational activities etc.

Road safety

The Road Safety Team coordinates Level 1 and Level 2 National Standard cycle training in Primary schools. Targeting Year 6 pupils, the set syllabus encourages independent decision making whilst cycling on and off the highway. Qualified cycle instructors pass on their cycling knowledge and experiences to over 600 pupils each year.



During PSE sessions in secondary schools, pupils have been given a range of information to influence their decision making and behaviour when travelling on foot or by car. Sessions are delivered to pupils in Year 7, 9 12 and 13.

Road Safety out in the community with pupils from Pentrehafod Comprehensive School

Libraries

Swansea libraries support Empathy Labs - This involves work with schools to deliver information skills and opportunities for young people to talk and express themselves. Empathy Lab workshops assist young people to try to listen and understand where people’s feelings and views are coming from. This is achieved through a reading programme and activities and profiling empathy related reading titles.

Glynn Vivian Art Gallery

Young Art Force silvers group (12-16) plan deliver and assess sessions as part of their arts award's projects, with support and mentoring from GVAG staff, the group have gone on to take up higher education and developed leadership skills while undergoing their arts award.

Swansea Museum

A new session on the history of children’s rights was piloted on International Children’s Rights Day. A full pilot of the session will take place autumn 2023.

In the past year the museum has secured a Kids in Museums audit grant. This resulted in changes to make museum more accessible and enable further opportunities to receive feedback from children and young people.

Section 3: Embedding

Embedding means having systems in place to write down and evidence how we give thought to the impact of decisions on children's rights. Making sure workers understand the UNCRC and how their work impacts on children's rights.

The Council has committed to:

- ✓ Make sure that leaders and staff have a good knowledge of children's rights (UNCRC) and help them understand how it can benefit our organisation's work.
- ✓ Use our resources to deliver training on children's rights, set up a network of champions with responsibility to promote children's rights and set targets for how to embed children's rights in all work.
- ✓ Make sure there are HR/financial resources to support and promote children's rights.

The Children's Rights Scheme has changed how we work. We have one shared approach to making sure the UNCRC is part of all our plans and policies. This includes thinking about how decisions may affect children and young people's lives.

Extending learning from children's rights-based approaches more broadly to think about every person's human rights by involving children and young people within the Human Rights City developments and action planning, ensuring Swansea is a city for all, where every person has the opportunity to have the best start in life and live and age well.

Below are examples from each Directorate across the Council of the work they have undertaken to uphold the third principle of **embedding**.

Corporate Services Directorate

Across the Council we have worked together to consider how rights-based approaches underpin practice by ensuring children's human rights are included in key policies such as:

- ✓ PSB Well Being Objectives
- ✓ Strategic Equality Plan Consultation
- ✓ Swansea Co-production and Engagement Strategy
- ✓ Human Rights City Action Plan

Access to Services

The council's Integrated Impact Assessment (IIA) process incorporates the Council's commitment to the UNCRC by having a designated section within the IIA which fully examines the impact of the proposed initiative on children and young people. It also ensures that children and young people are involved in decision making, including engagement and consultation on council proposals.

The partnership and involvement team are involved in the IIA process by offering support and advise to officers on how to engage with children and young people to seek their views on new initiatives.

Social Services Directorate

Embedding the “Right Way Approach”

In April '22 work began with Pen y Bryn school who were supported with staff training on the Right Way approach, and they supported us on how to better improve our practice of working with children and young people with additional needs. The partnership started with no formal sessions within the school but opportunities to get to know the pupils informally.



This included joining them for their THRIVE breakfast sessions where staff met with 13 young people, then attending summer fairs and open evenings in 2022 and 2023. Work has included structured sessions such as “Children’s Rights” workshops, “Keeping Safe” sessions run by Safer Swansea, “Observation” sessions and “What Matters” sessions.

Observation of school classes we’re made in May 2023 where staff visited 12 classes and met with 90 children and young people which was an opportunity to see how lessons were formed and how staff adapted the setting and the sessions to suit the needs of all those in their classes. Conversations had with pupils at Pen y Bryn sparked the summer programs that run during the summer school holidays of 2022 and 2023.

Children’s Rights Training for Early Years Practitioners

During September 2022 the Partnership & Involvement Team facilitated 4 workshops to 43 early years workers which was delivered as part of an Early Years Conference. These workshops helped practitioners learn about rights and gather ideas on how they can embed rights into their settings,

Child & Family Services Measuring Outcomes and Staff Training

All work is evaluated in terms of the using a distance travelled tool to measure young people’s outcomes, this is their score their voice.

Staff undertake all mandatory training and the Evolve Youth Service Team have their own specific youth training which embeds the 5 pillars of youth work approach, throughout their engagement, with young people, via their blended model of youth work.

Early Help

Early Help teams undertake Quality Assurance measures to ensure that children's rights are being embedded in practise. Monthly QA meetings which are assisted by the learning and innovation team ensure the voice of the child is captured.

Contextual, Missing, Exploited & Trafficked (CMET)

The CMET panel ensure that Children and young people's Voice is central to the project and their views are considered throughout the project time frame. The multi-agency purpose was developed based on a system review that was carried out with young people who have experienced Extra Familial Harm. One young person shared that what's important is for "Me and My Family to have the information and advice that can keep us safe form Extra Familial harm, At the right time, in the right place, from people we trust".

Play Sufficiency

To ensure play sufficiency work continues with various schools about play related objectives e.g. Article 31. Which impacts on play times, access to school grounds and advocating good play practices (eg Loose Parts) and the right to play across the school team and its pupils.

Education Directorate

Historically a Service Level Agreement with UNICEF paid for Swansea schools to be accredited as "Rights Respecting Schools" via the UNICEF award. The Award recognises a school's achievement in putting the United Nations Convention on the Rights of the Child into practice within the school and beyond. Swansea Council was the only local authority to take this approach which has now provided a strong foundation for a new curriculum model with children's rights embedded throughout.

"The Curriculum for Wales" has four purposes at its heart. These are the starting point for all teaching and learning. The four purposes of the curriculum are that children and young people develop as:

- Ambitious, capable learners, ready throughout their lives
- Enterprising, creative contributors ready to play a full part in life and work
- Ethical, informed citizens of Wales and the World
- Healthy, confident individuals ready to lead fulfilling lives as valid members of society.

The four purposes are described through key characteristics contributing to developing ethical informed citizens who 'understand and exercise their human and democratic responsibilities and rights' and 'respect the needs and rights of others, as a member of a diverse society'.

As a result, schools will be embedding Human Rights Education and a rights-based approach into their school-level curriculum design and development. Individual schools can still decide to apply for the Rights Respecting Schools Award, at their own cost.

The UNCRC is embedded in all local and national policy and guidance. It underpins all values, is covered in training and quality assured through several quality assurance methods.

Personal Education Plans quality assurance is robust and cross directorate working ensures learner voice is embedded in the process.

Safeguarding processes are checked via weekly meetings, and decisions / audits are quality assured.

Welfare issues are quality assured during supervision sessions.

Admission applications are scrutinised at a weekly inclusion panel to ensure that all decisions are made in the best interest of the child.

Additional Learning Needs

Children who are either supported by the SEN legislation or who have transferred to the new ALNET legislation have their thoughts, wishes and feelings gathered and considered during person centred meetings and reviews of their IDPs.

Place Directorate

Sport and Health

All new staff receive information regarding the rights of the child through their induction period.

Young Ambassadors

The recruitment of young ambassadors has provided a workforce of young people who deliver sporting activities underpinned by children's rights and through leadership and coaching of other pupils in their individual schools. Since Oct 2021 over 260 young ambassadors have received training, gained qualifications and have taken part in CPD workshops in a variety of leadership skills and sports specific coaching courses. The Silver YA's have planned school transition events and produced termly written reports on their progress.

Dylan Thomas Centre

Staff attend specialist training offered through Kids in Museums Training. Recent sessions from Kids in Museums Cymru were based on the New Curriculum for Wales and in particular the addition of Black History as a compulsory element which focused on the rights of children in learning and heritage settings.

Highways - Road safety

Over the past two years all new cycle instructors have completed a 1st4Sport Level 2 Award in Instructing Cycle Training. The award sits on a regulated framework and is delivered only at recognised delivery centres. The training has ensured that the skills and knowledge developed through the qualification by instructors supports, inspires and builds confidence in young riders.

Swansea Museum

The Learning and Outreach Officer at Swansea Museum has a background in children's rights and ensures the museums policies and practises are aligned to the UNCRC and that Children's Rights are embedding within initiatives and activities provided. Swansea Museum has undertaken a review of sessions in view of the new curriculum. Changes have been made to several sessions and new sessions developed.

Housing Service- Estate Management Strategy

The Housing Service has a Housing Estate Management Strategy in place which was refreshed in 2021. The overall aim of the strategy *“is to ensure that council housing estates are safe and clean, with spaces for children to play, where people feel they belong and where anti-social behaviour is not tolerated.”* There are some specific actions in place in relation to children’s rights.

- Housing staff work with other services and agencies to protect young people and vulnerable adults. Services and agencies also work together to identify potential harmful settings outside of the family home and work to create safety within those environments (contextual safeguarding).
- Housing is represented on the Swansea Play Network forum, the objectives of which include ensuring there are high quality, appropriate, accessible and resourced play opportunities for all children and young people within the Swansea area.

Housing Service- More Homes

The council builds energy efficient homes ensuring that children have a safe and warm home to grow up in. The design of the homes are governed by Welsh Government WDQR and WHQS principles to ensure that the home environment is comfortable, spacious and safe. The homes are particularly spacious with a large footprint and gardens. The flexible designs allow the homes to be used in a way that suits families with children, with large bedrooms and flexible living space. Each home will have a private fenced garden and additional external storage to store cycles for example.

The housing department also works closely with colleagues from Planning and Placemaking when developing its new sites to ensure that core principles are followed including that the master-planning of a site takes into consideration the aspirations and development of children when planning and designing its schemes. These principles and policies include consideration of: -

- New places should link to existing communities and be busy with shops, schools and parks all within an easy 15-minute walk.
- Blue/ Green infrastructure means living with nature and having parks close to all our homes for children to play safely in.
- It is important to be able to walk and cycle or take public transport without always having to use a car. This is important children’s health and the environment.
- All new places should have areas for adults and children to relax, to do sports and for all ages to have fun playing. These areas need to be easy to get to and must feel safe for everyone.
- Streets as places - Many streets can be busy places filled by cars but we need to make sure they are safe and green with trees, so people feel safe to walk, cross the street, cycle or even sit and chat.
- Inclusive places - We all have different needs, so it is important that new places and homes and parks are open and safe for everyone including children.
- Community Safety - New developments need to feel safe. This can be done by making sure there are lots of windows facing streets and parks, plus good lighting allowing children to play outside safely.

All new developments in Swansea have followed the principles set out above.

Section 4: Accountability

Accountability means having systems in place to report on what we are doing to make children's rights a reality in Swansea. Swansea Council have committed to:

- Publish an accessible annual update showing how we've worked towards making children's rights real in Swansea.
- Feedback regularly to children in a suitable format.
- Provide children with accessible information on how to provide feedback about what we're doing well or what we could improve, make complaints, or hold staff to account.

"Right Way" Approach as a Framework to Monitor & Reporting Progress as a "Whole Council"

The "Right Way" approach provides a framework to monitor and report on the "We will" element of the scheme (Easily set out within the plan on a page – Appendix A embedded at the end of the report) Across the Council we have worked on agreed actions and fed these into other strategies like the Strategic Equality Plan and the action plan of the "Human Rights City" work therefore making it robust across the Council's "Rights based" work.

Using the "Right Way" National model has enabled us to set a benchmark "We will" for each principle that can be shared across all teams and ages, which allows this to be transferred into the "Human Rights City" work. Monitoring progress against these actions will fall to the cross directorate working group on "CYP Rights & Participation" as well as the "Human Rights City Steering Group" to monitor performance. Use of the Children's Commissioners Office "Right Way" Matrix resource will enable us to establish the status of each action by directorate and will merge with the Human Rights City monitoring, so it aligns and doesn't cause duplication.

Accountability through the Integrated Impact Assessment (IIA)

The Integrated Impact Assessment which is supported by the **Corporate Services Directorate** clearly and separately identifies impact on Children's Rights, so this encourages all teams to pay due regard to the UNCRC and also ensure cyp are engaged as stakeholders.

Providing Feedback to Children & Young People

Swansea Council have a duty under the Children's Rights Scheme to report on how children's rights are being made a reality in Swansea and this is carried out in several ways:

Progress reports are produced every two years and shared through formal processes within the local authority, via partnership forums and networks and to children and young people via the development of an accessible version. (Planned for development following this report)

Feedback on progress around the commitments of the children's rights scheme and the identified priorities are shared throughout the year at the various forums and networks and at an annual event to mark "Universal Children's Day on the 20th of November each year.

The following pages share examples from each Directorate across the Council of the work they have undertaken to uphold the fourth principle of **accountability**.

Social Services Directorate

2023 saw the creation of a “Children’s Rights & Participation” cross directorate working group to:

- ✓ Support the Children’s Rights commitment & contribute to a Children’s Rights Scheme Implementation Plan
- ✓ Assist in the co-ordination of the statutory responsibility of Local Authorities to promote and facilitate participation by children and young people in decisions which might affect them. (Section 12 of the Children and Families (Wales) Measure 2010)
- ✓ Review and Refresh the “Big Conversation” model for a cluster/area model to hear the voice of CYP within their communities – linked in with early help hubs, youth provision, Primary & Secondary schools as well as wider community groups & forums etc.

This working group has established a model that includes opportunities for community and school-based priorities for children and young people to be heard. The group will co-ordinate the feedback of progress to children and young people via multiple mechanisms and forums across Swansea.

Evaluation following Funded Activities

After the COAST (Creating Opportunities Across Swansea Together) funded sessions in Summer 2023, children, young people and families who attended were asked for feedback; this information was fed back to the Commissioning Team to evidence impact and need for increased ALN specific holiday provisions and to also help shape future work. See below quote:

"It was really lovely to be able to take part in activities as a family, we felt welcomed and included. My children were able to engage at a level that was comfortable for them and still felt like they had achieved something by the end of the session. We were able to laugh, learn and play together in a way we would have afforded to if it wasn't for the session. " Parent Carer

UNCRC in Commissioning Teams

The UNCRC is embedded in all contracts as a requirement. This means any service that is funded can be held to account to ensure they are including children and young people’s voice within their service planning, delivery and development. This is also a method statement question when assessing tenders and a part of the ongoing evaluation and monitoring.

A number of reviews are currently taking place and these include additional learning needs, Youth Homelessness prevention and the schools counselling service and children and young people will form part of the review, to ensure they inform changes and recommendations going forward.

Childcare and Play Sufficiency

We facilitate the production of the Play Sufficiency Assessment and Childcare Sufficiency Assessment every 3 years and annual review update and action plans. This is a statutory duty by Welsh Government that requires the assessment of play sufficiency across the authority and children, young people and families are involved within the process. 22 surveys gave CYP the opportunity to feed back about what is going well, what could be improved and any further ideas that they have to do with play and childcare opportunities in Swansea.

What Matters in Autism Conversations



Colleagues in Child and Family and within the Partnership & Involvement Team have worked alongside The National Autistic Society, and the parent carer forum to hold What Matters in Autism conversations – gaining feedback from parents/carers, young people and professionals on how to improve the What Matters in Autism conversation through meetings, events and forms.

This work will feed into and help shape strategic policy within the Local Authority. In March 2023 we met with

7 professionals to start the ‘What matters in Autism’ Conversation. Since then, conversations have been had with 70 parent/carers and 40 Children and Young People. The finding so far will be discussed with the National Autistic Society before being reported along with further in-depth What Matters Conversations with CYP with Autism.

Quality Mark in Youth Work

Evolve is going through the application of gaining a Quality Mark in Youth Work which is an opportunity to share and report on what we do, as well as being part of Estyn inspections.

Youth Club Committees

Evolve Youth Service has youth club committees established, young people are consulted, minutes of meetings produced from their meetings, evaluations and reflective sessions recorded. The same applies for Early Help and CIW inspections.

Education Directorate

Outcomes of the post-16 learner voice review have been discussed with sixth form leaders through a working group. This gives the group the opportunity to discuss what is working well and what needs to be improved. Learner responses will help to shape curriculum provision and delivery methods during the academic year. Informing the following:

- ✓ Admission forum to oversee the admissions arrangements.
- ✓ Section 135 evaluation to feedback safeguarding information.
- ✓ WGSB

Education Directorate/Disabled Learners

The Accessibility Strategy seeks to progressively improve access to schools for disabled learners. The draft strategy is currently under development and includes key priorities which have been informed by the views of a number of stakeholders including the voice of disabled learners. The draft strategy will be subject to consultation this autumn.

Corporate Services Directorate

Involving Children & Young People in Council Budget proposals

Budget consultations are circulated to schools for input by pupils, teaching staff and wider school community. Where there are specific budget proposals that directly impact children and young people then this is incorporated within “Big Conversation” sessions and engagement or consultation events within schools and community settings dependant on proposals, in order to inform spends, purchase of goods (like playground equipment) and shape initiatives.

Place Directorate

Sport and Health School Sports Survey 2022

5704 pupils completed the school sports survey providing pupil voice across the whole of Swansea. Pupils reported their activity levels in school and in extra-curricular time, enjoyment levels, demographic status, barriers to participation, latent demand for sports activities and other relevant information. Teachers also provided their views on physical literacy, confidence to teach and support levels. The Sport and health team utilise this data to plan their work and projects to ensure the service meets the needs of the young people.

Dylan Thomas Centre (DTC)

The DTC has specially designed feedback forms for children to share their opinion on the exhibition and engagement activities. An easy read version is available. In 2023 the DTC was shortlisted as one of the Best Family Friendly Museums in the UK thanks to feedback from children, young people and their families who act as undercover judges. All feedback is provided to us to act upon.

Road Safety

The Road Safety Team sends a post course questionnaire to all schools who participate in cycle training to identify any areas for improvement and that the course objectives have been met. Class teachers complete the questionnaires after discussing the training with their pupils.

Libraries

Libraries are required by Welsh Government to conduct a children’s survey every 3 years. The results of the survey are fed into a return to the Welsh Public Library Standards, which assesses the performance of each individual library service in Wales.

Glynn Vivian Art Gallery (GVAG)

GVAG conduct Community Learning panel meetings bi-annually to discuss the progress, success and areas of improvement with all groups that the gallery works with, including young people and families that attend community programmes. This information is used to further develop the learning programme and apply for funding to support these initiatives.

Section 5: Non-Discrimination

Non-discrimination means making special efforts to ensure children and young people who may be less likely to access their rights, have an equal opportunity to be able to do so.

The Council have committed to:

- ✓ Provide information to children in a language or format appropriate to their age and maturity, culture, or disability.
- ✓ Make sure staff have up-to-date knowledge of the Equality Act and receive regular training to increase their awareness of different groups of children and young people's needs.
- ✓ Use information we have about children and young people's need to consider whether our services reach all groups of young people.

Below are examples from each Directorate across the Council of the work they have undertaken to uphold the fifth principle of **non-discrimination**.

Social Services Directorate

Disability equality and Inclusion

Feedback from Children and young people (CYP) with additional needs has been that the school summer holidays can be long and boring. Young people felt there is lack of suitable places that they can go that will be adaptive and accepting of them. Families shared that they find it difficult to find suitable spaces for them to go and spend time as a family.

Funding from the Summer of Fun grant was received to run a pilot program for CYP with additional needs during Summer 2022. A total of 9 sessions were run with 40 children and young people taking part.

As a result of positive feedback further funding was applied for from COAST funding to run further sessions between July and September 2023. A total of 20 sessions were held with 68 families attending, which included 125 children and young people along with 64 adults.



Homophobic Language Sessions

During January 2022 Homophobic Language sessions we're held with 137 young people to enable discussions around what is homophobic language, what are its impacts and what we can all do to stop it.

During February 2023 a large event was held at the Waterfront Museum in partnership with Sadie's Butterflies to raise awareness of Trans issues and offer support to those in the Trans and LGBTQIA+ Community. The event saw 951 visitors which included many children, young people and their families.

During summer 2023 COAST funding was received to hold intergenerational LGBTQIA+ Family sessions.



Sessions were primarily arts and craft sessions, where participants were encouraged to explore their identity and their community. A total of 6 sessions we're held 107 participants.

At the end of Summer an LGBTQIA+ Pizza Party was held for the families involved to have fun and feel secure to ask questions, while enjoying pizza and crafts and allowed for the safety & inclusion for quiet voices with 27 participants attending.

Officers within the Partnership & Involvement Team have regularly been attending "Good Vibes" youth club held at the YMCA to build relationships with the staff and young people and to ensure all voices in the community are heard.



There are approximately 30 young people that regularly engage in the Youth Club and staff have recently supported a trip with the club to St Fagans to attend a queer tour of the site with 16 young people attending this trip.

Child & Family Services

All of the work in child and family services is underpinned by equal opportunities. Work is bespoke to the needs of each child, ensuring their plans of work meet their needs.

Evolve Youth Service

All youth work is inclusive and where required we have developed specialised opportunities for young people (YP) if they feel marginalised e.g targeted work with YP who have neurodiversity, gender or other protected characteristics. e.g we run a specific group for YP with neuro diverse issues. There are also partnerships in place with external agencies, ensuring all young people get the same opportunities across the city

Play Sufficiency

Communication Boards - Through requests and listening to CYP and families, a partnership project with the Swansea Bay Health Boards bought about the creation of communication boards using symbols to point in English and Welsh.

Through the project a request was raised for BSL boards which have also been created in English and Welsh. The Communication Boards are being placed in every play area across Swansea to support the communication needs of CYP and families.



The feedback has been positive with boards being donated to schools that specialise in additional needs ...upon their request.

“The children’s parks are looking amazing, there’s a little one near our house in Sketty Park on Parkway...and it has a communication board. My son goes to it every time he enters the park, he’s only 3, he is delayed but in his short life has been through so much, Kawasaki disease, heart

failure and a heart transplant. He’s been hospitalised for so long he has global delay but these boards are a god send...and he does exactly that...he communicates with us with these boards...I’d love to know if they are available in print for our own home?”

Play Access Group - This group of parent/carers, officers and 3rd sector partners meet regularly and ensures the voices of CYP with additional needs are given a voice and heard.

Play Area Improvement Programme - Whilst working on the on-going Play Area Improvement Programme it was recognised that additional grant funding was needed to meet inclusivity and accessibility needs across play areas.

The additional grant funding and cross directorate partnership work throughout the programme has supported increased inclusive and accessible play opportunities. More than 50 playgrounds have been upgraded so far, taking inclusivity and accessibility into account wherever practicable. This has included flush roundabouts, trampolines, mirage (bucket) swings, basket swings, easier access routes onto multi-units and wide slides wherever possible along informed by local consultation and engagement with children, young people and families.

Commissioning Teams

The Commissioning Teams support various organisations across all themes of work including EYST/ACC/SASS/Race Council Cymru for example...advocating the right to play as well as article 12 and 15 wherever appropriate in their delivery and practice.

Education Directorate

Post-16 Learner Voice Review

The review consisted of an online questionnaire and smaller focus groups. Learners were able to participate through these different mechanisms in order to gain a broader response.

Personal Education Plan (PEP)

Differentiated by need and age, the PEP co-ordinator monitors all returns to make sure they are within timeframes and that they are appropriate to need. Officers will make home visits to provide additional support where necessary. The Education Inclusion Officer provides bespoke engagement opportunities to ensure the plan meets the needs to the learner.

Child Centred Involvement

Schools and the LA have a range of strategies to enable children and young people to contribute to their person-centred meetings and reviews. These include learning passports, ICT options, adult support etc.

Most schools use a range of innovative strategies to ensure that all pupils have equitable opportunities to develop an understanding of their rights. For example, pupil voice groups, rights mascots, class charters and displays, all help to support a rights respecting model. For some of the most vulnerable learners, schools have made effective use of digital technology to ensure they can access work to develop a better understanding of their rights. E.g. specialist applications using tablets.

Minority Ethnic and Multilingual Learners

Ensuring the voice of learners who are from minority ethnic and multilingual backgrounds are gathered to inform development of provision is promoted through evaluation and improvement work with schools. Schools have access to interpreting and translating services to support communication with learners and parents/carers who have limited skills in English. Translation apps and tools are promoted within schools to support day-to-day access for learners who have limited skills in English.

A number of schools also run the Young Interpreters Scheme which trains up children and young people to act as buddies and interpreters for learners who are new arrivals and new to English.

The Schools of Sanctuary award scheme encourages schools to listen and act upon the voice of refugee and asylum seekers learners.

The Education Directorate is currently developing a number of workstreams linked to the vision of anti-racist Wales 2030 which will be formulated into an action plan. The voice of those with lived experience is central to current training opportunities for Education Directorate and school staff and will inform workstreams and developments moving forwards.

Place Directorate

Sport and Health

Wheelchair Users within Schools - Public Service Groups within schools have attended sessions which educate them on wheelchair users within schools. They have taken part in wheelchair basketball sessions for enjoyment alongside finding accessible routes around their schools. This has provided a greater understanding of how wheelchair users feel in their school and the surrounding area.

Pupils identified inaccessible routes which raised discussions and ideas from them to overcome barriers faced by wheelchair users. A summary of the project can be found here: [Wheelchair Basketball Snapshot - Updated.docx](#)

Disability Sport Festivals



2 Disability sport festivals have taken place over the past year to engage with clubs and groups to provide signposting opportunities to young people. The Sport & Health Team have also supported the para tri event held in Swansea this year.

