

Cyngor

Rydych dan wŷs trwy hyn i ddod i gyfarfod **Cyngor Dinas a Sir** i'w gynnal yn Cyfarfod Aml-Leoliad - Siambr y Cyngor, Neuadd y Ddinas / MS Teams ar Dydd Iau, 21 Mawrth 2024 am 5.00 pm.

Gwyllo ar-lein: <http://tiny.cc/FCo21m>

Cynigir trafod y materion canlynol:

1. **Ymddiheuriadau am absenoldeb.**
2. **Datgeliadau o fuddiannau personol a rhagfarnol.**
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Rhaid i gwestiynau fod yn berthnasol i'r eitemau ar ran agored yr agenda ac ymdrinnir â nhw o fewn cyfnod o 10 munud.
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Gweddarlledu: Gellir ffilmio'r cyfarfod hwn i'w ddarlledu'n fyw neu'n ddiweddarach drwy wefan y cyngor. Drwy gymryd rhan, rydych yn cytuno i gael eich ffilmio ac i'r delweddau a'r recordiadau sain hynny gael eu defnyddio at ddibenion gweddarlledu a/neu hyfforddiant o bosib.

Mae croeso i chi siarad Cymraeg yn y cyfarfod.

Dywedwch wrthym erbyn canol dydd, ddeuddydd cyn y cyfarfod.

Cyfarfod nesaf: Dydd Iau, 16 Mai 2024 am 4.00 pm



Huw Evans
Pennaeth y Gwasanaethau Democraidd
Neuadd y Ddinas,
Abertawe.

Dydd Mawrth, 12 Mawrth 2024

I: Bob Aelod o'r Cyngor

Agenda Item 6.



Report of the Chair of the Standards Committee

Council – 21 March 2024

Standards Committee Annual Report 2022-2023

Purpose:	This report sets out the work of the Standards Committee from 2022-2023.
Policy Framework:	None.
Consultation:	Access to Services, Finance, Legal.
Report Authors:	Huw Evans & Allison Lowe
Finance Officer:	Ben Smith
Legal Officer:	Deb Smith
Access to Services Officer:	Rhian Millar
For Information	

1. Introduction

- 1.1 There is a legal requirement (pursuant to the Local Government and Elections (Wales) Act 2021 for the Councils Standards Committees to make an annual report to Swansea Council on the standards regime within its Council. The report must:
- (a) describe how the Standards Committee has discharged its functions during the preceding financial
 - (b) include a summary of reports and recommendations made or referred to the Standards Committee by the Public Services Ombudsman for Wales relating to the investigation of alleged breaches of the member code of conduct, and any subsequent action taken by the committee
 - (c) include a summary of notices given to the Standards Committee by the Adjudication Panel for Wales, relating to the Panel's decisions on possible breaches of the member code of conduct; and
 - (d) include the Standards Committee's assessment of how political group leaders have complied with their new duty to promote high standards of conduct.
- 1.2 The requirement to make an annual report is intended to ensure there is a regular and consistent approach to the reporting and consideration of standards of conduct by elected members. This is intended to promote local ownership

and collective responsibility by members for ensuring high standards of conduct within their authority. Swansea Council must consider the report and any recommendations made by its standards committee within three months of its receipt.

- 1.3 Attached as Appendix A is the Standards Committee Annual Report 2022-2023.

2. Integrated Assessment Implications

2.1 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.

2.2 The Well-being of Future Generations (Wales) Act 2005 mandates that public bodies in Wales must carry out sustainable development. Sustainable development means the process of improving the economic, social, environmental and cultural well-being of Wales by taking action, in accordance with the sustainable development principle, aimed at achieving the 'well-being goals'.

2.3 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.

2.4 There are no integrated assessment implications associated with this report.

3. Financial Implications

3.1 There are no financial implications associated with this report.

4. Legal Implications

4.1 There are no legal implications other than those set out in the body of the report.

Background Papers: None.

Appendices: Appendix A – Standards Committee Annual Report 2022-2023



Standards Committee Annual Report 2022-2023

City & County of Swansea



The Ten General Principles of Public Life

<p>Selflessness. Members must act solely in the public interest. They must never use their position as members to improperly confer an advantage on themselves or to improperly confer an advantage or disadvantage on others.</p>	<p>Equality and Respect. Members must carry out their duties and responsibilities with due regard to the need to promote equality of opportunity for all people, regardless of their gender, race, disability, sexual orientation, age or religion, and show respect and consideration for others.</p>
<p>Honesty. Members must declare any private interests relevant to their public duties and take steps to resolve any conflict in a way that protects the public interest.</p>	<p>Openness. Members must be as open as possible about all their actions and those of their authority. They must seek to ensure that disclosure of information is restricted only in accordance with the law.</p>
<p>Integrity and Propriety. Members must not put themselves in a position where their integrity is called into question by any financial or other obligation to individuals or organisations that might seek to influence them in the performance of their duties. Members must on all occasions avoid the appearance of such behaviour.</p>	<p>Objectivity in Decision-making. In carrying out their responsibilities including making appointments, awarding contracts, or recommending individuals for rewards and benefits, members must make decisions on merit. Whilst members must have regard to the professional advice of officers and may properly take account of the views of others, including their political groups, it is their responsibility to decide what view to take and, if appropriate, how to vote on any issue.</p>
<p>Duty to Uphold the Law. Members must act to uphold the law and act on all occasions in accordance with the trust that the public has placed in them.</p>	<p>Accountability. Members are accountable to the electorate and the public generally for their actions and for the way they carry out their responsibilities as a member. They must be prepared to submit themselves to such scrutiny as is appropriate to their responsibilities.</p>
<p>Stewardship. In discharging their duties and responsibilities members must ensure that their authority's resources are used both lawfully and prudently.</p>	<p>Leadership. Members must promote and support these principles by leadership and example so as to promote public confidence in their role and in the authority. They must respect the impartiality and integrity of the authority's statutory officers and its other employees.</p>
<p align="center">“Nolan Committee on Standards in Public Life”</p>	

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Chair's Foreword

The Committee has continued to meet remotely and has undertaken some challenging work during the year. Significantly the Committee has been kept up to date with legislative changes brought about by the Local Government and Elections (Wales) Act 2021 which has seen changes in the Committee's terms of reference to reflect changing functions.

I would like to acknowledge the positive engagement with the Standards Committee demonstrated by Group Leaders in recent years, and this puts us in a strong position as we consider the new duty on them contained in the above Act.

Pleasingly, the conduct of members is high. The Committee notes that the number of Code of Conduct complaints made to the Ombudsman was 15, with the PSOW only investigating one of those complaints. The number of complaints relating to Community / Town Councils during 2022-2023 has reduced from the previous year.

The process of recruiting two replacement Independent (Co-opted) Members commenced for the one current vacancy on the Committee, together with a replacement member for the former Chair Jill Burgess, whose term of office ceased in October 2022.

We are pleased to announce that Janet Pardue-Wood and Mark Rees were appointed by Council for the 2022-2023 Municipal Year. In addition, Councillor Rabaiotti was appointed as the new Community / Town Council representative.

Mike Lewis, former Vice Chair, was elected Chair in November 2022.

Jill Burgess, Chair of Standards Committee (up to October 2022)
Mike Lewis, Chair of Standards Committee (From November 2022)

1. The Role of the Standards Committee

- 1.1 The Committee operates within a statutory framework and the following terms of reference applied for the municipal year 2022-2023:
- a) The Standards Committee is made up of 5 Independent Members, 3 Councillors and 1 Community/Town Councillor. By virtue of Section 53 (10) of the Local Government Act 2000 a Standards Committee and the Standards Committees (Wales) Regulations 2001, the Standards Committee is not required to comply with Section 15 of the Local Government and Housing Act 1989 (duty to allocate to Political Groups).
 - b) To promote and maintain high standards of conduct and probity in respect of Councillors & Co-opted Members of the Authority and Community / Town Councillors within the area of the City and County of Swansea.
 - c) To assist Members of the Authority and Community / Town Councils to observe their Authority's Code of Conduct.
 - d) To advise the Authority and Community / Town Councils on the adoption, monitoring and review of their Code of Conduct.
 - e) To advise and train Members on matters relating to the Code of Conduct.
 - f) To grant dispensations to Members in accordance with the Standards Committees (Grant of dispensations) (Wales) Regulations 2001 and Section 81 (5) of the Local Government Act 2000.
 - g) To consider allegations of breaches of Code of Conduct made against Members.
 - h) To oversee the Authority's protocol on Member and Officer working relationships.
 - i) To oversee and monitor the Authority's Whistle Blowing Policy and general confidential reporting Procedures.
 - j) To provide training to Members on conduct and ethical standards issues and any developments relevant to these areas.
 - k) To specifically consider and deal with less serious allegations of impropriety concerning Members.
 - l) To oversee the register of Members interests required under Section 81(1) of the Local Government Act 2000.
 - m) To consider all appeals relating to the Dealing with Unreasonable or Unacceptable Behaviour by Members of the Public Policy.

- n) To consider any other matters placed before the Committee by the Monitoring Officer.

2. The Committee's Work in 2022-2023

2.1 Standards Committee – New Duties

- 2.1.1 The Committee considered its new duties under the Local Government & Elections (Wales) Act 2021 and agreed the following action:

- The Committee meets formally with the Group Leaders on an annual basis.
- The Chair and Vice Chair of the Committee meet with the Group Leaders on an informal basis to monitor their compliance with the duty.
- That a template report is drafted to be sent to Group Leaders to complete in terms of members of their group who have attended training (mandatory and recommended) and any steps they have taken to promote high standards within their groups.

2.2 Standards Committee Annual Report 2021-2022

- 2.2.1 The Chair presented the Standards Committee Annual Report for 2021-2022 to Council on 7 July 2022.

- 2.2.2 The Annual report outlined the work undertaken by the Committee in 2021-2022.

2.3 Requests for Dispensation

- 2.3.1 The Committee considered 4 requests for dispensation from Councillors.

2.4 Recruitment of Community / Town Councillor to the Standards Committee

- 2.4.1 Council approved the appointment of Town Councillor Rabaiotti of Gorseinon Town Council to the Standards Committee on 6 October 2022. He replaced Community Councillor Phil Crayford, as his term of office ended in May 2022.

2.5. Review of Member - v - Member Internal Dispute Resolution Protocol

- 2.5.1 The Committee reviewed the protocol and recommended its amendments to the Corporate Management Team for formal adoption.

2.6 Review of Officer / Member Relations Protocol

- 2.6.1 The Committee reviewed the protocol and recommended its amendments to the Corporate Management Team for formal adoption.

2.7 Group Leader Duty

2.7.1 The Committee considered a template for Group Leaders to complete in relation to their duty under the Local Government & Elections (Wales) Act 2021.

2.8 Public Services Ombudsman for Wales (PSOW) Annual Report and Accounts 2021-2022

2.8.1 The Committee discussed the report, which set out performance over the year including both complaints about public service providers as well as code of conduct complaints.

2.8.2 The Committee had regular briefings from the Monitoring Officer on cases which the PSOW had dealt with, and which were reported in either the PSOW Casebook or the Adjudication Panel for Wales' publications.

2.9 Annual Meeting with Political Group Leaders

2.9.1 The Standards Committee invited the Political Group Leaders to the Standards Committee to discuss relevant legislation and responsibilities outlined in the Local Government & Elections (Wales) Act 2021.

2.9.2 The Committee was interested in hearing the Group Leaders views on the new duty placed upon them under the Local Government and Elections (Wales) Act 2021 to ensure high standards of conduct within their political group.

2.9.3 The Standards Committee were also interested to hear from Group Leaders as to any additional training or support that they felt would be needed to fulfil their new duty.

2.10 Unreasonable Behaviour Policy Appeal

2.10.1 The Committee considered an appeal under the Unreasonable Behaviour Policy.

2.10.2 The Committee upheld the Authority's decision to invoke the Unreasonable Customer Behaviour Policy, however it recommended some improvements to the process.

2.11 Community / Town Council Training Plans

2.11.1 The Committee considered a report to consider how to review Community & Town Council training plans to ensure that appropriate training was being undertaken in Community & Town Councils in Swansea.

2.12 Dispensation Form & Guidance

2.12.1 The Committee reviewed and approved a revised Councillor request for Dispensation form.

2.13 Gifts & Hospitality

2.13.1 The Committee supported a proposal that Local Authorities in Wales should voluntarily harmonise their thresholds for the registration of gifts and hospitality, to ensure consistency across Wales.

2.14 Complaints of Breach of the Code of Conduct

2.14.1 During the period of this Annual Report the following matters were reported to the Standards Committee for information:

a) Complaints made but not investigated by the Ombudsman under the provisions of Section 69(2) of the Local Government Act 2000

There were 14 cases where the Ombudsman decided not to investigate an alleged breach of the Code of Conduct following a complaint.

b) Investigations completed by the Ombudsman where the decision was no evidence of breach or no action taken

There were no cases where the Ombudsman investigated but found that it was not in the public interest to take any further action.

c) Investigations undertaken by the Ombudsman where the decision was to discontinue the investigation

There were no cases where the Ombudsman had commenced an investigation and subsequently decided to discontinue that investigation.

d) Investigations under the provisions of Section 70 (4) of the Local Government Act 2000 – referred to the Standards Committee for consideration

Breaches of the Code of Conduct may be referred to the Monitoring Officer by the Ombudsman under the provisions of Section 69 (c) and 71(2) of the Local Government Act 2000 for consideration by the Standards Committee. Where there is a finding of a breach, public reports on such cases are published on the Council's website.

2.14.2 Two complaints from 2021 have been referred to the Standards Committee for consideration.

2.15 Reports “For Information”

2.15.1 Several reports were noted by the Committee, including the Ombudsman’s Code of Conduct Casebook and Adjudication Panel for Wales’s decisions.

2.16 Public Services Ombudsman for Wales Letter

2.16.1 The Committee received a report outlining minor changes to the Code of Complaints Guidance and process.

2.17 National Standards Committee Forum

2.17.1 The Standards Committee Chair attended the inaugural meeting of this forum in January 2023.

3. Future Priorities

3.1 The Committee regularly reviews its work programme and has identified the following priority areas for consideration in 2023/24:

- Community / Town Council Training Plans.
- Social Media Guidance for Councillors.
- Whistleblowing Policy.
- Indemnity Scheme.

4. Committee Membership

4.1 Jill Burgess (Independent member) term of office ceased on 18 October 2022. Mike Lewis (Independent member) was elected Chair on 25 November 2022.

4.1.1 The Standards Committee consists of 9 members:

5 x Independent Members
Jill Burgess (up to 18 October 2022)
Michaela Jones
Mike Lewis
Janet Pardue-Wood
Mark Rees (from 19 October 2022)
Margaret Williams

1 x Community / Town Councillor
Carlo Rabaiotti (from 6 October 2022)

3 x City & County of Swansea Councillors
Oliver James
Mike B Lewis
L Graham Thomas

4.2 Terms of Office - Independent Members of the Standards Committee

4.2.1 The term of office for Independent Members can be for not less than 4 years and for no more than 6 years. They can be reappointed for one further consecutive term, but that term cannot be for more than an additional four years.

4.2.2 The table below shows the dates of commencement and subsequent expiry dates of membership for all Independent (Co-opted) Members of the Standards Committee.

Note: Independent Members marked in *italics* and with “*” denotes that they are in their second term and cannot have their term extended further.

Independent Members	Appointment Terms	
	Start	End
<i>Jill Burgess*</i>	19.10.2012 Re-appointed to	18.10.2018 18.10.2022
Michaela Jones	01.10.2017	30.09.2023
Mike Lewis	01.10.2017	30.09.2023
Janet Pardue-Wood	24.05.2022	23.05.2028
Mark Rees	19.10.2022	18.10.2028
<i>Margaret Williams*</i>	01.04.2015 Reappointed to	31.03.2021 31.03.2025

4.3 Term of Office - Community / Town Council Member of the Standards Committee

4.3.1 The term of office shall be until the Ordinary Election for the Community Council of which the Community Councillor is a member. They may be re-appointed for one further consecutive term.

4.3.2 A Community / Town Council member shall not take part in the proceedings of the Standards Committee when matters relating to their Community / Town Council are being considered.

Community / Town Council Member	Appointment Terms	
	Start	End
Councillor Carlo Rabaiotti	06.10.2022	Local Government Election 2027

5. Attendance Records

5.1 During 2022/2023, the Standards Committee met on the following dates:

- 24 June 2022.
- 5 October 2022 (Special).
- 7 October 2022.

- 25 November 2022 (Special).
- 20 January 2023.
- 17 February 2023 (Special).
- 2 March 2023 (Special).
- 22 March 2023 x 2 (one Special).


5.2 Attendance Statistics:

Committee Member	Attendance	
	Possible	Actual
Jill Burgess (Chair until 18.10.2022)	3	3
Mike Lewis (Chair from 25.11.2022)	9	6
Michaela Jones	9	8
Janet Pardue-Wood (Vice-Chair from 25.11.2022)	9	9
Mark Rees	6	6
Margaret Williams	9	7
Town Councillor Carlo Rabaiotti	7	5
Councillor Oliver James	9	4
Councillor Mike B Lewis	9	9
Councillor Graham Thomas	9	6

6. Biographies

	<p>Jill Burgess</p> <p>Former Chair of the Standards Committee</p>
<p>Jill has been a member of the Standards Committee since October 2012, Chair since October 2016. She is a retired businesswoman whose greatest contribution is in Entrepreneurship, and Business Enterprise. The innovative and complexity of her business start-up earned her the accolade of Welsh Businesswoman of the Year 1996 and still mentors students as part of her governorship with Swansea University. She also works with Gower College Swansea through their “Lions Lair” competitions for young entrepreneurs. She was the instigator of job sharing for Women in American Express UK and won the recognition and award for this being adopted UK wide. At the request of the Chief Executive of Neath Port Talbot Council she set up the first Businesswomen’s Network and was the first lady president of Neath and Port Talbot Business Club. She has been a</p>	


Constant Judge for Women in Business Awards for the last 9 years in conjunction with the Evening Post. She is Vice Chair of the Gower Society with responsibilities for the protection of the Lordship of Gower and a Super Lay member of the National Institute for Clinical Health Research (NICHR). Jill is passionate about giving back - be it to someone young or old – who can STEP UP to reach their potential.

	<p>Mike Lewis</p> <p>Chair of the Standards Committee</p> <p>Statutory Co-opted (Independent) Member</p>
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Mike Lewis enjoyed a thirty-eight-year career with Lloyds Banking Group before joining the Standards Committee in 2017. He has previously been an Independent Member of South Wales Police Authority, a Senior Assessor with the College of Policing and an Independent Member of Hywel Dda University Health Board. He is currently a Non-Legal Member sitting on Employment Tribunals, an Independent Member of South Wales Police Ethics and Risk Committees and was elected as Vice Chair of the Standards Committee in December 2020 and Chair in November 2022.


	<p>Michaela Jones</p> <p>Statutory Co-opted (Independent) Member of the Standards Committee</p>
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Michaela was appointed to the Standards Committee in October 2017. She was a solicitor in private practice until 2016. She sits as a judge in the Mental Health Review Tribunal for Wales and is a lay member on professional conduct regulatory committees. In addition, she is an Independent Assessor for Student Loans Company appointed by DfE. Michaela currently lives in Cardiff.

	<p>Janet Pardue-Wood</p> <p>Vice-Chair of the Standards Committee</p> <p>Statutory Co-opted (Independent) Member</p>
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Janet has been a member of the Standards Committee since May 2022 and was elected Vice Chair in November 2022. Janet’s career has been in the Not-for-Profit sector working in senior roles with various charities involved in physical and mental health and child protection, notably being the first employee for Childline Cymru Wales launching the income generation appeal which resulted in the establishment of Childline’s first centre for Wales in Swansea. As a result of this work, she was a finalist in the Community Category of 1994 Welsh Woman of the Year awards.

Janet retired from her final role as Director of Mind Cymru in 2016 and then worked from 2017-to- date with Social Care Wales as both a panel member and chair of its Registration, Investigating and Fitness to Practice committees; with the Retail Motor Industry providing a range of business development services and with British Humanist Association as a Strategic Advisor.

	<p>Mark Rees</p> <p>Statutory Co-opted (Independent) Member of the Standards Committee</p>
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Mark has been a Member of the Standards Committee since October 2022. He is a Welsh learner and was a member of the Welsh medium secondary school Governing Body in Aberystwyth for 12 years with 6 years’ experience as Chair & Vice Chair. Alongside his membership of Swansea Standards Committee, Mark is currently a Board Member of Care & Repair Powys; a Member of the Office of Dyfed Powys Police Commissioner Quality Assurance Panel; a Member of Torfaen Council Governance & Audit Committee and Ethics & Standards Committee; a Member of Caerphilly Council Governance & Audit Committee; and a Member of Ceredigion Council Education Appeals Panel.

Having retired from Wales TUC Cymru as a union learning officer, Mark is a passionate advocate for workplace learning partnerships and greater opportunities for life-long learning. He is committed to the ethos of community involvement, social justice, and responsibility, all of which are integral to

ensuring high standards of behaviour in public life are maintained. He enjoys walking, reading about political history, military aviation, and the Bloomsbury Group of writers & artists.



Margaret Williams

Statutory Co-opted (Independent)
Member of the Standards Committee

Margaret Williams was appointed to the Standards Committee in 2015 and served as Vice Chair for two years. She studied Chemistry at Imperial College, London University, and was awarded a BSc Hons. degree. This led on to research leading to a PhD at University College of Wales, Swansea. Margaret pursued a thirty-five-year career in teaching, including fourteen years as Deputy Headteacher and a further fourteen years as Headteacher of a large Secondary School. Since retiring, Margaret regularly chairs Admissions Appeal hearings across South West Wales. Also, she is Vice Chair of Governors for a primary school in Carmarthenshire.




Town Councillor Carlo Rabaiotti

Community / Town Councillor
Representative of the Standards
Committee

Councillor Rabaiotti is the Community / Town Council representative on the Standards Committee. He was appointed on 6 October 2022. He is a Councillor on Gorseinon Town Council and the Mayor for 2023-2024.

	<p>Councillor Oliver James</p> <p>Serving the Cockett Electoral Ward</p> <p>Term of Office: 08.05.2017-</p>
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	<p>Councillor Mike Lewis</p> <p>Serving the Mynyddbach Electoral Ward</p> <p>Term of Office: 05.05.2016-</p>
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	<p>Councillor Graham Thomas</p> <p>Serving the Cwmbwrla Electoral Ward</p> <p>Term of Office: 06.05.1999-</p>
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7. Helpful Contacts

Chair of Standards Committee. Mike Lewis	democracy@swansea.gov.uk
Chief Legal Officer & Monitoring Officer. Tracey Meredith	Tracey.meredith@swansea.gov.uk 01792 63 7521
Huw Evans, Head of Democratic Services. Huw Evans	Huw.evans@swansea.gov.uk 01792 63 5757
Democratic Services	democracy@swansea.gov.uk 01792 63 6923
Public Services Ombudsman for Wales	www.ombudsman.wales 0300 790 0203



Agenda Item 7.



Report of the Cabinet Member for Education & Learning

Council – 21 March 2024

Schools Admission Arrangements 2025-2026

Purpose:	To determine the admission arrangements for maintained schools for the academic year 2025-2026
Policy Framework:	The Admission Arrangements to Schools Policy.
Consultation:	Education; Legal; Finance; all headteachers and governing bodies including voluntary aided schools; neighbouring admission authorities; the Admissions Forum.
Recommendation(s):	It is recommended that: <ol style="list-style-type: none">1. The proposed admission arrangements for 2025-2026 for Nursery as set out in Appendix A are approved.2. The proposed admission arrangements for 2025-2026 for Reception as set out in Appendix B are approved.3. The proposed admission arrangements for 2025-2026 for Year 7 as set out in Appendix C are approved.4. The proposed admission arrangements for 2025-2026 for in-year transfers as set out in Appendix D are approved.5. The proposed admission arrangements/criteria for entry for 2025-2026 for sixth forms set in Appendix E are approved.6. The Schedule of Events for primary and secondary at Appendix F is approved.7. The admission numbers for primary and secondary schools are noted, as set out in Appendix G.
Report Author:	Melissa Taylor
Finance Officers:	Ben Smith / Aimee Dyer
Legal Officer:	Stephanie Williams
Access to Services Officer:	Rhian Millar

1. Introduction

- 1.1 By virtue of Section 89 of the School Standards and Framework Act (1998) the local authority is responsible for determining the admission arrangements for County maintained schools. In accordance with the Education (Determinations of Admission Arrangements) (Wales) Regulations 2006 the Council has a duty to review the Admissions to Schools Policy and to consult governing bodies of voluntary aided schools on their admission arrangements.
- 1.2 The Welsh Government in July 2013 issued the School Admissions Code and the School Admission Appeals Code in December 2013. The School Admissions Code applies to arrangements made for the 2025-2026 academic year and covers admissions to primary and secondary schools.
- 1.3 Copies of the proposed admission arrangements for nursery classes are attached at Appendix A.
- 1.4 Copies of the proposed admission arrangements for primary schools are attached at Appendix B.
- 1.5 Copies of the proposed admission arrangements for secondary schools are attached at Appendix C
- 1.6 Copies of the proposed admission arrangements for in year transfers are attached at Appendix D.
- 1.7 Copies of the proposed admission arrangements and criteria for entry for sixth forms are attached at Appendix E.
- 1.8 The proposed 'Schedule of Events' for Reception (primary school) and Year 7 (secondary school) year of entry admission process is shown at Appendix F.
- 1.9 The admission numbers (ANs) for primary and secondary schools are shown at Appendix G.

2. Admission Limits

The local authority (LA) is the admitting authority for all community schools (schools funded and maintained entirely by LAs). Requests for admission to Voluntary Aided schools - Church schools (e.g. Roman Catholic, Church in Wales schools) are administered and determined by the admission criteria set by the Governing Body of that school. Voluntary Aided schools are responsible for determining their own admission arrangements.

2.1 Primary

The capacity of each primary school, including its nursery classes, has been calculated using the Welsh Government formula and from this an admission

number (AN) has been set. The admission numbers for primary schools are shown in Appendix G. All schools must admit up to their AN in the year of entry (i.e. Reception) in primary schools. In the year of entry, and in all other year groups, a child will be refused a place by the local authority (LA) once the AN is reached.

2.2 The School Standards and Framework Act 1998, The School Admissions (Infant Class Sizes) (Wales) Regulations 2013, restricts infant class sizes to a maximum of 30 (i.e. Reception, Year 1 and Year 2). Welsh Government has also introduced a recommended limit of 30 for key stage 2 class sizes.

2.3 Secondary

The admission numbers (ANs) shown at Appendix G are the limits for each year group. Schools should not exceed their AN in the year of entry (i.e. Year 7 for secondary admissions) or in any other year group.

2.4 Primary and secondary

There is no guarantee of a catchment place at a school if the admission number (AN) has been reached, even if parents living within the catchment area of a school apply for a place before the published deadline (for Year 7 and Reception admissions). There is also no guarantee of a catchment place for applicants applying outside of the normal admission round (i.e. late applications for Reception and Year 7 admissions or in-year transfer requests), even if the pupil resides or moves into the catchment area.

2.5 In-year transfers

Availability of places is determined by reference to the school's admission number (AN). A child will be refused a place once the admission number has been reached. ANs shown at Appendix G are the limits for each year group. Schools should not exceed their AN in the year of entry (i.e. Reception for primary admissions and Year 7 for secondary admissions), or in any other year group. Also, for primary school admissions, the School Standards and Framework Act 1998, The School Admissions (Infant Class Sizes) (Wales) Regulations 2013, restricts infant class sizes to a maximum of 30 (i.e. Reception, Year 1 and Year 2), and Welsh Government introduced a recommended limit of 30 for key stage 2 class sizes.

2.6 Sixth forms

Criteria for entry and admission arrangements for sixth forms, including admission limits, are outlined in Appendix E. For schools with a sixth form, admission numbers will be the same for Years 12 and 13 as they are for Years 7 to 11.

3. Admissions Criteria

3.1 The Education (Admission of Looked After Children) (Wales) Regulations 2009 places a duty on admission authorities in Wales to admit children looked after by a local authority in Wales where an application for admission is made, even if the AN has been reached. Should an admission authority wish to refuse an admission application for a looked after child then they must refer the matter to the Welsh Ministers within seven days of receiving the application for decision. The decision of the Welsh Ministers is binding. Previously looked after children (looked after children who cease to be so because they were adopted or became subject to a residence order, or special guardianship order immediately following having been looked after), are also included in this criteria under the Welsh Government's School Admissions Code.

3.2 Pupils for whom the LA holds an Individual Development Plan (IDP) where the LA has named a school in section 2D.1 of the IDP, or a Statement of Special Educational Needs, will be included and accounted for when places are allocated and schools are informed of this (with the exception of pupils allocated a place within a Special Teaching Facility).

3.3 Oversubscription

Where more applications are received for a particular school than there are places available, places will be awarded using the oversubscription criteria set out in the admission arrangements (see Appendices A, B, C and D).

4. Representation Made on the LAs Admission Arrangements

4.1 Correspondence was received from a parent regarding the LAs admission arrangements and oversubscription criteria following a refusal of a place at their catchment primary school. It should be noted that the child was subsequently offered a place at the preferred school due to natural pupil movement in the year group and did not need to appeal the refusal.

The parent gave their consent to their representation being included within this report, with any personal details being retracted. The comment received can be found at Appendix H.

Parents are not a mandated consultee under the School Admissions Code. The LA is only required to consult with wider stakeholders, such as parents, if a significant change to policy is being proposed. However, the LA treats all stakeholders with integrity and respect, and as such considered and responded appropriately on the representation made by the parent.

4.2 The Regulations and Welsh Government Guidance have been followed and current arrangements and processes that drive these are compliant with the local authorities legal responsibilities.

- 4.3 The representation made by the parent was discussed by Education Directorate Strategic Leadership Board (SLB). The Strategic Leadership Board considered and thoroughly discussed the information provided by the parent and information collated by the Education Directorate admissions team.
- 4.4 Data sourced since 2017 shows that instances of refusal due to catchment is very low. Only 9 children out of 17,500 (0.05%) were refused because of catchment and 3 of those had siblings (0.017%). Instances are minimal. There is an option to appeal when any application is refused.
- 4.5 The local authority's admission arrangements policy and the oversubscription criteria set out within the policy have been long established in Swansea. The admission arrangements and oversubscription criteria are legal and compliant with the Welsh Governments School Admissions Code and there are no irregularities. A consultation process on the policy is undertaken annually with our Admissions Forum, schools, governing bodies and neighbouring local authorities. They are also determined at Council each year. Parents are not a mandated consultee under the Code.
- 4.6 It is for each LA to decide on appropriate criteria dependent on local circumstances. The Welsh Government School Admission Code at 2.35 states regarding criteria including the sibling criteria:

'The remaining criteria listed below, are not preferred criteria but rather those most commonly used. Guidance is provided on the circumstances in which their use will be acceptable and when it would not. It is for admission authorities to decide the order of and whether any or all of these criteria are appropriate in their local circumstances'

Distance as a tie breaker for each of the existing criteria is also legal and Welsh Government guidance states, "*Distance between home and school is a clear and objective oversubscription criterion and is useful as a tie-breaker.*"

Welsh Government guidance does not specify that an LA must use a criteria of children who have siblings at a school and who reside in the catchment area. Welsh Government guidance relating to siblings at a school states:

2.36 Giving priority to children who have siblings who will be at the school when they join may support parents of young children. Admission authorities should give consideration particularly to the needs of younger children at primary schools, where parents may have problems with transporting children placed at different schools. Admission authorities should also consider carefully how twins or triplets or other relatives, including those adopted, living permanently in the household will be treated if a sibling criterion is adopted.

Many Welsh LAs have advised that having catchment with a sibling has a higher ranking criteria than catchment alone, does not prevent refusals/appeals under the catchment with a sibling criteria. They also advised that they apply distance as a tie breaker in their oversubscription criteria/policy.

- 4.7 There needs to be fairness to all parents and it is difficult to have multiple criteria and to satisfy all parents/families and all circumstances. The Welsh Government School Admissions Code provides guidelines and examples of good practice for oversubscription criteria that are fair to all children and their families. It states, *“it is possible for a criterion to be fair in some circumstances and not in others. It is for admission authorities, acting in accordance with the provisions and guidelines in this Code, to decide which criteria they will use and in what circumstances.”*
- 4.8 Many LAs have slightly different oversubscription criteria. Swansea, and one of our neighbouring authorities, Neath Port Talbot, do not have ‘catchment with a sibling’ as one of the oversubscription criteria. Similarly, in Swansea there is additional criteria within the secondary admissions e.g. attending a partner primary school, other LAs, such as Carmarthen, do not have.
- 4.9 SLB concluded that the admission arrangements are fair and should remain in place at present as there is no evidence to suggest inequity.
- 4.10 The Admission Forum also received the correspondence from the parent. Forum members thoroughly considered the points raised, along with information collated by the admissions team and the view and recommendation of the Education Directorate Senior Leadership Board (SLB). The conclusion and recommendation of the Forum was that the current admission arrangements are robust, equitable and compliant with legislation, therefore should remain in place. The arrangements will continue to be discussed each year by the Forum to ensure there is no emerging pattern to suggest any unfairness.

5. Results of the Consultation

- 5.1 All schools and governing bodies in Swansea were consulted on the Admissions Arrangements 2025-2026 in line with statutory requirements. The Admission Forum and neighbouring local authority’s were also consulted. As the arrangements are pre-existing with no significant changes proposed to the policy, there was no requirement to consult with wider stakeholders (i.e. parents).
- 5.2 In Swansea we have 85 local authority community maintained schools and 6 voluntary aided (VA) schools. The LA received responses to the consultation from 3 schools and these are detailed below.

5.3 **Response 1** - Clerk to Governors for YGG Login Fach and YGG Pontybrenin:-

I've circulated the admissions arrangements information to the Governors both of YGG Y Login Fach and YGG Pontybrenin. The proposals are acceptable to both sets of Governors, and no comments or observations have been made.

5.4 **Response 2** - Governing body of Newton Primary School:-

In response to the consultation process the Governing body of Newton Primary School would like to raise the following point regarding the proposed Admissions Policy.

The concern is that the over-subscription criteria does not give adequate priority to families who live in catchment AND already have a sibling in attendance at the school.

For example, if there are 30 places and 32 children apply for a place and everyone is in the catchment area, priority under the Swansea policy is given to children living closest to the school, with no regard to other siblings already in attendance at the school.

We have concerns over the practicality for families of having children in multiple primary schools and the potential negative impact this may have on child and family welfare, mental health and ultimately education. The alternative is for families to relocate children who may be happy and settled in a school, and this is likely to have a detrimental effect on their well-being and education.

We propose that consideration be given to re-prioritisation of the over-subscription criteria to better accommodate families living in catchment who already have siblings in attendance at the school. We understand variations to this policy are feasible and such priority is already given in the admission policies of most other LAs through Wales and England.

We also respectfully propose that this may be more in line with Welsh Government Guidance as per the School Admissions Code (document 005/2013) which states that "Giving priority to children who have siblings who will be at the school when they join may support parents of young children. Admission authorities should give consideration particularly to the needs of younger children at primary schools, where parents may have problems with transporting children placed at different schools".

LA Responded to Newton Primary School Governing body:-

Thank you for responding to our consultation. Your response will be included when the Admission Arrangements 2025-2026 are reported to Council for their determination.

The LAs admission arrangements are reviewed and consulted upon annually and in line with Welsh Government guidance. The Local Authority has checked the Regulations and Welsh Government Guidance and are satisfied that current arrangements and the processes that drive these, are compliant with our legal responsibilities.

The points you have made have already been raised with the Education Strategic leadership Board and at the Admission Forum where the issues were thoroughly considered and debated; the outcome of these debates was that our admission arrangements are robust and equitable and should not be changed.

The reasons for this are:

Data sourced since 2017 shows that instances of refusal due to catchment is very low. Only 9 children out of 17,500 (0.05%) were refused because of catchment and 3 of those had siblings (0.017%). Instances are minimal. There is an option to appeal when any application is refused.

The local authority's admission arrangements policy and the oversubscription criteria set out within the policy have been long established in Swansea. Our admission arrangements and oversubscription criteria are legal and compliant with the Welsh Governments School Admissions Code and there are no irregularities.

With regards siblings, our policy includes a 'sibling' oversubscription criteria as detailed below in point 3 which has a higher priority than some of our other criteria:-

Oversubscription Criteria

1. Children who are in the care of a local authority i.e. looked after children (LAC) or previously looked after*.
2. Children who live within the school's defined catchment area. There is no guarantee of a catchment place. If there are more applications than places, places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority**.
3. Children who have a brother or sister of statutory school age attending the school at the date of their admission***. If there are more applications than places, places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority**.
4. Children attending a designated partner primary school but who live outside the catchment area of that school. Attending a partner primary school does not guarantee a place in the associated secondary school. If there are more applications than places, places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority**.
5. Other children for whom criteria 1 to 4 above do not apply. If there are more applications than places, places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority**.

* Looked After Child (LAC) / Previously Looked After Children – a looked after child refers to a child who is looked after by a local authority in England or Wales, (as defined by Section 22 of the Children Act 1989 and Section 74 of the Social Services and Wellbeing [Wales] Act 2014) at the time the application to a school is made and who the Local Authority has confirmed will still be looked after at the time of admission to the school. Previously looked after children: looked after children who cease to be so because they were adopted or became subject to a residence order, or special guardianship order immediately following having been looked after (as defined by the Welsh Government School Admissions Code document no. 005/2013). Evidence will need to be provided for all LAC criteria applications.

**The measurement will be taken from outside the entrance to the property (house or flat) to the nearest official school entrance. The local authority GIS computer programme is used when undertaking the measurement.

***A brother or a sister will be defined as a natural or legally adopted child of either parent living at the same address. In any circumstances in which there is one place available and the next eligible children for that place are twins/triplets, the LA will admit both/all children. Statutory school age is defined as pupils who are between age 5 and 16 (i.e. pupils in any year group between and including Reception to Year 11).

Welsh Government guidance does not specify that an LA must use a criteria of children who have siblings at a school and who reside in the catchment area. Welsh Government guidance relating to siblings at a school states:

2.36 Giving priority to children who have siblings who will be at the school when they join may support parents of young children. Admission authorities should give consideration particularly to the needs of younger children at primary schools, where parents may have problems with transporting children placed at different schools. Admission authorities should also consider carefully how twins or triplets or other relatives, including those adopted, living permanently in the household will be treated if a sibling criterion is adopted.

Welsh Government guidance advises it is for each LA to decide on appropriate criteria. Distance as a tie breaker for each of our existing criteria is also legal and Welsh Government guidance states, “Distance between home and school is a clear and objective oversubscription criterion and is useful as a tie-breaker.”

We want to be fair to all parents and it is difficult to have multiple criteria and to satisfy all parents/families and all circumstances. The Welsh Government School Admissions Code provides guidelines and examples of good practice for oversubscription criteria that are fair to all children and their families. It states, “it is possible for a criterion to be fair in some circumstances and not in others. It is for admission authorities, acting in accordance with the

provisions and guidelines in this Code, to decide which criteria they will use and in what circumstances.”

Many LAs have slightly different oversubscription criteria. Swansea, and one of our neighbouring authorities, Neath Port Talbot, do not have ‘catchment with a sibling’ as one of the oversubscription criteria. Similarly, in Swansea we have additional criteria within our secondary admissions e.g. attending a partner primary school, other LAs, such as Carmarthen, do not have.

The arrangements will continue to be discussed each year to ensure there is no emerging pattern to suggest an unfairness towards any groups/families within Swansea local authority communities.

6. Admission Forum

- 6.1 The admission forum has a role in ensuring a fair admissions system that does not disadvantage one child compared with another, and is straightforward and easy for parents to understand. Admission forums are responsible for monitoring compliance with the School Admissions Code. The Forum provides a vehicle for the admission authority to discuss the effectiveness of local admission arrangements, consider how to deal with difficult admission issues and advise admission authorities on ways in which our arrangements can be improved.

Membership of the forum includes:-

Local Authority representatives (Members and officers)
Headteacher representatives for secondary schools (English and Welsh Medium)
Headteacher representatives for primary schools (English and Welsh Medium)
Governor representatives
Diocesan representative
Voluntary Aided schools representatives (primary and secondary)

- 6.2 The Admission Arrangements 2025-2026 were considered by the Admission Forum at a meeting held on 15th November 2023. The Forum were also presented with correspondence received from a parent regarding the LAs admission arrangements and oversubscription criteria. Forum members thoroughly considered the points raised, along with information collated by the admissions team and the view and recommendation of the Education Directorate Senior Leadership Board (SLB). The conclusion and recommendation of the Forum was that the current admission arrangements are robust, equitable and compliant with legislation, therefore should remain in place. The arrangements will continue to be discussed each year to ensure there is no emerging pattern to suggest any unfairness.
- 6.3 Responses submitted during the consultation period were reported to the Forum and considered by Forum members at a meeting held on 6th February 2024. The views of the Forum members were the arrangements remain in

place. At the meeting the Forum agreed and recommended that the Admission Arrangements 2025-2026 be approved in their current format.

7. Integrated Assessment Implications

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

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

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

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

7.4 Our Integrated Impact Assessment (IIA) process ensures that we have paid due regard to the above.

7.5 An IIA screening has been undertaken and it has been determined that the initiative is not relevant for a full IIA report.

7.6 Once set, the admission arrangements apply to all and take account of all protected characteristics to ensure that all applications for a school place are treated equally.

7.7 A full consultation process was completed as is required by Section 89 of the School Standards and Framework Act 1998 and Regulation 4 of the Education (Determination of Admission Arrangements) (Wales) Regulations 2006. The findings of the consultation are reported in this report.

8. Financial implications

- 8.1 Whilst there are no immediate financial implications arising from this report, acceptance of this policy could result in additional expenditure at a future time. Acceptance of the policy does not mean that additional resources will be made available and it should be assumed that future spending needs will need to be contained within existing budget provision and have full and due regard to the LAs budget principles and the likely levels of future budgets having due regard to the budget and medium term financial plan.

9. Legal implications

- 9.1 In addition to the legal implication contained in the body of the report, Section 89 of the School Standards and Framework Act 1998 and Regulation 4 of the Education (Determination of Admission Arrangements) (Wales) Regulations 2006 require Admission Authorities to consult and determine school admission arrangements annually. The Regulations set requirements for consultation and determinations of admission arrangements. The Welsh Government has issued guidance circular 'Measuring the Capacity of Schools in Wales', which sets out methodology for local authorities to follow when determining their admission arrangements. There is also a legal requirement to consider the guidelines contained in the Welsh Government School Admissions Code.

Background papers:

Education (Determination of Admission Arrangements) (Wales) Regulations 2006 - www.legislation.gov.uk/wsi/2006/174/made

Welsh Government (WG) guidance 'Measuring the Capacity of Schools in Wales' - Measuring the capacity of schools: guidance | GOV.WALES

School Admissions Code – School admissions code | GOV.WALES

School Admission Appeals Code WG December 2013 updated November 2023 – School admission appeals code | GOV.WALES

IIA Screening Form

Appendices:

Appendix A - Admission Arrangements 2025-2026 Nursery

Appendix B - Admission Arrangements 2025-2026 Reception

Appendix C - Admission Arrangements 2025-2026 Year 7

Appendix D - Admission Arrangements for 2025-2026 In Year Transfers

Appendix E - Admission Arrangements/Criteria for Entry 2025-2026 Sixth Forms

Appendix F - Schedule of Events (Reception and Year 7)

Appendix G - Admission Numbers for Primary and Secondary Schools

Appendix H – Representation made on Admission Arrangements

ADMISSION ARRANGEMENTS 2025-2026 (Nursery classes based at local authority schools)

The local authority, the LA, is the admitting authority for all community schools (schools funded and maintained entirely by LAs) in the area. The LA has agreed that schools will undertake the administration of nursery applications on behalf of the LA.