Funded Opportunities

As per an annual agreement with Sport Wales the Sport & Health Team have funded the following:

- ✓ BAME Sport Swansea programme led by EYST
- ✓ Support community sports clubs to become more inclusive through the implantation of INSPORT for clubs and other community organisations.
- ✓ Dylan Thomas changing facilities configuration was made possible following a Sport Wales grant – resulting in greater attendance in PE lessons and more engagement in extra-curricular sports sessions.
- ✓ Year 9 girls from Dylan Thomas school took part in 6 sessions of consultation identifying barriers to sport and physical activity leading to sessions being set up for them to take part. They spoke about their environment, their likes and dislikes, the influence of social media and family influences. The girls who were previously disengaged took part in physical activity, confidence workshops and were provided with opportunity to engage in “Us Girls” holiday camp sessions.
- ✓ Climbing sessions in Flashpoint for disengaged children– Penyrheol/ Pontarddulais – identified by the young people.
- ✓ Climbing sessions in LC for pupils from Maes Derw / basketball / badminton – identified by the young people.

Peer Led Engagement

Young Ambassadors consult with children in their school to assess what activities children want. This is based on discussion and allowing all children to put forward ideas. Mentored by Sport and Health staff.

Dylan Thomas Centre

In partnership with National Autistic Society and Your Voice Advocacy, the DTC has developed sensory backpacks and sensory area to enhance enjoyment of the exhibition for those with additional sensory needs. We're trialling a pre-bookable Quiet Workshop during autumn half term and have been invited to present our work as a case study for Kids in Museums at a sharing day in November.

Highways - Road Safety Team



Road Safety School Assembly at St Helens Primary School - The road safety team has worked with its partners, schools and colleges to develop inclusive road safety assemblies, lessons and events for children and young people across the county.

During Gower College Fresher Fayres students with additional learning needs were encouraged to enter a multiple-choice competition and discussed challenges faced when crossing a road with the road safety team.

Libraries

The library service is actively working towards "Library of Sanctuary" status for Swansea Central Library. Central Library have committed to consulting with those seeking sanctuary in Swansea, including children and have provided story times and crafts in other languages, held drop-in sessions, offered library tours for all newcomers to Swansea. Our aim is to ensure that our library spaces are a safe and welcoming space for all.

Glynn Vivian Art Gallery

The Glynn Vivian Art Gallery work with partners across Swansea to ensure that diversity and accessibility are prioritised. Currently working with the African community centre on projects that promote young people's mental wellbeing, while delivering high quality workshops that promote a diverse range of artists and careers within the creative sector.

The Gallery are also working with Disability Arts Cymru, promoting the work of disabled artists and ensuring that programmes are representative of all communities. Work includes a long term 5 year project with GS artists to develop a network for artists who are deaf, improving access, awareness and opportunities.

Theatres

Currently engaging with commercial and community partners to facilitate the provision of free and discounted tickets for cultural events for children, especially those who are disadvantaged.

Working with partners to facilitate the engagement and participation in cultural activity for children with additional learning needs.

Partnership with community and arts organisations to host ethnically diverse cultural events. Currently participating in the World Re-imagined project, hosting young people's exhibits and promoting culturally diverse arts.

Provision of assisted performances eg BSL, captioned, audio described and relaxed.

Swansea Museum

The museum regularly participates in themed months and days via social media. Project work with specific targeted groups have included work with:

- ✓ World Reimagined – school-based project on Black History.
- ✓ Mixtup – video project working with 11 – 25-year-olds of mixed ability on their own museum concept.
- ✓ YMCA - legacy project working with young people from young cares and Good Vibes the LGBT youth group.

Libraries

Libraries stock books that represent all our communities positively including LGBTQ + community members and those with physical or hidden disabilities etc...

All libraries are working towards being autism friendly and have purchased equipment such as ear defenders and fidget toys for parents and children to loan while in the library to improve and help their experience in the library. We are working on providing social stories for our libraries so that parents can prepare their children in advance of their visit to the library.

Recommendations

In order to clearly identify development needs, recommendations have been separated via the 5 “Right Way” principles that shape the Children’s Rights Scheme in Swansea.

1. Participation:

- 1.1. The refresh and remodel of the “Big Conversation” to provide a Countywide infrastructure, to enable improved communication of opportunities for children and young people to be heard locally, regionally and nationally and provide a platform for regular feedback and updates to take place.
- 1.2. Develop on-line opportunities to engage with children and young people in this ever-increasing digital age via increased use of social media & seeking opportunities to develop a “Have your Say/Participation” page on Hwb to enable the reach of young people via school-based platforms.
- 1.3. Further develop opportunities to involve children and young people in the recruitment of officer with responsibilities that impact the lives of children and young people.

2. Empowerment:

- 2.1. Engage with Welsh Government regarding the soon to be launched Children’s Rights Training and on-line resources to continue to promote Children’s Rights and support services to embed within practise.
- 2.2. Continue to seek opportunities to increase accessibility of decision makers to children and young people.
- 2.3. Explore opportunities for greater use of simple language/accessible reporting to ensure children and young people can engage in opportunities to shape local services.

3. Embedding:

- 3.1. Continue to raise awareness and increase knowledge of children’s rights (UNCRC) within Council Teams by developing an on-line training module and linking with the wider “Human Rights City” work.
- 3.2. Re-establish the “Children’s Rights Network” as a “Children’s Rights Information Network” with use of MailChimp to allow for monthly news updates and signpost to local, regional & national opportunities for practitioners.

4. Accountability:

- 4.1. Improve opportunities for children and young people to get in touch with the Council to share thoughts and ideas or to share if they feel their rights are not being met.
- 4.2. Follow the Welsh Government model of reviewing the Children’s Rights Scheme which is based on a 5-year cycle with progress reporting midway through the cycle and at the end of the five years.

5. Non-Discrimination:

- 5.1. Ensure Children’s Rights is embedded throughout the refreshed “Strategic Equality Plan” in Swansea.

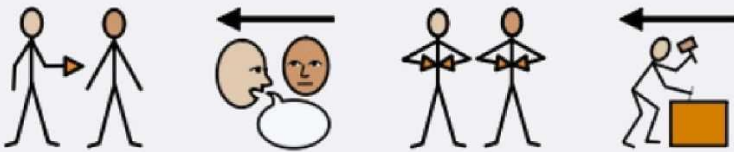
Appendix A – Children & Young People’s Rights Scheme Plan on a Page

 	
<p>This Means:</p> <p>Making sure good quality arrangements are in place to ensure children and young people are listened to, and that their opinion is heard, in decisions that are being made that affect them.</p>	<p>Participation</p> <p>We Will:</p> <ul style="list-style-type: none"> • Involve children and young people directly in the design, monitoring and evaluation of services they receive. • Learn about how other organisations are doing this, and develop plans that meet the needs of children and young people in Swansea. • Develop clear targets to listen to children and young people from marginalised groups. • Involve children and young people in the recruitment of staff who have responsibilities that impact on them. • Adopt the National Participation Standards, to make sure when children and young people participate, their experience is a quality one.
<p>Promoting rights to children and young people so that they feel able to exercise them.</p>	<p>Empowerment</p> <ul style="list-style-type: none"> • Give children and young people the information they need to influence decisions that affect them (e.g. simple language reports). • Give children and young people the opportunities they need to influence decisions that affect them (e.g. opportunities to scrutinise decision makers e.g. giving the chance to ask questions directly to a key decision-maker and/or co-produce work). • Establish relationships with children and young people to allow them to consistently scrutinise work. • Give citizens the training or information they need to do this properly.
<p>Having systems in place to write down and evidence how we give thought to the impact of decisions children's rights.</p> <p>Making sure workers understand the UNCR and associated treaties, and how their work impacts on children's rights.</p>	<p>Embedding</p> <ul style="list-style-type: none"> • Make sure that leaders and staff have a good knowledge of Children's Human Rights, and help them understand how it can benefit our organisation's work. • Use our resources to deliver training on children's human rights. • Set up a network of champions with responsibility to promote the rights of children and young people and set targets for how to embed this in all work. • Make sure there are HR/financial resources to support and promote the rights of children and young people
<p>Having systems in place to report on what we are doing to make rights a reality for children and young people in Swansea</p>	<p>Accountability</p> <ul style="list-style-type: none"> • Publish an accessible annual update showing how we've worked towards making rights real for children and young people. • Feedback regularly in a suitable format. • Provide accessible information on how to provide feedback about what we're doing well or what we could improve, make complaints or hold staff to account.
<p>Making special efforts to ensure children and young people who may be less likely to access their rights, have an equal opportunity to be able to do so.</p>	<p>Non Discrimination</p> <ul style="list-style-type: none"> • Make sure staff have up-to-date knowledge of the Equality Act and receive regular training to increase their awareness of different groups of children and young people's needs. • Use an Integrated Impact Assessment (IIA) to consider how individual decisions (e.g. projects/services) could impact different groups of children and young people. • Use information we have about the needs of children and young people to consider whether our services reach all groups, particularly those who possess protected characteristics. • Provide information in a format appropriate to people's age and maturity, culture, or disability

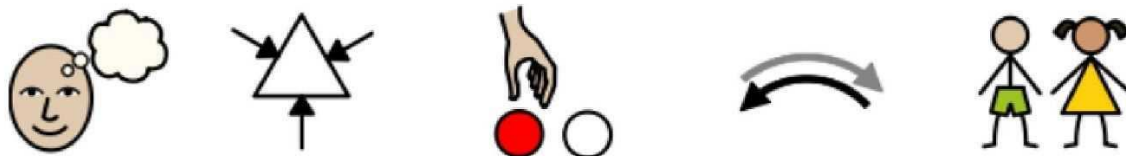


Cyngor **Abertawe**
Swansea Council

Children's Rights and Participation "You Said, We Did" Report 2023



In September 2013, Swansea Council agreed that children's rights should be embedded within the Council policy framework, This means that when Swansea Council make changes or decisions, they must think how those decisions affect the rights of children in Swansea.



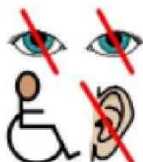
You told us that we should focus on these priorities:



Protecting the Environment



Listening to Quiet Voices



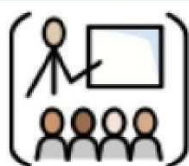
Equality for Disabled CYP



Equality for LGBTQIA+ CYP



Politics



Listening to learners



Young Womens Safety

Protecting the Environment

You Said:

Raise awareness of environmental issues within school and your community and have opportunities to participate in activity that focus on protecting the environment & green spaces.

We Did:



Organised public activity days that raised awareness of the local environment such as bat walks, butterfly surveys, sea shore safaris, and fungi forays.



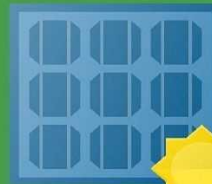
Supported initiatives such as Forest School and Swansea Community Farm



Provided volunteering opportunities for Young People in Wild flower and tree planting along with training on how to enhance local green spaces.



Invited schools to visit local nature reserves and wildlife sites.



Put Solar pannels on lots of schools across Swansea



Swansea Council's Catering Department don't use single-use plastic in primary schools and are working towards less use in secondary schools.

Protecting the Environment



The Nature conservation team run activities that help children and young people learn about their environment.



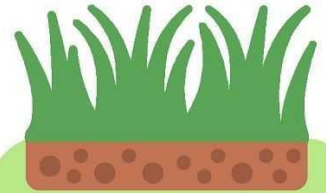
Ran School programs such as Eco Clubs and Trees for Cities.



Worked with keep Wales Tidy and ward members to promote and Support Community Litter Picks.



Schools have been funded, through ERF to join the Energy Sparkes Scheme that will help them monitor their energy use and identify where to save money and carbon



New City buildings and plans include lots of green spaces and living walls.

Developed a carbon reduction strategy to capture a range of workstreams aimed to ensure that school buildings are more environmentally friendly. The School Climate Change Forum shares information, and all schools have access to energy analysis tools and guidance. .



Schools encourage the use of reusable Water Bottles



Quiet Voices

You Said:

Develop systems for listening to children and young people who do not wish to 'speak up' but do want to have their say.

We Did:



Council teams have been spending time in schools, building relationships and providing lots of opportunities for children to have their say on important matters.



Involvement officers visit Youth Clubs regularly to meet the young people that attend, and to find out what's important to them.



Children and Young people have had their say on Human Rights City, Sports and Physical activity, New park developments, and school developments.



Visiting Good Vibes Youth club regularly to support the quiet voices of the LGBTQIA+ community .

Gained feedback from parents/carers, young people and professionals on how to improve the What Matters in Autism conversation to feed into and help shape strategies going forward.

Quiet Voices

Children, young people and providers who are involved in the "When I'm Ready Scheme" share what matters to them regarding life after leaving care.



Early Help Hubs are there to work with young people and encourage them to make their own informed decisions to support life choices.

Swansea Library Service has been working with schools to deliver information, skills and opportunities for young people to talk and express themselves. These are called Empathy Labs.

Empowering the lost voices of young people who have experience of the care system, homelessness or experiencing mental health problems, through The Lost Voices Project.

Additional Learning Needs and Inclusion Team Work with children and families to find solutions with decisions centred around children's needs.



Equality for Disabled Children and Young People

You Said:

Work on making change so that disabled children feel integrated and able to have their voices heard as any other child would.

We Did:

We make sure our events like Worlds Children's day are inclusive and accessible for everyone.



- Staff have been visiting Ysgol Pen y Bryn to support them with embedding Children's Rights and they are supporting us with knowledge and experience of working with children with additional needs.

Currently reviewing support services for children and young people with additional needs and their families and Children's voice is at the centre of this review.

Young people with additional needs designed their own summer program. Opportunities included Surfing, Rock Climbing and more adventurous activity.

Work continues with Swansea Council, Parent Carers, and local businesses to establish improved accessible leisure and social opportunities for children and young people with additional needs.



Equality for Disabled Children and Young People

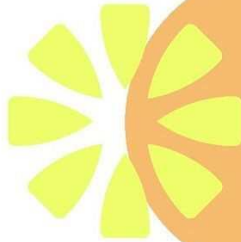


The museum and cultural venues in Swansea regularly undertake access audits and feedback from children and young people is included.

There has been lots of investment in the development of play areas in parks and open spaces. The aim is that all play areas in Swansea will meet this minimum standard to ensure accessibility and integration.



The Partnership and involvement team use Easy Read and Widget symbols in information that goes to Children and Young People.



Organised "What Matters in Autism" conversations through meetings, events and forms - This work will feed into and help shape strategic policy within the Local Authority

The Education Directorate is currently redeveloping its statutory Accessibility Strategy which sets out plans and priorities to improve access to schools for disabled learners.



Equality for LGBTQIA+ Children and Young People

You Said:

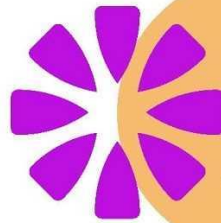
Develop resources that address discrimination and promote diversity and equality for children and young people who identify as LGBTQ+

We Did:



Worked with Young people from the Junior Safeguarding Board who highlighted 'Equality & Discrimination' as an issue and decided to focus on raising awareness and championing LGBTQIA+ rights.

Young People delivered LGBTQIA+ training to decision makers from Swansea and Neath Port Talbot. Training has also been delivered to Participants who work with Children and Young People and offered to all secondary schools.



Developed an LGBTQIA+ resource pack called "Equali-tea" for schools. This included a Quiz, Topic discussion cards, and scribble pads.



Swansea Business Improvement district have offered training to businesses in Swansea around LGBTQIA+ awareness.



Equality for LGBTQIA+ Children and Young People



Organised a trip with Good Vibes Youth Club to attend a Queer History tour as requested by the Young People.

A family LGBTQIA+ Summer program was run that included art and crafts activities that looked at themes such as: Safe Spaces, What makes us unique, and Our communities.



Swansea supports equality for LGBTQ+ Children & Young People through the Youth Support Grant. The Projects hosted by Swansea YMCA allows the provision of LGBTQ+ support across Swansea through Schools, colleges and Good Vibes Youth Club.



Politics

You Said:

Develop resources for children and young people to understand what politics is, who local politicians are and how to organise change

We Did:



Swansea Democratic Services and the Partnership & Involvement Team worked together to ensure young people aged 14+ years were aware that laws had changed in Wales enabling young people aged 16+ years to vote in Welsh elections.

A Swansea "Votes @ 16" film was produced bilingually by 30 pupils that showed the voting process from registration to voting.

Swansea MAD were recruited to run sessions to ensure young people had the tools to enable them to a) register to vote and b) understand how to access information about politics and how to participate in the voting process.

19 Young Ambassadors recruited from 10 Secondary Schools as "Votes at 16 Ambassadors" they worked to promote and encourage their peers to register to vote.

Swansea Council are working with Swansea MAD as part of a "Democracy Grant" from Welsh Government to deliver informal sessions on how to register, how to vote, and obtaining a voter ID card.

Listening to Learners

You Said:

Strengthen collective pupil voice across the County, building on good practice currently taking place in individual schools.

We Did:

Hearing the voices of children and young people is detailed as a step to meet the Education & Skills well-being objective in the Corporate Plan 2022/23

Education are asking young peoples views on the proposal to merge Crug Glas and Pen y Bryn. Pupils can feedback in the best way for them.

Pupils in year 10 and 11 and those aged 16+ took part in a learner voice engagement to share their views on the provision available at post 16.

The Local Authority safeguarding audit includes a section on learner voice. Officers meet with children as they complete the audit, which tells us that learners feel safe and have the opportunity express their views clearly.

0000
Secondary School Network Group which is Led by Bishopston Comprehensive School for pupil voice. The Network meets twice a year with representatives from every secondary school. This network aims to share best practice, pass on key information and discuss pupil voice.

Children are invited to join their school councils, to represent their peers over a number of topics such as Criw Cymraeg or Eco Council and have their say on decisions made in school.

Young Womens Safety

You Said:

The issue of Violence Against Women, Sexual Violence and Domestic Abuse is increasing among younger communities and we would like opportunities to discuss the issues in a safely facilitated, controlled environment with a view to creating lasting change.

We Did:

Regular info/advice points have been taking place in student accommodation blocks with South Wales Police and the council's Community Safety Coordinator.

- Young Women met with the Police and Crime commissioner and the Children's Commissioner for Wales, to urge them to prioritise "Young Women's Safety" and more broadly "Safe Spaces" in their work.

The theme set by the young people for the Junior Safeguarding Board for 2023 is Sexual Harassment. Young people have been working on projects that look at reducing gender-based violence, sexual harassment in schools, and safe spaces.



Safe Place scheme currently running in Gorseinon and Gowerton with plans to expand to cover all of Swansea early in the New Year.

Work has been done with the Universities about improved lighting in the area. For example between Singelton Park and the University campus.

Young Womens Safety

Throughout the Uplands and Brynmill areas new personal safety reporting signs have been put up.



An event was held at Gorseinon college with the Police , Domestic abuse unit officers and Domestic Violence specialists promoting White Ribbon Day and offering a safe space and information for young people.

Teams in Child and family Services are providing training to business in areas to raise awareness of child exploitation.



Continue to promote 'Safe words' for shops/restaurants which allow people to report any concerning behaviour in a confidential way such as the 'Ask For Angela' scheme

Posters have been placed on buses on all Swansea routes encouraging passengers to report any criminal or suspicious activities.

A joint project with Community Safety facilitated a series of workshops with young people to address and explore concerns that young people had raised in relation to Hate Crime, Discrimination and the Safety of Women and Girls.

Two Evening and Night Time Economy engagement sessions have been held to highlight female safety issues at night.



Young Womens Safety

Every year on White Ribbon Day (November 20th) young people are invited to various events to raise awareness. November '21 focused on "All men can" 15 young boys came together to discuss what they could do to reduce gender-based violence.

White Ribbon Day 2022 saw 14 young people from Swansea come together to make a plan and a pledge on what we can do. After a number of workshops young people created a TikTok video displaying silhouette images of themselves with messages around young women's safety.

Funding was received to work with younger teenage boys aged 13-14 to highlight and explore some of the avenues of masculinity (positive and toxic) that young people are exposed to. The 10 young men who participated in the project showcased their learning and displayed the work at an exhibition for White Ribbon Day 2023.



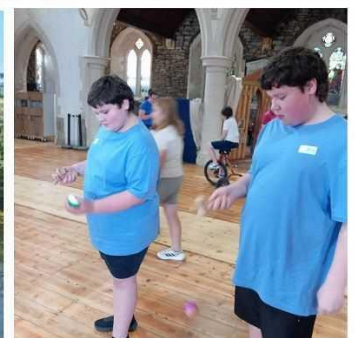
A "Celebrating Similarities and Understanding Differences" (Countering Right Wing Extremism and Hate Crime) was held where 27 young people from across Swansea attended.

If you would like to discuss this feedback further please contact the Partnership and Involvement team on:

UNCRC@swansea.gov.uk

or alternatively call:

07442 839439



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: Partnership & Commissioning

Directorate: Social Care

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: Progress Report on the Children’s Rights Scheme 21/23. Progress report captures activity across the Council in relation to the embedding and upholding of Children’s Rights and also captures how the voice of children & young people is heard and Informs decisions of the Council. One of the recommendations within the report is a change to the reporting cycle. Proposed move to a 5-year reporting cycle in line with Welsh Government. Activity will continue as normal throughout this period with reporting mid-term and end of cycle.

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 checked="" 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 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 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Race (including refugees)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gypsies & travellers	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Religion or (non-)belief	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Welsh Language	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Integrated Impact Assessment Screening Form – Appendix 3

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 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 checked="" type="checkbox"/>
Human Rights	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input 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**

Previously consulted on the refresh of the Children’s Rights Scheme and a remodel to fit with the Children’s Commissioners “Right Way” approach and matrix. The progress report 21/23 is the reporting of a wealth of activity across the whole Council as a result of the new Children’s Rights Scheme framework and its clear commitment to embedding across all Council Directorates. The report focusses on the activity related to the five principles of the “Right Way” approach which are Participation, Empowerment, Embedding, Accountability & Non-discrimination. An IIA Screening has been completed as one of the recommendations of the 21/23 progress report is a change to the periods in which we report and will not change the activity surrounding the scheme.

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 Does the initiative involve changes to the way you process the personal data of Council staff or service users, for example the purchase of new customer management software?

Yes No

If your answer is yes, you should also screen the initiative for any implications regarding privacy and other GDPR rights and consider whether you need to amend your entry in the Council's Information Asset Register. Please use the following link to the online screening form for a Data Protection Impact Assessment <https://staffnet.swansea.gov.uk/dpiascreeing>

For more about the Information Asset Register, please see <https://staffnet.swansea.gov.uk/informationassetregister>

Q9 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 progress report 21/23 is the reporting of a wealth of activity across the whole Council as a result of the new Children's Rights Scheme framework and its clear commitment to embedding across all Council Directorates. The report focusses on the activity related to the five principles of the "Right Way" approach which are Participation, Empowerment, Embedding, Accountability & Non-discrimination.

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 (Q9)**

The progress report 21/23 is the reporting of a wealth of activity across the whole Council as a result of the new Children's Rights Scheme framework and its clear commitment to embedding across all Council Directorates. The report focusses on the activity related to the five principles of the "Right Way" approach which are Participation, Empowerment, Embedding, Accountability & Non-discrimination. The impacts of the work are positive and demonstrates the embedding Childrens rights.

(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

Integrated Impact Assessment Screening Form – Appendix 3

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: Julie Gosney
Job Title: Partnership & Involvement Team Manager
Date: 04/12/23
Approval by Head of Service:
Name: Jane Whitmore
Position: Strategic Lead Commissioner
Date: 05/12/23

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

Swansea Council

Children and Young Peoples Rights Scheme

2021



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What is the Children and Young People's Rights Scheme?

The United Nations Convention on the Rights of the Child (UNCRC) sets out the rights all children aged 0-18years have to make sure they are healthy, happy and safe.

In September 2013, Swansea Council agreed that children's rights should be embedded within the Council policy framework, and that a duty be placed on the Council's Cabinet to have 'due regard' to the UNCRC when making decisions.

This means that when Swansea Council develop new policies or strategies, review or change existing policies and strategies, or develop or change Council services, thought has to be given to how those decisions affect the rights of children in Swansea.

This scheme outlines how Swansea Council plans to have due regard to the UNCRC.

The original Scheme was published in 2014, this is the second version of the scheme which has been updated following public consultation.

Development of the Children and Young People's Rights Scheme

This is the second version of the Children and Young People's Rights Scheme. This version has been co-designed with children, young people, families, members of the public, members of Swansea's Children's Rights Network and Members of Swansea Council.

This version incorporates the Children's Commissioner for Wales' ['The Right Way'](#) approach, setting out 5 key principles, through which we aims to embed the UNCRC in all of the Council's decision-making processes:

Participation	Making sure good quality arrangements are in place to ensure children and young people are listened to, and that their opinion is heard, in decisions that are being made that affect them.
Empowerment	Promoting rights to children and young people so that they feel able to exercise them.
Embedding	Having systems in place to write down and evidence how we give thought to the impact of decision on children's rights. Making sure workers understand the UNCRC and how their work impacts on children's rights.
Accountability	Having systems in place to report on what we are doing to make children's rights a reality in Swansea
Non-discrimination	Making special efforts to ensure children and young people who may be less likely to access their rights, have an equal opportunity to be able to do so

What is the duty on Swansea Council?

- (1) The Local Authority will incorporate and embed the UNCRC (1989) into the Council's Policy Framework and will have due regard to the requirements of –
 - (a) Part I of the Convention,
 - (b) Articles 1 to 7 of the Optional Protocol to the Convention on the Rights of the Child on the involvement of children in armed conflict, except article 6(2), and;
 - (c) Articles 1 to 10 of the Optional Protocol to the Convention on the Rights of the Child on the sale of children, child prostitution and child pornography.
- (2) The Cabinet will have 'due regard' to the UNCRC (1989);
- (3) The Council will publish a Children and Young People Rights Scheme and will report on a 5-year cycle. Work with Children and Young People will continue throughout this period with progress reports produced mid-term and at the end of the reporting cycle, reporting on:
 - [a] implementation of the due regard duty; and,
 - [b] promoting children's rights in Swansea.