Admission to nursery classes

Parents/carers who require a place in a nursery class will be required to submit an admission application.

Parents/carers can either apply for a place at the catchment school or express a preference for a placement at an alternative school. Support can be provided for parents who need assistance if necessary. Requests for places will be granted unless to do so would prejudice the provision of efficient education or the efficient use of resources.

There is **no right of appeal** following the refusal of an application for a place in a nursery class.

The number of nursery places available may differ to the admission number for the rest of the year groups within a school (Reception to Year 6)

(a) Oversubscription Criteria – nursery classes in Community Schools

If more applications have been received for any school than there are places available, the following order of priority will apply:

1. Children who are in the care of a local authority i.e. looked after children (LAC), or previously looked after*.
2. Children who live within the school's defined catchment area. There is no guarantee of a catchment place. If there are more applications than places, the places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority**.
3. Children who have a brother or sister of statutory school age attending the school at the date of their admission***. If there are more applications than places, the places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority**.
4. Other children for whom a place has been requested for whom criteria 1 to 3 above do not apply. If there are more applications than places, the places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority**.

* Looked After Child (LAC) / Previously Looked After Children – a looked after child refers to a child who is looked after by a local authority in England or Wales, (as defined by Section 22 of the Children Act 1989 and Section 74 of the Social Services and Wellbeing [Wales] Act 2014) at the time the application to a school is made and who the Local Authority has confirmed will still be looked after at the time of admission to the school. Previously looked after children: looked after children who cease to be so because they were adopted or became subject to a residence order, or special guardianship order immediately following having been looked after (as

defined by the Welsh Government School Admissions Code document no. 005/2013). Evidence will need to be provided for all LAC criteria applications.

** The measurements will be taken from outside the entrance to the property (house or flat) to the nearest official school entrance. The local authority GIS computer programme is used when undertaking the measurement.

*** A brother or sister will be defined as a natural or legally adopted child of either parent living at the same address. In any circumstances in which there is one place available and the next eligible children are twins/triplets then the LA will admit both/all children. Statutory school age is defined as pupils who are between age 5 and 16 (i.e. pupils in any year group between and including Reception to Year 11).

Children who have Additional Learning Needs

The oversubscription criteria does not apply to pupils for whom the LA holds an Individual Development Plan (IDP) where the LA has named a school in section 2D.1 of the IDP or a Statement of Special Educational Needs, although the rights of parents to be involved in the placement of their child are protected in law. The LA in consultation with Parents/carers and schools will determine the school at which education is to be provided. The LA reserves the right to name a school which is not the catchment area school.

Schools have a duty to admit children with an Individual Development Plan (IDP) where the LA has named a school in section 2D.1 of the IDP or a Statement of Special Educational Needs, who have been placed in a school by the LA and these pupils are counted towards the number admitted up to the admission number unless they are placed in a Special Teaching Facility with planned places.

Please note that the information contained in this publication is correct at the time of going to print, but subject to change based on new guidance / legislation being issued which was not available when published.

Voluntary Aided Schools

In Swansea we have Voluntary Aided church schools (these are Roman Catholic, Church in Wales). Requests for admission to voluntary aided schools will be determined by reference to admission criteria set by the governing body. The governing bodies of Voluntary Aided Schools are responsible for determining their own admission arrangements.

(b) Admission Procedures – nursery places in Community Schools

Parents/carers can apply for a place for their child at the catchment school or state a preference for an alternative placement using the admission application.

Requests for admission will be granted provided there are places available. Where admission requests exceed the number of places available, places will be allocated in accordance with the LA's oversubscription criteria.

The main residential address should be used when applying. Addresses which have restrictions on occupancy (such as chalets or caravans on holiday parks with seasonal restrictions on occupancy) cannot be used as a permanent address.

Children attending the nursery class of a school will not have an automatic right of admission to full time education at the same school. Parents/carers will need to apply for a reception place along with other applicants at the appropriate time. There is no guarantee of a catchment place.

Attending the nursery at any school does not guarantee a place in the reception class.

Admissions will not be determined on the basis of selection criteria involving the sitting of tests, viewing of school reports, or interviewing pupils with or without parents/carers for the purpose of assessing ability or aptitude.

Parents/Carers who reside outside of the City and County of Swansea Local Authority should also make an application with their own Local Authority (the Local Authority to whom they pay Council Tax) as, in the event the school(s) applied for in Swansea are oversubscribed the LA will be under no duty to offer a place at an alternative Swansea school.

Withdrawal of a place

A place can be withdrawn by the LA if information is received that suggests the application no longer meets the oversubscription criteria it was originally assessed on. Any place approved on the basis of residence will be withdrawn if the pupil is no longer permanently resident at the address at the beginning of the school term to which the application relates.

Waiting Lists

The LA, as the admitting authority, maintains waiting lists for oversubscribed schools. For all admissions, where parents/carers are refused a place for their child/ren they are automatically placed on the waiting list. Pupils' names will remain on the waiting list for the whole academic year and will only be removed if a parent/carer confirms in writing that they no longer wish their child/ren's name to remain on the waiting list. If a place becomes available it will be allocated by the LA in accordance with the oversubscription criteria.

The LA will be under no duty to comply with preference expressed otherwise than in accordance with its arrangements.

ADMISSION ARRANGEMENTS 2025-2026 (Reception)

The local authority, the LA, is the admitting authority for all community schools (schools funded and maintained entirely by LAs) in the area.

Each child about to commence full time education will be invited to apply for a place at a school maintained by the LA.

Parents/carers can either apply on-line for a place at the catchment school or express a preference for a placement at an alternative school. Support can be provided for parents who need assistance if necessary. Requests for a place will be granted unless to do so would:

- prejudice the provision of efficient education or the efficient use of resources, and
- for voluntary aided schools, be incompatible with the admission arrangement agreed between the governing body and the LA.

Those parents who apply on time for a place at any school will be given priority over those who have not.

(a) Admission Limits – Community Schools

All schools must admit up to their admission number in the year of entry (i.e. Reception classes in primary schools). In the year of entry a child will be refused a place once the admission number has been reached. Parents/carers who are refused a place at the school must be given right of appeal.

The admission number applies to all year groups (except nursery).

(b) Oversubscription Criteria – Community Schools

If more applications have been received for any school than there are places available, the following order of priority will apply:

1. Children who are in the care of a local authority i.e. looked after children (LAC), or are previously looked after*.
2. Children who live within the school's defined catchment area. There is no guarantee of a catchment place. If there are more applications than places, the places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority**.
3. Children who have a brother or sister of statutory school age attending the school at the date of their admission.*** If there are more applications than places, the places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority**.
4. Other children for whom a place has been requested for whom criteria 1 to 3 above do not apply. If there are more applications than places, the places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority**

* Looked After Child (LAC) / Previously Looked After Children – a looked after child refers to a child who is looked after by a local authority in England or Wales, (as defined by Section 22 of the Children Act 1989 and Section 74 of the Social Services and Wellbeing [Wales] Act 2014) at the time the application to a school is made and who the Local Authority has confirmed will still be looked after at the time of admission to the school. Previously looked after children: looked after children who cease to be so because they were adopted or became subject to a residence order, or special guardianship order immediately following having been looked after (as defined by the Welsh Government School Admissions Code document no. 005/2013). Evidence will need to be provided for all LAC criteria applications.

**The measurements will be taken from outside the entrance to the property (house or flat) to the nearest official school entrance. The local authority GIS computer programme is used when undertaking the measurement.

***A brother or sister will be defined as a natural or legally adopted child of either parent living at the same address. In any circumstances in which there is one place available and the next eligible children are twins/triplets then the LA will admit both/all children. Statutory school age is defined as pupils who are between age 5 and 16 (i.e. pupils in any year group between and including Reception to Year 11).

The LA **will not** provide transport or make any contribution towards transport costs for children admitted from outside the school's defined catchment area. However, if the catchment area school is full in the year group, transport will be provided to the nearest school with room if that school is more than 2 miles from the home address. The LA's School Transport Policy and school transport information is available on the Council website www.swansea.gov.uk/schooltransport

Children who have Additional Learning Needs

The oversubscription criteria does not apply to pupils for whom the LA holds an Individual Development Plan (IDP) where the LA has named a school in section 2D.1 of the IDP or a Statement of Special Educational Needs, although the rights of parents to be involved in the placement of their child are protected in law. The LA in consultation with Parents/carers and schools will determine the school at which education is to be provided. The LA reserves the right to name a school which is not the catchment area school.

Schools have a duty to admit children with an Individual Development Plan (IDP) where the LA has named a school in section 2D.1 of the IDP or a Statement of Special Educational Needs, who have been placed in a school by the LA and these pupils are counted towards the number admitted up to the admission number unless they are placed in a Special Teaching Facility with planned places.

Please note that the information contained in this publication is correct at the time of going to print, but subject to change based on new guidance / legislation being issued which was not available when published.

Voluntary Aided Schools

In Swansea we have Voluntary Aided church schools (these are Roman Catholic, Church in Wales). Requests for admission to voluntary aided schools will be determined by reference to admission criteria set by the governing body. The

governing bodies of Voluntary Aided Schools are responsible for determining their own admission arrangements.

(c) Admission Procedures – Community Schools

Parents/carers will be asked to apply on-line for a place for their child at the catchment school or to state a preference for an alternative placement using the admission application.

Requests for admission will be granted provided there are places available. Where admission requests exceed the number of places available, as determined by the published admission number, applications will be allocated by applying the LA's oversubscription criteria.

The main residential address should be used when applying. Addresses which have restrictions on occupancy (such as chalets or caravans on holiday parks with seasonal restrictions on occupancy) cannot be used as a permanent address.

Children attending the nursery class of a school will not have an automatic right of admission to full time education at the same school. Parents/carers will need to apply for a reception place along with other applicants. There is no guarantee of a catchment place.

Attending the nursery at any school does not guarantee a place in the reception class.

Although the LA permits pupils to start reception full time at the start of the academic year in which they become five, the law does not require a child to start school until the start of term following the child's fifth birthday. Therefore, if the parent of a reception age child wishes to defer entry until later in the school year a place must be allocated to this child and this place is not available to be offered to another child. Entry cannot however be deferred beyond the beginning of the term after the child's fifth birthday nor beyond the academic year for which the original application was accepted.

Requests for admission to reception submitted on or before the administrative closing date, **29 November 2024**, will be processed collectively and places allocated according to the above oversubscription criteria. In this respect, no advantage shall be gained from the early submission of an admission request. Requests submitted after the closing date will be treated as late applications.

For requests to change a school preference after the published closing date for applications or after an offer of a place has been made on the statutory offer day, a new application will need to be submitted. A new application made will be a late application and will supersede any earlier applications received and any offers that were previously made would no longer be available.

Admissions will not be determined on the basis of selection criteria involving the sitting of tests, viewing of school reports, or interviewing pupils with or without parents/carers for the purpose of assessing ability or aptitude.

The LA will be under no duty to comply with preference expressed otherwise than in accordance with its arrangements. Parents/carers who have applied by the **29 November 2024** will be advised whether they have been allocated a place by the **16 April 2025**.

Parents/Carers who reside outside of the City and County of Swansea Local Authority should also make an application with their own Local Authority (the Local Authority to whom they pay Council Tax) as, in the event the school(s) applied for in Swansea are oversubscribed the LA will be under no duty to offer a place at an alternative Swansea school.

Late Applications

Requests submitted after the published closing date will not be considered until after all on time applications received have been allocated and offered their places on the statutory offer day. Late applications are dealt with in date order of receipt. Where there are more late applications for a school than there are places available the applications will be considered in line with the oversubscription criteria. Appeals for late applications may be held after the appeals for on time applications have been held.

Right of Appeal

Parents/carers will be informed, in writing, as to whether their application has been successful. Where their application has been refused parents/carers will be informed in writing that they have right of appeal to an independent appeal panel. If they exercise that right, the appeal must be forwarded to the School Support Unit at the Civic Centre by **14 May 2025** (for applications that were received on time). The appeal will be considered by an independent appeal panel of 3 or 5 people comprising lay members, and persons with experience in education.

Please note: Because of the statutory class size maximum of 30, there are very restricted circumstances in which an appeal for a place in an infant class (Reception, Year 1 and Year 2) can be successful. The restricted circumstances are outlined in Annex C – point C.4 of the Welsh Governments School Admission Appeals Code – document no: 007/2013.

Withdrawal of a place

A place can be withdrawn by the LA if information is received that suggests the application no longer meets the oversubscription criteria it was originally assessed on. Any place approved on the basis of residence will be withdrawn if the pupil is no longer permanently resident at the address at the beginning of the school term to which the application relates.

Waiting Lists

The LA, as the admitting authority, maintains waiting lists for oversubscribed schools. For all admissions, where parents/carers are refused a place for their child/ren they are automatically placed on the waiting list and an opportunity to meet with an independent appeal panel is offered. Pupils' names will remain on the waiting list for the whole academic year and will only be removed if they are successful at appeal or if a parent confirms in writing that they no longer wish their child/ren's name to remain on the waiting list. If a place becomes available it will be allocated by the LA in accordance with the oversubscription criteria.

The LA will be under no duty to comply with preference expressed otherwise than in accordance with its arrangements.

Appendix C

ADMISSION ARRANGEMENTS 2025-2026 (Year 7)

The local authority, the LA, is the admitting authority for all community schools (schools funded and maintained entirely by LAs) in the area.

Each child about to transfer from primary to secondary education will be invited to apply for a place at a school maintained by the LA.

Parents/carers can either apply on-line for a place at the catchment school or express a preference for a placement at an alternative school. Support can be provided for parents who need assistance if necessary. Requests for a place will be granted unless to do so would:

- prejudice the provision of efficient education or the efficient use of resources, and
- for voluntary aided schools, be incompatible with the admission arrangement agreed between the governing Body and the LA.

Those parents who apply on time for a place at any school will be given priority over those who have not.

(a) Admission Limits – Community Schools

Availability of places is determined by reference to the school's admission number. Schools must admit up to the admission number in the year of entry (i.e. Year 7 in secondary school) and must not exceed this number. Parents/carers who are refused a place at the school must be given right of appeal.

The admission number applies to all year groups.

(b) Oversubscription Criteria – Community Schools

If more applications have been received for any school than there are places available, the following order of priority will apply:

1. Children who are in the care of a local authority i.e. looked after children (LAC) or previously looked after*.
2. Children who live within the school's defined catchment area. There is no guarantee of a catchment place. If there are more applications than places, places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority**.
3. Children who have a brother or sister of statutory school age attending the school at the date of their admission***. If there are more applications than places, places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority**.

4. Children attending a designated partner primary school but who live outside the catchment area of that school. Attending a partner primary school does not guarantee a place in the associated secondary school. If there are more applications than places, places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority**.
5. Other children for whom criteria 1 to 4 above do not apply. If there are more applications than places, places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority**.

* Looked After Child (LAC) / Previously Looked After Children – a looked after child refers to a child who is looked after by a local authority in England or Wales, (as defined by Section 22 of the Children Act 1989 and Section 74 of the Social Services and Wellbeing [Wales] Act 2014) at the time the application to a school is made and who the Local Authority has confirmed will still be looked after at the time of admission to the school. Previously looked after children: looked after children who cease to be so because they were adopted or became subject to a residence order, or special guardianship order immediately following having been looked after (as defined by the Welsh Government School Admissions Code document no. 005/2013). Evidence will need to be provided for all LAC criteria applications.

**The measurement will be taken from outside the entrance to the property (house or flat) to the nearest official school entrance. The local authority GIS computer programme is used when undertaking the measurement.

***A brother or a sister will be defined as a natural or legally adopted child of either parent living at the same address. In any circumstances in which there is one place available and the next eligible children for that place are twins/triplets, the LA will admit both/all children. Statutory school age is defined as pupils who are between age 5 and 16 (i.e. pupils in any year group between and including Reception to Year 11).

The LA **will not** provide transport or make any contribution towards transport costs for children admitted from outside the school's defined catchment area. However, if the catchment area is full in the year group, transport will be provided to the nearest school with room if that school is more than 3 miles walking distance from the home address. The LA's School Transport Policy and school transport information is available on the Council website www.swansea.gov.uk/schooltransport

Children who have Additional Learning Needs

The oversubscription criteria does not apply to pupils for whom the LA holds an Individual Development Plan (IDP) where the LA has named a school in section 2D.1 of the IDP or a Statement of Special Educational Needs, although the rights of parents to be involved in the placement of their child are protected in law. The LA in consultation with Parents/carers and schools will determine the school at which education is to be provided. The LA reserves the right to name a school which is not the catchment area school.

Schools have a duty to admit children with an Individual Development Plan (IDP) where the LA has named a school in section 2D.1 of the IDP or a Statement of Special Educational Needs, who have been placed in a school by the LA and these pupils are counted towards the number admitted up to the admission number unless they are placed in a Special Teaching Facility with planned places.

Please note that the information contained in this publication is correct at the time of going to print, but subject to change based on new guidance / legislation being issued which was not available when published.

Voluntary Aided Schools

In Swansea we have Voluntary Aided church schools (these are Roman Catholic, Church in Wales). Requests for admission to voluntary aided schools will be determined by reference to admission criteria set by the governing body. The governing bodies of Voluntary Aided Schools are responsible for determining their own admission arrangements.

(c) Admission Procedures – Community Schools

Parents/carers will be asked to apply on-line for a place for their child at the catchment school or to state a preference for an alternative placement using the admission application.

Requests for admission will be granted provided there are places available as determined by the published admission number. Where admission requests exceed the number of places available, places will be allocated by applying the LA's oversubscription criteria.

The main residential address should be used when applying. Addresses which have restrictions on occupancy (such as chalets or caravans on holiday parks with seasonal restrictions on occupancy) cannot be used as a permanent address.

Attending a partner primary school does not guarantee a place in the associated secondary school.

Applications for admission to the relevant age group (i.e. the age group at which children are normally admitted to the school) submitted on or before the administrative closing date, **29 November 2024**, will be processed collectively. In this respect, no advantage shall be gained from the early submission of an admission request. Requests submitted after the closing date will be treated as late applications.

For requests to change a school preference after the published closing date for applications or after an offer of a place has been made on the statutory offer day, a new application will need to be submitted. A new application made will be a late application and will supersede any earlier applications received and any offers that were previously made would no longer be available.

Admissions will not be determined on the basis of selection criteria involving the sitting of tests, viewing of school reports, or interviewing pupils with or without parents/carers for the purpose of assessing ability or aptitude.

The LA will be under no duty to comply with preference expressed otherwise than in accordance with its arrangements. Parents/carers who have applied by the **29 November 2024** will be advised whether they have been allocated a place on the **3 March 2025**.

Parents/Carers who reside outside of the City and County of Swansea Local Authority should also make an application with their own Local Authority (the Local Authority to whom they pay Council Tax) as, in the event the school(s) applied for in Swansea are oversubscribed the LA will be under no duty to offer a place at an alternative Swansea school.

Late Applications

Requests submitted after the published closing date will not be considered until after all on time applications received have been allocated and offered their places on the statutory offer day. Late applications are dealt with in date order of receipt. Where there are more late applications for a school than there are places available the applications will be considered in line with the oversubscription criteria. Appeals for late applications may be held after the appeals for on time applications have been held.

Withdrawal of a place

A place can be withdrawn by the LA if information is received that suggests the application no longer meets the oversubscription criteria it was originally assessed on. Any place approved on the basis of residence will be withdrawn if the pupil is no longer permanently resident at the address at the beginning of the school term to which the application relates.

Right of Appeal

Parents/carers will be informed, in writing, as to whether their application has been successful. Where their application has been refused parents will be informed in writing that they have right of appeal to an independent appeal panel. If they exercise that right, the appeal must be forwarded to the School Support Unit at Civic Centre by **28 March 2025** (for applications that were received on time). The appeal will be considered by an independent appeal panel of 3 or 5 people comprising lay members, and persons with experience in education.

Waiting Lists

The LA, as the admitting authority, maintains waiting lists for oversubscribed schools. For all admissions, where parents/carers are refused a place for their child/ren they are automatically placed on the waiting list and an opportunity to meet with an Independent Appeal Panel is offered. Pupils' names will remain on the waiting list for the whole academic year and will only be removed if they are successful at appeal or if a parent confirms in writing that they no longer wish their child/ren's name to remain on the waiting list. If a place becomes available it will be allocated by the LA in accordance with the oversubscription criteria.

The LA will be under no duty to comply with preference expressed otherwise than in accordance with its arrangements.

ADMISSION ARRANGEMENTS 2025-2026 (In Year Transfer)

The local authority, the LA, is the admitting authority for all community schools (schools funded and maintained entirely by LAs) in the area.

Admission to Community Schools – (Primary and Secondary)

Parents/carers who require a school place will be required to submit an admission application. Parents/carers can either apply for a place at the catchment school or express a preference for a placement at an alternative school. Support can be provided for parents who need assistance if necessary. Requests will be granted unless to do so would:

- prejudice the provision of efficient education or the efficient use of resources, and
- for voluntary aided schools, be incompatible with the admission arrangement agreed between the governing body and the LA.

(a) Admission Limits – Community Schools

Availability of places is determined by reference to the school's admission number. A child will be refused a place once the admission number has been reached. Parents/carers who are refused a place at the school must be given right of appeal **(there is no right of appeal for nursery)**.

The admission number applies to all year groups. These arrangements apply to pupils transferring in years reception to year 11.

(b) Oversubscription Criteria – Community Schools

If more applications have been received for any school than there are places available, the following order of priority will apply:

1. Children who are in the care of a local authority i.e. looked after children (LAC), or are previously looked after*.
2. Children who live within the school's defined catchment area. There is no guarantee of a catchment place. If there are more applications than places, the places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority**.
3. Children who have a brother or sister of statutory school age attending the school at the date of their admission.*** If there are more applications than places, the places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority**.
4. Children attending a designated partner primary school but who live outside the catchment area of that school. Attending a partner primary school does not guarantee a place in the associated secondary school. If there are more applications than places, places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority**.

5. Other children for whom a place has been requested for whom criteria 1 to 4 above do not apply. If there are more applications than places, the places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority**

* Looked After Child (LAC) / Previously Looked After Children – a looked after child refers to a child who is looked after by a local authority in England or Wales, (as defined by Section 22 of the Children Act 1989 and Section 74 of the Social Services and Wellbeing [Wales] Act 2014) at the time the application to a school is made and who the Local Authority has confirmed will still be looked after at the time of admission to the school. Previously looked after children: looked after children who cease to be so because they were adopted or became subject to a residence order, or special guardianship order immediately following having been looked after (as defined by the Welsh Government School Admissions Code document no. 005/2013). Evidence will need to be provided for all LAC criteria applications.

**The measurements will be taken from outside the entrance to the property (house or flat) to the nearest official school entrance. The local authority GIS computer programme is used when undertaking the measurement.

***A brother or sister will be defined as a natural or legally adopted child of either parent living at the same address. In any circumstances in which there is one place available and the next eligible children are twins/triplets then the LA will admit both/all children. Statutory school age is defined as pupils who are between age 5 and 16 (i.e. pupils in any year group between and including Reception to Year 11).

The LA **will not** provide transport or make any contribution towards transport costs for children admitted from outside the school's defined catchment area. However, if the catchment area school is full in the year group, transport will be provided to the nearest school with room if that school is more than 2 miles for primary or 3 miles for secondary from the home address. The LA's School Transport Policy and school transport information is available on the Council website www.swansea.gov.uk/schooltransport

Children who have Additional Learning Needs

The oversubscription criteria does not apply to pupils for whom the LA holds an Individual Development Plan (IDP) where the LA has named a school in section 2D.1 of the IDP or a Statement of Special Educational Needs, although the rights of parents to be involved in the placement of their child are protected in law. The LA in consultation with Parents/carers and schools will determine the school at which education is to be provided. The LA reserves the right to name a school which is not the catchment area school.

Schools have a duty to admit children with an Individual Development Plan (IDP) where the LA has named a school in section 2D.1 of the IDP or a Statement of Special Educational Needs, who have been placed in a school by the LA and these pupils are counted towards the number admitted up to the admission number unless they are placed in a Special Teaching Facility with planned places.

Please note that the information contained in this publication is correct at the time of going to print, but subject to change based on new guidance / legislation being issued which was not available when published.

Voluntary Aided Schools

In Swansea we have Voluntary Aided church schools (these are Roman Catholic, Church in Wales). Requests for admission to voluntary aided schools will be determined by reference to admission criteria set by the governing body. The governing bodies of Voluntary Aided Schools are responsible for determining their own admission arrangements.

(c) Admission Procedures – Community Schools

Parents/carers will be asked to apply for a place for their child at the catchment school or to state a preference for an alternative placement using the admission application.

Requests for admission will be granted provided there are places available. Where admission requests exceed the number of places available, as determined by the published admission number, applications will be allocated by applying the LA's oversubscription criteria.

The main residential address should be used when applying. Addresses which have restrictions on occupancy (such as chalets or caravans on holiday parks with seasonal restrictions on occupancy) cannot be used as a permanent address.

Children attending the nursery class of a school will not have an automatic right of admission to full time education at the same school. Parents/carers will need to apply for a Reception place along with other applicants at the appropriate time.

Attending the nursery at any school does not guarantee a place in the reception class.

Attending a partner primary school does not guarantee a place in the associated secondary school.

There is no guarantee of a place at a school even if you move into the catchment area for a school.

Admissions will not be determined on the basis of selection criteria involving the sitting of tests, viewing of school reports, or interviewing pupils with or without Parents/carers for the purpose of assessing ability or aptitude.

Parents/Carers who reside outside of the City and County of Swansea Local Authority should also make an application with their own Local Authority (the Local Authority to whom they pay Council Tax) as, in the event the school(s) applied for in Swansea are oversubscribed the LA will be under no duty to offer a place at an alternative Swansea school.

Right of Appeal

Parents/carers will be informed, in writing, as to whether their application has been successful. Where their application has been refused parents/carers will be informed in writing that they have right of appeal to an independent appeal panel (**there is no right of appeal for nursery**). If they exercise that right, the appeal must be forwarded to the School Support Unit at the Civic Centre. The appeal will be

considered by an independent appeal panel of 3 or 5 people comprising lay members, and persons with experience in education.

Please note: Because of the statutory class size maximum of 30, there are very restricted circumstances in which an appeal for a place in an infant class (Reception, Year 1 and Year 2) can be successful. The restricted circumstances are outlined in Annex C – point C.4 of the Welsh Governments School Admission Appeals Code – document no: 007/2013.

Waiting Lists

The LA, as the admitting authority, maintains waiting lists for oversubscribed schools. For all admissions, where parents/carers are refused a place for their child/ren they are automatically placed on the waiting list and an opportunity to meet with an independent appeal panel is offered (**there is no right of appeal for nursery**). Pupils' names will remain on the waiting list for the whole academic year and will only be removed if they are successful at appeal or if a parent confirms in writing that they no longer wish their child/ren's name to remain on the waiting list. If a place becomes available it will be allocated by the LA in accordance with the oversubscription criteria.

The LA will be under no duty to comply with preference expressed otherwise than in accordance with its arrangements.

Admissions to Sixth Form - Criteria for Entry

Application Closing Date

Pupils can apply for a place at a sixth form at a Swansea school in the spring term prior to them seeking a place for the following September. Closing dates for applications will be determined by individual schools.

Provisional Offer

Pupils will be offered a provisional place. This provisional place will be subject to achieving certain specified entry qualifications as published by each individual school. For further information on specific entry qualifications contact the school directly.

GCSE/Equivalent Results

When GCSE grades are published i.e. the third Thursday in August ordinarily, it will be necessary for individual pupils to contact the school of choice to confirm grades at GCSE or equivalent examination results.

Choice of Subjects

Pupils who have achieved satisfactory grades at GCSE or equivalent will be given a firm offer of a place in the sixth form at the school of choice where places are available. It must be noted, however, that it may not be possible to study all the chosen subjects at the school of choice. It may be necessary for students to link with a sixth form at another school to pursue some subject choices.

Students who have achieved satisfactory grades at GCSE or equivalent but are unable to study all subject choices at the school of choice can be offered an alternative choice of subjects being taught at the particular premises. Alternatively, these students can seek a place at an alternative venue i.e. another Swansea school sixth form or Gower College.

Pupils will not be required to sit an entrance interview.

Admission Limits – Sixth Forms

All school sixth forms can admit up to their admission number subject to students achieving the entry requirement specified by the school (details are available from individual schools). Parents and pupils who are refused a place at the school sixth form must be given the right of appeal.

Admission Arrangements

The arrangements for admission into Year 12 and 13 for maintained community schools are delegated to the establishments directly. Details on admission arrangements for Voluntary Aided Schools may be obtained directly from the establishments concerned and will form part of their admissions policies.

Waiting List

If a school sixth form is over-subscribed and the school cannot meet the demand for courses a waiting list will be maintained. Applicants who have met the entry criteria (see above) but who have been refused a place due to the limit on places available will be offered an opportunity to put their name on a waiting list. In the event that a place/s become/s available, pupil/s whose name/s are on the waiting list will be offered a place in accordance with the oversubscription criteria (see below).

Oversubscription Criteria

For pupils who achieve the specified entry qualifications, where more applications have been received for any school sixth form than there are places available, the following order of priority will apply:

1. Pupils who are looked after by a local authority (LAC) or are previously looked after*.
2. Pupils who live within the school's defined catchment area. There is no guarantee of a catchment place. If there are more applications than places, the places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority.**
3. Pupils who have a brother or sister of statutory school age attending the school at the date of their admission ***. If there are more applications than places, the places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority **
4. Pupils who attended the school in year 11 but who live outside the catchment area of that school. If there are more applications than places, the places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority.**
5. Other pupils for whom a place has been requested for whom criteria 1 to 4 above do not apply. If there are more applications than places, the places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority.**

* Looked After Child (LAC) / Previously Looked After Children – a looked after child refers to a child who is looked after by a local authority in England or Wales, (as defined by Section 22 of the Children Act 1989 and Section 74 of the Social Services and Wellbeing [Wales] Act 2014) at the time the application to a school is made and who the Local Authority has confirmed will still be looked after at the time of admission to the school. Previously looked after children: looked after children who cease to be so because they were adopted or became subject to a residence order, or special guardianship order immediately following having been looked after (as defined by the Welsh Government School Admissions Code document no. 005/2013). Evidence will need to be provided for all LAC criteria applications.

**All distances are measured electronically taking the distance from home to school by the shortest available walking route. The measurements will be taken from outside the entrance of the property (house or flat) to the nearest official school entrance.

***A brother or sister will be defined as a natural or legally adopted child of either parent living at the same address. In any circumstances in which there is one place available and the next eligible pupils are twins/triplets then the LA will admit both/all pupils. Statutory school age is defined as pupils who are between age 5 and 16 (i.e. pupils in any year group between and including Reception to Year 11).

NOTE: Pupils with Individual Development Plans (IDP) where the LA has named a school in section 2D.1 of the IDP or Statements of Special Educational Needs may transfer to sixth forms in Swansea schools. The decision to transfer is made by the local authority in consultation with the relevant school. Please note that the information contained in this publication is correct at the time of going to print, but subject to change based on new guidance / legislation being issued which was not available when published.



Education Department / Adran Addysg

**SCHEDULE OF EVENTS FOR ADMISSION ARRANGEMENTS 2025-2026
PRIMARY SCHOOLS (Reception)**

4 December 2023	Issue of admission arrangements to schools for consultation.
26 January 2024	Return of consultation responses to local authority (LA)
29 January – 9 February 2024	Period for LA to resolve queries
7 March 2024	Report of consultation to Corporate Briefing.
21 March 2024	Determination of admission arrangements by Council
September 2024	Information for parents made available to schools and parents/carers on City and County of Swansea website or by hard copy (available on request)
7 October 2024	Parents/carers are invited to apply for a school place
7 October – 29 November 2024	A period of eight weeks for parents to make their admission applications
29 November 2024	Deadline for parents/carers to submit admission application to the School Support Unit, Civic Centre
16 April 2025	Local authority notifies parents/carers of primary school place offered. (All Wales offer date).
EASTER HOLIDAY 14 April – 25 April 2025	
14 May 2025	Date by which parents/carers lodge appeal



Education Department / Adran Addysg

**SCHEDULE OF EVENTS FOR ADMISSION ARRANGEMENTS 2025-2026
SECONDARY SCHOOLS (Year 7)**

4 December 2023	Issue of admission arrangements to schools for consultation.
26 January 2024	Return of consultation responses to local authority (LA)
29 January – 9 February 2024	Period for LA to resolve queries
7 March 2024	Report of consultation to Corporate Briefing.
21 March 2024	Determination of admission arrangements by Council.
September 2024	Information for parents made available to schools and parents/carers on City and County of Swansea website or by hard copy (available on request)
7 October 2024	Parents/carers are invited to apply for a school place.
7 October – 29 November 2024	A period of eight weeks for parents to make their admission applications.
29 November 2024	Deadline for parents/carers to submit admission application to the School Support Unit, Civic Centre
3 March 2025	Local authority notifies parents/carers of secondary school place offered. (All Wales offer date)
HALF TERM HOLIDAY 24 February – 28 February 2025	
28 March 2025	Date by which parents/carers lodge an appeal.

CITY AND COUNTY OF SWANSEA / DINAS A SIR ABERTAWE

PRIMARY SCHOOLS / YSGOLION GYNRADD

ADMISSION NUMBERS / NIFER DERBYN

2025-2026

Birchgrove Primary	60
Bishopston Primary	37
Blaenymaes Primary	37
Brynhyfryd Primary	60
Brynmill Primary	45
Burlais Primary	75
Cadle Primary	51
Casllwchwr Primary	30
Christchurch Ch. in Wales	16
Cila Primary	16
Clase Primary	45
Clwyd Primary	45
Clydach Primary	37
Craigfelen Primary	25
Crwys Primary	24
Cwm Glas Primary	40
Cwmrhydyceirw Primary	65
Danygraig Primary	37
Dunvant Primary	49
Gendros Primary	43
Glais Primary	15
Glyncollen Primary	30
Gors Community	46
Gorseinon Primary	45
Gowerton Primary	49
Grange Primary	30
Gwyrosydd Primary	58
Hafod Primary	34
Hendrefoilan Primary	34
Knelston Primary	19
Llangyfelach Primary	30
Llanrhidian Primary	20
Mayals Primary	30
Morrison Primary	26
Newton Primary	30
Oystermouth Primary	30
Parkland Primary	75
Pen y Fro Primary	30

Penclawdd Primary	30
Pengelli Primary	15
Penllergaer Primary	43
Pennard Primary	30
Pentrechwyth Primary	24
Pentre'r Graig Primary	46
Penyrheol Primary	46
Plasmarl Primary	28
Pontarddulais Primary	55
Pontlliw Primary	26
Pontybrenin Primary	45
Portmead Primary	37
Sea View Community Primary	30
Sketty Primary	63
St. David's Primary	30
St. Helen's Primary	33
St. Illtyd's Primary	30
St. Joseph's Cathedral Primary	60
St. Joseph's Primary (Clydach)	30
St. Thomas' Primary	55
Talycopa Primary	30
Terrace Road Primary	45
Townhill Primary	60
Trallwn Primary	41
Tre Uchaf Primary	29
Waun Wen Primary	29
Wauarlwydd Primary	41
Whitestone Primary	27
Ynystawe Primary	24
YGG Bryniago	36
YGG Bryn-y-Mor	37
YG y Cwm	30
YGG Gellionnen	43
YGG Llwynderw	45
YGG Lon Las	75
YGG Pontybrenin	71
YGG Tan-y-Lan	60
YGG Tirdeunaw	77
YGG Y Login Fach	31

CITY AND COUNTY OF SWANSEA / DINAS A SIR ABERTAWE

SECONDARY SCHOOLS / YSGOLION GYNRADD

ADMISSION NUMBERS / NIFER DERBYN

2025-2026

Birchgrove Comprehensive	158
Bishop Gore Comprehensive	255
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TREFNIADAU DERBYN 2025-2026
(Dosbarthiadau meithrin yn ysgolion yr Awdurdod Lleol)

Yr Awdurdod Lleol, yr ALI, yw'r awdurdod derbyn ar gyfer holl ysgolion cymunedol (ysgolion a ariennir ac a gynhelir yn llwyr gan yr ALI) yr ardal. Cytunodd yr ALI y byddai ysgolion yn gweinyddu'r ceisiadau meithrin ar ran yr ALI.

Derbyn i Ddosbarthiadau Meithrin

Bydd gofyn i rieni/ofalwyr sydd am gael lle i'w plentyn mewn dosbarth meithrin gyflwyno cais am le.

Gall rhieni/gofalwyr naill ai wneud cais am le yn ysgol y dalgylch neu fynegi dewis am le mewn ysgol arall. Gellir darparu cefnogaeth i rieni y mae angen cymorth arnynt lle y bo angen. Caniateir ceisiadau am lleoedd os na fydd gwneud hynny'n peryglu darparu addysg effeithlon neu'r defnydd effeithlon o adnoddau.

Nid oes hawl i apelio os gwrthodir lle i blentyn mewn dosbarth meithrin.

Gall nifer y lleoedd meithrin sydd ar gael fod yn wahanol i nifer derbyn gweddill y grwpiau blwyddyn mewn ysgol (Derbyn i Flwyddyn 6)

(a) Meini Prawf Gorymgeisio– dosbarthiadau meithrin mewn Ysgolion Cymunedol

Os cafwyd mwy o geisiadau mewn ysgol na'r lleoedd sydd ar gael, bydd y drefn flaenoriaeth ganlynol yn berthnasol:

1. Plant y mae'r Awdurdod Lleol yn gofalu amdanynt, h.y. Plant sy'n Derbyn Gofal (PDG), neu a oedd yn arfer derbyn gofal*.
2. Plant sy'n byw yn nalgylch penodol yr ysgol. Ni ellir gwarantu lle yn y dalgylch. Os bydd mwy o geisiadau na lleoedd, caiff y lleoedd eu dyrannu yn ôl pellter, gyda'r rhai sy'n byw agosaf i'r ysgol (y daith gerdded fyrraf) yn cael blaenoriaeth**.
3. Plant y mae ganddynt frawd neu chwaer o oedran ysgol statudol sy'n mynd i'r ysgol ar adeg eu derbyn***. Os bydd mwy o geisiadau na lleoedd, caiff y lleoedd eu dyrannu yn ôl pellter, gyda'r rhai sy'n byw agosaf i'r ysgol (y daith gerdded fyrraf) yn cael blaenoriaeth**.
4. Plant eraill y gwnaed cais am le drostynt nad yw meini prawf 1 i 3 uchod yn berthnasol iddynt. Os bydd mwy o geisiadau na lleoedd, caiff y lleoedd eu dyrannu yn ôl pellter, gyda'r rhai sy'n byw agosaf i'r ysgol (y daith gerdded fyrraf) yn cael blaenoriaeth**.

* Plant sy'n Derbyn Gofal (PDG), neu a oedd yn arfer derbyn gofal - mae plentyn sy'n derbyn gofal yn cyfeirio at blentyn sy'n derbyn gofal gan yr awdurdod lleol yn Nghymru neu Loegr, (yn ôl diffiniad Adran 22 Deddf Plant 1989 ac Adran 74 Deddf Gwasanaethau Cymdeithasol a Llesiant [Cymru] 2014) ar yr adeg y cyflwynir cais i ysgol ac y mae'r awdurdod lleol wedi cadarnhau y bydd yn parhau i dderbyn gofal pan fydd yn cael mynediad i'r ysgol. Plant a oedd yn arfer derbyn gofal: plant nad ydynt yn derbyn gofal bellach gan eu bod wedi cael eu mabwysiadu, wedi bod yn destun gorchymyn preswyl neu orchymyn gwarcheidwadaeth arbennig yn syth ar ôl derbyn gofal (yn ôl diffiniad Côd Derbyniadau Ysgolion Llywodraeth Cymru, dogfen

rhif 005/2013). Bydd angen darparu tystiolaeth ar gyfer holl geisiadau meini prawf PDG.

** Mesurir y pellter o'r tu allan i fynedfa'r eiddo (tŷ neu fflat) i fynedfa swyddogol agosaf yr ysgol. Defnyddir rhaglen gyfrifiadur GIS yr awdurdod lleol i fesur y pellter.

*** Diffinnir brawd neu chwaer fel plentyn naturiol neu blentyn sydd wedi'i fabwysiadu'n gyfreithlon gan y naill riant neu'r llall sy'n byw yn yr un cyfeiriad. Mewn unrhyw sefyllfa pan fydd un lle ar gael ac mae'r plant cymwys nesaf ar gyfer y lle hwnnw'n efeilliaid/tripledi, bydd yr ALI yn derbyn y ddau/tri phlentyn. Diffinnir oedran ysgol statudol fel disgyblion sydd rhwng 5 ac 16 oed (h.y. disgyblion mewn unrhyw grŵp blwyddyn rhwng ac yn cynnwys y dosbarth Derbyn a Blwyddyn 11.)

Plant a chanddynt Anghenion Dysgu Ychwanegol

Nid yw'r meini prawf gorymgeisio'n berthnasol i ddisgyblion y mae gan yr ALI Gynllun Datblygu Unigol (CDU) ar eu cyfer, lle mae'r ALI wedi enwi ysgol yn adran 2D.1 o'r CDU, neu Ddatganiad o Anghenion Addysgol Arbennig, ond amddiffynnir hawliau'r rhieni i fod yn rhan o leoli eu plant gan y gyfraith. Bydd yr ALI, mewn ymgynghoriad â rhieni/gofalwyr ac ysgolion, yn penderfynu ym mha ysgol y bydd yr addysg yn cael ei darparu. Mae'r ALI yn cadw'r hawl i enwi ysgol nad yw'n ysgol y dalgylch.

Mae gan ysgolion ddyletswydd i dderbyn plant â Chynllun Datblygu Unigol (CDU) lle mae'r ALI wedi enwi ysgol yn adran 2D.1 y CDU, neu Ddatganiad o Anghenion Addysgol Arbennig sydd wedi'u gosod mewn ysgol gan yr ALI ac mae'r disgyblion hyn yn cyfrif tuag at y nifer a dderbynnir hyd at y nifer derbyn, oni bai eu bod yn cael eu rhoi mewn Cyfleuster Addysgu Arbenigol â lleoedd cynlluniedig.

Roedd yr wybodaeth yn y cyhoeddiad hwn yn gywir pan gafodd ei gyhoeddi, ond gellir ei diweddarau yn seiliedig ar gyngor/deddfwriaeth newydd yn cael ei gyhoeddi nad oedd ar gael pan gyhoeddwyd y ddogfen.

Ysgolion a Gynorthwyr yn Wirfoddol

Yn Abertawe mae gennym ysgolion eglwysig a Gynorthwyr yn Wirfoddol (sef ysgolion Catholig, ac ysgolion Yr Eglwys yng Nghymru). Penderfynir ar geisiadau i ysgolion a gynorthwyr yn wirfoddol drwy gyfeirio at y meini prawf derbyn a osodwyd gan y Corff Llywodraethu. Cyrff llywodraethu ysgolion a gynorthwyr yn wirfoddol sy'n gyfrifol am bennu eu trefniadau derbyn eu hunain.

(b) Gweithdrefnau Derbyn - lleoedd meithrin mewn Ysgolion Cymunedol

Gall rhieni/gwarchodwyr gyflwyno cais am le i'w plentyn yn ysgol y dalgylch neu fynegi dewis ar gyfer lle mewn ysgol arall gan ddefnyddio'r ffurflen cais am dderbyn.

Caniateir ceisiadau am le os oes lleoedd ar gael yn ôl y nifer derbyn cyhoeddiedig. Lle mae'r ceisiadau derbyn yn fwy na nifer y lleoedd sydd ar gael, dyrennir y lleoedd yn ôl meini prawf gorymgeisio'r ALI.