Who is responsible for paying due regard to the UNCRC?

The Children and Young People's Rights Scheme does not stand alone, and links to many other policies that affect children and young people, within the Council

Children's Rights are a key theme throughout all of this work and the Children and Young People's Rights Scheme aims to build a whole Council approach to embedding rights in current and planned work. Therefore, everyone who works in Swansea Council is responsible for respecting, understanding and embedding the UNCRC. More information about the specific roles of Cabinet, Councilors, Managers and Swansea Council Staff in paying due regard is on **page 6**. An action plan setting out how this policy will be measured, will be developed in 2021 and implemented in a phased roll-out over 3 years.

How we will comply with the duty to have due regard to the UNCRC?

Under each of the 5 key principles outlined above, we have set out the actions required to embed children’s rights within Swansea Council’s policies, strategies and services. We will monitor and evaluate our progress against each of these actions:

Participation	<ul style="list-style-type: none"> • Involve children directly in the design, monitoring and evaluation of services they receive. • Learn how other organisations are doing this, and develop plans that meet the needs of children and young people in Swansea. • Develop clear targets to listen to children and young people from marginalised groups. • Involve children in the recruitment of staff who have responsibilities that impact on children. • Adopt the National Participation Standards for Children and Young people, to make sure when children’s experience are a quality one.
Empowerment	<ul style="list-style-type: none"> • Give children the information they need to influence decisions that affect them (e.g. simple language reports). • Give children the opportunities they need to influence decisions that affect them(e.g. opportunities to scrutinise decision makers e.g. giving a group of young people the chance to ask questions directly to a key decision-maker). • Establish relationships with groups of young people to allow them to consistently scrutinise work. E.g. youth groups/forums, or you could consider forming your own youth group. • Give children and young people the training or information they need to do this properly.
Embedding	<ul style="list-style-type: none"> • Make sure that leaders and staff have a good knowledge of children’s rights (UNCRC), and help them understand how it can benefit our organisation’s work. • Use our resources to deliver training on children’s rights. · Set up a network of champions with responsibility to promote children’s rights and set targets for how to embed children’s rights in all work. • Make sure there are HR/financial resources to support and promote children’s rights.
Accountability	<ul style="list-style-type: none"> • Publish an accessible annual update showing how we’ve worked towards making children’s rights real in Swansea. · • Feedback regularly to children in a suitable format. • Provide children with accessible information on how to provide feedback about what we’re doing well or what we could improve, make complaints or hold staff to account
Non-discrimination	<ul style="list-style-type: none"> • Make sure staff have up-to-date knowledge of the Equality Act and receive regular training to increase their awareness of different groups of children and young people’s needs. • Use a Children’s Rights Impact Assessment (CRIA) to consider how individual decisions (e.g. projects/services) could impact different groups of children and young people. Use information we have about children and young people’s need to consider whether our services reach all groups of young people. • Provide information to children in a language or format appropriate to their age and maturity, culture, or disability

Who is involved in ensuring the Swansea Council complies with this duty?

In this section the specific arrangements to make sure that the Local Authority complies with the duty to have due regard to the UNCRC when exercising any of their functions, and the roles and responsibilities and set out below:

Cabinet Members

- Must have due regard to the UNCRC when exercising any of their functions and must be fully aware of the duty when they make their decisions; they are responsible for making sure that the Swansea Council comply with the duty
- Are responsible for agreeing and monitoring the Children and Young People's Rights Scheme
- Will consider the progress made on the implementation of the Scheme as outlined in an annual progress report
- A Lead Member of the Cabinet has been identified who will exercise political leadership for the promotion of children and young people's rights under the UNCRC (1989)

Corporate Management Team:

- Must also have due regard to the UNCRC when exercising any of their functions and must be fully aware of the duty when they make their decisions; their work includes developing internal processes that will make sure staff comply with the duty
- This includes providing information and advice, developing tools and recording mechanisms to help staff to consider the UNCRC in their work and in their options and advice to Cabinet Members
- Will receive the annual progress report on the implementation of the Scheme and monitor progress as detailed in the action plan
- Corporate Management Team will work with the Lead Member to ensure that effective Member/Officer dialogue occurs to embed and promote children's rights and embed the UNCRC into policy and practice

Heads of Service

- Ensure that all staff, including themselves, have a suitable level of knowledge of the UNCRC and the implications of the Scheme on their area of work
- Will Act as 'Champions' of children's rights and to promote and raise awareness of the UNCRC in their service area to enhance rights based practice
- Will be responsible for ensuring that the options and advice that their staff include in the corporate reporting process is of good quality and has paid due regard to the UNCRC
- Will contribute to the annual progress report on the implementation of the Scheme and monitor progress as detailed in the action plan.

Council Staff

- Support Cabinet and Council in having due regard to the UNCRC when make decisions, as they provide options and advice in relation to Council functions
- Give balanced consideration to the UNCRC, before they begin to develop policies or other pieces of work through the Integrated Impact Assessment Process
- Training and awareness raising information will be given to staff to help them understand the UNCRC and how it impact upon their role

Appendix 1: Articles of the UNCRC

Article 1 Everyone under 18 years of age has all the rights in this Convention.

Article 2 The Convention applies to everyone whatever their race, religion, abilities, whatever they think or say and whatever type of family they come from.

Article 3 All organisations concerned with children should work towards what is best for each child.

Article 4 Governments should make these rights available to children.

Article 5 Governments should respect the rights and responsibilities of families to direct and guide their children so that, as they grow, they learn to use their rights properly.

Article 6 All children have the right of life. Governments should ensure that children survive and develop healthily.

Article 7 All children have the right to a legally registered name, the right to a nationality and the right to know and, as far as possible, to be cared for by their parents.

Article 8 Governments should respect children's right to a name, a nationality and family ties.

Article 9 Children should not be separated from their parents unless it is for their own good, for example if a parent is mistreating or neglecting a child. Children whose parents have separated have the right to stay in contact with both parents, unless this might hurt the child.

Article 10 Families who live in different countries should be allowed to move between those countries so that parents and children can stay in contact or get back together as a family.

Article 11 Governments should take steps to stop children being taken out of their own country illegally. **Article 12** Children have the right to say what they think should happen, when adults are making decisions that affect them, and to have their opinions taken into account.

Article 13 Children have the right to get and to share information as long as the information is not damaging to them or to others.

Article 14 Children have the right to think and believe what they want and to practice their religion, as long as they are not stopping other people from enjoying their rights. Parents should guide their children on these matters.

Article 15 Children have the right to meet together and to join groups and organisations, as long as this does not stop other people from enjoying their rights.

Article 16 Children have a right to privacy. The law should protect them from attacks against their way of life, their good name, their families and their homes.

Article 17 Children have the right to reliable information from the mass media. Television, radio and newspapers should provide information that children can understand, and should not promote materials that could harm children.

Article 18 Both parents share responsibility for bringing up their children, and should always consider what is best for each child. Governments should help parents by providing services to support them, especially if both parents work.

Article 19 Governments should ensure that children are properly cared for, and protect them from violence, abuse and neglect by their parents or anyone else who looks after them.

Article 20 Children who cannot be looked after by their own family must be looked after properly, by people who respect their religion, culture and language.

Article 21 When children are adopted the first concern must be what is best for them. The same rules should apply whether the children are adopted in the country where they were born or taken to live in another country. **Article 22** Children who come into a country as refugees should have the same rights as children born in that country.

Article 23 Children who have any kind of disability should have special care and support so that they can lead full and independent lives.

Article 24 Children have the right to good quality health care and to clean water, nutritious food and a clean environment so that they will stay healthy. Rich countries should help poorer countries achieve this.

Article 25 Children who are looked after by their local authority rather than their parents should have their situation reviewed regularly.

Article 26 The Government should provide extra money for the children of families in need.

Article 27 Children have a right to a standard of living that is good enough to meet their physical and mental needs. The Government should help families who cannot afford to provide this.

Article 28 Children have a right to an education. Discipline in schools should respect children's human dignity. Primary education should be free. Wealthy countries should help poorer countries achieve this.

Article 29 Education should develop each child's personality and talents to the full. It should encourage children to respect their parents, and their own and other cultures

Article 30 Children have a right to learn and use the language and customs of their families, whether these are shared by the majority of people in the country or not.

Article 31 All children have a right to relax and play, and to join in a wide range of activities.

Article 32 The Government should protect children from work that is dangerous or might harm their health or their education.

Article 33 The Government should provide ways of protecting children from dangerous drugs.

Article 34 The Government should protect children from sexual abuse.

Article 35 The Government should make sure that children are not abducted or sold.

Article 36 Children should be protected from any activities that could harm their development.

Article 37 Children who break the law should not be treated cruelly. They should not be put in prison with adults and should be able to keep in contact with their families.

Article 38 Governments should not allow children under 15 to join the army. Children in war zones should receive special protection.

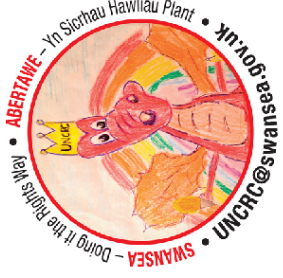
Article 39 Children who have been neglected or abused should receive special help to restore their self respect. **Article 40** Children who are accused of breaking the law should receive legal help. Prison sentences for children should only be used for the most serious offences.

Article 41 If the laws of a particular country protect children better than the articles of the Convention, then those laws should stay.

Article 42 The Government should make the Convention known to all parents and children.



Doing it the Rights Way: Children and Young People's Rights Scheme



This Means:

Making sure good quality arrangements are in place to ensure children and young people are listened to, and that their opinion is heard, in decisions that are being made that affect them.

Promoting rights to children and young people so that they feel able to exercise them.

Having systems in place to write down and evidence how we give thought to the impact of decisions children's rights.

Making sure workers understand the UNCRC and associated treaties, and how their work impacts on children's rights.

Having systems in place to report on what we are doing to make rights a reality for children and young people in Swansea

Making special efforts to ensure children and young people who may be less likely to access their rights, have an equal opportunity to be able to do so.

We Will:

- Involve children and young people directly in the design, monitoring and evaluation of services they receive.
- Learn about how other organisations are doing this, and develop plans that meet the needs of children and young people in Swansea.
- Develop clear targets to listen to children and young people from marginalised groups.
- Involve children and young people in the recruitment of staff who have responsibilities that impact on them.
- Adopt the National Participation Standards, to make sure when children and young people participate, their experience is a quality one.:
- Give children and young people the information they need to influence decisions that affect them (e.g. simple language reports).
- Give children and young people the opportunities they need to influence decisions that affect them(e.g. opportunities to scrutinise decision makers e.g. giving the chance to ask questions directly to a key decision-maker and/or co-produce work).
- Establish relationships with children and young people to allow them to consistently scrutinise work.
- Give citizens the training or information they need to do this properly.
- Make sure that leaders and staff have a good knowledge of Children's Human Rights, and help them understand how it can benefit our organisation's work.
- Use our resources to deliver training on children's human rights.
- Set up a network of champions with responsibility to promote the rights of children and young people and set targets for how to embed this in all work.
- Make sure there are HR/financial resources to support and promote the rights of children and young people
- Publish an accessible annual update showing how we've worked towards making rights real for children and young people.
- Feedback regularly in a suitable format.
- Provide accessible information on how to provide feedback about what we're doing well or what we could improve, make complaints or hold staff to account.
- Make sure staff have up-to-date knowledge of the Equality Act and receive regular training to increase their awareness of different groups of children and young people's needs.
- Use an Integrated Impact Assessment (IIA) to consider how individual decisions (e.g. projects/services) could impact different groups of children and young people.
- Use information we have about the needs of children and young people to consider whether our services reach all groups, particularly those who possess protected characteristics.
- Provide information in a format appropriate to people's age and maturity, culture, or disability

Participation

Empowerment

Embedding

Accountability

Non Discrimination

Agenda Item 10.



Report of the Section 151 Officer

Council – 25 January 2024

Adoption of the Council Tax Reduction Scheme

Purpose:	<ol style="list-style-type: none">1. To outline the requirement to annually consider whether to revise or replace the Council's existing Council Tax Reduction Scheme and the requirement to either adopt a new scheme or re-adopt the existing scheme by 31 January 2024.2. To recommend the re-adoption of the current scheme as set out in Section 3 of the report for the period 2024/25.
Policy Framework:	None
Consultation:	Legal, Finance and Access to Services.
Recommendation(s):	It is recommended that: <ol style="list-style-type: none">1) The Council Tax Reduction Schemes and Prescribed Requirements (Wales) Regulations 2013 (the "Prescribed Requirements Regulations") by the National Assembly for Wales (Now the Senedd Cymru) on 26 November 2013, as amended, be noted.2) The amendments to the "Prescribed Requirements Regulations" contained in The Council Tax Reduction Schemes (Prescribed Requirements and Default Scheme) (Amendment) (Wales) Regulations 2024, considered by the Senedd Cymru on 16 January 2024 be noted.3) The outcome of the consultation exercise undertaken by the Council in November 2023 on the discretionary areas of the current scheme be noted.4) The discretionary areas of the current scheme (2023/24) (as set out in section 3 of this report) to remain unchanged for the period 2024/25.5) The Council adopts the scheme as set out in section 3 of this report, to include any mandatory amendments which may be necessary as a result of, The Council Tax Reduction Schemes (Prescribed Requirements and Default Scheme) (Wales) (Amendment) Regulations 2024.

Report Author:	Julian Morgans
Finance Officer:	Ben Smith
Legal Officer:	Debbie Smith
Access to Services Officer:	Rhian Millar

1 Background

- 1.1 Following the abolition of the national Council Tax Benefit scheme on 31 March 2013, responsibility for providing Council Tax support in Wales was devolved to the Welsh Government and is known as the Council Tax Reduction Scheme (CTRS).
- 1.2 The CTRS is governed by two sets of regulations. These regulations prescribe the main features of the schemes to be adopted in Wales:-
- The Council Tax Reduction Schemes (Default Scheme) (Wales) Regulations 2013 (the “Default Scheme Regulations”) as amended.
 - The Council Tax Reduction Schemes and Prescribed Requirements (Wales) Regulations 2013 (the “Prescribed Requirements Regulations”) as amended.
- 1.3 The regulations contain an obligation that an authority must consider each financial year whether to revise its scheme or to replace it with another scheme. Any revision or replacement must be made no later than 31 January preceding the financial year for which the revision or replacement scheme will take effect.
- 1.4 Although there is a national scheme for Wales, within the Prescribed Requirements Regulations there is limited discretion given to the Council to apply additional discretionary elements that are more generous than the national scheme. These are: -
- The ability to increase the statutory extended reduction period of 4 weeks given for example to persons who have ceased to receive qualifying benefits after they return to work, where they have previously been receiving a Council Tax Reduction (CTR) that is to end as a result of their return to work;
 - Discretion to increase the amount of War Disablement Pensions and War Widows and War Widowers Pensions which is to be disregarded when calculating income of the applicant; and
 - The ability to backdate applications for CTR for periods longer than the statutory period of three months before the claim is made.
- 1.5 The Council adopted a CTRS from 2023/24 on 12 January 2023. It is a requirement of the Prescribed Requirements Regulations that the

Council adopts a CTRS by 31 January 2024, regardless of whether it applies any of the discretionary elements set out in paragraph 1.4 above. If the Council fails to make a scheme, then a default scheme shall apply under the provisions of the Default Scheme Regulations. The Council can only apply discretion if it makes its own scheme under the Prescribed Requirements Regulations.

- 1.6 An amending set of regulations was laid before the Senedd Cymru on 5 December 2023, to uprate financial figures used to assess CTR entitlement, in line with the cost-of-living increases. The amending set of regulations also incorporate changes to reflect consequential and technical amendments required to take account of inter-related changes to welfare benefits and other legislation made by the UK Government. These include how vaccine damage payments and compensation paid to former postmasters under the Horizon Shortfall Scheme will be handled in CTR.
- 1.7 The amendment regulations were debated by the Senedd Cymru on 16 January 2024 which was after the deadline date for the submission of this report. In the event that changes were made by the Senedd Cymru to the draft regulations in the authority's possession at the time of writing this report, the Chief Finance Officer will provide an update outlining any changes. The Council must take account of these regulations, The Council Tax Reduction Schemes (Prescribed Requirements and Default Scheme) (Amendment) (Wales) Regulations 2024, when adopting the scheme. These regulations can be accessed at:

<https://business.senedd.wales/mglIssueHistoryHome.aspx?lId=42350>

2 Consultation

- 2.1 A consultation exercise on the discretionary elements within the CTR scheme was conducted in Swansea over the period 5 November 2023 to 3 December 2023 and advertised in a press release. Additionally, an on-line survey form was placed on the Council's website and paper versions of consultation forms were available at the Contact Centre, Area Housing Offices and libraries. Information was also sent to members and precepting authorities. A summary of the responses to this consultation can be found in Appendix A.
- 2.2 The Council Tax Reduction Schemes (Prescribed Requirements and Default Scheme) (Wales) (Amendment) Regulations 2015, approved by Senedd Cymru on 20 January 2015, included a change which removed the requirement for Local Authorities to publish a draft scheme and consult interested persons where a Billing Authority revises a scheme in consequence of amendments made to the Prescribed Requirement Regulations. The effect of this amendment is to remove the requirement for local authorities to consult in relation to changes made by Welsh Ministers where authorities have no discretion (as opposed to the discretionary areas of the scheme outlined in 1.4).
- 2.3 As this report contains a recommendation that the current scheme is not replaced or changed from 2024/2025, other than to include amendments

contained in the “Amendment Regulations” (explained in 1.6 above), there is no requirement for the Council to consult, as authorities have no discretion in relation to these amendments. However, as the previous consultation around the discretionary elements was carried out some years ago, it was felt appropriate that a fresh consultation on those issues be undertaken as a matter of good practice.

3 Adoption of the Council Tax Reduction Scheme

- 3.1 The Council is required to adopt a scheme by 31 January 2024 under the Council Tax Reduction Schemes and Prescribed Requirements (Wales) Regulations 2013, as amended, regardless of whether it chooses to apply any of the discretionary elements. If the Council fails to make a scheme, then a default scheme will apply under the Council Tax Reduction Schemes (Default Scheme) (Wales) Regulations 2013 (as amended).
- 3.2 As explained in 1.6 above, each year Welsh Government needs to amend the CTR 2013 Regulations to ensure that the assessment calculation for CTR recipients is uprated. The Council Tax Reduction Schemes (Prescribed Requirements and Default Scheme) (Amendment) (Wales) Regulations 2024 were laid on 5th December 2023. As well as the up-rating provisions, these “Amendment Regulations” incorporate various technical and consequential amendments.
- 3.3 It is recommended that the Council adopts a Scheme for the period 2024/25 under “the Prescribed Requirements Regulations”, and any amendments made to those regulations by the “Amendment Regulations”, to include all the elements that must be included in the scheme and those discretionary elements set out in the table at Paragraph 3.5 below.
- 3.4 Part 5 of The Council Tax Reduction Schemes and Prescribed Requirements (Wales) Regulations 2013 (Other matters that must be included in an authority’s scheme) identifies which elements of the prescribed requirements of a scheme are minimum only requirements and in respect of which local authorities have an element of discretion.
- 3.5 Taking account of:
- the consultation responses for the current local scheme, (see Appendix A) relating to the discretionary elements, noting that no changes have been proposed for 2024/25.
 - the current local scheme in relation to the treatment of War Disablement Pensions, War Widows Pensions and War Widowers Pensions for Housing Benefit, which disregards these payments in full,
 - the fixed funding available,

The recommendations in relation to the available discretionary elements are as follows in the table below: -

<p><u>Discretionary Elements</u></p> <p>Part 5 - Other Matters that must be included in an authority's scheme</p>	<p>Prescribed Requirement Regulations (Minimum Requirements)</p>	<p>Recommended Details to be Adopted with regard to Discretionary Elements</p>
<p>The ability to increase the statutory extended reduction period of 4 weeks given to applicants where they have previously been receiving a CTR that is to end, as they have ceased receiving qualifying benefits as a result of returning to work, increasing their hours of work, or receiving increased earnings.</p> <p><i>Regulation 32 (3) and Regulation 33 (3), para (33) Schedule 1 and para (35) and (40) Schedule 6.</i></p>	<p>4 Weeks</p>	<p><u>Pensioners</u>: The 4 weeks period specified in para (33) of Schedule 1 will apply, and</p> <p><u>Non-Pensioners</u>: The 4 weeks period specified in para (35) and (40) of Schedule 6 will apply.</p>
<p>The ability to backdate applications of CTR for periods longer than the statutory period of 3 months before the claim is made.</p> <p><i>Regulation 34 (4) and Paragraph (3) and (4) of Schedule 13.</i></p>	<p>3 Months</p>	<p><u>Pensioners</u>: The period of 3 months specified in para (3) of Schedule 13 will apply,</p> <p><u>Non-Pensioners</u>: The period of 3 months specified in para (4) of Schedule 13 will apply.</p>
<p>The ability to disregard more than the statutory weekly £10 of income received in respect of War Disablement Pensions and War Widows Pensions and War Widowers Pensions (disregarded when calculating income of the applicant);</p> <p><i>Regulation 34 (5), Paragraphs 1(a) and 1(b) Schedule 4 and Paragraphs 20(a) and 20(b) of Schedule 9</i></p>	<p>£10</p>	<p><u>Pensioners</u>: The total value of any pension specified in para 1(a) and 1(b) of Schedule 4 will be disregarded.</p> <p><u>Non-Pensioners</u>: The total value of any pension specified in para 20(a) and 20(b) of Schedule 9 will be disregarded.</p>

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 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 require Local Authorities to have "due regard" to their public sector equality duties when exercising their functions.
- 4.1.3 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.
- 4.2 The Welsh Government undertook a comprehensive regulatory impact assessment in respect of the national scheme regulations, in November 2013.
- 4.3 The Council has undertaken a consultation exercise in relation to the discretionary elements in November 2023. As a matter of good practice these are undertaken periodically.
- 4.4 An Integrated Impact Assessment Screening has been carried out in December 2023 which determined that a full Integrated Impact Assessment Report was not required. See Appendix B.

- 4.5 It should be noted that there are no significant changes in the scheme recommended from 2024/25 compared to 2023/24. As this is a national scheme, the Council cannot vary the provisions other than those discretionary areas detailed in 1.4 above, which are proposed to remain the same as exist in the current (2023/24) local scheme. The Revenues and Benefits service will continue to provide advice to maximise taxpayers' benefit income, award appropriate discounts and exemptions and signpost customers to relevant agencies, where appropriate, so they can obtain independent advice.
- 4.6 By adopting the scheme the Council is able to ensure that low-income households are able to access financial support to help with their Council Tax liability. There are no negative impacts. Adopting a CTR Scheme is a positive action for the authority and will reduce the Council Tax to be paid by Swansea Citizens by an estimated £24M based on 23/24 figures.

5. Financial Implications

- 5.1 Welsh local authorities receive a fixed sum provision from Welsh Government for the CTRS. This is fundamentally different to the funding received from DWP, for the former Council Tax Benefit scheme, which was demand led and almost fully funded on a pound for pound basis. Any changes that affect the amount of CTR to be paid, for example due to Council Tax increases, increases in customers' CTR entitlement or increases in the number of customers actually claiming CTR, exposes the Council to financial risk, as the shortfall between the amount of CTR paid out and the funding received from Welsh Government, result in local authorities having to bear the additional cost.
- 5.2 The table below shows the number of current CTR recipients in Swansea, the latest estimate of CTR paid for 2023/24 and the latest estimated shortfall of £4.927M which has to be met by the Council.

Current CTR Recipients 2023/24	Current CTR recipients who receive 100% CTR 2023/24	Latest estimate of CTR to be paid in 2023/24	Fixed funding received from Welsh Government for 2023/24	Estimated shortfall between funding and CTR paid to recipients 2023/24
21,078	17,725	£24.124M	£19.197M	£-4.927M

- 5.3 The amount of CTR funding for distribution in 2024/25 in Wales was detailed in the provisional settlement made on 19 December 2023. The funding available for the whole of Wales is £244M with this Council's provisional allocation being £18.977M. This provisional allocation is a decrease of £220,000 compared to 2023/24. Therefore, in 2024/2025, the contribution from this authority to meet the cost of providing CTR, over the above the amount provided by Welsh Government, is provisionally estimated to be at least £5.147M but is likely to be higher once the level of Council Tax for 2024/2025 is known.

- 5.4 The table in 5.2 shows the estimated shortfall between the CTR to be paid out and the fixed funding received from Welsh Government for 2023/24.
- 5.5 Based on these figures, for every 1% increase in Council Tax levels in 2024/25, the yield will be reduced by an estimated £241,245 to reflect the cost of the CTR Scheme.

6. Legal Implications

- 6.1 The Council is obliged to make a CTRS under the Prescribed Requirements Regulations, as amended, by 31 January 2024. Although the legislation provides for a default scheme to apply in the absence of the Council making a scheme, the Council is nevertheless under a statutory duty to adopt its own scheme, even if it chooses not to apply any of the discretionary elements.
- 6.2 The Council Tax Reduction Schemes (Prescribed Requirements and Default Scheme) (Wales) (Amendment) Regulations 2024 were debated by the Senedd Cymru on Tuesday 16 January 2024. That was after the deadline date for the submission of this report but at the time of writing it was anticipated that the draft version of the regulations would be approved and come into force on 19 January 2024.
- 6.3 There are no other legal implications other than those already highlighted in this report.

Background Papers: None

Appendices:

- Appendix A: Summary of the responses to the CTRS consultation undertaken in November 2023
- Appendix B: Integrated Impact Assessment screening document

1.1 A consultation exercise was conducted over the period 6th November 2023 to 3rd December 2023. An on-line survey form was placed on the Council’s website and consultation forms were available at the Contact Centre, Area Housing Offices and libraries. Information was also sent to members and precepting authorities and a press release was issued.