Dylid defnyddio'r prif gyfeiriad preswyl wrth gyflwyno cais. Ni ellir defnyddio cyfeiriadau sydd â chyfyngiadau ar ddeiliadaeth megis cabanau gwyliau a charafannau mewn parciau gwyliau sydd â chyfyngiadau tymhorol ar ddeiliadaeth fel cyfeiriad parhaol.

Ni fydd hawl awtomatig gan blant sy'n mynd i ddsbarth meithrin mewn ysgol i dderbyn addysg amser llawn yn yr un ysgol. Bydd angen i rieni/ofalwyr wneud cais am le mewn dosbarth derbyn gyda'r ymgeiswyr eraill ar yr adeg briodol. Ni ellir gwarantu lle yn y dalgylch.

Nid yw mynd i'r meithrin mewn unrhyw ysgol yn gwarantu y bydd lle ar gael yn y dosbarth Derbyn.

Ni phennir derbyniadau ar sail meini prawf dethol sy'n cynnwys sefyll profion, gweld adroddiadau ysgol neu gyfweld â disgyblion, gyda rhieni neu hebddynt, at ddiben asesu gallu neu ddawn.

Dylai rhieni/gofalwyr sy'n byw y tu hwnt i Awdurdod Lleol Dinas a Sir Abertawe gyflwyno cais i'w hawdurdod lleol eu hunain (yr awdurdod lleol y maent yn talu treth y cyngor iddo) oherwydd, os bydd yr ysgol/ysgolion y cyflwynwyd cais amdanynt yn Abertawe'n derbyn gormod o geisiadau, ni fydd rhaid i'r ALI gynnig lle ar gyfer ysgol arall yn Abertawe.

Tynnu lle yn ôl

Gellir tynnu lle yn ôl gan yr Awdurdod Lleol os derbynnir gwybodaeth sy'n awgrymu nad yw'r cais bellach yn bodloni'r meini prawf gorymgeisio yr aseswyd ef yn wreiddiol yn eu herbyn. Caiff unrhyw le a gymeradwywyd ar sail preswylfa ei dynnu'n ôl os nad yw'r disgybl bellach yn byw'n barhaol yn y cyfeiriad ar ddechrau'r tymor ysgol y mae'r cais yn ymwneud ag ef.

Rhestrau Aros

Mae'r ALI, fel yr awdurdod derbyn, yn cynnal rhestrau aros ar gyfer ysgolion sydd wedi'u gordanysgrifio. Yn achos pob cais, os yw rhieni/gofalwyr yn methu cael lle i'w plentyn/plant, cânt eu rhoi'n awtomatig ar y rhestr aros a chynigir cyfle iddynt fynd o flaen Panel Apeliadau Annibynnol. Cedwir enwau'r plant ar y rhestr aros am y flwyddyn academaidd gyfan a chânt eu dileu dim ond os ceir apêl lwyddiannus neu os yw rhiant yn cadarnhau'n ysgrifenedig nad yw'n dymuno i enw ei blentyn fod ar y rhestr aros bellach. Os daw lle ar gael, caiff ei ddyrannu gan yr ALI yn unol â'r meini prawf gordanysgrifio.

Ni fydd rhaid i'r ALI gydymffurfio ag unrhyw ddewis a fynegwyd fel arall ond yn unol â'i drefniadau'n unig.

TREFNIADAU DERBYN 2025-2026 (Derbyn)

Yr Awdurdod Lleol, yr ALI, yw'r awdurdod derbyn ar gyfer holl ysgolion cymunedol (ysgolion a ariennir ac a gynhelir yn llwyr gan yr ALI) yr ardal.

Gwahoddir pob plentyn sydd ar fin dechrau addysg amser llawn i wneud cais am le mewn ysgol a gynhelir gan yr ALI.

Gall rhieni/gofalwyr naill ai wneud cais ar-lein am le yn ysgol y dalgylch neu fynegi dewis am le mewn ysgol arall. Gellir darparu cefnogaeth i rieni y mae angen cymorth arnynt lle y bo angen. Caniateir ceisiadau am le os na fydd hynny'n:

- peryglu darparu addysg effeithlon neu'r defnydd effeithlon o adnoddau, ac
- ar gyfer ysgolion a gynorthwyr yn wirfoddol, bod yn anghydnaws â'r trefniadau derbyn y cytunwyd arnynt rhwng y Corff Llywodraethu a'r ALI.

Rhoddir y flaenoriaeth i'r rhieni hynny sy'n gwneud cais am le mewn unrhyw ysgol mewn pryd.

(a) Cyfyngiadau Derbyn – Ysgolion Cymunedol

Mae'n rhaid i bob ysgol dderbyn plant hyd at ei nifer derbyn ym mlwyddyn y derbyn (h.y. dosbarth Derbyn mewn ysgolion cynradd). Ym mlwyddyn y derbyn, gwrthodir lle i blentyn ar ôl cyrraedd y nifer derbyn. Os gwrthodir lle yn yr ysgol, mae'n rhaid rhoi hawl apelio i'r rhieni/gofalwyr hynny.

Mae'r nifer derbyn yn berthnasol i bob grŵp blwyddyn (ac eithrio'r meithrin).

(b) Meini Prawf Gorymgeisio - Ysgolion Cymunedol

Os cafwyd mwy o geisiadau mewn ysgol na'r lleoedd sydd ar gael, bydd y drefn flaenoriaeth ganlynol yn berthnasol:

1. Plant y mae'r Awdurdod Lleol yn gofalu amdanynt, h.y. Plant sy'n Derbyn Gofal (PDG), neu a oedd yn arfer derbyn gofal*.
2. Plant sy'n byw yn nalgylch penodol yr ysgol. Ni ellir gwarantu lle yn y dalgylch. Os bydd mwy o geisiadau na lleoedd, caiff y lleoedd eu dyrannu yn ôl pellter, gyda'r rhai sy'n byw agosaf i'r ysgol (y daith gerdded fyrraf) yn cael blaenoriaeth**.
3. Plant y mae eu brawd neu eu chwaer yn mynd i'r ysgol ar adeg eu derbyn.*** Os bydd mwy o geisiadau na lleoedd, caiff y lleoedd eu dyrannu yn ôl pellter, gyda'r rhai sy'n byw agosaf at yr ysgol (y daith gerdded fyrraf) yn cael blaenoriaeth**.
4. Plant eraill y gwnaed cais am le drostynt nad yw meini prawf 1 i 3 uchod yn berthnasol iddynt. Os bydd mwy o geisiadau na lleoedd, caiff y lleoedd eu dyrannu yn ôl pellter, gyda'r rhai sy'n byw agosaf i'r ysgol (y daith gerdded fyrraf) yn cael blaenoriaeth**.

* Plant sy'n Derbyng Gofal (PDG), neu a oedd yn arfer derbyn gofal - mae plentyn sy'n derbyn gofal yn cyfeirio at blentyn sy'n derbyn gofal gan yr awdurdod lleol yn Nghymru neu Loegr, (yn ôl diffiniad Adran 22 Deddf Plant 1989 ac Adran 74 Deddf Gwasanaethau Cymdeithasol a Llesiant [Cymru] 2014) ar yr adeg y cyflwynir cais i ysgol ac y mae'r awdurdod lleol wedi cadarnhau y bydd yn parhau i dderbyn gofal pan fydd yn cael mynediad i'r ysgol. Plant a oedd yn arfer derbyn gofal: plant nad ydynt yn derbyn gofal bellach gan eu bod wedi cael eu mabwysiadu, wedi bod yn destun gorchymyn preswyl neu orchymyn gwarcheidwadaeth arbennig yn syth ar ôl derbyn gofal (yn ôl diffiniad Côt Derbyniadau Ysgolion Llywodraeth Cymru, dogfen rhif 005/2013). Bydd angen darparu tystiolaeth ar gyfer holl geisiadau meini prawf PDG.

**Mesurir y pellter o'r tu allan i fynedfa'r eiddo (tŷ neu fflat) i fynedfa swyddogol agosaf yr ysgol. Defnyddir rhaglen gyfrifiaduwr GIS yr awdurdod lleol i fesur y pellter.

***Diffinnir brawd neu chwaer fel plentyn naturiol neu blentyn sydd wedi'i fabwysiadu'n gyfreithlon gan y naill riant neu'r llall sy'n byw yn yr un cyfeiriad. Mewn unrhyw sefyllfa pan fydd un lle ar gael ac mae'r plant cymwys nesaf ar gyfer y lle hwnnw'n efeilliaid/tripledi, bydd yr ALI yn derbyn y ddau/tri phlentyn. Diffinnir oedran ysgol statudol fel disgyblion sydd rhwng 5 ac 16 oed (h.y. disgyblion mewn unrhyw grŵp blwyddyn rhwng ac yn cynnwys y dosbarth Derbyng a Blwyddyn 11.)

Ni fydd yr ALI yn darparu cludiant nac yn cyfrannu at gostau cludiant ar gyfer y plant sy'n cael eu derbyn o'r tu allan i ddalgylch penodol yr ysgol. Fodd bynnag, os yw grŵp blwyddyn ysgol y dalgylch yn llawn, darperir cludiant i'r ysgol agosaf â lle, os yw'r ysgol yn fwy na 2 filltir o'r cartref. Mae Polisi Cludiant i'r Ysgol yr ALI a gwybodaeth am gludiant i'r ysgol ar gael ar wefan y cyngor www.abertawe.gov.uk/cludiantysgol

Plant a chanddynt Anghenion Dysgu Ychwanegol

Nid yw'r meini prawf gorymgeisio'n berthnasol i ddisgyblion y mae gan yr ALI Gynllun Datblygu Unigol (CDU) ar eu cyfer, lle mae'r ALI wedi enwi ysgol yn adran 2D.1 o'r CDU, neu Ddatganiad o Anghenion Addysgol Arbennig, ond amddiffynnir hawliau'r rhieni i fod yn rhan o leoli eu plant gan y gyfraith. Bydd yr ALI, mewn ymgynghoriad â rhieni/gofalwyr ac ysgolion, yn penderfynu ym mha ysgol y bydd yr addysg yn cael ei darparu. Mae'r ALI yn cadw'r hawl i enwi ysgol nad yw'n ysgol y dalgylch.

Mae gan ysgolion ddyletswydd i dderbyn plant â Chynllun Datblygu Unigol (CDU) lle mae'r ALI wedi enwi ysgol yn adran 2D.1 y CDU, neu Ddatganiad o Anghenion Addysgol Arbennig sydd wedi'u gosod mewn ysgol gan yr ALI ac mae'r disgyblion hyn yn cyfrif tuag at y nifer a dderbynnir hyd at y nifer derbyn, oni bai eu bod yn cael eu rhoi mewn Cyfleuster Addysgu Arbenigol â lleoedd cynlluniedig.

Roedd yr wybodaeth yn y cyhoeddiad hwn yn gywir pan gafodd ei gyhoeddi, ond gellir ei diweddarau yn seiliedig ar gyngor/deddfwriaeth newydd yn cael ei gyhoeddi nad oedd ar gael pan gyhoeddwyd y ddogfen.

Ysgolion a Gynorthwyir yn Wirfoddol

Yn Abertawe mae gennym ysgolion eglwysig a Gynorthwyir yn Wirfoddol (sef ysgolion Catholig, ac ysgolion Yr Eglwys yng Nghymru). Penderfynir ar geisiadau i ysgolion a gynorthwyir yn wirfoddol drwy gyfeirio at y meini prawf derbyn a osodwyd gan y Corff Llywodraethu. Cyrff llywodraethu ysgolion a gynorthwyir yn wirfoddol sy'n gyfrifol am bennu eu trefniadau derbyn eu hunain.

(c) **Gweithdrefnau Derbyn – Ysgolion Cymunedol**

Gofynnir i rieni/ofalwyr wneud cais ar-lein am le i'w plentyn yn ysgol y dalgylch neu fynegi dewis ar gyfer lle mewn ysgol arall gan ddefnyddio'r ffurflen cais am dderbyn.

Caniateir ceisiadau am le os oes lleoedd ar gael yn ôl y nifer derbyn cyhoeddedig. Lle mae'r ceisiadau derbyn yn fwy na nifer y lleoedd sydd ar gael, dyrennir y lleoedd yn ôl meini prawf gorymgeisio'r ALI.

Dylid defnyddio'r prif gyfeiriad preswyl wrth gyflwyno cais. Ni ellir defnyddio cyfeiriadau sydd â chyfyngiadau ar ddeiliadaeth megis cabanau gwyliau a charafannau mewn parciau gwyliau sydd â chyfyngiadau tymhorol ar ddeiliadaeth fel cyfeiriad parhaol.

Ni fydd hawl awtomatig gan blant sy'n mynd i ddsbarth meithrin mewn ysgol i dderbyn addysg amser llawn yn yr un ysgol. Bydd angen i rieni/ofalwyr wneud cais am le mewn dosbarth derbyn gyda'r ymgeiswyr eraill. Ni ellir gwarantu lle yn y dalgylch.

Nid yw mynd i'r meithrin mewn unrhyw ysgol yn gwarantu y bydd lle ar gael yn y dosbarth Derbyn.

Er bod yr ALI yn caniatáu i ddisgyblion ddechrau'n amser llawn yn y dosbarth Derbyn ar ddechrau'r flwyddyn ysgol y maent yn 5 oed, nid yw'n ofynnol yn ôl y gyfraith i blentyn ddechrau ysgol nes dechrau'r tymor sy'n dilyn pen-blwydd y plentyn yn 5 oed. Felly, os yw rhiant y plentyn am ohirio mynediad i'r dosbarth Derbyn tan yn ddiweddarach yn y flwyddyn, mae'n rhaid dyrannu lle i'r plentyn hwnnw, ac ni chynigir y lle hwn i unrhyw blentyn arall. Fodd bynnag, ni ellir gohirio mynediad ar ôl dechrau'r tymor ar ôl pen-blwydd y plentyn yn 5 oed, neu ar ôl i'r flwyddyn academiaidd wreiddiol y derbyniwyd y cais ynddi.

Caiff ceisiadau am dderbyn plentyn mewn dosbarth Derbyn a gyflwynir ar, neu cyn y dyddiad cau gweinyddol, sef **29 Tachwedd 2024** eu prosesu gyda'i gilydd, a dyrennir y lleoedd yn unol â'r meini prawf gorymgeisio uchod. Yn hyn o beth, nid oes unrhyw fantais i gyflwyno'r cais am dderbyn yn gynnar. Caiff ceisiadau a gyflwynir ar ôl y dyddiad cau eu trin fel ceisiadau hwyr.

Os ydych chi am newid eich dewis ysgol ar ôl y dyddiad cau a gyhoeddir ar gyfer ceisiadau neu ar ôl i le gael ei gynnig ar y diwrnod cynnig statudol, bydd angen cyflwyno cais newydd. Bydd cais newydd a wneir yn gais hwyr a bydd yn disodli unrhyw geisiadau cynharach a dderbyniwyd ac ni fyddai unrhyw gynigion a wnaed yn flaenrol ar gael mwyach.

Ni phennir derbyniadau ar sail meini prawf dethol sy'n cynnwys sefyll profion, gweld adroddiadau ysgol neu gyfweld â disgyblion, gyda rhieni neu hebddynt, at ddiben asesu gallu neu ddawn.

Ni fydd rhaid i'r ALI gydymffurfio ag unrhyw ddewis a fynegwyd fel arall ond yn unol â'i drefniadau'n unig. Bydd rhieni sydd wedi cyflwyno cais erbyn **29 Tachwedd 2024** yn cael gwybod a ddyrannwyd lle i'w plant erbyn **16 Ebrill 2025**.

Dylai rhieni/gofalwyr sy'n byw y tu hwnt i Awdurdod Lleol Dinas a Sir Abertawe gyflwyno cais i'w hawdurdod lleol eu hunain (yr awdurdod lleol y maent yn talu treth y cyngor iddo) oherwydd, os bydd yr ysgol/ysgolion y cyflwynwyd cais amdanynt yn Abertawe'n derbyn gormod o geisiadau. ni fydd rhaid i'r ALI gynnig lle ar gyfer ysgol arall yn Abertawe.

Ceisiadau Hwyr

Ni fydd ceisiadau a gyflwynir ar ôl y dyddiad cau a gyhoeddir yn cael eu hystyried tan ar ôl i'r holl geisiadau a dderbynnir ar amser gael eu dyrannu a chael cynnig eu lleoedd ar y diwrnod cynnig statudol. Ymdrinnir â cheisiadau hwyr yn y drefn y'u derbyniwyd. Os oes mwy o geisiadau hwyr ar gyfer ysgol na nifer y lleoedd sydd ar gael, caiff y ceisiadau eu hystyried yn unol â'r meini prawf gorymgeisio. Gellir cynnal apeliadau yn erbyn ceisiadau hwyr ar ôl cynnal yr apeliadau ar gyfer ceisiadau a dderbyniwyd yn brydlon.

Hawl i Apelio

Caiff rhieni/gofalwyr eu hysbysu, yn ysgrifenedig, a fu eu cais yn llwyddiannus. Os gwrthodwyd eu cais, hysbysir rhieni/gofalwyr yn ysgrifenedig bod ganddynt hawl i apelio i banel apêl annibynnol. Os byddant yn dewis defnyddio'r hawl honno, rhaid cyflwyno'r apêl i'r Uned Cefnogi Ysgolion yn y Ganolfan Ddinesig erbyn **14 Mai 2025** (ar gyfer ceisiadau a dderbyniwyd yn brydlon). Caiff yr apêl ei hystyried gan banel apêl annibynnol sy'n cynnwys 3 i 5 person, sef pobl leyg a phobl â phrofiad o faes addysg.

Sylwer: Oherwydd uchafswm statudol maint dosbarthiadau, sef 30, prin iawn yw'r amgylchiadau lle gall apêl am le mewn dosbarth babanod (Derbyn, Blwyddyn 1 a Blwyddyn 2) lwyddo. Amlinellir yr amgylchiadau cyfyngedig yn Atodiad C – pwynt C.4 o God Apelau Derbyn i Ysgolion Llywodraeth Cymru – Dogfen Rhif: 007/2013.

Tynnu lle yn ôl

Gellir tynnu lle yn ôl gan yr Awdurdod Lleol os derbynnir gwybodaeth sy'n awgrymu nad yw'r cais bellach yn bodloni'r meini prawf gorymgeisio yr aseswyd ef yn wreiddiol yn eu herbyn. Caiff unrhyw le a gymeradwywyd ar sail preswylfa ei dynnu'n ôl os nad yw'r disgybl bellach yn byw'n barhaol yn y cyfeiriad ar ddechrau'r tymor ysgol y mae'r cais yn ymwneud ag ef.

Rhestrau Aros

Mae'r ALI, fel yr awdurdod derbyn, yn cynnal rhestrau aros ar gyfer ysgolion sydd wedi'u gordanysgrifio. Yn achos pob cais, os yw rhieni/gofalwyr yn methu cael lle i'w plentyn/plant, cânt eu rhoi'n awtomatig ar y rhestr aros a chynigir cyfle iddynt fynd o flaen Panel Apeliadau Annibynnol. Cedwir enwau'r plant ar y rhestr aros am y flwyddyn academaidd gyfan a chânt eu dileu dim ond os ceir apêl lwyddiannus neu os yw rhiant yn cadarnhau'n ysgrifenedig nad yw'n dymuno i enw ei blentyn fod ar y rhestr aros bellach. Os daw lle ar gael, caiff ei ddyrannu gan yr ALI yn unol â'r meini prawf gordanysgrifio.

Ni fydd rhaid i'r ALI gydymffurfio ag unrhyw ddewis a fynegwyd fel arall ond yn unol â'i drefniadau'n unig.

TREFNIADAU DERBYN 2025-2026 (Blwyddyn 7)

Yr Awdurdod Lleol, yr ALI, yw'r awdurdod derbyn ar gyfer holl ysgolion cymunedol (ysgolion a ariennir ac a gynhelir yn llwyr gan yr ALI) yr ardal.

Gwahoddir pob plentyn sydd ar fin trosglwyddo o addysg gynradd i addysg uwchradd i wneud cais am le mewn ysgol a gynhelir gan yr ALI.

Gall rhieni/gofalwyr naill ai wneud cais ar-lein am le yn ysgol y dalgylch neu fynegi dewis am le mewn ysgol arall. Gellir darparu cefnogaeth i rieni y mae angen cymorth arnynt lle y bo angen. Caniateir ceisiadau am le os na fydd hynny'n:

- peryglu darparu addysg effeithlon neu'r defnydd effeithlon o adnoddau, ac
- ar gyfer ysgolion a gynorthwyr yn wirfoddol, bod yn anghydnaws â'r trefniadau derbyn y cytunwyd arnynt rhwng y Corff Llywodraethu a'r ALI.

Rhoddir y flaenoriaeth i'r rhieni hynny sy'n cyflwyno cais am le mewn unrhyw ysgol mewn pryd.

(a) Cyfyngiadau Derbyn – Ysgolion Cymunedol

Penderfynir ar argaeledd lleoedd trwy gyfeirio at nifer derbyn yr ysgol. Mae'n rhaid i bob ysgol dderbyn plant hyd at ei Nifer Derbyn ym mlwyddyn y derbyn (h.y. blwyddyn 7 mewn ysgol uwchradd) ac ni ddylid derbyn mwy na'r nifer hwn. Os gwrthodir lle yn yr ysgol, mae'n rhaid rhoi hawl apelio i'r rhieni/gofalwyr hynny.

Mae'r nifer derbyn yn berthnasol i bob grŵp blwyddyn.

(b) Meini Prawf Gorymgeisio - Ysgolion Cymunedol

Os cafwyd mwy o geisiadau mewn ysgol na'r lleoedd sydd ar gael, bydd y drefn flaenoriaeth ganlynol yn berthnasol:

1. Plant y mae'r Awdurdod Lleol yn gofalu amdanynt, h.y. Plant sy'n Derbyn Gofal (PDG), neu a oedd yn arfer derbyn gofal*.
2. Plant sy'n byw yn nalgylch penodol yr ysgol. Ni ellir gwarantu lle yn y dalgylch. Os bydd mwy o geisiadau na lleoedd, caiff lleoedd eu dyrannu yn ôl pellter, gyda'r rhai sy'n byw agosaf at yr ysgol (y llwybr cerdded byrraf sydd ar gael) yn cael blaenoriaeth**.
3. Plant y mae ganddynt frawd neu chwaer o oedran ysgol statudol sy'n mynd i'r ysgol ar adeg eu derbyn***. Os bydd mwy o geisiadau na lleoedd, caiff lleoedd eu dyrannu yn ôl pellter, gyda'r rhai sy'n byw agosaf at yr ysgol (y llwybr cerdded byrraf sydd ar gael) yn cael blaenoriaeth**.
4. Plant sy'n mynd i ysgol gynradd bartner ddynodedig ond sy'n byw y tu allan i ddalgylch yr ysgol honno. Nid yw mynychu ysgol gynradd bartner yn gwarantu lle yn yr ysgol uwchradd gysylltiedig. Os bydd mwy o geisiadau na lleoedd, caiff lleoedd eu dyrannu yn ôl pellter, gyda'r rhai sy'n byw agosaf at yr ysgol (y llwybr cerdded byrraf sydd ar gael) yn cael blaenoriaeth**.

- Plant eraill nad yw meini prawf 1 i 4 yn berthnasol iddynt. Os bydd mwy o geisiadau na lleoedd, caiff lleoedd eu dyrannu yn ôl pellter, gyda'r rhai sy'n byw agosaf at yr ysgol (y llwybr cerdded byrraf sydd ar gael) yn cael blaenoriaeth**.

* Plant sy'n Derbyn Gofal (PDG), neu a oedd yn arfer derbyn gofal - mae plentyn sy'n derbyn gofal yn cyfeirio at blentyn sy'n derbyn gofal gan yr awdurdod lleol yn Nghymru neu Loegr, (yn ôl diffiniad Adran 22 Deddf Plant 1989 ac Adran 74 Deddf Gwasanaethau Cymdeithasol a Llesiant [Cymru] 2014) ar yr adeg y cyflwynir cais i ysgol ac y mae'r awdurdod lleol wedi cadarnhau y bydd yn parhau i dderbyn gofal pan fydd yn cael mynediad i'r ysgol. Plant a oedd yn arfer derbyn gofal: plant nad ydynt yn derbyn gofal bellach gan eu bod wedi cael eu mabwysiadu, wedi bod yn destun gorchymyn preswyl neu orchymyn gwarcheidwadaeth arbennig yn syth ar ôl derbyn gofal (yn ôl diffiniad Côt Derbyniadau Ysgolion Llywodraeth Cymru, dogfen rhif 005/2013). Bydd angen darparu tystiolaeth ar gyfer holl geisiadau meini prawf PDG.

**Mesurir y pellter o'r tu allan i fynedfa'r eiddo (tŷ neu fflat) i fynedfa swyddogol agosaf yr ysgol. Defnyddir rhaglen gyfrifiadu GIS yr awdurdod lleol i fesur y pellter.

***Diffinnir brawd neu chwaer fel plentyn naturiol neu blentyn sydd wedi'i fabwysiadu'n gyfreithlon gan y naill riant neu'r llall sy'n byw yn yr un cyfeiriad. Mewn unrhyw sefyllfa pan fydd un lle ar gael ac mae'r plant cymwys nesaf ar gyfer y lle hwnnw'n efeilliaid/tripledi, bydd yr ALI yn derbyn y ddau/tri plentyn. Diffinnir oedran ysgol statudol fel disgyblion sydd rhwng 5 ac 16 oed (h.y. disgyblion mewn unrhyw grŵp blwyddyn rhwng ac yn cynnwys y dosbarth Derbyn a Blwyddyn 11.)

Ni fydd yr ALI yn darparu cludiant nac yn cyfrannu at gostau cludiant ar gyfer y plant sy'n cael eu derbyn o'r tu allan i ddalgylch penodol yr ysgol. Fodd bynnag, os yw grŵp blwyddyn y dalgylch yn llawn, darperir cludiant i'r ysgol agosaf sydd â lle, os yw'r ysgol honno'n fwy na phellter cerdded o 3 milltir o'r cartref. Mae Polisi Cludiant i'r Ysgol yr ALI a gwybodaeth am gludiant i'r ysgol ar gael ar wefan y cyngor www.abertawe.gov.uk/cludiantysgol

Plant a chanddynt Anghenion Dysgu Ychwanegol

Nid yw'r meini prawf gorymgeisio'n berthnasol i ddisgyblion y mae gan yr ALI Gynllun Datblygu Unigol (CDU) ar eu cyfer, lle mae'r ALI wedi enwi ysgol yn adran 2D.1 o'r CDU, neu Ddatganiad o Anghenion Addysgol Arbennig, ond amddiffynnir hawliau'r rhieni i fod yn rhan o leoli eu plant gan y gyfraith. Bydd yr ALI, mewn ymgynghoriad â rhieni/gofalwyr ac ysgolion, yn penderfynu ym mha ysgol y bydd yr addysg yn cael ei darparu. Mae'r ALI yn cadw'r hawl i enwi ysgol nad yw'n ysgol y dalgylch.

Mae gan ysgolion ddyletswydd i dderbyn plant â Chynllun Datblygu Unigol (CDU) lle mae'r ALI wedi enwi ysgol yn adran 2D.1 y CDU, neu Ddatganiad o Anghenion Addysgol Arbennig sydd wedi'u gosod mewn ysgol gan yr ALI ac mae'r disgyblion hyn yn cyfrif tuag at y nifer a dderbynnir hyd at y nifer derbyn, oni bai eu bod yn cael eu rhoi mewn Cyfleuster Addysgu Arbenigol â lleoedd cynlluniedig.

Roedd yr wybodaeth yn y cyhoeddiad hwn yn gywir pan gafodd ei gyhoeddi, ond gellir ei diweddarau yn seiliedig ar gyngor/deddfwriaeth newydd yn cael ei gyhoeddi nad oedd ar gael pan gyhoeddwyd y ddogfen.

Ysgolion a Gynorthwyr yn Wirfoddol

Yn Abertawe mae gennym ysgolion eglwysig a Gynorthwyr yn Wirfoddol (sef ysgolion Catholig, ac ysgolion Yr Eglwys yng Nghymru). Penderfynir ar geisiadau i ysgolion a gynorthwyr yn wirfoddol drwy gyfeirio at y meini prawf derbyn a osodwyd gan y Corff Llywodraethu. Cyrff llywodraethu ysgolion a gynorthwyr yn wirfoddol sy'n gyfrifol am bennu eu trefniadau derbyn eu hunain.

(c) Gweithdrefnau Derbyn – Ysgolion Cymunedol

Gofynnir i rieni/ofalwyr wneud cais ar-lein am le i'w plentyn yn ysgol y dalgylch neu fynegi dewis ar gyfer lle mewn ysgol arall gan ddefnyddio'r ffurflen cais am dderbyn.

Caniateir ceisiadau am le os oes lleoedd ar gael yn ôl y nifer derbyn cyhoeddedig. Lle mae'r ceisiadau derbyn yn fwy na nifer y lleoedd sydd ar gael, dyrennir y lleoedd yn ôl meini prawf gorymgeisio'r ALL.

Dylid defnyddio'r prif gyfeiriad preswyl wrth gyflwyno cais. Ni ellir defnyddio cyfeiriadau sydd â chyfyngiadau ar ddeiliadaeth megis cabanau gwyliau a charafannau mewn parciau gwyliau sydd â chyfyngiadau tymhorol ar ddeiliadaeth fel cyfeiriad parhaol.

Nid yw mynychu ysgol gynradd bartner yn gwarantu lle yn yr ysgol uwchradd gysylltiedig.

Bydd ceisiadau am fynediad i'r grŵp oedran perthnasol (h.y. grŵp oedran y caniateir mynediad i'r ysgol i'r plant fel arfer) a gyflwynir ar y dyddiad cau, sef **29 Tachwedd 2024**, neu cyn hynny, yn cael eu prosesu gyda'i gilydd. Yn hyn o beth, nid oes unrhyw fantais i gyflwyno'r cais am dderbyn yn gynnar. Caiff ceisiadau a gyflwynir ar ôl y dyddiad cau eu trin fel ceisiadau hwyr.

Os ydych chi am newid eich dewis ysgol ar ôl y dyddiad cau a gyhoeddir ar gyfer ceisiadau neu ar ôl i le gael ei gynnig ar y diwrnod cynnig statudol, bydd angen cyflwyno cais newydd. Bydd cais newydd a wneir yn gais hwyr a bydd yn disodli unrhyw geisiadau cynharach a dderbyniwyd ac ni fyddai unrhyw gynigion a wnaed yn flaenorol ar gael mwyach.

Ni phennir derbyniadau ar sail meini prawf dethol sy'n cynnwys sefyll profion, gweld adroddiadau ysgol neu gyfnewid â disgyblion, gyda rhieni neu hebddynt, at ddiben asesu gallu neu ddawn.

Ni fydd rhaid i'r ALL gydymffurfio ag unrhyw ddewis a fynegwyd fel arall ond yn unol â'i drefniadau'n unig. Bydd rhieni sydd wedi cyflwyno cais erbyn **29 Tachwedd 2024** yn cael gwybod a ddyrannwyd lle i'w plant erbyn **3 Mawrth 2025**.

Dylai rhieni/gofalwyr sy'n byw y tu hwn i Awdurdod Lleol Dinas a Sir Abertawe gyflwyno cais i'w hawdurdod lleol eu hunain (yr awdurdod lleol y maent yn talu treth y cyngor iddo) oherwydd, os bydd yr ysgol/ysgolion y cyflwynwyd cais amdanynt yn Abertawe'n derbyn gormod o geisiadau, ni fydd rhaid i'r ALL gynnig lle ar gyfer ysgol arall yn Abertawe.

Ceisiadau Hwyr

Ni fydd ceisiadau a gyflwynir ar ôl y dyddiad cau a gyhoeddir yn cael eu hystyried tan ar ôl i'r holl geisiadau a dderbynnir ar amser gael eu dyrannu a chael cynnig eu lleoedd ar y diwrnod cynnig statudol. Ymdrinnir â cheisiadau hwyr yn y drefn y'u derbyniwyd. Os oes mwy o geisiadau hwyr ar gyfer ysgol na nifer y lleoedd sydd ar gael, caiff y ceisiadau eu hystyried yn unol â'r meini prawf gorymgeisio. Gellir cynnal apeliadau yn erbyn ceisiadau hwyr ar ôl cynnal yr apeliadau ar gyfer ceisiadau a dderbyniwyd yn brydlon.

Tynnu lle yn ôl

Gellir tynnu lle yn ôl gan yr Awdurdod Lleol os derbynnir gwybodaeth sy'n awgrymu nad yw'r cais bellach yn bodloni'r meini prawf gorymgeisio yr aseswyd ef yn wreiddiol yn eu herbyn. Caiff unrhyw le a gymeradwywyd ar sail preswylfa ei dynnu'n ôl os nad yw'r disgybl bellach yn byw'n barhaol yn y cyfeiriad ar ddechrau'r tymor ysgol y mae'r cais yn ymwneud ag ef.

Hawl i Apelio

Caiff rhieni/gofalwyr eu hysbysu, yn ysgrifenedig, a fu eu cais yn llwyddiannus. Os gwrthodwyd eu cais, hysbysir rhieni/gofalwyr yn ysgrifenedig bod ganddynt hawl i apelio i banel apêl annibynnol. Os byddant yn dewis defnyddio'r hawl honno, rhaid cyflwyno'r apêl i'r Uned Cefnogi Ysgolion yn y Ganolfan Ddinesig erbyn **28 Mawrth 2025** (ar gyfer ceisiadau a dderbyniwyd yn brydlon). Caiff yr apêl ei hystyried gan banel apêl annibynnol sy'n cynnwys 3 i 5 person, sef pobl leyg a phobl â phrofiad o faes addysg.

Rhestrau Aros

Mae'r ALI, fel yr awdurdod derbyn, yn cynnal rhestrau aros ar gyfer ysgolion sydd wedi'u gordanysgrifio. Yn achos pob cais, os yw rhieni/gofalwyr yn methu cael lle i'w plentyn/plant, cânt eu rhoi'n awtomatig ar y rhestr aros a chynigir cyfle iddynt fynd o flaen Panel Apeliadau Annibynnol. Cedwir enwau'r plant ar y rhestr aros am y flwyddyn academaidd gyfan a chânt eu dileu dim ond os ceir apêl lwyddiannus neu os yw rhiant yn cadarnhau'n ysgrifenedig nad yw'n dymuno i enw ei blentyn fod ar y rhestr aros bellach. Os daw lle ar gael, caiff ei ddyrannu gan yr ALI yn unol â'r meini prawf gordanysgrifio.

Ni fydd rhaid i'r ALI gydymffurfio ag unrhyw ddewis a fynegwyd fel arall ond yn unol â'i drefniadau'n unig.

TREFNIADAU DERBYN 2025-2026 (Trosglwyddo yn ystod y Flwyddyn Ysgol)

Yr Awdurdod Lleol, yr ALI, yw'r awdurdod derbyn ar gyfer holl ysgolion cymunedol (ysgolion a ariennir ac a gynhelir yn llwyr gan yr ALI) yr ardal.

Derbyn i Ysgolion Cymunedol - (Cynradd ac Uwchradd)

Bydd gofyn i rieni/ofalwyr sydd am gael lle mewn ysgol gyflwyno cais am le. Gall rhieni/gofalwyr naill ai wneud cais am le yn ysgol y dalgylch neu fynegi dewis am le mewn ysgol arall. Gellir darparu cefnogaeth i rieni y mae angen cymorth arnynt lle y bo angen. Caniateir ceisiadau os na fydd gwneud hynny'n:

- peryglu darparu addysg effeithlon neu'r defnydd effeithlon o adnoddau, ac
- ar gyfer ysgolion a gynorthwyr yn wirfoddol, bod yn anghydnaws â'r trefniadau derbyn y cytunwyd arnynt rhwng y Corff Llywodraethu a'r ALI.

(a) Cyfyngiadau Derbyn – Ysgolion Cymunedol

Penderfynir ar argaeledd lleoedd trwy gyfeirio at nifer derbyn yr ysgol. Gwrthodir lle i blentyn ar ôl cyrraedd y nifer derbyn. Os gwrthodir lle yn yr ysgol, mae'n rhaid rhoi hawl apelio i'r rhieni/gofalwyr hynny (**nid oes hawl i apelio ar gyfer y meithrin**).

Mae'r nifer derbyn yn berthnasol i bob grŵp blwyddyn. Mae'r trefniadau hyn yn berthnasol i ddisgyblion sy'n trosglwyddo o'r dosbarth derbyn hyd at flwyddyn 11.

(b) Meini Prawf Gorymgeisio - Ysgolion Cymunedol

Os cafwyd mwy o geisiadau mewn ysgol na'r lleoedd sydd ar gael, bydd y drefn flaenoriaeth ganlynol yn berthnasol:

1. Plant y mae'r Awdurdod Lleol yn gofalu amdanynt, h.y. Plant sy'n Derbyn Gofal (PDG), neu a oedd yn arfer derbyn gofal*.
2. Plant sy'n byw yn nalgylch penodol yr ysgol. Ni ellir gwarantu lle yn y dalgylch. Os bydd mwy o geisiadau na lleoedd, caiff y lleoedd eu dyrannu yn ôl pellter, gyda'r rhai sy'n byw agosaf i'r ysgol (y daith gerdded fyrraf) yn cael blaenoriaeth**.
3. Plant y mae eu brawd neu eu chwaer yn mynd i'r ysgol ar adeg eu derbyn.*** Os bydd mwy o geisiadau na lleoedd, caiff y lleoedd eu dyrannu yn ôl pellter, gyda'r rhai sy'n byw agosaf at yr ysgol (y daith gerdded fyrraf) yn cael blaenoriaeth**.
4. Plant sy'n mynd i ysgol gynradd bartner ddynodedig ond sy'n byw y tu allan i ddalgylch yr ysgol honno. Nid yw mynychu ysgol gynradd bartner yn gwarantu lle yn yr ysgol uwchradd gysylltiedig. Os bydd mwy o geisiadau na lleoedd, caiff y lleoedd eu dyrannu yn ôl pellter, gyda'r rhai sy'n byw agosaf at yr ysgol (y llwybr cerdded byrraf sydd ar gael) yn cael blaenoriaeth**.
5. Plant eraill y gwnaed cais am le drostynt nad yw meini prawf 1 i 4 uchod yn berthnasol iddynt. Os bydd mwy o geisiadau na lleoedd, caiff y lleoedd eu dyrannu yn ôl pellter, gyda'r rhai sy'n byw agosaf i'r ysgol (y daith gerdded fyrraf) yn cael blaenoriaeth**.

* Plant sy'n Derbyn Gofal (PDG), neu a oedd yn arfer derbyn gofal - mae plentyn sy'n derbyn gofal yn cyfeirio at blentyn sy'n derbyn gofal gan yr awdurdod lleol yn Nghymru neu Loegr, (yn ôl diffiniad Adran 22 Deddf Plant 1989 ac Adran 74 Deddf Gwasanaethau Cymdeithasol a Llesiant [Cymru] 2014) ar yr adeg y cyflwynir cais i ysgol ac y mae'r awdurdod lleol wedi cadarnhau y bydd yn parhau i dderbyn gofal pan fydd yn cael mynediad i'r ysgol. Plant a oedd yn arfer derbyn gofal: plant nad ydynt yn derbyn gofal bellach gan eu bod wedi cael eu mabwysiadu, wedi bod yn destun gorchymyn preswyl neu orchymyn gwarcheidwadaeth arbennig yn syth ar ôl derbyn gofal (yn ôl diffiniad Côt Derbyniadau Ysgolion Llywodraeth Cymru, dogfen rhif 005/2013). Bydd angen darparu tystiolaeth ar gyfer holl geisiadau meini prawf PDG.

**Mesurir y pellter o'r tu allan i fynedfa'r eiddo (tŷ neu fflat) i fynedfa swyddogol agosaf yr ysgol. Defnyddir rhaglen gyfrifiadu GIS yr awdurdod lleol i fesur y pellter.

***Diffinnir brawd neu chwaer fel plentyn naturiol neu blentyn sydd wedi'i fabwysiadu'n gyfreithlon gan y naill riant neu'r llall sy'n byw yn yr un cyfeiriad. Mewn unrhyw sefyllfa pan fydd un lle ar gael ac mae'r plant cymwys nesaf ar gyfer y lle hwnnw'n efeilliaid/tripledi, bydd yr ALI yn derbyn y ddau/tri phlentyn. Diffinnir oedran ysgol statudol fel disgyblion sydd rhwng 5 ac 16 oed (h.y. disgyblion mewn unrhyw grŵp blwyddyn rhwng ac yn cynnwys y dosbarth Derbyn a Blwyddyn 11.)

Ni fydd yr ALI yn darparu cludiant nac yn cyfrannu at gostau cludiant ar gyfer y plant sy'n cael eu derbyn o'r tu allan i ddalgylch penodol yr ysgol. Fodd bynnag, os yw grŵp blwyddyn ysgol y dalgylch yn llawn, darperir cludiant i'r ysgol agosaf â lle, os yw'r ysgol honno'n fwy na 2 filltir o'r cartref ar gyfer ysgol gynradd neu 3 milltir ar gyfer ysgol uwchradd. Mae Polisi Cludiant i'r Ysgol yr ALI a gwybodaeth am gludiant i'r ysgol ar gael ar wefan y cyngor www.abertawe.gov.uk/cludiantysgol

Plant a chanddynt Anghenion Dysgu Ychwanegol

Nid yw'r meini prawf gorymgeisio'n berthnasol i ddisgyblion y mae gan yr ALI Gynllun Datblygu Unigol (CDU) ar eu cyfer, lle mae'r ALI wedi enwi ysgol yn adran 2D.1 o'r CDU, neu Ddatganiad o Anghenion Addysgol Arbennig, ond amddiffynnir hawliau'r rhieni i fod yn rhan o leoli eu plant gan y gyfraith. Bydd yr ALI, mewn ymgynghoriad â rhieni/gofalwyr ac ysgolion, yn penderfynu ym mha ysgol y bydd yr addysg yn cael ei darparu. Mae'r ALI yn cadw'r hawl i enwi ysgol nad yw'n ysgol y dalgylch.

Mae gan ysgolion ddyletswydd i dderbyn plant â Chynllun Datblygu Unigol (CDU) lle mae'r ALI wedi enwi ysgol yn adran 2D.1 y CDU, neu Ddatganiad o Anghenion Addysgol Arbennig sydd wedi'u gosod mewn ysgol gan yr ALI ac mae'r disgyblion hyn yn cyfrif tuag at y nifer a dderbynnir hyd at y nifer derbyn, oni bai eu bod yn cael eu rhoi mewn Cyfleuster Addysgu Arbenigol â lleoedd cynlluniedig.

Roedd yr wybodaeth yn y cyhoeddiad hwn yn gywir pan gafodd ei gyhoeddi, ond gellir ei diweddarau yn seiliedig ar gyngor/deddfwriaeth newydd yn cael ei gyhoeddi nad oedd ar gael pan gyhoeddwyd y ddogfen.

Ysgolion a Gynorthwyir yn Wirfoddol

Yn Abertawe mae gennym ysgolion eglwysig a Gynorthwyir yn Wirfoddol (sef ysgolion Catholig, ac ysgolion Yr Eglwys yng Nghymru). Penderfynir ar geisiadau i ysgolion a gynorthwyir yn wirfoddol drwy gyfeirio at y meini prawf derbyn a osodwyd gan y Corff Llywodraethu. Cyrff llywodraethu ysgolion a gynorthwyir yn wirfoddol sy'n gyfrifol am bennu eu trefniadau derbyn eu hunain.

(c) Gweithdrefnau Derbyn - Ysgolion Cymunedol

Gofynnir i rieni/ofalwyr wneud cais ar-lein am le i'w plentyn yn ysgol y dalgyrch neu fynegi dewis ar gyfer lle mewn ysgol arall gan ddefnyddio ffurflen cais am dderbyn.