1.2 **Summary of Responses**

- a) A total of 53 responses were received. 44 were completed online and 9 written responses received.
- b) 50 responses were completed by individuals and 3 responses were completed by the following organisations: -
 - Mental Health and Money Advice.
 - Swansea Young Families, Action for Children.
 - Swansea Young Families.

1.3 **Responses to the Three Discretionary Areas**

i. **The ability to Increase the statutory Extended Payment Period of 4 weeks.**

Question 1 on the consultation form:		
Discretionary element	Proposal	Responses
The ability to increase the statutory extended payment period of 4 weeks given to people after they return to work when they have been in receipt of a relevant qualifying benefit for at least 26 weeks.	The Council currently restricts extended payment periods to 4 weeks. Do you think this is reasonable?	52 responses: <ul style="list-style-type: none"> • 23 said it was reasonable. • 22 said it was not. • 7 said “don’t know”.
	If you indicated no to the above, please outline what you consider the period should be?	Of the 22 who thought it was not reasonable: <ul style="list-style-type: none"> • 1 opted for no extended payment. • 1 for 2 weeks. • 13 for 6 weeks. • 7 stated other. There were 6 ‘please specify’ responses: <ul style="list-style-type: none"> • Depends on income. • 2 or 3 months for anyone on benefit. • 8 weeks. • 8 weeks. • Indefinitely. • 2 months seems fairer.

- ii. **The discretion to increase the amount of War Disablement and War Widows Pensions which will be disregarded when calculating income.**

Question 2 on the consultation form:		
Discretionary element	Proposal	Responses
Discretion to disregard part or the whole amount of War Disablement Pensions and War Widows Pensions when calculating income.	The Council currently disregards all income from war pensions and war widows' pensions. Do you think this is reasonable?	51 responses. <ul style="list-style-type: none"> • 30 said it was reasonable. • 9 said it was not. • 12 answered "don't know"

- iii. **The ability to backdate the application of Council Tax Reduction Awards for more than the statutory period of 3 months prior to the claim.**

Question 3 on the consultation form:		
Discretionary element	Proposal	Responses
The ability to back date the application of Council Tax Reduction awards for customers for more than the statutory period of 3 months prior to the claim.	The Council currently restricts backdates to 3 months. Do you think this is reasonable?	52 responses. <ul style="list-style-type: none"> • 24 said it was reasonable. • 23 said it was not. • 5 answered "don't know".
	If no, what period do you think is reasonable?	Of the 23 who thought it was not reasonable: <ul style="list-style-type: none"> • 6 opted for a period of 6 months. • 15 opted for a period of 12 months. • 2 did not express a preference. <p><i>There were also 5 'please specify' responses:</i></p> <ul style="list-style-type: none"> • 1 Month. • Minimum of 12 months but longer for claimants in arrears as they had not claimed. • At least 12 months. • Between 6 and 12 depending on individual circumstances. • 6 months.

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

Which service area and directorate are you from?

Service Area: Revenues and Benefits

Directorate: Finance

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 Council Tax Reduction Scheme (Default Scheme) (Wales) Regulations 2013 require that each Local Authority adopt the default scheme, with annual amendments for each year, by 31st January preceding the start date of 1st April. This proposal/report is to fulfil this requirement for 2024/2025.

Once again there are no significant changes for 2024/25 compared to 2023/2024. It was initially screened for relevance to Equality and Diversity in 2013, on 14/12/18, 7/1/20, 13/1/21, 02/12/21, 7/12/22 and reviewed again on 19/12/23

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 checked="" 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 checked="" type="checkbox"/>	<input 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"/>	<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"/>	<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"/>	<input type="checkbox"/>
Race (including refugees)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gypsies & travellers	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Religion or (non-)belief	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Welsh Language	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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

The Council Tax Reduction Scheme (CTRS) is available to anyone that has a reduced income and satisfies the general eligibility criteria set by Welsh Government and includes most of the protected characteristics above.

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

There is very limited discretion within the scheme and consultation in respect of that is carried out periodically as a matter of good practice. The authority carried out a consultation exercise on the discretionary areas from the 6th November 2023 to 3rd December 2023. Welsh Government is currently reviewing the CTRS with a view to potentially making significant changes to the regulations, possibly for implementation in 2025/26 (those plans/dates are not confirmed as yet).

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

The content of the Legislation is determined by Welsh Government who would be responsible for taking this into consideration in their legislative development processes.

- 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

Long Term -

The CTRS is a pan Wales scheme and the Authority has limited flexibility to amend it. As such, we cannot confirm that the scheme will operate in the same way year on year in the future as how it is written will reflect the wishes of the Welsh Government and its Ministers. Ministers are currently considering the future of the scheme and it is likely that changes, significant or otherwise, will be made at some point.

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

Payment of CTR by the Benefits Service at the appropriate amount will:

- Reduce the amount of Council Tax to be collected by the Revenues Service.
- Help maximise income to households in need which should help reduce the workload of the Poverty and Prevention Service, Social Services in general & the Housing Department.

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

Yes

No

If yes, please provide details below

Q8 Does the initiative involve changes to the way you process the personal data of Council staff or service users, for example the purchase of new customer management software?

Yes

No

If your answer is yes, you should also screen the initiative for any implications regarding privacy and other GDPR rights and consider whether you need to amend your entry in the Council's Information Asset Register. Please use the following link to the online screening form for a Data Protection Impact Assessment <https://staffnet.swansea.gov.uk/dpiascreeing>

For more about the Information Asset Register, please see

<https://staffnet.swansea.gov.uk/informationassetregister>

Q9 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 proposal will ensure we are able to award CTR to support those in need without the imposition of a national scheme under which we have less flexibility to be more generous on a small number of points – for example allowing the full amount of War pensions to be disregarded as income when assessing the amount of CTR to be awarded.

The Council Tax Reduction Scheme is available to anyone that has a reduced income and satisfies the general eligibility criteria.

The main positive impacts are:

By adopting the scheme we are able to ensure that low income households are able to access financial support to help with their Council Tax liability.

The main negative impacts are:

No negative impacts have been identified against any groups/ communities. Adopting a CTR Scheme is a positive action for the authority and will reduce the Council Tax to be paid by Swansea Citizens by an estimated £24m based on 23/24 figures.

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 (Q9)**

Summary of impacts identified and mitigation needed (Q2)

The report fulfils the legal requirement placed upon the Council under The Council Tax Reduction Schemes and Prescribed Requirements (Wales) Regulations 2013 to annually adopt a Council Tax Reduction Scheme for the coming financial year.

The impacts identified in Q2 are all positive. No mitigation is required although the Revenues and Benefits Service seeks to maximise entitlement to Council Tax Reduction wherever possible. This is assisted by colleagues in other departments such as Housing and Social Services.

Summary of involvement (Q3)

Consultation on the small number of discretionary areas in the regulations takes place periodically and the exercise has been carried out in November 2023. A summary of the outcome of this consultation is provided as an appendix (A) to the report.

WFG considerations (Q4)

The content of the Legislation is determined by Welsh Government who would be responsible for considering the Well-being of Future Generations Act (Wales) 2015 in the development of this initiative.

Any risks identified (Q5)

Failure to adopt the scheme could lead to financial hardship for citizens, increased Council Tax arrears and reputational damage to the authority.

By adopting the scheme, we are able to ensure that low-income households are able to access financial support to help with their Council Tax liability.

Cumulative impact (Q7)

By adopting the scheme we are able to ensure that low income households are able to access financial support to help with their Council Tax liability. There are no negative impacts. Adopting a CTR Scheme is a positive action for the authority and will reduce the Council Tax to be paid by Swansea Citizens by an estimated £24m based on 23/24 figures.

(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: Interim Head of Revenues and Benefits
Date: 19/12/23
Approval by Head of Service:
Name: Ben Smith
Position: Chief Finance Officer (Sec 151 Officer)
Date: 19/12/23

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

Agenda Item 11.



Report of the Cabinet Member for Service Transformation

Council –25 January 2024

Housing Revenue Account (HRA) Rent Setting 2024/25

Purpose:	This report proposes an increase in rents and fees and charges for properties within the HRA for 2024/25
Policy Framework:	None.
Consultation:	Access to Services, Finance, & Legal
Recommendation(s):	It is recommended that the proposed increases in Council housing rents and fees and charges be recommended to Council for approval: 1) Rents to be increased in line with the Welsh Government policy as detailed in section 3.1. 2) Fees, charges and allowances are approved as outlined in section 3.2.
Report Author:	Paul Lilley
Finance Officer:	Ben Smith
Legal Officer:	Adrian Jeremiah
Access to Services Officer:	Rhian Miller

1.0 Introduction

- 1.1 This report seeks approval for the changes to Council housing rents and fees and charges to be applied from 1st April 2024.
- 1.2 The introduction of the Renting Homes (Wales) Act 2016, means that additional notice is required of any proposed increase. Section 104 of the Act states;

- (1) The landlord may vary the rent payable under a secure contract by giving the contract-holder a notice setting out a new rent to take effect on the date specified in the notice.
- (2) The period between the day on which the notice is given to the contract-holder and the specified date may not be less than **two months**.

2. Background

- 2.1 The current Welsh Government Rents Policy sets a maximum annual increase of CPI plus 1% based on the CPI figure for the preceding September. If CPI increases above 3%, the Minister has the option to set a different maximum increase. For the 2024/25 increase, CPI was of 6.7%. Following consultation with social housing providers and contract holder groups the Minister set a maximum average increase of 6.7%.
- 2.2 Before approving the increase the Minister sought the following commitments from social landlords in Wales to support tenants, experiencing severe financial hardship as a result of the cost-of-living crisis;
 - There will be no evictions due to financial hardship for the term of the rent settlement in 2024-25, where tenants engage with their landlords.
 - During this time social landlords will continue to provide targeted support to those experiencing financial hardship to access support available.
 - In addition, a joint campaign, encouraging tenants to talk to their landlord if they are experiencing financial difficulties and access support available, will be launched across Wales.
 - Maximise the use of all suitable social housing stock, with a focus on helping those in the poorest quality transitional accommodation move into longer term homes that meet their needs.
 - Invest in existing homes to keep them safe, warm and affordable to live in.
 - Social landlords use the rent they receive to provide support to some of the most vulnerable people in our communities, providing them with housing and crucial support services and ensuring a new supply of social homes for the future.
- 2.3 The Housing Revenue Account is ring fenced with the income from rents used to fund the management of council housing together with the maintenance and improvement of the council housing stock. In recent years, inflation has meant significant increases in costs. The table below shows the increase in revenue budgets for Housing management and responsive maintenance since 2021/22;

	21/22 Budget £m	23/24 Budget £m	Increase £m	% Increase
Housing Management	16.4	19.66	3.26	19.88%
Revenue Repairs	13.86	19.86	6.05	43.68%
Total	30.25	39.56	9.31	30.78%

- 2.4 Over the same period, revenue income has not increased to the same degree. Whilst previous rent increases have been in line with the Welsh Government's Rent Policy, these have been lower than inflation.

	21/22 Budget £m	23/24 Budget £m	Increase £m	% Increase
Revenue Income	69.7	75.1	6.9	10.12%

- 2.5 The differences between increases in expenditure and income are compounded over the lifetime of the HRA Business Plan. The impact of this is that the revenue surpluses used to fund capital investment are significantly lower than previously forecast and the impact of inflation the HRA has seen over a short space of time mean there are now significant and rising pressures on the HRA Business Plan.
- 2.6 In addition, the introduction of the Welsh Housing Quality Standard 2023 has introduced additional statutory requirements which will require significant extra investment in the housing stock, without significant amounts of external subsidy being made available to the HRA. At the same time, the acute pressure on homelessness services and demand for housing means there is a need to increase the supply of affordable housing.
- 2.7 An important part of the Welsh Government's Rents Policy is that all social landlords will be expected to ensure that rents and service charges remain affordable for current and future contract holders. Whilst the majority of contract holders are in receipt of Housing Benefit or Universal Credit and will see these benefits will be increased to cover the proposed rent increase, there are also a number contract holders who are not in receipt of benefits and will have to pay the full increase. There is an obvious and growing conflict therefore between rising cost/improvement requirements to properties and the amount of income the HRA can generate.

3.0 Proposed Rent and Fees and Charges Increase

- 3.1 As stated in 2.1 above the maximum increase allowed under the Welsh Government's Rents Policy for 2024/25 is 6.7%. A decision to move to an increase lower than the maximum, reduces the income available to the HRA for future investment, increases the pressure on the HRA Business Plan and the requirement for future decision on prioritising investments including increasing the supply of new homes and improving/ maintaining the existing stock. This needs to be considered alongside the impact on the affordability of any increase for Contract Holders particularly those who are not in receipt of benefits and would have to fund the full increase.
- 3.2 Rents will increase by 6.0%, an average increase of £6.56 a week, from 1st April 2024. The proposed increase balances the need for extra income to fund the additional investment required with the need to maintain affordability for contract holders.
- 3.3 *Fees, Charges and Allowances*
General fees, charges and allowances are to be increased in line with the agreed rent increase of 6.0%.

4.0 Affordability Analysis

- 4.1 An affordability analysis has been undertaken. This analysis compared Swansea rents with other local housing providers including the private sector and with other social landlords across Wales. It also looked at the proportion of household income used to pay rent. The details of the analysis are set out in Appendix 1. The main findings are;
- Compared to other local housing providers Swansea Council rents are lower than Private Sector rents for all the property types shown. They are also lowest when compared to local Housing Associations for all property types except for bedsits where Coastal Housing are lower and 1 bed flats where Family Housing are lower.
 - Based on the latest published Welsh Government data, Our current average weekly rent compares favourably with other Welsh social landlords ranking 27th highest out of 50.
 - The ONS considers an affordable rent to be one where it is no more than 30% of the income. The tables shown in Appendix 1 show that the proposed rents for 2024/25 does not exceed the ONS limit as a proportion of household income.
- 4.2 The latest tenants survey carried out in October 2021 found that 64.8% of tenants were either very satisfied or satisfied that their rent provided value for money. 24.4% were neither satisfied or dissatisfied and 10.9% were either dissatisfied or very dissatisfied.

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 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 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 An IIA screening form has been completed and reviewed. The agreed outcomes recognize that there will be some impacts however arrears prevention is a key priority for the Housing Service and a number of measures are in place to support tenants who may be facing financial difficulty. These include;

- Ensuring sustaining tenancies and supporting tenants is at the core of our business.
- Developing our approach to early welfare benefits, financial inclusion and income maximisation advice and support.
- Focusing on proactive early interventions to increase engagement at a much earlier stage.
- Identifying and working with sub-groups of tenants and vulnerable tenants most at risk of eviction.
- Exploring trauma and psychologically informed approaches to Housing Management.

- Exploring further Managed Moves.
- Ensuring that eviction is an action of last resort where all other methods have failed and that if an eviction does take place provision is made available to ensure that it does not result in homelessness support in place etc.

Proposals for changing levels of funding in specific areas have been subject to a screening process.

6. Financial Implications

- 6.1 The additional income raised from the proposed increase will be reflected in the revised HRA Revenue and Capital budgets which will be reported to Council in March 2024.

7. Legal Implications

- 7.1 Contract-holders will need to be notified of the proposed increase in accordance with the provisions of section 104 of the Renting Homes (Wales) Act 2016. Section 104 states;

- (1) The landlord may vary the rent payable under a secure contract by giving the contract-holder a notice setting out a new rent to take effect on the date specified in the notice.
- (2) The period between the day on which the notice is given to the contract-holder and the specified date may not be less than **two months**.

Background Papers: None

Appendices:

Appendix 1 – Affordability Analysis

Appendix 2 – Integrated Impact Assessment Screening Form

Rent Increase Affordability Analysis – Appendix 1

Our current rents were compared to the national average for Wales.

Average National Rents for Welsh Councils & RSLs 2023/24						
Accommodation Type	Welsh National Average (Council)	Swansea Council Equivalent (52 week rent)	Difference between Council national average and Swansea	Welsh National Average RSL	Swansea Council Equivalent	Difference between RSL national average and Swansea
Bedsit	£81.23	£85.62	£4.39	91.38	£85.62	-£5.76
1 Bed Flat	90.54	£95.73	£5.19	£88.65	£95.73	£7.08
2 Bed Flat	£98.07	£100.79	£2.72	£98.63	£100.79	£2.16
3 Bed Flat	£105.55	£105.81	£0.26	£114.80	£105.81	-£8.99
2 Bed House	£104.56	£105.81	£1.25	£109.10	£105.81	-£3.29
3 Bed House	£114.80	£110.88	-£3.92	£117.31	£110.88	-£6.43
4 Bed House	£126.10	£115.93	-£10.17	£134.93	£115.93	-£19.00
5 Bed House	£136.66	£121.00	-£15.66	£158.82	£121.00	-£37.82

It must be noted that the average figures provided by other Local Authorities and RSLs do not include their service charges. Our rents have the service charge already included. Service charges can range from £2pw-£10pw and are usually higher for flats than for houses. If this is considered, then it could be argued that our rents are currently lower than the Welsh national average over all property types.

The next table shows our current rents compared to the local RSLs.

Accommodation Type	Swansea Council 52 Wk Rent	COASTAL HOUSING	FAMILY HOUSING	POBL
Bedsit	£85.62	£71.26	£91.88	£90.90
1 Bed Flat	£95.73	£96.89	£90.97	£97.64
2 Bed Flat	£100.79	£102.79	£108.07	£105.08
3 Bed Flat	£105.81	£110.46	£118.36	n/a
2 Bed House	£105.81	£107.79	£114.70	£110.70
3 Bed House	£110.88	£118.57	£123.36	£117.41
4 Bed House	£115.93	£152.87	£141.86	£140.35
5 Bed House	£121.00	N/A	N/A	N/A

Again, the rents of the RSLs do not include the service charges. Our average rents for houses are lower than the local RSLs even without considering the service charge element.

To assess the impact of a 6%, we use the average income data for Swansea. This is the data gathered by the Office of National Statistics and is the Annual Survey of Hours and Earnings (ASHE). The figures shown are for single person households and single parent families earning minimum wage as this will show the lowest incomes to assess for affordability. The data was updated in November 2023. However, these are compared to future rents, and the wages will be increasing at the same time as the rent increase. The minimum wage will be increasing by 9.8%, so this increase has been applied to the ASHE figures for comparison.

Household	Household weekly earnings based on November 2023 data	Household weekly earnings based on minimum wage for April 2024 with 9.8% increase applied.
Single Person	£325.39	£357.28
Couple (no children)	£488.08 (1 P/T & 1 F/T)	£535.91
Single Parent	£520.62	£571.64

Single people or couples will normally be occupying flats, so the £357.28 and the £535.91 figure will be used to calculate the percentage of income spent on rent in this property type.

The ONS considers an affordable rent to be one where it is no more than 30% of the income.

SINGLE PERSON		
Accommodation Type	Weekly rent at 6% increase	%age of income based on minimum wage
1 BED BEDSIT	£90.75	25.4%
1 BED FLAT	£101.47	28.4%
2 BED FLAT	£106.84	29.9%

COUPLE (no children)		
Accommodation Type	Weekly rent at 6% increase	%age of income based on minimum wage based on 1 working full time and 1 working part time
1 BED FLAT	£101.47	18.9%
2 BED FLAT	£106.84	19.9%
3 BED FLAT	£112.15	20.9%

At 6% the percentage income spent on rent for a single person would be below 30% for flats. For couples, the percentage age for all sizes is below 30% of income.

The next tables will show the same calculations based on a single parent on minimum wage and receiving the equivalent working tax and child tax element of universal credit. The £571.64 weekly income has been applied which reflects the 9.8% increase in wages due in April 2024.

SINGLE PARENT		
Accommodation Type	Weekly rent at 6% increase	%age of income based on minimum wage and tax credits/UC top up
2 BED HOUSE	£112.15	19.6%
3 BED HOUSE	£117.54	20.6%
4 BED HOUSE	£122.88	21.5%
5 BED HOUSE	£128.26	22.4%
6 BED HOUSE	£133.60	23.4%

At 6% the percentage income spent on rent for a single parent would be below 30%.

A comparison of the average rents in Swansea by property type and provider.

The following comparison shows our current rents compared to RSLs and the private sector.

Data obtained from StatsWales and Hometrack.

StatsWales is the site used to publicise the data submitted to Welsh Government by all Community Landlords.

Hometrack amalgamates the data from StatsWales and from Land Registry and from Estate Agents. The Hometrack data was last updated in December 2023.

The median rather than the average rent value has been used for the private sector rents as the average value tends to get skewed by high rents in some areas of Swansea.

Please note that Housing Associations add a service charge to the rental amounts shown in the tables. The service charge can range from £2 to £10 depending on property type, with flats usually incurring the highest service charge due to the communal living spaces.

I Bed Flat	Weekly Rent	Ranking (most Expensive First)
Median Private Rent	£155.00	1
Pobl	£97.64	2
Coastal	£96.89	3
Swansea Council	£95.73	4
FHA	£90.97	5

2 Bed House	Weekly Rent	Ranking
Median Private Rent	£195.00	1
Family Housing	£114.70	2
Pobl	£110.70	3
Coastal Housing	£107.79	4
Swansea Council	£105.81	5

3 Bed House	Weekly Rent	Ranking
Median Private Rent	£213.00	1
Family Housing	£123.36	2
Coastal Housing	£118.57	3
Pobl	£117.41	4
Swansea Council	£110.88	5

4 Bed House	Weekly Rent	Ranking
Median Private Rent	£341.00	1
Coastal Housing	£152.87	2
Family Housing	£141.86	3
Pobl	£140.35	4
Swansea Council	£115.93	5

Integrated Impact Assessment Screening Form – Appendix 2

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 and Public Health

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:

This report proposes an increase in Council house rents and other fees and charges for 2024/25 in line with Welsh Government rent policy for properties within the HRA. The average increase for 24/25 is 6%. an increase of £6.56 per week. The proposed rent increase has taken into account the affordability of rents for contract holders. The following factors have been examined;

- Compared to other local housing providers Swansea Council rents are lower than Private Sector rents for all the property types shown. They are also lowest when compared to local Housing Associations for all property types except for 1 bed flats.
- Based on the latest published Welsh Government data, Our current average weekly rent compares favourably with other Welsh social landlords ranking 27th highest out of 50.
- The ONS considers an affordable rent to be one where it is no more than 30% of the income. The tables shown in Appendix 1 show that the proposed rents for 2024/25 does not exceed the ONS limit as a proportion of household income.

- It is estimated that around 70% of tenants are in receipt of Housing Benefit or Universal Credit. These benefits will be increased to cover the proposed rent increase so tenants in receipt of these benefits will not be worse off.
- The latest tenants survey carried out in October 2021 found that 64.8% of tenants were either very satisfied or satisfied that their rent provided value for money. 24.4% were neither satisfied or dissatisfied and 10.9% were either dissatisfied or very dissatisfied.
- A number of commitments are in place to support contact holders who may be facing financial difficulties. These include;
 - There will be no evictions due to financial hardship for the term of the rent settlement in 2024-25, where tenants engage with their landlords.
 - During this time we will continue to provide targeted support to those experiencing financial hardship to access support available.
 - We will participate in a joint campaign, encouraging tenants to talk to their landlord if they are experiencing financial difficulties and access support available.

Arrears Prevention is now key and lots of support is provided at signings to prevent arrears becoming an issue in the first place. Support is also needed for tenants who are still on legacy benefits and claiming HB, preparing/supporting tenants in obtaining backdates and mandatory reconsiderations. Support is provided at every stage during the tenancy meaning fewer evictions and court action with these actions only being used as a last resort. We have formulated our own in-house rents strategy which explores every avenue and works with our partners in Housing options/TSU/support agencies to prevent court action.

These measures include;

- Ensuring sustaining tenancies and supporting tenants is at the core of our business.
- Developing our approach to early welfare benefits, financial inclusion and income maximisation advice and support.
- Focusing on proactive early interventions to increase engagement at a much earlier stage.
- Identifying and working with sub-groups of tenants and vulnerable tenants most at risk of eviction.
- Exploring trauma and psychologically informed approaches to Housing Management.
- Exploring further Managed Moves.
- Ensuring that eviction is an action of last resort where all other methods have failed and that if an eviction does take place provision is made available to ensure that it does not result in homelessness.

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

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

The maximum increase was set by the Minister after consultation with all social landlords throughout Wales together with tenant representative groups. In addition, an all Wales meeting between the Welsh Governments representatives and stakeholder groups took place before the Minister made her decision. In making the decision the Minister took into account the affordability issues together with need to increase income to invest in the condition of the social housing stock to tackle important issues such as damp and mold and fuel poverty together with need to increase the social housing stock to help tackle homelessness. The decision to increase rents by lower than the 6.7% maximum allowed under the Welsh Governments was made after further consideration of the affordability impact on contract holders that are not in receipt of benefits.

The proposals in this report are based on the objective of maximising the resources available for investment in the housing stock to maintain the WHQS and to build affordable housing in line with the More Homes Programme. Tenants will need to be notified of the proposed increase in

accordance with the provisions of section 104 of the Renting Homes (Wales) Act 2016 which states;

- (1) The landlord may vary the rent payable under a secure contract by giving the contract-holder a notice setting out a new rent to take effect on the date specified in the notice.
- (2) The period between the day on which the notice is given to the contract-holder and the specified date may not be less than **two months**.

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 checked="" type="checkbox"/>	Low risk <input 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

Building Services, Legal, Finance

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.)

A significant number of Housing tenants will not be impacted by the proposed rent increase as they are in receipt of Housing Benefit or Universal Credit. These benefits will be increased to cover the proposed rent increase so tenants in receipt of these benefits will not be worse off. Arrears prevention is a key priority for the Housing Service and a number of measures are in place to support tenants who may be facing financial difficulty. These include;

- Ensuring sustaining tenancies and supporting tenants is at the core of our business.
- Developing our approach to early welfare benefits, financial inclusion and income maximisation advice and support.
- Focusing on proactive early interventions to increase engagement at a much earlier stage.
- Identifying and working with sub-groups of tenants and vulnerable tenants most at risk of eviction.
- Exploring trauma and psychologically informed approaches to Housing Management.
- Exploring further Managed Moves.
- Ensuring that eviction is an action of last resort where all other methods have failed and that if an eviction does take place provision is made available to ensure that it does not result in homelessness.

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)**

An IIA screening form has been completed and reviewed. The agreed outcomes recognize that there will be some impacts however arrears prevention is a key priority for the Housing Service and a number of measures are in place to support tenants who may be facing financial difficulty. These include;

- Ensuring sustaining tenancies and supporting tenants is at the core of our business.
- Developing our approach to early welfare benefits, financial inclusion and income maximisation advice and support.
- Focusing on proactive early interventions to increase engagement at a much earlier stage.
- Identifying and working with sub-groups of tenants and vulnerable tenants most at risk of eviction.

- Exploring trauma and psychologically informed approaches to Housing Management.
- Exploring further Managed Moves.
- Ensuring that eviction is an action of last resort where all other methods have failed and that if an eviction does take place provision is made available to ensure that it does not result in homelessness support in place etc. Proposals for changing levels of funding in specific areas have been subject to a screening process.

(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: Paul Lilley
Job title: Housing Finance and IT Manager
Date: 13/12/23
Approval by Head of Service:
Name: Carol Morgan
Position: Head of Housing and Public Health
Date: 13/12/23

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

Agenda Item 12.



Report of the Returning Officer

Council – 25 January 2024

Review of Polling Districts, Polling Places and Polling Stations

Purpose:	To seek approval for the proposed changes to Polling Districts, Polling Places & Polling Stations and to agree further investigation into the possible movement of several polling station venues.
Policy Framework:	None
Consultation:	Access to Services, Finance, Legal.
Recommendation(s):	It is recommended that: 1) The consultation responses received in relation to the Review of Polling Districts and Polling Places which are summarised at Appendix 2 to the report be noted. 2) The final proposals to the Polling Districts and Polling Places as outlined in Appendix 3 of the report be approved. 3) The Returning Officer continue to monitor Polling Districts, Polling Places and Polling Stations where no suitable alternative venue is available at the present time.
Report Authors:	Alison O'Hara / Michael Beardshaw
Finance Officer:	Ben Smith
Legal Officer:	Debbie Smith
Access to Services Officer:	Rhian Millar

1. Introduction

- 1.1 This report sets out the outcomes of two individual Reviews recently conducted by the Returning Officer. The Returning Officer decided to conduct both Reviews together to make it easier for people to respond to the process.

- 1.2 One was a Review of Polling Districts and Polling Places and the other a Review of Polling Stations.
- 1.3 The responsibility for dividing the parliamentary constituencies into Polling Districts and for designating Polling Places rests with the Council. Council must consider and if appropriate approve the recommendations of the Returning Officer regarding the Review of Polling Districts and Polling Places.
- 1.4 Decisions relating to the Review of Polling Stations fall to the Returning Officer. The Returning Officer has a personal responsibility for deciding on the number and location of Polling Stations.

2. Definition of Terms

- 2.1 A **Polling District** is a geographical sub-division of an electoral area, i.e., a UK Parliamentary Constituency, a European Parliamentary Electoral Region, or a local Electoral Division, commonly referred to as a Ward.
- 2.2 A **Polling Place** is a geographical area in which a Polling Station is located. It can be defined as tightly as a particular building or as widely as the entire Polling District.
- 2.3 The Polling Place shall be an area in the Polling District, except where special circumstances make it desirable to designate an area wholly or partly outside the Polling District.
- 2.4 A **Polling Station** is the actual area or specific room where the process of voting takes place i.e., where voters cast their votes. It must be located within the Polling Place designated for the particular Polling Station.

3. Legal Framework for the Review of Polling Districts and Polling Places

- 3.1 The Representation of the People Act 1983, the Electoral Administration Act 2006 and the Review of Polling District & Polling Places (Parliamentary Elections) Regulations 2006, places a duty on Swansea Council to divide the district into polling districts and to designate a polling place for each polling district. It also must keep these arrangements under review.
- 3.2 To comply with the above legislation the City and County of Swansea is required to complete a full review of all polling districts and polling places every five years. However, this does not prevent changes being made at any time prior to the next review.

- 3.3 The Electoral Registration and Administration Act 2013 introduced a change to the timing of compulsory reviews of UK Parliamentary polling districts and polling places. The next compulsory review must now be started and completed between 1 October 2023 and 31 January 2025 (inclusive).
- 3.4 Subsequent compulsory reviews must be started and completed within the period of 16 months that starts on 1 October of every fifth year after 1 October 2013.

4. Legal Framework for the Review of Polling Stations

- 4.1 The Returning Officer is personally responsible for deciding on the number and location of Polling Stations. This is set out in each set of Election Rules e.g., Rule 25 of the Parliamentary Election Rules.

5. Aim of the Polling Districts and Polling Places Review

- 5.1 Local Authorities must seek to ensure that:
- a) All of the electors in the constituency have such reasonable facilities for voting as are practicable in the circumstances.
 - b) So far as is reasonable and practicable, all Polling Places are accessible to all their electors, including those with disabilities.
 - c) Each Community shall, in the absence of special circumstances, be a separate Polling District.
- 5.2 The Polling Districts and Polling Places Review does not cover the following areas:
- a) The boundaries of UK Parliamentary Constituencies.
 - b) The borders, names, and electoral areas of Local Authorities.

6. Aim of the Polling Station Review

- 6.1 To consider the number and locations of Polling Stations within the City and County of Swansea.

7. The Polling Districts and Polling Places Review Procedure

- 7.1 The Review Procedure to be followed by a Local Authority is summarised below:
- a) Stage 1 - The Authority gives public notice of its intention to undertake a review and invites comments and submissions from any interested parties.

- b) Stage 2 - The Authority considers all submissions received and formulates draft recommendation for the new Polling Districts and Polling Places structure. However, there is no requirement to change any existing arrangements.
 - c) Stage 3 - The Authority produces final proposals for the new Polling Districts and Polling Places.
 - d) Stage 4 - The Council must agree on the final proposals, and then publish the outcome of the review.
- 7.2 In accordance with the Representation of the Peoples Regulations (England and Wales) 2001, the council has a duty to have a code formed by a letter or letters for each polling district.
- 7.3 The letter or letters must be different for each polling district and deemed to form part of an elector's number. As such the Polling District codes will be changed for all polling districts.

8. The Polling Station Review Procedure

- 8.1 The Polling Station Review Procedure is to be carried out based on the Initial Recommendations set out by the Returning Officer. Feedback submissions shall be considered by the Returning Officer and decisions taken accordingly.

9. The Joint Review

- 9.1 Stage 1 commenced on 8 November 2023 with the publication of the Notice of Review of Polling Districts and Polling Place on the Council Website and on a public noticeboard. The notice invited comments and submissions in writing on the existing arrangements and the Returning Officers Initial Recommendations (**Appendix 1**) by 20 December 2023.
- 9.2 Concurrently, letters and emails inviting feedback on the current arrangements and on the Returning Officers Initial Recommendations were sent to:
- a) All Councillors, MEPs, MPs, MSs and Community / Town Councils representing the area of the City and County of Swansea; and
 - b) Groups who represent protected characteristics, such as Black and Minority Ethnic (BME) Communities, Lesbian, Gay, Bisexual and Transgender (LGBT), and Disability via the Access to Services Team.
- 9.3 The submissions received during this stage are summarised in **Appendix 2** "Summary of Consultation Responses Received".

10. Proposals following the Joint Review

- 10.1 The Returning Officer considered those responses as set out in **Appendix 2**. These assisted in the formulation of the final proposals relating to Polling Districts and Polling Places which are set out in **Appendix 3** of the report. **Appendix 3** also shows the determinations of the Returning Officer in relation to Polling Stations.
- 10.2 Once Council agrees Polling Districts and Polling Places, all relevant stakeholders will be informed.

11. Integrated Assessment Implications

- 11.1 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.
- 11.2 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'.
- 11.3 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.
- 11.4 An IIA screening form has been completed and has determined that a full IIA report will not be required.

12. Financial Implications

12.1 There are no specific financial implications associated with this report.

13. Legal Implications

13.1 The associated legal implications are set out within the report.

Background Papers: None.

Appendices:

Appendix 1	Returning Officer's Initial Recommendations
Appendix 2	Summary of Consultation Responses Received
Appendix 3	Polling Districts, Polling Places Final Proposals and Polling Station Changes

Ardaloedd Pleidleisio / Polling District	Ward Etholiadol / Electoral Ward	Cymuned / Community	Gorsaf Bleidleisio / Polling Station	Etholaeth/ Electorate	Argymhelliad y Swyddog Canlyniadau / Returning Officer's Recommendation
GW	Llandeilo Ferwallt / Bishopston	Bishopston (Bishopston Ward)	Murton Community Centre, Murton Green	1585	Dim Newid / No Change
GX		Bishopston (Murton Ward)	Murton Community Centre, Murton Green	1201	Dim Newid / No Change
FH	Bôn-y-maen	No Community	Cwmglas Primary School, Colwyn Avenue	1333	- Lleoliad Arall a Geisir / Alternative Venue Sought** - Cyfuno dosbarth pleidleisio gyda FI / Combine polling district with FI
FI			No Station Currently Allocated / Dim Gorsaf ar gael	1153	Cyfuno dosbarth pleidleisio gyda FH / Combine polling district with FH
FJ			Bonymaen Community Centre, Bonymaen Road	1151	Dim Newid / No Change
FK1			Bonymaen Community Centre, Bonymaen Road	1015	Dim Newid / No Change
FK2			Community Area @ The POD Morfa Shopping	977	Dim Newid / No Change
XA1	Y Castell / Castle	No Community	Salvation Army, Richardson Street	217	Cyfuno dosbarth pleidleisio gyda XB1 / Combine polling district with XB1
XB1			Salvation Army, Richardson Street	2305	Cyfuno dosbarth pleidleisio gyda XA1 / Combine polling district with XA1
XC			Swansea Mosque, St Helen's Road	1805	Dim Newid / No Change
XD			Mobile Station Jct Norfolk St and Primrose St	1080	Lleoliad Arall a Geisir / Alternative Venue Sought**
XE1			Dyfatty Community Centre, Chapel Street	1075	Dim Newid / No Change
XE2			City Church Swansea, Dyfatty Street	799	Cyfuno dosbarth pleidleisio gyda XF / Combine polling district with XF
XF			City Church Swansea, Dyfatty Street	739	Cyfuno dosbarth pleidleisio gyda XE2 / Combine polling district with XE2
XG			Brynmelyn Community Centre, Park Terrace	579	Cyfuno dosbarth pleidleisio gyda XH1&XH2 / Combine polling district with XH1 & XH2
XH1			Brynmelyn Community Centre, Park Terrace	701	Cyfuno dosbarth pleidleisio gyda XG & XH2 / Combine polling district with XG & XH2
XH2			Brynmelyn Community Centre, Park Terrace	361	Cyfuno dosbarth pleidleisio gyda XG & XH1 / Combine polling district with XG & XH1

Ardaloedd Pleidleisio / Polling District	Ward Etholiadol / Electoral Ward	Cymuned / Community	Gorsaf Bleidleisio / Polling Station	Etholaeth/ Electorate	Argymhelliad y Swyddog Canlyniadau / Returning Officer's Recommendation
DR	Clydach	Clydach (Vardre Ward)	Clydach Community Hall, Vardre Road	2082	Dim Newid / No Change
DS1		Clydach (Graigfelen Ward)	Graigfelen Hall, Tyle Teg	1253	Dim Newid / No Change
DS2*		Clydach (Graigelen Ward)	Graigfelen Hall, Tyle Teg	116	Dim Newid / No Change
DT		Clydach (Clydach Ward)	Clydach Community Hall, Vardre Road	2134	Dim Newid / No Change
DU		Clydach (Glais Ward)	Glais Community Centre, Birchgrove Road	269	Dim Newid / No Change
DW		Mawr (Craigcefnparc Ward)	Welfare Hall, Lon Heddwch	889	Dim Newid / No Change
WO1		Y Cocyd / Cockett	No Community	Gors Community Primary School, Gors Avenue	1510
WO2	St. Illyd's Church, Ystrad Road			548	Dim Newid / No Change
WQ1	Cadle Primary School, Middle Road			1255	Lleoliad Arall a Geisir / Alternative Venue Sought**
WQ2*	St. Illyd's Church, Ystrad Road			535	Dim Newid / No Change*
WR	Fforestfach Library, Kings Head Road			1639	Dim Newid / No Change
WS	Gendros Community Centre, Gendros Avenue East			973	Dim Newid / No Change
WT	Cockett Community Centre, St Peter's Terrace			1569	Dim Newid / No Change
Page 134 PEA	Cwmbwrla			No Community	Manselton Community Centre, Elgin Street
EB		Manselton Community Centre, Elgin Street	1431		Dim Newid / No Change
EC		Christ Well Centre, Manselton Road	1383		Dim Newid / No Change
ED		Methodist Church Schoolroom, Eaton Rd	1100		Dim Newid / No Change
WA	Dyfnant a Chilâ/ Dunvant and Killay	Killay (North Ward)	St. Hilary's Church Hall, Gower Road	1812	Combine polling district with WB
WB			St. Hilary's Church Hall, Gower Road	253	Combine polling district with WA
WC		Killay (South Ward)	St. Hilary's Church Hall, Gower Road	625	Dim Newid / No Change
WD			Killay Scout Hall, off Ridgeway	1271	Dim Newid / No Change
WE		No Community	Dunvant Gospel Hall, Dunvant Road	2164	Dim Newid / No Change
WF1			The Dunvant Centre, off Dunvant Square	1373	Dim Newid / No Change
WF2*			The Dunvant Centre, off Dunvant Square	5	Dim Newid / No Change*
GG			Fairwood	Three Crosses	Three Crosses Community Centre, Dunvant Road
GY	Upper Killay	Upper Killay Recreational Hall, Gower Road		1081	Dim Newid / No Change

Ardaloedd Pleidleisio / Polling District	Ward Etholiadol / Electoral Ward	Cymuned / Community	Gorsaf Bleidleisio / Polling Station	Etholaeth/ Electorate	Argymhelliad y Swyddog Canlyniadau / Returning Officer's Recommendation
CF	Gorseinon a Phenyrrheol / Gorseinon and Penyrheol	Grovesend and Waungron	Miners Welfare Scheme, Plas Road	936	Dim Newid / No Change
CI		Gorseinon (Penyrheol Ward)	Penyrheol Boxing Club, Gower View Road	2221	Dim Newid / No Change
CJ		Gorseinon (Gorseinon West Ward)	Parc Y Werin Pavilion, Gorseinon	1493	Dim Newid / No Change
CK		Gorseinon (Gorseinon Central Ward)	St. Catherine's Church Hall, Junction of Alexandra Road & Princess Street	1227	Dim Newid / No Change
CL		Gorseinon (Gorseinon East Ward)	Gorseinon Library, West Street	2144	Lleoliad Arall a Geisir / Alternative Venue Sought
GA	Gŵyr / Gower	Llangennith Llanmadoc and Cheriton (Llangennith Ward)	Llangennith Parish Hall, Llangennith	426	Dim Newid / No Change
GB		Llangennith Llanmadoc and Cheriton (Llanmadoc Ward)	Llanmadoc Village Hall, Llanmadoc	157	Dim Newid / No Change
GC		Llangennith Llanmadoc and Cheriton (Cheriton Ward)	Llanmadoc Village Hall, Llanmadoc	118	Dim Newid / No Change
GD		Llanrhidian Lower	Llanrhidian Community Hall, Llanrhidian	491	Dim Newid / No Change
GJ		Rhossili	Rhossili Village Hall, Middleton	205	Dim Newid / No Change
GK		Port Eynon (Llanddewi Ward)	Knelston Primary School, Reynoldston	40	Lleoliad Arall a Geisir / Alternative Venue Sought**
GL		Port Eynon (Knelston Ward)	Knelston Primary School, Reynoldston	239	Lleoliad Arall a Geisir / Alternative Venue Sought**
GM		Port Eynon (Port Eynon)	Port Eynon Village Hall, Port Eynon	232	Dim Newid / No Change
GN		Reynoldston	Reynoldston Village Hall, Church Meadow	359	Dim Newid / No Change
GO		Penrice (Penrice Ward)	Horton Village Hall, Swansea	52	Dim Newid / No Change
GP		Penrice (Oxwich Ward)	Oxwich and Penrice Youth Hall, Oxwich	142	Dim Newid / No Change
GQ		Penrice (Horton Ward)	Horton Village Hall, Swansea	131	Dim Newid / No Change

Ardaloedd Pleidleisio / Polling District	Ward Etholiadol / Electoral Ward	Cymuned / Community	Gorsaf Bleidleisio / Polling Station	Etholaeth/ Electorate	Argymhelliad y Swyddog Canlyniadau / Returning Officer's Recommendation
CS	Tregŵyr / Gowerton	Gowerton (Gowerton West Ward)	Gowerton Scouts Hall, Mansel Street	2203	Dim Newid / No Change
CT		Gowerton (Gowerton East Ward)	St John's Church Hall, Church Street	1811	Dim Newid / No Change
EE	Glandŵr / Landore	No Community	Plasmarl Community Centre, Dinas Street	1072	Dim Newid / No Change
EF			Parc Llewelyn Community Centre, Trewyddfa Terrace	404	Dim Newid / No Change
EG			Montana Park Community Centre, Montana Place	1507	Dim Newid / No Change
EH1			Hafod Community Centre, Odo Street	1878	Dim Newid / No Change
EH2*			Hafod Community Centre, Odo Street	103	Dim Newid / No Change*
DX	Llangyfelach	Mawr (Felindre Ward)	Felindre Welfare Hall, Felindre	282	Dim Newid / No Change
CH1		Llangyfelach	Llangyfelach Church Hall, Swansea Road	1868	Dim Newid / No Change
CH2*		Llangyfelach	Llangyfelach Church Hall, Swansea Road	133	Dim Newid / No Change*
FB	Llansamlet	No Community	Trallwn Community Centre, Bethel Road	2598	Dim Newid / No Change
FC			Talycopa Primary School, Heol Hafdy	1475	Lleoliad Arall a Geisir / Alternative Venue Sought**
FD			Llansamlet Community Centre, off Church Road	1298	Dim Newid / No Change
FE			Glais Community Centre, Birchgrove Road	642	Dim Newid / No Change
FF			Birchgrove Community Centre, Lon Gwesyn	2909	Dim Newid / No Change
FG			Mobile Station, Parc Yr Helig	2504	Lleoliad Arall a Geisir / Alternative Venue Sought**
CO	Llwchwr	Llwchwr (Lower Loughor Ward)	Jireh Evangelical Church Hall, Off Castle Street	1806	Dim Newid / No Change
CP		Llwchwr (Upper Loughor Ward)	Loughor Welfare Hall, Woodlands Road	2399	Dim Newid / No Change
CQ		Llwchwr (Kingsbridge Ward)	Pontybrenin Primary School, Glyn Rhosyn	2475	Lleoliad Arall a Geisir / Alternative Venue Sought**
CR		Llwchwr (Garden Village Ward)	Garden Village AFC, Victoria Road	1036	Dim Newid / No Change
WG	Mayals	Mumbles (Mayals Ward)	Llwynderw Hall, Fairwood Road	1325	Dim Newid / No Change
WH			Vivian Hall, Mumbles	879	Dim Newid / No Change

Ardaloedd Pleidleisio / Polling District	Ward Etholiadol / Electoral Ward	Cymuned / Community	Gorsaf Bleidleisio / Polling Station	Etholaeth/ Electorate	Argymhelliad y Swyddog Canlyniadau / Returning Officer's Recommendation
ET	Treforys / Morriston	No Community	Morrison Tabernacle, Woodfield Street	2164	Dim Newid / No Change
EU			Morrison Community Centre, Pentrepoeth School Road	2071	Dim Newid / No Change
EW			Mobile Station, Lon Claerwen	1387	Lleoliad Arall a Geisir / Alternative Venue Sought**
EX			Morrison Memorial Hall, Heol Gwernen	1298	Dim Newid / No Change
EY			Cwmrhydyceirw Primary School, Maes-Y-Gwernen Road	2474	Lleoliad Arall a Geisir / Alternative Venue Sought**
EZ			Glyncollen Primary School, Heol Dolfain	1639	Lleoliad Arall a Geisir / Alternative Venue Sought**
FA			Ynystawe Primary School, Clydach Road	1525	Lleoliad Arall a Geisir / Alternative Venue Sought**
HD2	Y Mwmbwls / Mumbles	Mumbles (West Cross Ward)	Whitestone Primary School, Rushwind Close	502	Lleoliad Arall a Geisir / Alternative Venue Sought**
HE		Mumbles (Newton Ward)	Newton Village Hall, Caswell Road	1508	Dim Newid / No Change
HF			Newton Village Hall, Caswell Road	1429	Dim Newid / No Change
Page HG		Mumbles (Oystermouth Ward)	Ostreme Centre, Castle Avenue	1716	Dim Newid / No Change
HH			Ostreme Centre, Castle Avenue	1573	Dim Newid / No Change
37 EOA	Mynydd-bach	No Community	Pen y Bryn Special School, Mynydd Garnlwyd Road	894	- Lleoliad Arall a Geisir / Alternative Venue Sought** - Cyfuno dosbarth pleidleisio gyda EOB / Combine polling district with EOB
EOB			Pen y Bryn Special School, Mynydd Garnlwyd Road	392	- Lleoliad Arall a Geisir / Alternative Venue Sought** - Cyfuno dosbarth pleidleisio gyda EOA / Combine polling district with EOA
EPA			Treboeth Community Centre, Llangyfelach Road	1551	Cyfuno dosbarth pleidleisio gyda EPB / Combine polling district with EPB
EPB			Treboeth Community Centre, Llangyfelach Road	636	Cyfuno dosbarth pleidleisio gyda EPA / Combine polling district with EPA
EQ			Caersalem Baptist Chapel Vestry, Llangyfelach Road	897	Dim Newid / No Change
ER			Mobile Station at Long View Road	1392	Lleoliad Arall a Geisir / Alternative Venue Sought**
ES			Clase Community Centre, Long View Road	917	Dim Newid / No Change

Ardaloedd Pleidleisio / Polling District	Ward Etholiadol / Electoral Ward	Cymuned / Community	Gorsaf Bleidleisio / Polling Station	Etholaeth/ Electorate	Argymhelliad y Swyddog Canlyniadau / Returning Officer's Recommendation
GE	Pen-clawdd	Llanrhidian Higher (Penclawdd Ward)	Penclawdd Community Centre, Victoria Road	1492	Dim Newid / No Change
GF			Mobile Station Opp. St Gwynours Church	438	Lleoliad Arall a Geisir / Alternative Venue Sought**
GH		Llanrhidian Higher (Llanmorlais Ward)	Llanmorlais Community Hall, Off Trem Y Mor	1016	Dim Newid / No Change
EI	Penderi / Penderry	No Community	Action Resource Centre (ARC), Broughton Avenue	979	Dim Newid / No Change
EJ			Blaenymaes Community Centre, Broughton Avenue	1160	Dim Newid / No Change
EK			Action Resource Centre (ARC), Broughton Avenue	1871	Rhannu dosbarth pleidleisio rhwng EJ & EI / Split polling district between EJ and EI
EL			North Penlan Community Centre, John Penry Crescent	1020	Dim Newid / No Change
EM			South Penlan Community Centre, Heol Frank	1334	Dim Newid / No Change
EN			South Penlan Community Centre, Heol Frank	1449	Dim Newid / No Change
CM			Penlle'r-gaer / Penllergaer	Penllergaer (Penllergaer West Ward)	Community of Christ, Gorseinon Road
CN	Penllergaer (Penllergaer East Ward)	Penllergaer Old School Village Hall, Pontardulais Road		1944	Dim Newid / No Change
GU	Pennard	Pennard (Southgate Road)	Pennard Community Centre, Pennard Road	1829	Dim Newid / No Change
GV		Pennard (Kittle Ward)	Parish Hall, Vennaway Lane	539	Dim Newid / No Change
GR		Ilston (Ilston Ward)	West Glamorgan Guide Activity Centre, Parkmill	178	Dim Newid / No Change
GS		Ilston (Penmaen Ward)	Penmaen And Nicholaston Village Hall, Penmaen	131	Dim Newid / No Change
GT		Ilston (Nicholaston Ward)	Penmaen And Nicholaston Village Hall, Penmaen	77	Dim Newid / No Change
CA	Pontarddulais	Pontarddulais (Pentrebach Ward)	Bont Elim Community Church, Alltiago Road	390	Dim Newid / No Change
CB		Pontarddulais (Dulais West Ward)	St John's Ambulance Training and Meeting Centre, Water Street	1453	Dim Newid / No Change
CC		Pontarddulais (Tal-y-Bont Ward)	Bont Elim Community Church, Alltiago Road	1861	Dim Newid / No Change
CD		Pontarddulais (Dulais East Ward)	St John's Ambulance Training and Meeting Centre, Water Street	782	Dim Newid / No Change
CE		Pontarddulais (Goppa Ward)	Goppa Chapel Vestry, Goppa Road	550	Dim Newid / No Change
DV		Mawr (Garnswllt Ward)	Welfare Hall, Lon Y Felin	261	Dim Newid / No Change