Caniateir ceisiadau am le os oes lleoedd ar gael yn ôl y nifer derbyn cyhoeddedig. Lle mae'r ceisiadau derbyn yn fwy na nifer y lleoedd sydd ar gael, dyrennir y lleoedd yn ôl meini prawf gorymgeisio'r ALI.

Dylid defnyddio'r prif gyfeiriad preswyl wrth gyflwyno cais. Ni ellir defnyddio cyfeiriadau sydd â chyfyngiadau ar ddeiliadaeth megis cabanau gwyliau a charafannau mewn parciau gwyliau sydd â chyfyngiadau tymhorol ar ddeiliadaeth fel cyfeiriad parhaol.

Ni fydd hawl awtomatig gan blant sy'n mynd i ddsbarth meithrin mewn ysgol i dderbyn addysg amser llawn yn yr un ysgol. Bydd angen i rieni/ofalwyr wneud cais am le mewn dosbarth derbyn gyda'r ymgeiswyr eraill ar yr adeg briodol.

Nid yw mynd i'r meithrin mewn unrhyw ysgol yn gwarantu y bydd lle ar gael yn y dosbarth Derbyn.

Nid yw mynychu ysgol gynradd bartner yn gwarantu lle yn yr ysgol uwchradd gysylltiedig.

Nid oes sicrwydd y bydd lle ar gael mewn ysgol hyd yn oes os ydych yn symud i ddalgyrch ysgol.

Ni phennir derbyniadau ar sail meini prawf dethol sy'n cynnwys sefyll profion, gweld adroddiadau ysgol neu gyfweled â disgyblion, gyda rhieni neu hebddynt, at ddiben asesu gallu neu ddawn.

Dylai rhieni/gofalwyr sy'n byw y tu hwn i Awdurdod Lleol Dinas a Sir Abertawe gyflwyno cais i'w hawdurdod lleol eu hunain (yr awdurdod lleol y maent yn talu treth y cyngor iddo) oherwydd, os bydd yr ysgol/ysgolion y cyflwynwyd cais amdanynt yn Abertawe'n derbyn gormod o geisiadau, ni fydd rhaid i'r ALI gynnig lle ar gyfer ysgol arall yn Abertawe.

Hawl i Apelio

Caiff rhieni/gofalwyr eu hysbysu'n ysgrifenedig a fu eu cais yn llwyddiannus. Os gwrthodwyd eu cais, hysbysir rhieni/gofalwyr drwy lythyr bod ganddynt hawl i apelio i Banel Apêl Annibynnol (**nid oes hawl i apelio ar gyfer y meithrin**). Os byddant yn dewis arfer yr hawl honno, rhaid cyflwyno'r apêl i'r Uned Cefnogi Ysgolion yn y Ganolfan Ddinesig. Caiff yr apêl ei ystyried gan Banel Apêl Annibynnol sy'n cynnwys 3 i 5 person, sef pobl leyg a phobl â phrofiad o faes addysg.

Sylwer: Oherwydd uchafswm statudol maint dosbarthiadau, sef 30, prin iawn yw'r amgylchiadau lle gall apêl am le mewn dosbarth babanod (Derbyn, Blwyddyn 1 a Blwyddyn 2) lwyddo. Amlinellir yr amgylchiadau cyfyngedig yn Atodiad C – pwynt C.4 o God Apelau Derbyn i Ysgolion Llywodraeth Cymru – Dogfen Rhif: 007/2013.

Rhestrau Aros

Mae'r ALI, fel yr awdurdod derbyn, yn cynnal rhestrau aros ar gyfer ysgolion sydd wedi'u gordanysgrifio. Yn achos pob cais, os yw rhieni/gofalwyr yn methu cael lle i'w plentyn/plant, cânt eu rhoi'n awtomatig ar y rhestr aros a chynigir cyfle iddynt fynd o flaen Panel Apeliadau Annibynnol. Cedwir enwau'r plant ar y rhestr aros am y flwyddyn academaidd gyfan a chânt eu dileu dim ond os ceir apêl lwyddiannus neu os yw rhiant yn cadarnhau'n ysgrifenedig nad yw'n dymuno i enw ei blentyn fod ar y rhestr aros bellach. Os daw lle ar gael, caiff ei ddyrannu gan yr ALI yn unol â'r meini prawf gordanysgrifio.

Ni fydd rhaid i'r ALI gydymffurfio ag unrhyw ddewis a fynegwyd fel arall ond yn unol â'i drefniadau'n unig.

Derbyniadau i'r chweched dosbarth - meini prawf ar gyfer mynediad

Dyddiad cau ar gyfer ceisiadau

Gall disgyblion wneud cais am le mewn chweched dosbarth yn un o ysgolion Abertawe yn nhymor y gwanwyn ar gyfer y mis Medi canlynol. Pennir dyddiadau cau ar gyfer ceisiadau gan ysgolion unigol.

Cynnig Amodol

Cynigir lle amodol i ddisgyblion yr ysgol. Bydd y lle dros dro hwn yn amodol ar gyflawni cymwysterau mynediad penodol fel a gyhoeddir gan bob ysgol unigol. Am ragor o wybodaeth am gymwysterau mynediad penodol, cysylltwch yn uniongyrchol â'r ysgol.

Canlyniadau TGAU/cyferwerth

Pan cyhoeddir canlyniadau TGAU, h.y. y trydydd dydd Iau ym mis Awst fel arfer, bydd angen i ddisgyblion unigol gysylltu â'r ysgol o'u dewis i gadarnhau eu canlyniadau TGAU neu gyferwerth.

Dewis Pynciau

Mae'n bosib y bydd myfyrwyr sydd wedi cyflawni graddau boddhaol mewn arholiadau TGAU neu gyferwerth yn derbyn cynnig cadarnhaol o le yn yr ysgol o'u dewis os bydd lleoedd ar gael. Fodd bynnag, dylid nodi efallai na fydd yn bosib astudio pob un o'r pynciau a ddewiswyd yn yr ysgol a ddewiswyd. Efallai y bydd angen i ddisgyblion wneud cysylltiad â chweched dosbarth mewn ysgol arall er mwyn astudio rhai pynciau.

Mae'n bosib y bydd myfyrwyr sydd wedi cyflawni graddau boddhaol mewn arholiadau TGAU neu gyferwerth ond nid ydynt yn gallu astudio'r holl bynciau o'u dewis yn yr ysgol o'u dewis yn cael cynnig dewis arall o'r pynciau sy'n cael eu haddysgu yn y lleoliad hwnnw. Fel arall, gall y disgyblion hynny chwilio am le mewn lleoliad arall, h.y. chweched dosbarth mewn ysgol arall yn Abertawe neu yng Ngholeg Gŵyr.

Ni fydd gofyn i ddisgyblion gael cyfweiliad mynediad.

Terfynau Mynediad - Chweched Dosbarth

Gall pob ysgol â chweched dosbarth dderbyn hyd at ei uchafswm derbyn, yn amodol ar fyfyrwyr yn cyflawni'r gofynion mynediad penodol a nodwyd gan yr ysgol (ceir manylion gan ysgolion unigol). Mae'n rhaid rhoi hawl apelio i rieni a disgyblion y mae eu cais am le yn chweched dosbarth yr ysgol yn cael ei wrthod.

Trefniadau Derbyn

Rhoddir y cyfrifoldeb am y trefniadau ar gyfer blynyddoedd 12 a 13 mewn ysgolion cymunedol a gynhelir i'r sefydliadau'n uniongyrchol. Gellir gofyn am fanylion trefniadau derbyn ysgolion a gynorthwyr yn wirfoddol yn uniongyrchol gan y sefydliadau perthnasol a bydd y rhain yn rhan o'u polisiau derbyn.

Rhestr Aros

Os bydd gorysgrifio am leoedd mewn chweched dosbarth ac ni all yr ysgol fodloni'r galw am gyrsiau, caiff rhestr aros ei chynnal. Bydd ymgeiswyr sydd wedi bodloni'r meini prawf mynediad (gweler uchod) ond y mae eu cais am le wedi cael ei wrthod oherwydd prinder lle yn cael cyfle i roi eu henwau ar restr aros. Os daw lle/leoedd ar gael, bydd disgyblion y

mae eu henwau ar y rhestr aros yn cael cynnig lle yn unol â'r meini prawf gorymgeisio (gweler isod).

Meini Prawf Gorymgeisio

I ddisgyblion sy'n cyflawni'r cymwysterau mynediad penodol pan fo mwy o geisiadau wedi cael eu derbyn ar gyfer unrhyw chweched dosbarth na'r lleoedd sydd ar gael, caiff y drefn flaenoriaeth ganlynol ei dilyn:

1. Disgyblion y mae'r Awdurdod Lleol yn gofalu amdanynt (PDG) neu a oedd yn arfer derbyn gofal*.
2. Disgyblion sy'n byw o fewn dalgylch diffiniedig yr ysgol. Ni ellir gwarantu lle yn y dalgylch. Os bydd mwy o geisiadau na lleoedd, caiff y lleoedd eu dyrannu yn ôl pellter, gyda'r rhai sy'n byw agosaf i'r ysgol (y daith gerdded fyrraf) yn cael blaenoriaeth.**
3. Disgyblion y mae ganddynt frawd neu chwaer o oedran ysgol statudol** sy'n mynd i'r ysgol adeg eu derbyn ***. Os bydd mwy o geisiadau na lleoedd, caiff y lleoedd eu dyrannu yn ôl pellter, gyda'r rhai sy'n byw agosaf i'r ysgol (y daith gerdded fyrraf) yn cael blaenoriaeth **
4. Disgyblion a aeth i'r ysgol ym Mlwyddyn 11 ond sy'n byw y tu allan i ddalgylch yr ysgol honno. Os bydd mwy o geisiadau na lleoedd, caiff y lleoedd eu dyrannu yn ôl pellter, gyda'r rhai sy'n byw agosaf i'r ysgol (y daith gerdded fyrraf) yn cael blaenoriaeth.**
5. Plant eraill y gwnaed cais am le drostynt nad yw meini prawf 1 i 4 uchod yn berthnasol iddynt. Os bydd mwy o geisiadau na lleoedd, caiff y lleoedd eu dyrannu yn ôl pellter, gyda'r rhai sy'n byw agosaf i'r ysgol (y daith gerdded fyrraf) yn cael blaenoriaeth.**

* Plant sy'n Derbyn Gofal (PDG), neu a oedd yn arfer derbyn gofal - mae plentyn sy'n derbyn gofal yn cyfeirio at blentyn sy'n derbyn gofal gan yr awdurdod lleol yn Nghymru neu Loegr, (yn ôl diffiniad Adran 22 Deddf Plant 1989 ac Adran 74 Deddf Gwasanaethau Cymdeithasol a Llesiant [Cymru] 2014) ar yr adeg y cyflwynir cais i ysgol ac y mae'r awdurdod lleol wedi cadarnhau y bydd yn parhau i dderbyn gofal pan fydd yn cael mynediad i'r ysgol. Plant a oedd yn arfer derbyn gofal: plant nad ydynt yn derbyn gofal bellach gan eu bod wedi cael eu mabwysiadu, wedi bod yn destun gorchymyn preswyl neu orchymyn gwarcheidwadaeth arbennig yn syth ar ôl derbyn gofal (yn ôl diffiniad Côt Derbyniadau Ysgolion Llywodraeth Cymru, dogfen rhif 005/2013). Bydd angen darparu tystiolaeth ar gyfer holl geisiadau meini prawf PDG.

**Mesurir pob llwybr gan gyfrifiadur gan ystyried y pellter o'r cartref i'r ysgol ar hyd y llwybr cerdded byrraf sydd ar gael. Cymerir y mesuriadau o'r tu allan i fynedfa'r eiddo (tŷ neu fflat) i fynedfa swyddogol agosaf yr ysgol.

***Diffinnir brawd neu chwaer fel plentyn naturiol neu blentyn sydd wedi'i fabwysiadu'n gyfreithlon gan y naill riant neu'r llall sy'n byw yn yr un cyfeiriad. Mewn unrhyw sefyllfa pan fydd un lle ar gael ac mae'r disgyblion cymwys nesaf ar gyfer y lle hwnnw'n efeilliaid/tripledi, bydd yr ALI yn derbyn y ddau/tri phlentyn. Diffinnir oedran ysgol statudol fel disgyblion sydd rhwng 5 ac 16 oed (h.y. disgyblion mewn unrhyw grŵp blwyddyn rhwng ac yn cynnwys y dosbarth Derbyn a Blwyddyn 11.)

SYLWER: Efallai y bydd disgyblion a chanddynt Gynlluniau Datblygu Unigol (CDU) lle mae'r ALI wedi enwi ysgol yn adran 2D.1 y CDU neu Ddatganiad o Anghenion Addysgol Arbennig yn trosglwyddo i ddosbarthiadau'r chweched yn ysgolion Abertawe. Gwneir y penderfyniad ar drosglwyddo gan yr awdurdod lleol mewn ymgynghoriad â'r ysgol berthnasol. Roedd yr wybodaeth yn y cyhoeddiad hwn yn gywir pan gafodd ei chyhoeddi, ond gellir ei newid, yn seiliedig ar gyngor/ddeddfwriaeth newydd yn cael ei gyhoeddi nad oedd ar gael pan gyhoeddwyd y ddogfen.



Education Department / Adran Addysg

**AMSERLEN DIGWYDDIADAU AR GYFER TREFNIADAU DERBYN 2025-2026
YSGOLION CYNRADD (Derbyn)**

4 Rhagfyr 2023	Rhoi'r trefniadau derbyn i ysgolion ar gyfer ymgynghori
26 Ionawr 2024	Dychwelyd ymatebion i'r ymgynghoriad i awdurdod lleol (ALI)
29 Ionawr – 9 Chwefror 2024	Cyfnod i'r All ddatrys ymholiadau
7 Mawrth 2024	Adroddiad ar yr ymgynghori i Briffio Corfforaethol
21 Mawrth 2024	Y cyngor yn pennu'r Trefniadau Derbyn
Medi 2024	Gwybodaeth i rieni ar gael i ysgolion a rhieni/gofalwyr ar wefan Dinas a Sir Abertawe neu ar gopi caled (ar gael ar gais)
7 Hydref 2024	Gwahoddir rhieni/gwarcheidwaid i gyflwyno cais am le yn yr ysgol
7 Hydref – 29 Tachwedd 2024	Cyfnod o wyth wythnos i rieni gyflwyno eu ceisiadau derbyn
29 Tachwedd 2024	Y dyddiad cau i rieni/ofalwyr gyflwyno cais am le mewn ysgol i'r Uned Cefnogi Ysgolion, Y Ganolfan Ddinesig
16 Ebrill 2025	Yr awdurdod lleol yn dweud wrth rieni/ofalwyr am y lleoedd a gynigiwyd mewn ysgolion cynradd. (Dyddiad cynnig Cymru Gyfan)
GWYLIAU'R PASG 14 Ebrill - 25 Ebrill 2025	
14 Mai 2025	Dyddiad olaf i rieni/warcheidwaid gyflwyno apêl



Education Department / Adran Addysg

**AMSERLEN DIGWYDDIADAU AR GYFER TREFNIADAU DERBYN 2025-2026
YSGOLION UWCHRADD (Blwyddyn 7)**

4 Rhagfyr 2023	Rhoi'r trefniadau derbyn i ysgolion ar gyfer ymgynghori
26 Ionawr 2024	Dychwelyd ymatebion i'r ymgynghoriad i awdurdod lleol (ALI)
29 Ionawr – 9 Chwefror 2024	Cyfnod i'r ALI ddatrys ymholiadau
7 Mawrth 2024	Adroddiad ar yr ymgynghori i Briffio Corfforaethol
21 Mawrth 2024	Y cyngor yn pennu Trefniadau Derbyn
Medi 2024	Gwybodaeth i rieni ar gael i ysgolion a rhieni/gofalwyr ar wefan Dinas a Sir Abertawe neu ar gopi caled (ar gael ar gais)
7 Hydref 2024	Gwahoddir rhieni i gyflwyno cais am le yn yr ysgol.
7 Hydref – 29 Tachwedd 2024	Cyfnod o wyth wythnos i rieni gyflwyno eu ceisiadau derbyn.
29 Tachwedd 2024	Y dyddiad cau i rieni/ofalwyr gyflwyno cais am le mewn ysgol i'r Uned Cefnogi Ysgolion, Y Ganolfan Ddinesig
3 Mawrth 2025	Yr awdurdod lleol yn rhoi gwybod i rieni/ofalwyr am leoedd a gynigir mewn ysgolion uwchradd. (Dyddiad cynnig Cymru Gyfan)
GWYLIAU HANNER TYMOR 24 Chwefror – 28 Chwefror 2025	
28 Mawrth 2025	Dyddiad olaf i rieni/warcheidwaid gyflwyno apêl.

CITY AND COUNTY OF SWANSEA / DINAS A SIR ABERTAWE

PRIMARY SCHOOLS / YSGOLION GYNRADD

ADMISSION NUMBERS / NIFER DERBYN

2025-2026

Birchgrove Primary	60
Bishopston Primary	37
Blaenymaes Primary	37
Brynhyfryd Primary	60
Brynmill Primary	45
Burlais Primary	75
Cadle Primary	51
Casllwchwr Primary	30
Christchurch Ch. in Wales	16
Cila Primary	16
Clase Primary	45
Clwyd Primary	45
Clydach Primary	37
Craigfelen Primary	25
Crwys Primary	24
Cwm Glas Primary	40
Cwmrhydyceirw Primary	65
Danygraig Primary	37
Dunvant Primary	49
Gendros Primary	43
Glais Primary	15
Glyncollen Primary	30
Gors Community	46
Gorseinon Primary	45
Gowerton Primary	49
Grange Primary	30
Gwyrosydd Primary	58
Hafod Primary	34
Hendrefoilan Primary	34
Knelston Primary	19
Llangyfelach Primary	30
Llanrhidian Primary	20
Mayals Primary	30
Morrison Primary	26
Newton Primary	30
Oystermouth Primary	30
Parkland Primary	75
Pen y Fro Primary	30

Penclawdd Primary	30
Pengelli Primary	15
Penllergaer Primary	43
Pennard Primary	30
Pentrechwyth Primary	24
Pentre'r Graig Primary	46
Penyrheol Primary	46
Plasmarl Primary	28
Pontarddulais Primary	55
Pontlliw Primary	26
Pontybrenin Primary	45
Portmead Primary	37
Sea View Community Primary	30
Sketty Primary	63
St. David's Primary	30
St. Helen's Primary	33
St. Illtyd's Primary	30
St. Joseph's Cathedral Primary	60
St. Joseph's Primary (Clydach)	30
St. Thomas' Primary	55
Talycopa Primary	30
Terrace Road Primary	45
Townhill Primary	60
Trallwn Primary	41
Tre Uchaf Primary	29
Waun Wen Primary	29
Wauarllwydd Primary	41
Whitestone Primary	27
Ynystawe Primary	24
YGG Bryniago	36
YGG Bryn-y-Mor	37
YG y Cwm	30
YGG Gellionnen	43
YGG Llwynderw	45
YGG Lon Las	75
YGG Pontybrenin	71
YGG Tan-y-Lan	60
YGG Tirdeunaw	77
YGG Y Login Fach	31

CITY AND COUNTY OF SWANSEA / DINAS A SIR ABERTAWE

SECONDARY SCHOOLS / YSGOLION GYNRADD

ADMISSION NUMBERS / NIFER DERBYN

2025-2026

Birchgrove Comprehensive	158
Bishop Gore Comprehensive	255
Bishop Vaughan Comprehensive	224
Bishopston Comprehensive	225
Cefn Hengoed Comprehensive	191
Dylan Thomas Community	148
Gowerton Comprehensive	217
Morrison Comprehensive	244
Olchfa Comprehensive	289
Pentrehafod Comprehensive	230
Penyrheol Comprehensive	224
Pontarddulais Comprehensive	172
Ysgol Gyfun Bryn Tawe	214
Ysgol Gyfun Gwyr	206

Dear Sir/Madam,

We are writing to raise concerns regarding the School Admissions over-subscription criteria applied by Swansea Council. You will obviously be familiar with this, but we have included an extract below for ease of reference in this email:

If more applications have been received for any school than there are places available, the following order of priority will apply:

- 1. Children who are in the care of a local authority i.e. looked after children (LAC), or are previously looked after*.*
- 2. Children who live within the school's defined catchment area. There is no guarantee of a catchment place. If there are more applications than places, the places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority**.*
- 3. Children who have a brother or sister of statutory school age attending the school at the date of their admission.*** If there are more applications than places, the places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority**.*
- 4. Other children for whom a place has been requested for whom criteria 1 to 3 above do not apply. If there are more applications than places, the places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority***

We have recently been through the application process for a Reception place in which the school was over-subscribed with all applicants (including ourselves) living within catchment. The above criteria were correctly applied, and our [REDACTED] was initially declined a place due to our distance from the school. We have another child currently in [REDACTED] at the school, but this did not factor in the decision-making process based on the above criteria. Fortunately, a place at the school has since become available, and we are very grateful to the admissions team for co-ordinating the process so that our [REDACTED] can now attend the same school as [REDACTED].

Having extensively researched school admissions criterions it appears that Swansea is very out of step with the rest of Wales and England (over 300 Local Authorities). During our research, we have established that all other Local Authorities in Wales and England prioritise an attending sibling over simple distance to school. The only exception is Neath Port Talbot which has the same criteria as Swansea, but this is unsurprising given the likelihood of the two authorities to have established the policies with close consultation with each other. The criteria of all other Local Authorities appear much more reasonable and appear to consider the impact of the policy on the children involved. This raises valid concerns over the suitability of the current policy in Swansea. We would respectfully request that this be considered, and the policy reviewed. We have attached the Carmarthenshire information for parents document as just one example of this difference (over-subscription criteria on page 19), but having reviewed all Local Authority policies in Wales and England (over 300) we believe all others are in line with that of Carmarthenshire.

As further support of these valid concerns is that the admissions policy of Swansea is not in keeping with Welsh Government guidance as per the School Admissions Code (document 005/2013).