Ardaloedd Pleidleisio / Polling District	Ward Etholiadol / Electoral Ward	Cymuned / Community	Gorsaf Bleidleisio / Polling Station	Etholaeth/ Electorate	Argymhelliad y Swyddog Canlyniadau / Returning Officer's Recommendation
CG1	Pont-lliw a Thir-coed / Pontlliw and Tircoed	Pontlliw and Tircoed	Pontlliw Village Hall, Carmel Road	1244	Dim Newid / No Change
CG2			Tircoed Forest Village Hall, Y Cyswllt	878	Dim Newid / No Change
WI	Sgeti / Sketty	No Community	Mobile Station at Derwen Fawr Road	559	Lleoliad Arall a Geisir / Alternative Venue Sought**
WK			Sketty Park Community Centre, Heather Crescent	2665	Dim Newid / No Change
WL			De La Beche Pavilion (Poppy Lounge), Park View Terrace	2776	Dim Newid / No Change
WM			Sketty Library, Vivian Road	1463	Dim Newid / No Change
WN			Sketty Community Church Hall, Carnglas Road	3713	Dim Newid / No Change
FL	St Thomas	No Community	St Thomas Church, Lewis Street	936	Cyfuno dosbarth pleidleisio gyda FM / Combine polling district with FM
FM			St Thomas Church, Lewis Street	555	Cyfuno dosbarth pleidleisio gyda FL / Combine polling district with FL
FN			St Thomas Church, Lewis Street	1100	Dim Newid / No Change
FO			Port Tennant Community Centre, Wern Fawr Road	982	Dim Newid / No Change
FP			St Stephen's Church Hall, Danygraig Road	1361	Dim Newid / No Change
XJ	Townhill	No Community	Our Lady of Lourdes (Upper Parish Hall), Penygraig Road	1058	Dim Newid / No Change
XK			The Phoenix Centre, Paradise Park	996	Cyfuno dosbarth pleidleisio gyda XL / Combine polling district with XL
XL			The Phoenix Centre, Paradise Park	1233	Cyfuno dosbarth pleidleisio gyda XK / Combine polling district with XK
XM			Gors Avenue Community Centre, Heol Y Gors	1142	Dim Newid / No Change
XN			Mayhill Community Centre, Mayhill Road	728	Cyfuno dosbarth pleidleisio gyda XO / Combine polling district with XO
XO			The Pod (Little Gems Flying Start), Granogwen Road	874	- Lleoliad Arall a Geisir / Alternative Venue Sought - Cyfuno dosbarth pleidleisio gyda XN / Combine polling district with XN

Ardaloedd Pleidleisio / Polling District	Ward Etholiadol / Electoral Ward	Cymuned / Community	Gorsaf Bleidleisio / Polling Station	Etholaeth/ Electorate	Argymhelliad y Swyddog Canlyniadau / Returning Officer's Recommendation
WU	Uplands	No Community	St. Benedict Roman Catholic Church Hall, Llythrid Avenue	1506	Dim Newid / No Change
WV			Trinity Chapel Vestry, Glanmor Park Road	1781	Dim Newid / No Change
WW			The Lifepoint Centre, Ffynone Road	2825	Dim Newid / No Change
WX			Victoria & St Helen's Senior Citizens Pavilion (Victoria Park), Francis Street	1282	Dim Newid / No Change
WY			Brynmill Community Centre, St. Alban's Road	1891	Dim Newid / No Change
WZ			Pantgwydr Baptist Church Centre, Ernald Place	1266	Dim Newid / No Change
FQ			Y Glannau / Waterfront	No Community	Waterfront Community Church, Langdon Road
XA2	Swansea Museum, Victoria Road	1897			Cyfuno dosbarth pleidleisio gyda XB2 / Combine polling district with XB2
XB2	Swansea Museum, Victoria Road	0			Cyfuno dosbarth pleidleisio gyda XA2 / Combine polling district with XA2
WP1	Waunarlwydd	No Community	Waunarlwydd Community Centre, Victoria Road	2436	Cyfuno dosbarth pleidleisio gyda WP2 / Combine polling district with WP2
WP2			St. Iltyd's Church, Ystrad Road	187	- Lleoliad Arall a Geisir / Alternative Venue Sought - Cyfuno dosbarth pleidleisio gyda WP1 / Combine polling district with WP1
HB	West Cross	Mumbles (West Cross Ward)	West Cross Community Centre, Linden Avenue	1438	Dim Newid / No Change
HC			Norton Church and Village Hall, Castle Road	1742	Dim Newid / No Change
HD1			Whitestone Primary School, Rushwind Close	1527	Lleoliad Arall a Geisir / Alternative Venue Sought**

Allwedd i Argymhellion y Swyddog Canlyniadau:

- **Dim Newid** – Nid yw'r Swyddog Canlyniadau yn bwriadu newid yr Orsaf Bleidleisio hon, ond mae'n hapus i dderbyn awgrymiadau ar gyfer lleoliadau eraill.
- **Leoliad Arall a Geisir** – Mae'r Swyddog Canlyniadau wrthi'n chwilio am leoliadau eraill ar gyfer y Gorsafoedd Pleidleisio hyn. Fodd bynnag, bydd y status quo yn parhau os na cheir lleoliad arall.
- **Cyfuno dosbarth pleidleisio....** – Mae'r Swyddog Canlyniadau yn edrych ar gyfuno rhanbarthau pleidleisio mewn Ward Etholiadol
- Rhannu dosbarth pleidleisio rhwng... - Mae'r Swyddog Canlyniadau yn edrych ar rannu dosbarth pleidleisio mewn Ward Etholiadol.

* - Mae'n bosibl y bydd gofyn i'r etholwyr yn y gofrestr hon fynychu Gorsaf Bleidleisio wahanol ar gyfer unrhyw etholiadau sy'n defnyddio ffiniau Seneddol yn dilyn deddfu Gorchymyn (Cymunedau) Abertawe 2011.

** Mae'r Swyddog Canlyniadau yn awyddus i leihau'r defnydd o ysgolion a gorsafoedd pleidleisio teithiol i wella profiad y pleidleisiwr a lleihau'r effaith ar ddisgyblion, rhieni a gwarcheidwaid.

Key to Returning Officer's Recommendations:

- **No Change** – The Returning Officer is not looking to change this Polling Station, but is happy to accept suggestions for alternative venues.
- **Alternative Venue Sought** – The Returning Officer is actively seeking alternative venues for these Polling Stations. However, status quo remains if alternative venue is not found.
- **Combine polling district....** – The Returning Officer is looking at combining polling districts in an Electoral Ward.
- **Split polling district between...** - The Returning Officer is looking at splitting a polling district in an Electoral Ward

* - The electors within this register may be required to attend a different Polling Station for any elections using Parliamentary boundaries following the enactment of The Swansea (Communities) Order 2011.

**The Returning Officer is keen to reduce the use of schools and mobile polling stations to enhance the voter experience and to lessen the impact of pupils, parents, and guardians.

Appendix 2

No.	Submission from:	Comments Submitted
1	Councillor Peter Black	To move Eaton Road, Millwood Street and Zouch Street into ED, along with Brynheulog Penfilia Road. To look at using St Luke's Church for EB for future elections.
2	Councillor Matthew Bailey	To consider reinstating Mobile Station at Gellionnen School.
3	Councillor Will Thomas	Propose use of Mumbles Cricket Club.
4	Mike Hedges MS	Asked if there were reasons why alternative venues to schools were being sought. Was there a maximum electorate for a Polling Station. Was there a reasonable distance in urban areas that could be asked of electors to travel. Agreed with current use of polling stations in Morryston. To look at Tan y Lan School replacement.
5	Councillor Paul Lloyd	Agreed with recommendation to merge FI and FH as no suitable venue or area in FI for replacement to Eastside District Housing Office
6	Councillor Paxton Hood-Williams	Happy with current situation
7	Councillor Mary Jones	Happy with current situation
8	Councillor Mark Tribe	No objections to current situation
9	Geraint Davies MP	Requested re establishing polling place at Swansea University
10	Cllr James McGetterick	To seek alternative venues to Sketty Community Church. To seek alternative venue to Mobile at Derwen Fawr Road
11	Member of Public	To seek alternative venue to Whitestone Primary
12	Member of Public	To seek alternative venue to Whitestone Primary

**Polling Districts, Polling Places Final Proposals and
Polling Station Changes**

- 1.1 The responsibility for dividing the parliamentary constituencies into Polling Districts and for designating Polling Places rests with the Council. Council must consider and if appropriate approve the recommendations of the Returning Officer with regard to the Review of Polling Districts and Polling Places.
- 1.2 Decisions relating to the Review of Polling Stations fall under Election Rules to the Returning Officer. The Returning Officer has a personal responsibility for deciding on the number and location of Polling Stations.
- 2. Responses Received, Polling District / Polling Place Final Proposals and the determinations of the Returning Officer in relation to Polling Stations.**
- 2.1. The following table outlines the Polling District / Polling Place final proposals and the determinations of the Returning Office in relation to Polling Stations:

Ardaloedd Pleidleisio / Polling District	Ward Etholiadol / Electoral Ward	Cymuned / Community	Gorsaf Bleidleisio / Polling Station	Etholaeth/ Electorate	Argymhelliad y Swyddog Canlyniadau / Returning Officer's Recommendation
GW	Llandeilo Ferwallt	Bishopston (Bishopston Ward)	Murton Community Centre, Murton Green	1585	Dim Newid / No Change
GX	/ Bishopston	Bishopston (Murton Ward)	Murton Community Centre, Murton Green	1201	Dim Newid / No Change
FH	Bôn-y-maen	No Community	Cwmglas Primary School, Colwyn Avenue	1333	- Lleoliad Arall a Geisir / Alternative Venue Sought** - Cyfuno dosbarth pleidleisio gyda FI / Combine polling district with FI
FI			Cwmglas Primary School, Colwyn Avenue	1153	Cyfuno dosbarth pleidleisio gyda FH / Combine polling district with FH
FJ			Bonymaen Community Centre, Bonymaen Road	1151	Dim Newid / No Change
FK1			Bonymaen Community Centre, Bonymaen Road	1015	Dim Newid / No Change
FK2			Community Area @ The POD Morfa Shopping	977	Dim Newid / No Change
XA1	Y Castell / Castle	No Community	Salvation Army, Richardson Street	217	Cyfuno dosbarth pleidleisio gyda XB1 / Combine polling district with XB1
XB1			Salvation Army, Richardson Street	2305	Cyfuno dosbarth pleidleisio gyda XA1 / Combine polling district with XA1
XC			Swansea Mosque, St Helen's Road	1805	Dim Newid / No Change
XD			Mobile Station Jct Norfolk St and Primrose St	1080	Lleoliad Arall a Geisir / Alternative Venue Sought**
XE1			Dyfatty Community Centre, Chapel Street	1075	Dim Newid / No Change
XE2			City Church Swansea, Dyfatty Street	799	Cyfuno dosbarth pleidleisio gyda XF / Combine polling district with XF
XF			City Church Swansea, Dyfatty Street	739	Cyfuno dosbarth pleidleisio gyda XE2/ Combine polling district with XE2
XG			Brynmelyn Community Centre, Park Terrace	579	Cyfuno dosbarth pleidleisio gyda XH1&XH2 / Combine polling district with XH1 & XH2
XH1			Brynmelyn Community Centre, Park Terrace	701	Cyfuno dosbarth pleidleisio gyda XG & XH2 / Combine polling district with XG & XH2
XH2			Brynmelyn Community Centre, Park Terrace	361	Cyfuno dosbarth pleidleisio gyda XG & XH1 / Combine polling district with XG & XH1

Ardaloedd Pleidleisio / Polling District	Ward Etholiadol / Electoral Ward	Cymuned / Community	Gorsaf Bleidleisio / Polling Station	Etholaeth/ Electorate	Argymhelliad y Swyddog Canlyniadau / Returning Officer's Recommendation
DR	Clydach	Clydach (Vardre Ward)	Clydach Community Hall, Vardre Road	2082	Dim Newid / No Change
DS1		Clydach (Graigfelen Ward)	Graigfelen Hall, Tyle Teg	1253	Dim Newid / No Change
DS2*		Clydach (Graigfelen Ward)	Graigfelen Hall, Tyle Teg	116	Dim Newid / No Change
DT		Clydach (Clydach Ward)	Clydach Community Hall, Vardre Road	2134	Dim Newid / No Change
DU		Clydach (Glais Ward)	Glais Community Centre, Birchgrove Road	269	Dim Newid / No Change
DW		Mawr (Craigcefnparc Ward)	Welfare Hall, Lon Heddwch	889	Dim Newid / No Change
WO1		Y Cocyd / Cockett	No Community	Gors Community Primary School, Gors Avenue	1510
WO2	St. Iltyd's Church, Ystrad Road			548	Dim Newid / No Change
WQ1	Cadle Primary School, Middle Road			1255	Lleoliad Arall a Geisir / Alternative Venue Sought**
WQ2*	St. Iltyd's Church, Ystrad Road			535	Dim Newid / No Change*
WR	Fforestfach Library, Kings Head Road			1639	Dim Newid / No Change
WS	Gendros Community Centre, Gendros Avenue East			973	Dim Newid / No Change
WT	Cockett Community Centre, St Peter's Terrace			1569	Dim Newid / No Change
Page EA	Cwmbwrla			No Community	Manselton Community Centre, Elgin Street
EB		Manselton Community Centre, Elgin Street	1431		- Lleoliad Arall a Geisir / Alternative Venue Sought
EC		Christ Well Centre, Manselton Road	1383		- Diwygio Ardal Pleidleisio / Amend Polling District - Lleoliad Arall a Geisir / Alternative Venue Sought
ED		Methodist Church Schoolroom, Eaton Rd	1100		- Diwygio Ardal Pleidleisio / Amend Polling District
WA	Dyfnant a Chilâ/ Dunvant and Killay	Killay (North Ward)	St. Hilary's Church Hall, Gower Road	1812	Combine polling district with WB
WB			St. Hilary's Church Hall, Gower Road	253	Combine polling district with WA
WC		Killay (South Ward)	St. Hilary's Church Hall, Gower Road	625	Dim Newid / No Change
WD			Killay Scout Hall, off Ridgeway	1271	Dim Newid / No Change
WE			Dunvant Gospel Hall, Dunvant Road	2164	Dim Newid / No Change
WF1		No Community	The Dunvant Centre, off Dunvant Square	1373	Dim Newid / No Change
WF2*			The Dunvant Centre, off Dunvant Square	5	Dim Newid / No Change*
GG		Fairwood	Three Crosses	Three Crosses Community Centre, Dunvant Road	1210
GY	Upper Killay		Upper Killay Recreational Hall, Gower Road	1081	Dim Newid / No Change
CF	Gorseinon a	Grovesend and Waungron	Miners Welfare Scheme, Plas Road	936	Dim Newid / No Change
CI		Gorseinon (Penyrheol Ward)	Penyrheol Boxing Club, Gower View Road	2221	Dim Newid / No Change

Ardaloedd Pleidleisio / Polling District	Ward Etholiadol / Electoral Ward	Cymuned / Community	Gorsaf Bleidleisio / Polling Station	Etholaeth/ Electorate	Argymhelliad y Swyddog Canlyniadau / Returning Officer's Recommendation
CJ	Phenyrheol / Gorseinon and Penyrheol	Gorseinon (Gorseinon West Ward)	Parc Y Werin Pavilion, Gorseinon	1493	Dim Newid / No Change
CK		Gorseinon (Gorseinon Central Ward)	St. Catherine's Church Hall, Junction of Alexandra Road & Princess Street	1227	Dim Newid / No Change
CL		Gorseinon (Gorseinon East Ward)	Gorseinon Library, West Street	2144	Lleoliad Arall a Geisir / Alternative Venue Sought
GA	Gŵyr / Gower	Llangennith Llanmadoc and Cheriton (Llangennith Ward)	Llangennith Parish Hall, Llangennith	426	Dim Newid / No Change
GB		Llangennith Llanmadoc and Cheriton (Llanmadoc Ward)	Llanmadoc Village Hall, Llanmadoc	157	Dim Newid / No Change
GC		Llangennith Llanmadoc and Cheriton (Cheriton Ward)	Llanmadoc Village Hall, Llanmadoc	118	Dim Newid / No Change
GD		Llanrhidian Lower	Llanrhidian Community Hall, Llanrhidian	491	Dim Newid / No Change
GJ		Rhossili	Rhossili Village Hall, Middleton	205	Dim Newid / No Change
GK		Port Eynon (Llanddewi Ward)	Knelston Primary School, Reynoldston	40	Lleoliad Arall a Geisir / Alternative Venue Sought**
GL		Port Eynon (Knelston Ward)	Knelston Primary School, Reynoldston	239	Lleoliad Arall a Geisir / Alternative Venue Sought**
GM		Port Eynon (Port Eynon)	Port Eynon Village Hall, Port Eynon	232	Dim Newid / No Change
GN		Reynoldston	Reynoldston Village Hall, Church Meadow	359	Dim Newid / No Change
GO		Penrice (Penrice Ward)	Horton Village Hall, Swansea	52	Dim Newid / No Change
GP		Penrice (Oxwich Ward)	Oxwich and Penrice Youth Hall, Oxwich	142	Dim Newid / No Change
GQ		Penrice (Horton Ward)	Horton Village Hall, Swansea	131	Dim Newid / No Change

Ardaloedd Pleidleisio / Polling District	Ward Etholiadol / Electoral Ward	Cymuned / Community	Gorsaf Bleidleisio / Polling Station	Etholaeth/ Electorate	Argymhelliad y Swyddog Canlyniadau / Returning Officer's Recommendation
CS	Tregŵyr /	Gowerton	Gowerton Scouts Hall, Mansel Street	2203	Dim Newid / No Change

Ardaloedd Pleidleisio / Polling District	Ward Etholiadol / Electoral Ward	Cymuned / Community	Gorsaf Bleidleisio / Polling Station	Etholaeth/ Electorate	Argymhelliad y Swyddog Canlyniadau / Returning Officer's Recommendation
	Gowerton	(Gowerton West Ward)			
CT		Gowerton (Gowerton East Ward)	St John's Church Hall, Church Street	1811	Dim Newid / No Change
EE	Glandŵr / Landore	No Community	Plasmarl Community Centre, Dinas Street	1072	Dim Newid / No Change
EF			Parc Llewelyn Community Centre, Trewyddfa Terrace	404	Dim Newid / No Change
EG			Montana Park Community Centre, Montana Place	1507	Dim Newid / No Change
EH1			Hafod Community Centre, Odo Street	1878	Dim Newid / No Change
EH2*			Hafod Community Centre, Odo Street	103	Dim Newid / No Change*
DX			Llangyfelach	Mawr (Felindre Ward)	Felindre Welfare Hall, Felindre
CH1	Llangyfelach	Llangyfelach Church Hall, Swansea Road		1868	Dim Newid / No Change
CH2*	Llangyfelach	Llangyfelach Church Hall, Swansea Road		133	Dim Newid / No Change*
FB	Llansamlet	No Community	Trallwn Community Centre, Bethel Road	2598	Dim Newid / No Change
FC			Talycopa Primary School, Heol Hafdy	1475	Lleoliad Arall a Geisir / Alternative Venue Sought**
FD			Llansamlet Community Centre, off Church Road	1298	Dim Newid / No Change
FE			Glais Community Centre, Birchgrove Road	642	Dim Newid / No Change
FF			Birchgrove Community Centre, Lon Gwesyn	2909	Dim Newid / No Change
FG			Mobile Station, Parc Yr Helig	2504	Lleoliad Arall a Geisir / Alternative Venue Sought**
CO	Llwchwr	Llwchwr (Lower Loughor Ward)	Jireh Evangelical Church Hall, Off Castle Street	1806	Dim Newid / No Change
CP		Llwchwr (Upper Loughor Ward)	Loughor Welfare Hall, Woodlands Road	2399	Dim Newid / No Change
CQ		Llwchwr (Kingsbridge Ward)	Pontybrenin Primary School, Glyn Rhosyn	2475	Lleoliad Arall a Geisir / Alternative Venue Sought**
CR		Llwchwr (Garden Village Ward)	Garden Village AFC, Victoria Road	1036	Dim Newid / No Change
WG	Mayals	Mumbles (Mayals Ward)	Llwynderw Hall, Fairwood Road	1325	Dim Newid / No Change
WH			Vivian Hall, Mumbles	879	Dim Newid / No Change

Ardaloedd Pleidleisio / Polling District	Ward Etholiadol / Electoral Ward	Cymuned / Community	Gorsaf Bleidleisio / Polling Station	Etholaeth/ Electorate	Argymhelliad y Swyddog Canlyniadau / Returning Officer's Recommendation
ET	Treforys / Morriston	No Community	Morrison Tabernacle, Woodfield Street	2164	Dim Newid / No Change
EU			Morrison Community Centre, Pentrepoeth School Road	2071	Dim Newid / No Change
EW			Mobile Station, Lon Claerwen	1387	Lleoliad Arall a Geisir / Alternative Venue Sought**
EX			Morrison Memorial Hall, Heol Gwernen	1298	Dim Newid / No Change
EY			Cwmrhydyceirw Primary School, Maes-Y-Gwernen Road	2474	Lleoliad Arall a Geisir / Alternative Venue Sought**
EZ			Glyncollen Primary School, Heol Dolfain	1639	Lleoliad Arall a Geisir / Alternative Venue Sought**
FA			Ynystawe Primary School, Clydach Road	1525	Lleoliad Arall a Geisir / Alternative Venue Sought**
HD2	Y Mwmbwls / Mumbles	Mumbles (West Cross Ward)	Whitstone Primary School, Rushwind Close	502	Lleoliad Arall a Geisir / Alternative Venue Sought**
HE		Mumbles (Newton Ward)	Newton Village Hall, Caswell Road	1508	Dim Newid / No Change
HF			Newton Village Hall, Caswell Road	1429	Dim Newid / No Change
PHG		Mumbles (Oystermouth Ward)	Ostreme Centre, Castle Avenue	1716	Dim Newid / No Change
HH			Ostreme Centre, Castle Avenue	1573	Dim Newid / No Change
EOA	Mynydd-bach	No Community	Clase Community Centre, Long View Road	894	- Cyfuno dosbarth pleidleisio gyda EOB / Combine polling district with EOB
EOB			Clase Community Centre, Long View Road	392	- Cyfuno dosbarth pleidleisio gyda EOA / Combine polling district with EOA
EPA			Treboeth Community Centre, Llangyfelach Road	1551	Cyfuno dosbarth pleidleisio gyda EPB / Combine polling district with EPB
EPB			Treboeth Community Centre, Llangyfelach Road	636	Cyfuno dosbarth pleidleisio gyda EPA / Combine polling district with EPA
EQ			Caersalem Baptist Chapel Vestry, Llangyfelach Road	897	Dim Newid / No Change
ER			Mobile Station at Long View Road	1392	Lleoliad Arall a Geisir / Alternative Venue Sought**
ES			Clase Community Centre, Long View Road	917	Dim Newid / No Change

Ardaloedd Pleidleisio / Polling District	Ward Etholiadol / Electoral Ward	Cymuned / Community	Gorsaf Bleidleisio / Polling Station	Etholaeth/ Electorate	Argymhelliad y Swyddog Canlyniadau / Returning Officer's Recommendation
GE	Pen-clawdd	Llanrhidian Higher (Penclawdd Ward)	Penclawdd Community Centre, Victoria Road	1492	Dim Newid / No Change
GF			Mobile Station Opp. St Gwynours Church	438	Lleoliad Arall a Geisir / Alternative Venue Sought**

Ardaloedd Pleidleisio / Polling District	Ward Etholiadol / Electoral Ward	Cymuned / Community	Gorsaf Bleidleisio / Polling Station	Etholaeth/ Electorate	Argymhelliad y Swyddog Canlyniadau / Returning Officer's Recommendation
GH		Llanrhidian Higher (Llanmorlais Ward)	Llanmorlais Community Hall, Off Trem Y Mor	1016	Dim Newid / No Change
EI	Penderi / Penderry	No Community	Action Resource Centre (ARC), Broughton Avenue	979	Dim Newid / No Change
EJ			Blaenymaes Community Centre, Broughton Avenue	1160	Dim Newid / No Change
EK			Action Resource Centre (ARC), Broughton Avenue	1871	Rhannu dosbarth pleidleisio rhwng EJ & EI / Split polling district between EJ and EI
EL			North Penlan Community Centre, John Penry Crescent	1020	Dim Newid / No Change
EM			South Penlan Community Centre, Heol Frank	1334	Dim Newid / No Change
EN			South Penlan Community Centre, Heol Frank	1449	Dim Newid / No Change
CM			Penlle'r-gaer / Penllergaer	Penllergaer (Penllergaer West Ward)	Community of Christ, Gorseinon Road
CN	Penllergaer (Penllergaer East Ward)	Penllergaer Old School Village Hall, Pontardulais Road		1944	Dim Newid / No Change
GU	Pennard	Pennard (Southgate Road)	Pennard Community Centre, Pennard Road	1829	Dim Newid / No Change
GV		Pennard (Kittle Ward)	Parish Hall, Vennaway Lane	539	Dim Newid / No Change
GR		Ilston (Ilston Ward)	West Glamorgan Guide Activity Centre, Parkmill	178	Dim Newid / No Change
GS		Ilston (Penmaen Ward)	Penmaen And Nicholaston Village Hall, Penmaen	131	Dim Newid / No Change
GT		Ilston (Nicholaston Ward)	Penmaen And Nicholaston Village Hall, Penmaen	77	Dim Newid / No Change
CA		Pontarddulais	Pontarddulais (Pentrebach Ward)	Bont Elim Community Church, Alltiago Road	390
CB	Pontarddulais (Dulais West Ward)		St John's Ambulance Training and Meeting Centre, Water Street	1453	Dim Newid / No Change
CC	Pontarddulais (Tal-y-Bont Ward)		Bont Elim Community Church, Alltiago Road	1861	Dim Newid / No Change
CD	Pontarddulais (Dulais East Ward)		St John's Ambulance Training and Meeting Centre, Water Street	782	Dim Newid / No Change
CE	Pontarddulais (Goppa Ward)		Goppa Chapel Vestry, Goppa Road	550	Dim Newid / No Change
DV	Mawr (Garnswllt Ward)		Welfare Hall, Lon Y Felin	261	Dim Newid / No Change

Ardaloedd Pleidleisio / Polling District	Ward Etholiadol / Electoral Ward	Cymuned / Community	Gorsaf Bleidleisio / Polling Station	Etholaeth/ Electorate	Argymhelliad y Swyddog Canlyniadau / Returning Officer's Recommendation
CG1	Pont-lliw a Thir-coed /	Pontlliw and Tircoed	Pontlliw Village Hall, Carmel Road	1244	Dim Newid / No Change
CG2			Tircoed Forest Village Hall, Y Cyswllt	878	Dim Newid / No Change

Ardaloedd Pleidleisio / Polling District	Ward Etholiadol / Electoral Ward	Cymuned / Community	Gorsaf Bleidleisio / Polling Station	Etholaeth/ Electorate	Argymhelliad y Swyddog Canlyniadau / Returning Officer's Recommendation
	Pontlliw and Tircoed				
WI	Sgeti / Sketty	No Community	Mobile Station at Derwen Fawr Road	559	Lleoliad Arall a Geisir / Alternative Venue Sought**
WK			Sketty Park Community Centre, Heather Crescent	2665	Dim Newid / No Change
WL			De La Beche Pavilion (Poppy Lounge), Park View Terrace	2776	Dim Newid / No Change
WM			Sketty Library, Vivian Road	1463	Dim Newid / No Change
WN			Sketty Community Church Hall, Carnglas Road	3713	Dim Newid / No Change
FL	St Thomas	No Community	St Thomas Church, Lewis Street	936	Cyfuno dosbarth pleidleisio gyda FM / Combine polling district with FM
FM			St Thomas Church, Lewis Street	555	Cyfuno dosbarth pleidleisio gyda FL / Combine polling district with FL
FN			St Thomas Church, Lewis Street	1100	Dim Newid / No Change
FO			Port Tennant Community Centre, Wern Fawr Road	982	Dim Newid / No Change
FP			St Stephen's Church Hall, Danygraig Road	1361	Dim Newid / No Change
XJ	Townhill	No Community	Our Lady of Lourdes (Upper Parish Hall), Penygraig Road	1058	Dim Newid / No Change
XK			The Phoenix Centre, Paradise Park	996	Cyfuno dosbarth pleidleisio gyda XL / Combine polling district with XL
XL			The Phoenix Centre, Paradise Park	1233	Cyfuno dosbarth pleidleisio gyda XK / Combine polling district with XK
XM			Gors Avenue Community Centre, Heol Y Gors	1142	Dim Newid / No Change
XN			Mayhill Community Centre, Mayhill Road	728	Cyfuno dosbarth pleidleisio gyda XO / Combine polling district with XO
XO			The Pod (Little Gems Flying Start), Granogwen Road	874	- Lleoliad Arall a Geisir / Alternative Venue Sought - Cyfuno dosbarth pleidleisio gyda XN / Combine polling district with XN

Ardaloedd Pleidleisio / Polling District	Ward Etholiadol / Electoral Ward	Cymuned / Community	Gorsaf Bleidleisio / Polling Station	Etholaeth/ Electorate	Argymhelliad y Swyddog Canlyniadau / Returning Officer's Recommendation
WU	Uplands	No Community	St. Benedict Roman Catholic Church Hall, Llythrid Avenue	1506	Dim Newid / No Change
WV			Trinity Chapel Vestry, Glanmor Park Road	1781	Dim Newid / No Change
WW			The Lifepoint Centre, Ffynone Road	2825	Dim Newid / No Change
WX			Victoria & St Helen's Senior Citizens Pavilion (Victoria Park), Francis Street	1282	Dim Newid / No Change
WY			Brynmill Community Centre, St. Alban's Road	1891	Dim Newid / No Change
WZ			Pantgwydr Baptist Church Centre, Ernald Place	1266	Dim Newid / No Change
FQ			Y Glannau / Waterfront	No Community	Waterfront Community Church, Langdon Road
XA2	Swansea Museum, Victoria Road	1897			Cyfuno dosbarth pleidleisio gyda XB2 / Combine polling district with XB2
XB2	Swansea Museum, Victoria Road	0			Cyfuno dosbarth pleidleisio gyda XA2 / Combine polling district with XA2
WP1	Waunarlwydd	No Community	Waunarlwydd Community Centre, Victoria Road	2436	Cyfuno dosbarth pleidleisio gyda WP2 / Combine polling district with WP2
WP2			St. Iltyd's Church, Ystrad Road	187	- Lleoliad Arall a Geisir / Alternative Venue Sought - Cyfuno dosbarth pleidleisio gyda WP1 / Combine polling district with WP1
HB	West Cross	Mumbles (West Cross Ward)	West Cross Community Centre, Linden Avenue	1438	Dim Newid / No Change
HC			Norton Church and Village Hall, Castle Road	1742	Dim Newid / No Change
HD1			Whitestone Primary School, Rushwind Close	1527	Lleoliad Arall a Geisir / Alternative Venue Sought**

Allwedd i Argymhellion y Swyddog Canlyniadau:

- **Dim Newid** – Nid yw'r Swyddog Canlyniadau yn bwriadu newid yr Orsaf Bleidleisio hon, ond mae'n hapus i dderbyn awgrymiadau ar gyfer lleoliadau eraill.
- **Lleoliad Arall a Geisir** – Mae'r Swyddog Canlyniadau wrthi'n chwilio am leoliadau eraill ar gyfer y Gorsafoedd Pleidleisio hyn. Fodd bynnag, bydd y status quo yn parhau os na cheir lleoliad arall.
- **Cyfuno dosbarth pleidleisi** – Mae'r Swyddog Canlyniadau yn edrych ar gyfuno rhanbarthau pleidleisio mewn Ward Etholiadol
- **Rhannu dosbarth pleidleisio rhwng...** - Mae'r Swyddog Canlyniadau yn edrych ar rannu dosbarth pleidleisio mewn Ward Etholiadol.
- **Diwygio ardal pleidleisio** - Mae'r Swyddog Canlyniadau yn edrych ar diwygio ardal pleidleisio mewn Ward Etholiadol

* - Mae'n bosibl y bydd gofyn i'r etholwyr yn y gofrestr hon fynychu Gorsaf Bleidleisio wahanol ar gyfer unrhyw etholiadau sy'n defnyddio ffiniau Seneddol yn dilyn deddfu Gorchymyn (Cymunedau) Abertawe 2011.

** Mae'r Swyddog Canlyniadau yn awyddus i leihau'r defnydd o ysgolion a gorsafoedd pleidleisio teithiol i wella profiad y pleidleisiwr a lleihau'r effaith ar ddisgyblion, rhieni a garcheidwaid.

Key to Returning Officer's Recommendations:

- **No Change** – The Returning Officer is not looking to change this Polling Station, but is happy to accept suggestions for alternative venues.
- **Alternative Venue Sought** – The Returning Officer is actively seeking alternative venues for these Polling Stations. However, status quo remains if alternative venue is not found.
- **Combine polling district....** – The Returning Officer is looking at combining polling districts in an Electoral Ward.
- **Split polling district between...** - The Returning Officer is looking at splitting a polling district in an Electoral Ward
- **Amend polling district.....** – The Returning Officer is looking at amending a polling district in an Electoral Ward

* - The electors within this register may be required to attend a different Polling Station for any elections using Parliamentary boundaries following the enactment of The Swansea (Communities) Order 2011.

**The Returning Officer is keen to reduce the use of schools and mobile polling stations to enhance the voter experience and to lessen the impact of pupils, parents, and guardians.

Agenda Item 13.



Report of the Presiding Member, Monitoring Officer & Head of Democratic Services

Council – 25 January 2024

Amendments to Council Constitution - Constitution Working Group - Terms of Reference

Purpose:	To make amendments to simplify, improve and / or add to the Council Constitution. A decision of Council is required to change the Council Constitution. To amend the Terms of Reference of the Constitution Working Group.
Policy Framework:	Council Constitution.
Consultation:	Access to Services, Finance, Legal.
Recommendation(s):	It is recommended that Council approves: 1) The Constitution Working Group Terms of Reference being amended to include: <i>“e) To consider any issue that requires cross Political Group discussion.”</i>
Report Author:	Huw Evans
Finance Officer:	Ben Smith
Legal Officer:	Debbie Smith
Access to Services Officer:	Rhian Millar

1. Introduction

- 1.1 The Constitution Working Group is exempt from Committee Balance Rules to allow a cross party representation from each of the Political Groups. It comprises the Presiding Member, Deputy Presiding Member, Leaders & Deputy Leaders of Ruling Group and Largest Opposition Group, Leader of other Political Groups and Cabinet Member with responsibility for Constitutional Matters.

2. Constitution Working Group - Terms of Reference

- 2.1 The Terms of Reference of the Constitution Working Group are set out within Part 3 “Responsibility for Functions” of the Council Constitution. For ease, the Terms of Reference are outlined:

- “a) This Group is exempt from the Committee Balance Rules to allow the following membership and representation by each Political Group: Presiding Member, Deputy Presiding Member, Leader & Deputy Leader of Ruling Group and Largest Opposition Group, Leader of other Political Groups and Cabinet Member with responsibility for Constitutional matters. Note: Each Political Group Leader may substitute their Deputy Political Group Leader with another of their Group Members if required but the membership must be approved by Council.*
- b) To keep under review all aspects of the Council Constitution and to make appropriate recommendations for change.*
- c) To administer the requirements of the Election of Lord Mayor and Deputy Lord Mayor Protocol as outlined in the Council Constitution.*
- d) To consider all aspects of any Boundary Reviews and make recommendations to Council as appropriate.”*

- 2.2 The Constitution Working Group is a useful body for holding cross party discussions. It is proposed that its Terms of Reference be amended to include:

- “e) To consider any issue that requires cross Political Group discussion.”*

3. Financial Implications

- 3.1 All financial impacts of this report are contained within existing budgets.

4. Legal Implications

- 4.1 There are no further legal implications other than those set out in the report.

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 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 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 An IIA screening form has been completed and has determined that a full IIA report will not be required as this is a minor amendment to the Council Constitution.

Background Papers: None

Appendices: None.

Agenda Item 14.



Report of the Cabinet Member for Corporate Services and Performance

Council – 25 January 2024

Adoption of the Naming Policy

Purpose:	To recommend the adoption of the Naming Policy
Policy Framework:	Delivering a Successful and Sustainable Swansea Corporate Plan 2024/28
Consultation:	Access to Services, Finance, Legal, CMT
Recommendation(s):	It is recommended that: 1) The Naming Policy be adopted by Council
Report Author:	Emily Davies
Finance Officer:	Paul Roach
Legal Officer:	Debbie Smith
Access to Services Officer:	Rhian Millar

1. Introduction

1.1 A policy document had been requested by the Corporate Management Team (CMT) to define the process through which Swansea Council's buildings, facilities, and identifiable internal or external spaces are named. It is felt important to have an adopted policy that sets out an established process for formal naming to ensure transparency and consistency.

2. Key Points considered when drafting the Naming Policy

2.1 The nominee should, in most cases, be deceased; having made a significant contribution to public life.

- 2.2 If a name is altered, or removed, the Council should ensure that the removal does not have the effect of erasing history or altering any associated historical records.
- 2.3 The final naming decision will rest with Council, following advice / endorsement / consultation from CMT and the Constitution Working Group.
- 2.4 The main stages of the decision-making process are therefore:
- a) Submission of proposal form to CMT, by the sponsor.
 - b) Report to the Constitution Working Group, for support and a recommendation to Council.
 - c) Report to Council for final naming decision.

3. The Naming Policy

- 3.1 The draft Naming Policy is attached as **Appendix A** of the report. **Appendix B** sets out the draft Naming Proposal Submission Form which should be used by those persons wishing to propose naming.
- 3.2 The policy seeks to preserve maximum flexibility in the naming process so that naming opportunities can be dealt with on a case-by-case basis.
- 3.3 The policy shall apply to all buildings, facilities, and identifiable internal or external spaces owned and/or operated by Swansea Council that may be named.
- 3.4 This policy does not relate to the naming of any roads, pedestrian and cycle routes or streets / cul-de-sacs within the council land ownership. These are covered by a separate policy.

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.
- 4.2** 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'.
- 4.3** 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.
- 4.4** The purpose of the policy is to define the process through which Swansea Council's buildings, facilities, and identifiable internal or external spaces are named, seeking to preserve maximum flexibility in the naming process so that naming opportunities can be dealt with on a case-by-case basis.
- 4.5** Whilst there are limited implications in terms of impacts at this stage, it will be appropriate to reconsider this screening in relation to individual cases and naming suggestions, which would likely form a separate and individual report.
- 4.6** Under the policy, Swansea Council reserves the right to review and amend the names of any space which it has approved if information subsequently comes to light which means that the use of the name could bring the council into disrepute.

5. Legal Implications

- 5.1** The Council must not use its resources to promote or publicise a political party. This Policy works within that remit.

6. Financial Implications

- 6.1** There would be minor costs from future decisions in terms of signage or publication material. However, it is felt this would be limited and can be incorporated within existing budgets.

Background papers: None

Appendices:

Appendix A – Draft Naming Policy

Appendix B – Draft Naming Proposal Submission Form

Appendix C – IIA Screening Form

Naming Policy

Policy on the naming of buildings, facilities, and identifiable internal or external spaces

Contact details:

Swansea Council
Civic Centre
Oystermouth Road
Swansea
SA1 3SN

Phone: 01792 636000

Email: contact@swansea.gov.uk

To request this information in an alternative format or language please phone 01792 636000 or email contact@swansea.gov.uk

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1. Purpose

- 1.1 The purpose of this policy is to define the process through which Swansea Council's buildings, facilities, and identifiable internal or external spaces are named, and the criteria against which any name should be considered to enable the council to make clear, consistent and prudent decisions.
- 1.2 This policy seeks to preserve maximum flexibility in the naming process so that naming opportunities can be dealt with on a case-by-case basis.
- 1.3 A naming opportunity can be an occasion for engaging with staff, citizens, and communities to enhance the relationship the council has with the city and the contribution we make to the diversity of Swansea.
- 1.4 The naming of council owned and/or operated spaces serves a number of purposes, including:
 - to honour individuals for outstanding achievement and contribution.
 - to reflect and celebrate the history and heritage of Swansea.

2. Scope

- 2.1 This policy applies to all buildings, facilities, and identifiable internal or external spaces owned and/or operated by Swansea Council that may be named. This policy does not relate to the naming of any roads, pedestrian and cycle routes or streets / cul-de-sacs within the council land ownership. These are covered by a separate policy.
- 2.2 Areas referred to may include buildings, rooms, or other identifiable spaces (indoor and outdoor). Collectively, these will be referred to throughout this policy as 'spaces'.
- 2.3 Some limitations around the type of buildings / services that should be excluded from this policy should exist on a variable basis, taking account of specific situations as they arise, including sensitive and complex service needs.
- 2.4 The scope of this policy does not extend to residential properties, care homes, children's residential homes or equivalent accommodation operated and/or owned by Swansea Council. In line with Swansea Council's coproduction policy, the names of these types of buildings will be coproduced with the residents / users of that provision.
- 2.5 This policy applies to staff and members involved in establishing the names of identifiable spaces owned and/or operated by Swansea Council.

- 2.6** Naming (or changing the name) of a council owned and/or operated space requires careful consideration in accordance with this policy and should not be based on a strong sentiment, either by an individual or a group, that may diminish over time.
- 2.7** Naming proposals may extend to acknowledgments of significant events.
- 2.8** Research and work carried out under this policy should be documented within the repository that exists under the Blue Plaque scheme, adding to that central bank of information.
- 2.9** The naming of a space is something that should be considered thoroughly, with care and after appropriate due diligence, taking account of:
- the cost of new signage.
 - the cost of updating maps, brochures, websites and other literature.
 - the potential confusion arising from the need to re-orientate staff and visitors.
 - the relatively small number of opportunities for naming.
 - the effects of any naming on the council's reputation, both positively and negatively.
 - the difficulty of re-naming areas within building systems (such as maintenance systems, wiring labelling, maintenance records, compliance certificates, records of statutory bodies and electronic systems beyond the control of the council).
 - Support and facilitate the use of the Welsh language where applicable.

3. Principles

- 3.1** Names must have clarity and simplicity, aiding orientation and movement around the council estate.
- 3.2** Names should be distinctive, and names used for existing council-owned spaces should not be re-used.
- 3.3** Nominated names should enhance the council's brand, ensuring that names are compatible with the aims, values and objectives of Swansea Council.
- 3.4** Spaces should not normally be named after companies, charities, or trusts.

- 3.5** The nominee should normally have been deceased for at least five (5) years, but in exceptional circumstances the person may be recognised whilst still living.
- 3.6** Any proposals to name spaces after individuals should be based on a significant contribution to public life and have a connection to Swansea clearly evidenced.
- 3.7** The names of staff or members of Swansea Council should only be used exceptionally where individuals are associated with major change within the council or an achievement of the highest excellence. Such cases would be expected to feature prominently as part of the historical record of the council.
- 3.8** The proposal should demonstrate external and/or internal support outside of the immediate proposer.
- 3.9** Where a building is named after a person, consideration should be given to:
 - addressing any imbalance in the representation of the diversity of the council and the City and County of Swansea.
 - whether a person's name, although strongly associated and significant to Swansea, may be less significant at a future date.
 - future circumstances under which the name could become less appropriate or beneficial.

4. Process

- 4.1** The process will start with a suggestion for a name that may originate from a department, members of the public, Members, officers etc and any proposal made should outline the reasons/rationale set out in writing on the template proposal form¹.
- 4.2** Before progressing further, a sponsor (Head of Service and/or Political Group Leader) will need to agree to take the proposal forward.
- 4.3** The space to be named and the proposed name should be clearly identified.

¹ The template proposal form may be subject to amendments as process/circumstance dictates. The form will be available to download from the council website, and paper copies will be made available in the central library.

- 4.4** If the proposal is to use a deceased individual's name, the proposer should provide details of any living relatives with whom the proposal should be discussed, if possible.
- 4.5** The proposer/sponsor should also consider and report on any significant controversy surrounding the name, which might disadvantage the council, and also on any positive benefits which naming the space might confer.
- 4.6** The proposer/sponsor shall be responsible for consulting with the departments using the space or building, the associated Head of Service (including the Head of Property Services and / or relevant asset manager) and the Corporate Management Team (CMT).
- 4.7** Council nominated historians and archivists will advise CMT, so that CMT may comment upon the proposal.
- 4.8** Having consulted with the Corporate Management Team (CMT) for advice / endorsement, a report should be presented to the Constitution Working Group for consideration.
- 4.9** Responsibility for individual reports (and accompanying IIA) will be decided by CMT on a case-by-case basis. There may at times be joint elements of reporting between technical leads and asset managers.
- 4.10** If supported by the Constitution Working Group, a report will be submitted to Council for final decision making.
- 4.11** The stages of the decision-making process are therefore:
- a) Submission of proposal form to CMT, by the sponsor.
 - b) Report to the Constitution Working Group, for support and a recommendation to Council.
 - c) Report to Council for final naming decision.
- 4.12** If a recommendation is not agreed at CWG, the proposal will fail and will not progress to Council. The desire would be to achieve cross party support for any proposals but can be passed on a majority vote if unanimity cannot be achieved.
- 4.13** There is no right of appeal for a proposer in the event that a sponsor cannot be identified to support the proposal or in the event that CWG decide not to support the proposal.

5. Re-naming

- 5.1 There may be circumstances where there is a case to be made or an opportunity arises to re-name a space.
- 5.2 Re-naming should be an exceptional event, having regard to any significant changes in societal or cultural awareness.
- 5.3 When a name is altered, or removed, the council should ensure that the removal does not have the effect of erasing history or altering any associated historical records.

6. Review and Monitoring

- 6.1 There may be circumstances where it could be in the best interests of the council to consider revoking or modifying naming rights previously conferred.
- 6.2 Swansea Council reserves the right to remove or change the names of spaces if the rationale is clear. This could be due to departmental moves, or if a name became undesirable. A decision about the desirability of a name would not be taken lightly, and the grounds for removing or changing it would need to be substantial.
- 6.3 Swansea Council reserves the right to review and amend the names of any space which it has approved if information subsequently comes to light which means that the use of the name could bring the council into disrepute.
- 6.4 This policy will be reviewed periodically.

END

Document Control

Version Number	Details of Change	Date



Naming Proposal - Submission Form

- Before completing this form, please read the Swansea Council Naming Policy (buildings, facilities, and identifiable internal or external spaces), which is available on the Swansea Council [website](#).
- This form provides the basis for a submission to Swansea Council regarding a suggested name for all buildings, facilities, and identifiable internal or external spaces owned and/or operated by Swansea Council that may be named.
- The 'proposer' will be noted as the person(s), members of the public, Council Members, Council Officers or other group or individual(s) that complete and submit this form.

Proposer:

Proposer's name: (The person(s), members of the public, Council Members, Council Officers or other group or individual that complete and submit this form)	
Proposer's contact email:	
Proposer's contact telephone number:	
Date of submission:	
Please confirm that you have read the <i>Swansea Council Naming Policy (buildings, facilities, and identifiable internal or external spaces)</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>

Proposal:

Suggested name being put forward:	
Identifiable area / space to be named:	
Statement of Support:	

<p>(Please provide relevant detail, research, or any other information in support of your proposal. Where possible, this should be supported by evidence or reliable proof / verification).</p>	
<p>Please note contact details / names of any known family / living relatives, impacted by this proposal, that may be contacted regarding this proposal.</p>	
<p>Please list any attachments or supporting materials that you may wish to include with your submission.</p> <p>Please <u>do not</u> provide original copies – Swansea Council can take no responsibility for lost or damaged documents, photos or other materials provided in support of this proposal. Thank you.</p>	

Completed forms should be submitted to westglam.archives@swansea.gov.uk

Submissions will be reviewed by Swansea Council and we may undertake our own research into this proposal.

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

Which service area and directorate are you from?

Service Area: Strategic Delivery and Performance

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:

The report is intended to inform discussion and seeks to make a recommendation to the Constitution Working Group (CWG) regarding the adoption of a formal Naming Policy.

The purpose of the policy is to define the process through which Swansea Council’s buildings, facilities, and identifiable internal or external spaces are named, and the criteria against which any name should be considered to enable the council to make clear, consistent and prudent decisions.

The policy seeks to preserve maximum flexibility in the naming process so that naming opportunities can be dealt with on a case-by-case basis.

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

A policy document had been requested by CMT to define the process through which Swansea Council’s buildings, facilities, and identifiable internal or external spaces are named.

As such, CMT have been sighted on various versions of the policy document, as has the Council Leader. Commentary has been incorporated into the final draft version.

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**

- The policy document would need to be added to staffnet.
- A web page regarding the policy / how to submit a template form etc would need to be created.

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.)

N/A

Any naming proposals will be submitted to Council via a separate and distinct report, having regard to any specific impacts (cumulative or otherwise). This report itself seeks to support the CWG in forming a view regarding adoption of the draft policy. This report therefore has no cumulative impacts which will directly relate to people / communities. It will be the naming decisions themselves that will have an impact; and will require a further IIA screening form when applicable.

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)**

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

The report is intended to inform discussion and seeks to make a recommendation to the Constitution Working Group regarding the adoption of a formal Naming Policy.

The purpose of the policy is to define the process through which Swansea Council’s buildings, facilities, and identifiable internal or external spaces are named, seeking to preserve maximum flexibility in the naming process so that naming opportunities can be dealt with on a case-by-case basis.

Whilst there are limited implications in terms of impacts at this stage, it will be appropriate to reconsider this screening in relation to individual cases and naming suggestions, which would likely form a separate and individual report to CWG and Council.

Under the policy, Swansea Council reserves the right to review and amend the names of any space which it has approved if information subsequently comes to light which means that the use of the name could bring the council into disrepute.

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: Richard Rowlands
Job title: Strategic Delivery and Performance Manager
Date: 20.12.23

Approval by Head of Service:
Name: Lee Wenham
Position: Head of Communications and Marketing
Date: 20.12.23

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

Agenda Item 15.



Council – 25 January 2024

Councillors' Questions

Part A – Supplementaries

1	<p>Councillors Peter Black, Sam Bennett and Wendy Fitzgerald</p> <p>How will the Council ensure that the public are informed of the association between Cupid Way and Cyril Cupid.</p> <p>Response of the Cabinet Member for Culture, Human Rights & Equalities</p> <p>Cupid Way has several interpretation panels against the development site adjacent explaining the link of the name to the athlete Cyril Cupid. These will remain in-situ until such time as the development is complete and all units occupied, when we will explore ways with regeneration colleagues, tenants and via the prospective digital screens, to have information available, including via QR codes to link in the address with the history of the character for which it's named. Going forward, we are also in the process of scoping out a 'heritage' trail of events, individuals, buildings and places of significance in the city that supports the telling of the 'Swansea Story' as an online resource, linking with the Blue Plaque scheme, with funding from the Shared Prosperity Fund Culture and Tourism Anchor. This will enable tools such as QR codes and other plaques to be included in recommended trails and we can link the Cyril Cupid/Cupid Way story into this. There are also existing resources that provide information should it be sought out, including the Cabinet report into our place making/collections/naming opportunities, following the Council's Motion in support of the Black Lives Matter campaign of 2020 and the social media, website and press releases around the opening of the Arena and walkway, which was attended by Cyril Cupid's family.</p>
2	<p>Councillors Peter May, Stuart Rice, Sandra Joy and Allan Jeffery</p> <p>Please can the Cabinet Member provide us with an update on the investment made in the purchase of the former Debenhams store.</p> <p>Response of the Leader</p> <p>The council completed on the acquisition of the former Debenhams Unit within the Quadrant at the end of March 2023. The total as per completion statement for this is £3,157,750.</p> <p>In addition to the completion sum, professional fees covering valuation, building reports, conveyancing and professional advice has amounted to £98,209. Costs for roof repairs have also been incurred totalling £9,800.</p> <p>Welsh Government support of £4.5m has been secured to support the acquisition and redevelopment works.</p>

3	<p>Councillors Peter May, Stuart Rice, Sandra Joy and Allan Jeffery</p> <p>Please can the Cabinet Member provide us with the total capital expenditure so far spent on the Swansea Arena.</p> <p>Response of the Leader</p> <p>The capital expenditure for the Swansea Arena is £46,170,544.</p> <p>The project is being jointly funded by the Council, Welsh Government and UK Government as part of the wider £1.3bn Swansea Bay City Deal investment in the region.</p>
4	<p>Councillors Peter May, Stuart Rice, Sandra Joy and Allan Jeffery</p> <p>Please can the Cabinet Member provide us with the total expenditure on the schools' capital programme since 2019 (with a breakdown of direct Council expenditure and external grants i.e. Welsh Government). Has any school's capital work been moved back in the capital programme during this period, including any that is planned to be moved backwards from 2023/24 and 2024/25.</p> <p>Response of the Cabinet Member for Education & Learning</p> <p>The total expenditure on the schools' capital programme since 2019 (with a breakdown of direct Council expenditure and external grants i.e. Welsh Government) is below. The figures include, all expenditure including Band B of the Sustainable Communities for Learning Programme, Universal Free School Meals, Additional Learning Needs, and Community Focussed Schools grants, Welsh medium grants, Flying Start expenditure and capital maintenance. The funding split for the current financial year will not be available until after year end.</p> <p>The profiled expenditure in the capital programme is based on anticipated project timelines at that time. These are subject to change, affected by the length of the pre-construction phase project development. This can vary depending on the outcomes of surveys and investigations, design complexities, resourcing issues and the approvals process. They also include assumptions around the length of the construction phase which is not certain until a contractor is on board. Consequently, slippage has occurred. Looking forward there is no planned slippage, although this cannot, for the same reason, be ruled out. The current status of the pipeline projects in the Sustainable Communities for Learning Programme was outlined in the Quality In Education (QEd) / The Sustainable Communities for Learning Strategic Outline Programme - Band B Cabinet Report of the 21 September 2023.</p>

Schools Capital Programme			
	£000	£000	£000
Financial Year	Total Spend	Council Funding	External Funding
2019-20	11,162	3,571	7,592
2020-21	26,733	2,885	23,848
2021-22	19,351	3,978	15,373
2022-23	10,001	3,909	6,093
2023-24 (to Nov-23)	2,786		
	70,033	14,342	52,906

5 Councillors Sam Bennett, Mary Jones and Lynda James

As we work to improve air quality in our communities there have been concerns raised about the use of diesel generators for events such as the Waterfront Wonderland. What assessments and monitoring are undertaken to understand the air quality impact of these.

Response of the Cabinet Members for Corporate Services & Performance and Investment, Regeneration, Events & Tourism

We appreciate and share your concerns and frustrations with the use of diesel generators at temporary events. Unfortunately, events of this nature often require access to a significant amount of temporary power in locations where access to mains power, of sufficient capacity isn't readily available – as is currently the case in the city centre and at Museum Park where the Waterfront Winterland attraction is currently operating.

With this in mind, a number of steps are taken to minimise the impact wherever and whenever possible:

- Where access permits, mains electricity is always utilised. Even if it is to supply power for part of the activity, but in all cases we work with Environmental Health to also look at siting, acoustic mitigation measures and orientation for the exhaust fume etc.
- When generators are required, event contractors/suppliers are urged to use 'green' diesel (HVO fuel) where possible. HVO or Hydrotreated Vegetable Oil is one of several renewable biofuel alternatives to fossil fuel diesel that have emerged in recent years.
 1. HVO is manufactured from 100% renewable and sustainable waste-derived raw materials
 2. Switching from diesel to HVO brings up to a 90% net reduction in greenhouse gas CO2 emissions
 3. HVO is accepted by the UK Government as a renewable fuel.
 4. Unfortunately, It is not yet possible to force contractors to only use HVO fuels as this is still a developing market and availability cannot always be guaranteed
- Switching off some or all of the generators when not in use (e.g. overnight)
- Ensuring only newer more efficient, well-maintained generators are used

Please rest assured that this is an area where we are striving to make improvements but, as with all things of this nature, change is not going to happen overnight. However, it is important to recognise that improvements are being made

wherever possible and a good example of this is in relation to the provision of temporary power at this year's Wales Airshow which was all supplied from the mains grid or via generators powered by HVO fuels.

In the longer term, discussions are ongoing about increasing the availability and access to renewable mains supplies.

With reference to monitoring to understand the air quality impact due to the use of temporary generators, the Council does not actively undertake air quality monitoring of generators as part of its Local Air Quality Management (LAQM) duties. For example, the air quality objectives, set out for Nitrogen Dioxide (NO₂), are an annual mean of 40ugm⁻³ and an hourly mean of 200ugm⁻³ (not to be exceeded more than 18 times in the year). The relevant population exposure must be taken into account.

In the occurrence of a temporary generator, the hourly air quality objective would be the metric of interest but given that the generators are located with the implementation of screening mitigation and the orientation of exhaust, air quality monitoring is not undertaken at temporary installations.

6 Councillors Peter May, Stuart Rice, Sandra Joy and Allan Jeffery

Please can the Cabinet Member provide us with an update on the following:

- How many people are currently in temporary accommodation.
- How many new homes have been provided to tenants by the Council since 2021.
- How many new Council properties have been built by the Council to house tenants since 2021.
- How many properties have been purchased on the open market by the Council since 2021 to house tenants.
- How many properties have been converted by the Council into homes for tenants since 2021.

Response of the Cabinet Member for Service Transformation

- As at 5.1.24, there are 287 households in temporary accommodation, this equates to 378 people. This includes B&B, hotel and Council owned temporary accommodation units.
- Since 2021 the council has let the following properties to tenants:

2023/24	704 to date
2022/23	983
2021/22	1146

** This includes lettings to applicants and tenant transfers.*

We are unable to say how many new built properties have been let to transferring tenants since 2021 as we do not hold this information.

- Since 2021, 70 new homes have been built and let by the council.
- Since 2021 the Council has purchased 133 new homes to let to tenants and applicants.
- Since 2021, 19 units of accommodation have been created to let to tenants and applicants.

7	<p>Councillors Peter May, Stuart Rice, Sandra Joy and Allan Jeffery</p> <p>How many electric vehicles have been purchased/leased by the Council since 2020 and how many are in active use on a daily basis.</p> <p>Response of the Cabinet Member for Service Transformation</p> <p>The Council has purchased/leased 63 battery electric vehicles since 2020 and now has 103 battery electric and 13 hybrids in total. All are used regularly by the respective front line services and the majority of the usage patterns are no different to the previous diesel equivalents that the battery electric vehicles replaced.</p>
8	<p>Councillors Sam Bennett, Chris Holley and Sue Jones</p> <p>Will the Cabinet outline what efforts are being undertaken to remove plastics from the River Tawe at Trafalgar bridge before they go out to sea.</p> <p>Response of the Cabinet Member for Corporate Services & Performance</p> <p>Swansea Council's Marina employs a cleaner on a part time basis. In addition to building cleaning duties, they also cleanse the Marina waters and the impounded waters of the River Tawe when needed. The Cleaner dedicates about 25% of their working time to cleansing the Marina and impounded waters. The waters are cleansed using a small workboat and any debris is collected by hand using a rake and is placed into large bins for separation into various waste streams, including plastics, before disposal.</p> <p>The River Tawe is a mixed bag in terms of responsibilities. Swansea Council is responsible for the impounded waters immediately above the Tawe Barrage, and the waters upstream of this are the responsibility of Natural Resources Wales. Rubbish accumulations tend to occur during periods of bad weather combined with higher than normal river levels due to either rainfall or tidal overtopping of the Barrage. The higher than normal water level causes debris lying on the river banks to become waterborne, and the natural flow of the river and the fact the Barrage is a choke point means that the debris accumulates in the impounded waters immediately above the Barrage. The final position of the accumulations is then determined primarily by wind direction. It should perhaps be noted that the majority of debris is likely to enter the water somewhere in the miles and miles of upstream river that is not under Swansea Council control. Unfortunately the nature and position of the Barrage means that the vast majority of debris gets stuck in this location.</p>
	<p>Part B – No Supplementaries</p>
9	<p>Councillors Keving Griffiths, Gordon Walker and Jeff Jones</p> <p>What is the cleaning regime for our multi storey city centre car parks and when were the stairways last cleaned.</p>

	<p>Response of the Cabinet Member for Environment & Infrastructure</p> <p>The car parks are litter picked daily on weekdays. They are also litter picked at weekends if sufficient volunteers make themselves available for weekend overtime. The stairwells are jet-washed fortnightly unless a service request is received with a particular issue, they were last completed on 15th December.</p>
10	<p>Councillors Sam Bennett, Michael Locke and Peter Black</p> <p>In January 2023 there was an article in Wales Online outlining states of disrepair in the flats on Heol Gwrosydd (near the Penlan Club). What action has been taken to remedy the situation and what action is going to be taken to avoid this situation in future for our council tenants.</p> <p>Response of the Cabinet Member for Service Transformation</p> <p>Housing staff continue to have a significant presence in this area, undertaking regular tenancy and estate management visits, responding to issues of concern, undertaking welfare checks, offering support etc.</p> <p>Officers from the North Area Housing Office will also visit tenants in their homes following reports and treatment of damp and mould to offer appropriate advice including signposting to cost-of-living support where appropriate.</p> <p>There is 1nr live disrepair claim currently being reviewed and a further two that have been settled and repair works awaiting execution in relation to the 7 identical blocks of flats at Heol Gwrosydd and Heol Emrys</p> <p>The caretaking team are in the area daily and will remove any items which have been fly-tipped and carry out litter picking. Any reports of rubbish within the communal areas of the blocks would be reported to and cleared by the caretaking team. Officers from Housing also work closely with the Waste and Recycling teams to promote and encourage appropriate waste management and recycling habits.</p> <p>The Neighbourhood Support Unit (NSU) undertake regular patrols of the area as well as providing a response service to reported instances of anti-social behaviour. There have been reports of youth annoyance and drug use within the blocks in recent months; Housing staff work in partnership with the police in relation to such incidents although quick resolutions are not always achievable. Recent engagement events have been held in this area with other events planned. Officers from Community Safety and partners including the police are often involved in such engagement events.</p> <p>In the immediate period before the press article in Walesonline, each of the seven blocks were fitted with new security voice entry door systems to reduce incidents of anti-social behaviour. There are other planned cyclic maintenance works scheduled in this current financial year's programme which are due to start at the flats within the next few weeks. The works include servicing all windows, repairs prior to painting, redecoration of internal communal areas of each block, external redecoration of claddings and handrails, renewing roof outlets, cleaning out rainwater goods and clearing and jetting all foul and surface water gullies. It is anticipated these works will be completed before the end of March 2024.</p>

11	<p>Councillors Lynda James, Mike Day and Cheryl Philpott</p> <p>Many of the roadside speed signs have been daubed with grey paint, making them unusable in another location. How many signs have been spoilt and what is the value of them. Why were they not just removed.</p> <p>Response of the Cabinet Member for Environment & Infrastructure</p> <p>The paint used can be washed off, all signs taken down, which are in good condition, can be repurposed.</p> <p>The choice to spray out, rather than remove was designed to make best of available resources on and around the 17th September. It also enabled the retention of existing 20mph signs as a reminder of the prevailing limit in that initial period.</p>
12	<p>Councillors Lynda James, Mary Jones and James McGettrick</p> <p>Does Swansea Council know how many empty domestic private properties there are in Swansea and how does it ascertain these numbers. What are the numbers and how many homes have been successfully brought back into habitation over the past 5 years.</p> <p>Response of the Cabinet Member for Service Transformation</p> <p>The Council prepares the figures from 1st April each year via reports from the council tax system and the annual empties mailshot takes place in April/May to owners of empty properties.</p> <p>As of 1st April 2023, the total number of privately owned empty dwellings in Swansea is 3396 (of which 2,052 have been empty for longer than 6 months & 1,302 have been empty for longer than 12 months)</p> <p>This information is obtained from Council Tax data.</p> <p>The number of homes that have been successfully brought back into habitation over the past 5 years:</p> <p>2022 /2023 = 75 2021 /2022 = 96 2020 /2021 = 110 2019 /2020 = 115 2018 /2019 = 100 Total = 496</p>
13	<p>Councillors Chris Holley, Kevin Griffiths and Jeff Jones</p> <p>What is the number of people directly employed by the Council in the operation of waste collection and what is the number of agency staff working there.</p> <p>Response of the Cabinet Member for Community (Services)</p> <p>There are 120 staff directly employed for domestic and commercial waste collections.</p> <p>Some agency staff are used to cover temporary fluctuations in work demand, such as garden waste in the summer, and temporary vacancies due to staff turnover,</p>

	<p>whilst the majority are required to cover absences such as holidays and sickness, as a full complement of staff is required each collection day.</p> <p>The number of agency staff varies from day to day dependent upon need, with the week day average for 2023 being 31.7 agency staff.</p>
14	<p>Councillors Chris Holley, Peter Black and Mike Day</p> <p>Will the Leader confirm when the multi storey car park opposite the Arena will be available for use by the public.</p> <p>Response of the Leader</p> <p>At present there are various technical surveys currently being undertaken to ascertain the full scope of works required to complete the car park. This work will then inform the detailed design and procurement of the physical works packages with contracts then awarded and commencement thereafter. All work is being undertaken as quickly as possible and a further update will provided when the surveys have been completed and the scale and scope of the remedial works is known.</p>
15	<p>Councillors Jeff Jones, Chris Holley and Peter Black</p> <p>To balance the Council budget in 2023/2024, £8million was taken from school reserves. How was the figure apportioned against each school as a contribution to make up this figure.</p> <p>Response of the Cabinet Member for Education & Learning</p> <p>Schools reserves are not, and have not, been taken by the council to balance its budget.</p> <p>However, it is clear schools' funding was redirected from education to children's services by the previous administration when Swansea's children's services went into special measures.</p> <p>Figures for schools reserves, per school are shown in the attached table. The draw from each school's reserve is influenced by the spending plan set by each individual governing body. Swansea's overall school reserve position remains at the higher end when compared to others in Wales, as per published statistics Reserves held by schools: as at 31 March 2023 GOV.WALES</p> <p>These figures show that good progress has been made by Swansea schools in reducing record Swansea school reserves from a high of £28m in 2022 to £20m in 2023. Further draws are expected to have been made since April 2023 but Swansea schools are expected to retain one of the highest levels of reserves in Wales.</p> <p>It should be noted that school reserves are not evenly spread across the schools estate.</p>
16	<p>Councillors Mary Jones, Nicola Furlong and Jeff Jones</p> <p>Many older people have dogs which they walk in Singleton Park. Will the Cabinet Member reconsider allowing dogs on leads in the Botanical Gardens as they are now allowed in Swansea Market.</p>

	<p>Response of the Cabinet Member for Investment, Regeneration, Events & Tourism</p> <p>The Botanics contain precise gardens which have specialist flowers and formal planting that requires technically proficient planning and maintenance. If these gardens are disrupted by just one dog running loose it can cause considerable damage and result in plant die off which affects all visitors and is not recoverable in that season.</p> <p>Although the majority of dog owners are responsible and would keep their dogs on leads there have been historical issues where a minority of others who are not so considerate of the location, despite signage and challenges, left their dogs running off the lead and caused damage.</p> <p>It is unfortunate that the minority affects the majority however the risk of damage that can be caused by a single loose dog is considered too great. Dog walkers do have the remainder of the wonderful Singleton Park to use for dog walking.</p>
17	<p>Councillors Peter May, Stuart Rice, Sandra Joy and Allan Jeffery</p> <p>In the Scrutiny Programme Committee of 19th December (YouTube 54:45) the Cabinet Member for Investment, Regeneration Events and Tourism when referring to Swansea City Centre stated that: “Our footfall is up”.</p> <ol style="list-style-type: none"> a. How is footfall in the city centre actually measured. b. Which dates are being used as a comparison. <p>Response of the Cabinet Member for Investment, Regeneration, Events & Tourism</p> <p>Digital footfall counters are located in the City Centre in 2 key locations (i.e. the junction of Oxford St and Princess Way and the junction of Wind St and St Marys St). Counters are also in situ at the entrances to the Market and Quadrant Shopping Centre.</p> <p>This information is sent to an online platform that collates the data and enables it to be interrogated for analysis. It allows comparisons to be drawn by location and timeframe including hour by hour, week by week and year on year.</p> <p>The statement made by the Cabinet Member for Investment, Regeneration, Events & Tourism reflects a steady increase in City Centre footfall as part of the post Covid recovery process.</p>
18	<p>Councillors Peter May, Stuart Rice, Sandra Joy and Allan Jeffery</p> <p>In the Scrutiny Programme Committee of 19th December (YouTube 55:30) the Cabinet Member for Investment, Regeneration Events and Tourism stated that: “When I look at 71/72 The Kingsway, due to open sort of May time, that I think that will be probably 100% let when it comes in. I think the rentals are going the right way”</p> <ol style="list-style-type: none"> a. What percentage of rental occupancy has actually been secured. b. Will any of the rental occupancy be for council employees and if so what percentage.

	<p>Response of the Cabinet Member for Investment, Regeneration, Events & Tourism</p> <p>The Council has provisionally agreed Heads of Terms on 46% of the total lettable Net internal area and meaningful discussions are ongoing between the letting agents and potential tenants for a further 36%. There are no current proposals for Council employees to have exclusive occupation of any accommodation at the building, there is provision for limited use of some meeting rooms as part of one the provisional agreements.</p>
19	<p>Councillors Peter May, Stuart Rice, Sandra Joy and Allan Jeffery</p> <p>When trying to locate a phone number to have a conversation with a council officer a couple of methods can be used. A phone number can either be displayed in the body of the officer's email signature or it can be found using the officer's information in Outlook. A growing number of these phone numbers are now obsolete or non-functional.</p> <ol style="list-style-type: none"> a. Is the relevant Cabinet Member aware of this issue. b. Why is it happening. c. What is being done to improve matters. <p>Response of the Cabinet Member for Corporate Services & Performance</p> <p>We are aware a number of officer phone numbers have changed and not been updated therefore an exercise began last autumn asking all staff to review and update phone numbers on the directory. This is an ongoing process alongside new work underway as part of the Digital Transformation programme. The Improving Customer Access project is implementing new technology solutions over the next eighteen months that will make it quicker and easier to access officers and all the contact centres.</p>
20	<p>Councillors Peter May, Stuart Rice, Sandra Joy and Allan Jeffery</p> <p>An article dated 27th December on Wales Online https://www.walesonline.co.uk/news/wales-news/welsh-council-looking-make-staff-28354917 headlines: "Welsh council looking to make staff work from home more often". Its opening line states: "Bridgend Council has decided to adopt a permanent hybrid working policy for the majority of its staff, it has been announced. The move will now see most of the local authorities staff working from home or in a range of buildings during their working week, following the success of an interim policy that was put in place in October 2022." The report highlighted how staff members had been largely positive about the plans with 72% of those who were asked saying they were satisfied with them.</p> <ol style="list-style-type: none"> a. What is Swansea Council's stance on home working. b. Does the council believe that it improves or decreases the efficiency of services. <p>Response of the Cabinet Member for Corporate Services & Performance</p> <p>a. The Council supports hybrid working arrangements where appropriate for the service being delivered, recognising that business need will take precedence. Each service area has an approved set of principles to support their operational working</p>

arrangements which includes hybrid working. These principles were approved by Cabinet in October 2022 and were reviewed in November 2023.

b. There are efficiencies to be gained from an element of home working – accommodation strategies and asset management plans can reflect the reduction of required office space, energy costs can reduce and the impact of commuting on both congestion and emissions is reduced. Time spent parking and travelling to multiple sites is not wasted with the efficient use of Teams as an alternative. The Council's hybrid working principles acknowledge that there are risks – skills development, team working and isolation, all of which are covered in the service area operational working arrangements and mitigated wherever possible. Should any evidence of decreasing efficiency or performance emerge, operational plans are sufficiently flexible to amend the balance of hybrid and workplace attendance.

SCHOOL	2021/22	2022/23	Add (+)/ Draw (-)
Birchgrove Primary	382,744	405,408	22,664
Bishopston Primary	243,191	124,100	-119,091
Blaenymaes Primary	286,112	296,743	10,631
Brynhyfyd Primary	287,470	129,238	-158,232
Brynmill Primary	102,414	40,251	-62,163
Burlais Primary	263,809	134,691	-129,118
Cadle Primary	246,814	216,311	-30,503
Casllwchwr Primary	155,512	75,583	-79,929
Christchurch Primary	197,486	180,503	-16,983
Cila Primary	111,656	101,884	-9,772
Clase Primary	259,318	312,624	53,306
Clwyd Community Primary	309,758	330,023	20,265
Clydach Primary	66,652	-68,800	-135,452
Craigfelen Primary	236,828	240,768	3,940
Crwys Primary	71,931	65,320	-6,611
Cwm Glas Primary	188,539	142,647	-45,892
Cwmrhydyceirw Primary	384,484	361,245	-23,239
Danygraig Primary	177,389	100,542	-76,847
Dunvant Primary	204,909	52,469	-152,440
Gendros Primary	184,835	149,254	-35,581
Glais Primary	88,856	20,006	-68,850
Glyncollen Primary	172,771	163,618	-9,153
Gors Community Primary	243,563	112,150	-131,413
Gorseinon Primary	212,239	167,476	-44,763
Gowerton Primary	171,317	36,424	-134,893
Grange Primary	170,514	73,985	-96,529
Gwyrosydd Primary	231,195	207,110	-24,085
Hafod Primary	188,512	255,670	67,158
Hendrefoilan Primary	151,210	94,924	-56,286
Knelston Primary	143,484	130,775	-12,709
Llangyfelach Primary	102,713	40,094	-62,619
Llanrhidian Primary	135,220	99,950	-35,270
Mayals Primary	280,812	157,846	-122,966
Morryston Primary	158,630	96,604	-62,026
Newton Primary	161,473	101,132	-60,341
Oystermouth Primary	252,302	236,655	-15,647
Parkland Primary	466,201	133,889	-332,312
Penclawdd Primary	111,485	102,256	-9,229
Pengelli Primary	93,254	24,795	-68,459
Penllergaer Primary	359,226	274,248	-84,978
Pennard Primary	185,166	153,809	-31,357
Pentrechwyth Primary	185,288	199,543	14,255
Pentre'r Graig Primary	153,169	25,201	-127,968
Pen-y-Fro Primary	237,171	154,014	-83,157

Penyrheol Primary	117,188	40,894	-76,294
Plasmarl Primary	175,872	213,912	38,040
Pontarddulais Primary	250,253	168,517	-81,736
Pontlliw Primary	195,740	158,504	-37,236
Pontybrenin Primary	266,149	169,121	-97,028
Portmead Primary	263,407	231,201	-32,206
Seaview Community Primary	221,546	126,596	-94,950
Sketty Primary	287,925	235,291	-52,634
St. David's RC Primary	81,004	28,222	-52,782
St. Helen's Primary	216,344	240,968	24,624
St. Illtyd's RC Primary	157,638	127,342	-30,296
St Joseph's Cathedral Primary	317,622	260,474	-57,148
St. Joseph's RC Primary	147,808	147,872	64
St. Thomas' Primary	410,984	297,901	-113,083
Talycopa Primary	188,703	124,367	-64,336
Terrace Road Primary	277,041	179,263	-97,778
Townhill Primary	379,076	281,363	-97,713
Trallwn Primary	118,868	85,795	-33,073
Tre Uchaf Primary	151,945	101,105	-50,840
Waun Wen Primary	141,064	110,735	-30,329
Waunarwydd Primary	117,703	45,948	-71,755
Whitestone Primary	107,100	96,341	-10,759
YGG Bryniago	146,814	76,124	-70,690
YGG Bryn-y-Mor	199,885	172,014	-27,871
YGG Gellionnen	139,423	66,609	-72,814
YGG Llwynderw	328,719	203,441	-125,278
YGG Lon-las	193,543	115,088	-78,455
YGG Pontybrenin	273,810	208,213	-65,597
YGG Tan-y-lan	72,755	64,370	-8,385
YGG Tirdeunaw	240,062	161,499	-78,563
YGG Y Login Fach	114,945	116,754	1,809
YG Y Cwm	82,538	78,530	-4,008
Ynystawe Primary	153,667	50,020	-103,647
TOTAL PRIMARY	15,554,761	11,237,371	-4,317,391
Birchgrove	776,214	786,821	10,607
Bishop Gore	621,104	460,826	-160,278
Bishop Vaughan	759,323	302,461	-456,862
Bishopston	782,764	313,657	-469,108
Cefn Hengoed	502,965	84,940	-418,025
Dylan Thomas	819,117	557,671	-261,447
Gowerton	1,241,308	1,009,736	-231,572
Morryston	1,457,284	1,161,285	-295,999
Olchfa	1,495,606	1,144,897	-350,709
Pentrehafod	994,452	760,827	-233,626
Penyrheol	521,489	353,136	-168,353
Pontarddulais	502,324	250,346	-251,978
YG Bryntawe	656,682	360,974	-295,708
YG Gwyr	1,222,757	831,667	-391,090

TOTAL SECONDARY	12,353,391	8,379,243	-3,974,148
Ysgol Crug Glas	185,021	52,613	-132,408
Penybryn Special Schools	298,048	485,746	187,698
TOTAL SPECIAL	483,069	538,359	55,290
TOTAL	28,391,221	20,154,973	-8,236,248