- *2.36 -Giving priority to children who have siblings who will be at the school when they join may support parents of young children. Admission authorities should give*

consideration particularly to the needs of younger children at primary schools, where parents may have problems with transporting children placed at different schools.

- *2.38 Particular difficulties may occur if schools can admit a child but not his or her siblings, and parents may be deterred by the prospect of taking children to two or more schools.*

In Annex B of the School Admissions Code, guidance is given on over-subscription criteria which places children living within catchment with a sibling in attendance as the first priority after children in care of the local authority. We appreciate that this is given as an example of oversubscription criteria only. However, this in combination with points 2.36 and 2.38 above, make it obvious that the intention is that Local Authorities should be sensitive to the issue of separating siblings, especially those so young as our children. It again raises questions as to why the admissions policy of Swansea does not adhere to this guidance, and if this is a deliberate decision it questions whether it is appropriate, or whether there may be an unintentional oversight in the application of this policy.

When all applicants live within the catchment of a school the application of this criteria means that admission is simply a matter of who lives closest to the school and the subsequent points are irrelevant. The presence of siblings at the school is irrelevant (this only becomes a factor in allocating places if the very last places (child 30 and 31) were tied on distance, both living exactly the same distance from school, something which is statistically implausible). This has the very real impact of separating children from each other as was very nearly the case with our family and must happen to other families.

We believe that it may not be the conscious intention of Swansea Council to needlessly split up a family unit in this way but instead be a genuine error/oversight in the technicalities of how the policy is implemented. We propose that it may be possible that the use of distance from school was intended to be used as a final tie-break criterion (as proposed in the School Admissions Code and utilised by other Local Authorities) applied after all other previous criteria are applied, rather than be applied to each individual criteria before considering others, thus making further criteria null and void.

The separation of children because of the admissions criteria implemented by Swansea has the potential to cause immeasurable damage to children and the family unit in a number of ways. E.g.

- Damage to the children's mental health due to the anxiety and stress of separation
- Negative impact on the children's education due to logistical impossibilities of transporting young children to different schools, meaning late attendance will be unavoidable
- Increased travel times meaning that children will be deprived of after school activities due to logistical impossibilities (in our case the travelling time to two schools would have increased our commute time by 1 hour 10 minutes every day). Similarly, there will be less time available to do homework/learning etc, further impacting their education.
- Increased costs to parents due to the inevitability of having to pay to use breakfast and after-school clubs to care for children as they are unable to drop off or collect from two schools on time.
- Negative impact on the environment and road use due to increased commute time. We currently walk to school so do not use a car most days for school runs, but this would not have been possible had we had to transport children to two schools. This would have been a direct result of Swansea Council policy and seems

to go against so many of their own and the Welsh Government wider policies for safer roads and a greener environment.

It is not only our own opinion of the above, but that of everyone that we have spoken to on this matter. [REDACTED]

[REDACTED] This is of grave concern and we would urge the Admissions Authority to consider the impact this policy has on children and urgently review it.

The over-subscription policy which has the potential to split up a family unit has so many negative effects, and absolutely no benefits. It clearly does not consider the welfare of children and families, nor consider logistics and the impact it will have in real life situations. Furthermore, it is completely unnecessary as is demonstrated by the fact that no other Local Authorities adopt such a policy.

We would respectfully request that consideration be given to our points raised above and that an unbiased review of the Swansea School Admission over-subscription criteria be made, particularly in light of the Welsh Government School Admissions Code guidance, and knowledge that Swansea is so out of step with all other Welsh and English Local Authorities. We do not believe that it can genuinely be considered appropriate to apply these criteria in this way based on these facts and sincerely hope that you are able to reach the same conclusion and amend the policy to be more in line with other authorities and be less damaging to the children and families involved.

Agenda Item 8.



Report of the Chair of Climate Change & Nature Recovery Service Transformation Committee

Council – 6 March 2024

Section 6 Biodiversity Duty Action Plan for Swansea

Purpose:	The purpose of this report is to seek approval of the draft Section 6 Biodiversity Duty Action Plan for Swansea. (2023-2025)
Policy Framework:	<ul style="list-style-type: none">• Corporate priority for Climate Change & Nature Recovery• Nature Recovery Action Plan (NRAP) for Wales.• Environment Wales Act (Section 6 Biodiversity Duty).• Wellbeing of Future Generations Act – Resilient Wales Objective• Local Nature Recovery Action Plan for Swansea (LNRAP)
Consultation:	Finance, Legal, Access to Services
Recommendation(s):	It is recommended that: - 1) The draft Section 6 Biodiversity Duty Action plan for Swansea Council be adopted.
Report Authors:	Deb Hill / Mark Barber
Finance Officer:	Peter Keys
Legal Officer:	Jonathan Wills
Access to Services Officer:	Rhian Millar

1. Background

Policy background

Since 2015, Swansea Council (together with all other public bodies) has been given increased responsibilities and legal duties to maintain and

enhance the natural environment and biodiversity in order to comply with the following legislation:

- 1.1. The Well-being of Future Generations (Wales) Act 2015, Resilient Wales Goal: 'A nation which maintains and enhances a biodiverse natural environment with healthy functioning ecosystems that support social, economic and ecological resilience and the capacity to adapt to change (for example climate change)'
- 1.2. The Environment (Wales) Act 2016 (Part 1) Section 6 Biodiversity and Resilience of Ecosystems Duty which requires that: 'A public authority must seek to maintain and enhance biodiversity in the exercise of functions in relation to Wales, and in so doing promote the resilience of ecosystems, so far as consistent with the proper exercise of those functions'.
- 1.3. Swansea Council has a legal duty to report to the Welsh Government every 3 years outlining actions undertaken to comply with the Statutory Biodiversity Duty
- 1.4. The Welsh Government has also committed to a '30x30' target, stating that they aim to protect "[at least 30% of the land and 30% of the sea in Wales by 2030](#)"
- 1.5. One of the key corporate wellbeing objectives in the Council's Corporate Plan is 'Delivering on Climate Change and Nature Recovery'.
- 1.6. Swansea Council endorsed the Swansea Local Nature Recovery Action Plan 2023 produced by the Swansea Local Nature Partnership in October 2023

2. Section 6 Duty Action Plan Report Overview

- 2.1. Outside of policy drivers for Section 6 Biodiversity plans, there is also a real need for them as a tool in delivering nature recovery as we are in a nature emergency. The Senedd and Swansea Council both declared nature emergencies in 2021 Species are declining in abundance and distribution, habitats and protected sites are in poor condition and overall ecosystem resilience is poor. There is therefore the urgent need for coordinated and cohesive action at all scales to achieve nature recovery.

This draft Section 6 action plan (see link at appendix A) sets out the actions the Council proposes to take between now and December 2025 to meet its obligations under its Biodiversity Duty to maintain and enhance biodiversity and contribute to the Welsh Governments 30x 30 targets for nature recovery.

- 2.2. Actions have been set out under the six key objectives of the Nature Recovery Action Plan for Wales [Nature Recovery Action Plan \(NRAP\) for Wales](#) and the Swansea Local Nature Recovery Action Plan as set out below :

1. Engage and support participation and understanding to embed biodiversity throughout decision making at all levels.
 2. Safeguard species and habitats of principal importance and improve their management.
 3. Increase the resilience of our natural environment by restoring degraded habitats and habitat creation.
 4. Tackle key pressures on species and habitats.
 5. Improve our evidence, understanding and monitoring.
 6. Put in place a framework of governance and support delivery.
- 2.3. Some of the actions listed in the Section 6 Plan are aspirational and long-term, we don't expect to complete them all by December 2025
 - 2.4. Other actions reflect day to day work already being undertaken that contribute to nature recovery.
 - 2.5. Many of the actions are dependent on, and subject to available funding and staff resources.
 - 2.6. This action plan is a living document which will be reviewed and reported on annually.

3. The Section 6 Action Plan has been created with:

- feedback from Heads of Service questionnaires, group presentations /workshops with individual teams and the CC&NR Programme board, plus written feedback, and suggestions from Heads of Service.
- Key global, national, and regional legislation, policies, and plans in mind,
- The draft Section 6 Biodiversity Duty Plan was endorsed by the Climate Change and Nature Recovery Programme Board on the 15 January 2024 and by the Climate Change and Nature Recovery Steering Group on 23 January 2024.

It is intended to review progress towards achieving the actions outlined in the Action Plan on a regular (annual) basis and to report to Welsh Government every 3 years.

4. Next Steps

- 4.1 This Climate Change & Nature Recovery Service Transformation Committee is asked to approve the Section 6 Biodiversity Duty Action Plan prior to it being forwarded to Council for approval.

5. Financial Implications

- 5.1 There are no direct financial implications associated with this report. However, to reach the 2030 biodiversity targets, further grant funding will be required. Any bids would be subject to the Councils standard grant procedures. For the next two financial years £1,192,300 Local Places for Nature Grant has been approved by Welsh Government.

6. Legal Implications

- 6.1 This Swansea Council Section 6 Biodiversity Action Plan will contribute to Swansea Council's Corporate Objective for Climate Change and Nature Recovery and its Biodiversity Duty under the Environment (Wales) Act 2016. The Plan will also assist the Council in its Well-being Duty, especially with regard to the 'Resilient Wales Goal,' under the [Well-being of Future Generations \(Wales\) Act 2015](#).

7. Integrated Impact Assessment

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

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

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

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

- 7.3 An IIA screening report was completed, and no significant risks were identified. The cumulative impacts were deemed low but positive, and as such a full IIA strategy is not deemed necessary. Screening report attached at appendix B

Background Papers

- [Nature Recovery Action Plan for Wales 2015 and 2020/21 Update.](#)
- [Local Nature Recovery Action Plan for Swansea 2023](#)
- [South West Wales Area Statement.](#)
- [Marine Area Statement.](#)
- [Environment \(Wales\) Act 2016.](#)
- [Well-being of Future Generations \(Wales\) Act 2015.](#)
- [Strategic Plan for Biodiversity \(and the associated Aichi Biodiversity Targets for 2011-20\).](#)
- [Kunming-Montreal Global Biodiversity Framework.](#)
- [Welsh Government Biodiversity Deep Dive.](#)
- [Swansea Local Nature Partnership.](#)
- [State of Nature 2019.](#)
- [Protected Sites Baseline Assessment 2020.](#)
- [Section 7 Habitats and Species of Principal Importance.](#)

Appendices

Appendix A - Draft Section 6 Biodiversity Action Plan for Swansea Council

Appendix B – IIA Screening report

Environment (Wales) Act 2016 Section 6 Biodiversity and Resilience of Ecosystems Duty Action Plan for Swansea Council (January 2023 - December 2025)

Introduction

- Since 2015, Swansea Council (together with all other public bodies) has been given increased responsibilities and legal duties to maintain and enhance the natural environment and biodiversity in order to comply with the following legislation:
 - The [Well-being of Future Generations \(Wales\) Act 2015](#), Resilient Wales Goal: ‘A nation which maintains and enhances a biodiverse natural environment with healthy functioning ecosystems that support social, economic and ecological resilience and the capacity to adapt to change (for example climate change)’.
 - The [Environment \(Wales\) Act 2016 \(Part 1\) Section 6 Biodiversity and Resilience of Ecosystems Duty](#) which requires that: ‘A public authority must seek to maintain and enhance biodiversity in the exercise of functions in relation to Wales, and in so doing promote the resilience of ecosystems, so far as consistent with the proper exercise of those functions’.
- Swansea Council has a legal duty to report to the Welsh Government every 3 years outlining actions undertaken to comply with the Statutory Biodiversity Duty, this is called the Section 6 Report.
- Swansea Council has provided Section 6 Reports for the years 2016-2019 and 2020-2022.
- This is the first detailed Section 6 Biodiversity and Resilience of Ecosystems Duty Action Plan (Section 6 Action Plan henceforth) to aid future reporting. Previously the Council’s corporate Objective for ‘Protecting and enhancing our Natural Resources and Biodiversity’ provided a high-level strategic framework which identified the key steps that the Council would take to meet its Biodiversity Duty.

Why do we need a Section 6 Plan?

- Swansea Council [declared a Nature Emergency](#) in November 2021, shortly after the [Senedd had also declared one](#) at a national level in June 2021.
- Swansea Council owns a significant area of land assets so there is considerable opportunity for the Council to implement actions for nature recovery in Swansea. This plan has prioritised key actions the council can take that best impact positively on nature in Swansea.



- The [Swansea Local Nature Recovery Action Plan \(LNRAP\)](#) published in 2023 identifies 25 Action Themes for Nature Recovery in Swansea. Swansea Council is a key member of the Swansea Local Nature Partnership and as well as helping to co-ordinate collaborative actions through the Partnership will contribute to the delivery of the Swansea LNRAP through its Section 6 Action Plan.
- The Section 6 plan will also contribute to a number of other national, regional and local plans/strategies which recognise the importance of biodiversity, and the wider benefits it can provide for people including:
 - Swansea Public Service Board Well-being plan (Climate Change and Nature Recovery objective).
 - [Swansea Council's Corporate Plan 2023-28](#) - One of the key corporate wellbeing objectives in the is 'Delivering on Climate Change and Nature Recovery'.
 - Council [Green Infrastructure \(GI\) strategies](#) and plans.
 - Natural Resources Wales [South West Area Statement](#) and [Marine Area Statement](#).
 - Welsh Government [Nature Recovery Action Plan for Wales](#).
 - Welsh Governments biodiversity [deep dive](#).

Structure of the plan and key points to note

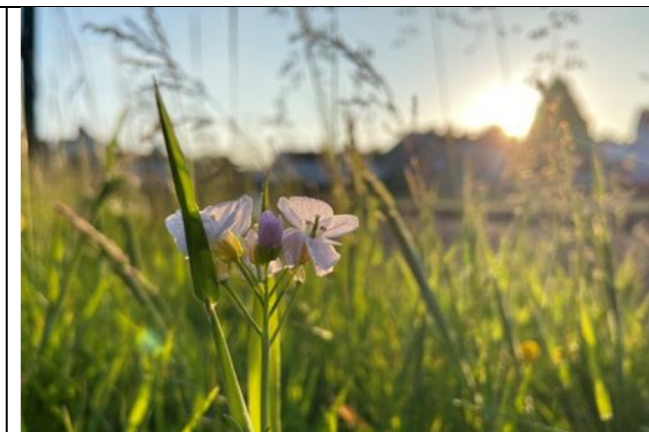
- Many of the actions are dependent on, and subject to, available funding and staff resources.
- The following sections set out tables of actions that the Council aims to progress over the reporting term of the Section 6 Plan.
- The action plan below sets out the work we will undertake from now until December 2025 to deliver our commitments to maintaining and enhancing Biodiversity.
- Actions have been set out under the six key objectives of the Nature Recovery Action Plan for Wales, which are the main headings in the action table below.
- The Swansea LNRAP Action Themes addressed are noted in column 2. It is worth reading and referring to the Swansea LNRAP as it provides an overview of nature recovery in Swansea.
- Key departments or teams primarily responsible for actions listed in the plan are identified in column 3.



- Some of the actions listed are aspirational and long-term, we don't expect to complete them all by December 2025.
- Other actions reflect the day-to-day work already being undertaken that contribute to nature recovery.
- The S6 plan is everyone's responsibility but the Nature Conservation Team are happy to support and advise.

Monitoring and updating of the plan

- This action plan is a living document which will be reviewed and reported on regularly through the Climate Change and Nature Recovery Programme Board and annual Corporate Plan reporting.
- Additional actions may be added as needed.
- The next Section 6 monitoring report will be published in January 2026 and will be combined with the updated version of this action plan.
- Where there are fundamental changes to policy, terminology, or advancements in our understanding of ecosystems, this plan may be updated to reflect those changes at any time.



Swansea Council Nature Recovery Actions	LNRAP action themes addressed	Key department(s)/team(s)
NRAP Objective 1: Engage and support participation and understanding to embed biodiversity throughout decision making at all levels		
1a. Deliver external nature recovery training, citizen science and educational awareness raising events for communities, groups, schools and businesses.	1.1; 1.2	Nature Conservation & AONB
1b. Deliver bespoke biodiversity and Green Infrastructure training to council staff and elected members.	1.2; 1.4	Nature Conservation, Landscape
1c. Raise awareness of threats to nature and positive nature recovery efforts through official council social media platforms, website and other.	1.1	Communications, Nature Conservation, AONB
1d. Participate in online nature recovery training.	1.1; 1.2; 1.4	All staff and Elected Members
1e. Engage and support elected members, including the biodiversity champion, on relevant nature recovery issues and opportunities within their ward and portfolio responsibilities.	1.2; 1.4	Nature Conservation, Elected Members
1f. Facilitate council sections with land and building management responsibilities to undertake appropriate short, medium and long-term management and actions to enhance biodiversity.	1.3; 1.4	Parks, Housing, Nature Conservation, Schools, Social Services, Highways, Corporate Property, Building Control, Cemeteries, RoW
1g. Planning decisions must maintain and enhance biodiversity by considering all relevant information available which may include species and habitats of principle importance, SINC, ecosystem resilience, and relevant SPGs.	1.4	Planning and Strategic Planning, Nature Conservation (advice) SAB Officers, Tree Officers
1h. Continue to embed nature recovery within current and future Corporate Plans, the Wellbeing Plan, and the Replacement Local Development Plan, to ensure that it is considered in decision making and is prioritised at the same level as the Climate Emergency.	1.4	Planning Policy, Climate Change

NRAP Objective 2: Safeguard species and habitats of principal importance and improve their management		
2a. Ensure collation of up-to-date and accurate data on statutory protected nature sites in council ownership to monitor condition and inform appropriate management and nature recovery interventions.	2.1; 5.1	Nature Conservation, AONB
2b. As the responsible authority, conduct a review of Sites of Importance for Nature Conservation (SINCs) and in line with relevant guidance. Begin to re-survey the 73 SINCs that are largely or partly council-owned regularly to maintain accurate and up to date data that informs management and conservation intervention.	2.1; 5.1	Nature Conservation, AONB
2c. Audit current council buildings and aim to install at least one bat and bird nesting feature on all suitable, existing and new, council owned or council-leased buildings.	2.2; 2.3; 3.1	Nature Conservation, Building Services, Schools, More Homes
2d. Prepare, implement and monitor management plans for Council owned SINCs and LNRs plus other public green spaces including beaches and parks, where appropriate and funds allow.	2.1: 2.2	Nature Conservation, Parks, and other relevant landholding departments
NRAP Objective 3: Increase the resilience of our natural environment by restoring degraded habitats and habitat creation		
3a. Expand current wildflower meadow management (cut and collect) scheme across suitable council land, where funding and resources allow.	3.1; 3.2	Nature Conservation, Parks
3b. Work corporately and with stakeholders to continue to implement city centre GI Strategy and prepare and adopt the county wide Green Infrastructure strategies.	3.5	Nature Conservation, Landscape, Planning and Strategic Planning, Development Management, Economic Regeneration, Parks Services, Highways and Drainage
3c. Improve the management of council owned sites to improve their condition and overall ecosystem resilience.	3.3; 3.4; 2.2; 3.2	Nature Conservation, Parks, and other relevant landholding departments
3d. Increase and monitor tree canopy cover throughout the county using relevant opportunity mapping data.	3.5; 3.2	All landowning departments
3e. Prioritise and deliver the nature recovery elements of the Gower AONB management plan, within and surrounding the AONB.	3.1; 3.1:2	AONB, Nature Conservation
3g. Ensure the Active Travel Fund Scheme maintains and enhances biodiversity in all its planned works going forward.	3.2	Active Travel, Nature Conservation, Planning and Strategic Planning,
3h. Explore opportunities to declare, enhance and manage new Local Nature Reserves on Council owned land to contribute to the Swansea LNRAP and WG 30x30 targets.	3.3	Nature Conservation, AONB
3i. Work with schools to support the delivery of biodiversity and green infrastructure enhancements within school grounds'	3.3; 3.4; 2.2; 3.2	Education, Schools Corporate Property, Nature Conservation , Parks
NRAP Objective 4: Tackle Key pressures on species and habitats		
4a. Reduce and minimise the use of pesticides and herbicides used in council operations where feasible alternatives are available.	4.1	Parks, Nature Conservation
4b. Within the remits of the council's responsibilities reduce incidences of water, soil and air pollution.	4.1	Pollution team, Highways, Nature Conservation, Landscape (GI)
4c. Further improve sustainable procurement throughout all council services so biodiversity is maintained and enhanced.	4.6	Procurement
4d. Create a council-wide Artificial Light at Night (ALAN) guidance note in collaboration with all relevant sections/teams to reduce the council's light pollution impact and increase ecosystem resilience by minimising light pollution barriers to species.	4.1	Nature Conservation, Housing, Highways, Planning and Strategic Planning, AONB, Street Lighting team
4e. Develop and utilise a checklist to ensure council organised activities and events minimise disturbance/damage to habitats and species.	4.4; 4.6	Nature Conservation, Special Events, Other
4f. Manage Invasive Non-Native Species (INNS) on council owned land. Prioritising protected sites contributing to being in effective management for 30x30.	4.2	Nature Conservation, Parks,

4g. Create a council-wide Japanese knotweed guidance note in collaboration with all relevant sections/teams to control the species on council land.	4.2	Nature Conservation, Parks
4h. Raise awareness of INNS internally within the council, especially regarding kerbside waste collection and managing INNS on council land.	4.2; 1.2	Parks and Waste, Nature Conservation
4i. Support actions that work towards the Net Zero 2030 Plan to tackle the climate emergency, which also helps nature recovery.	4.3	All staff/departments
4j. Use official media platforms, plus tourism and visitor promotional material to raise awareness about how tourism and the public can contribute towards wildlife disturbance and advise on how to minimise impacts within Swansea.	4.4; 1.4	Nature Conservation, CBEEMS, Communications, Tourism Marketing Events and Support
4k. Increase ecological connectivity and resilience using relevant data (such as ecosystem resilience mapping and ward mapping) to identify priority areas for improvement and prevent any further losses to key connectivity areas.	4.5; 3.1	Nature Conservation, all landholding departments
4l. Ensure that all available ecological data are considered during allocation of sites for the Replacement Local Development Plan, as well as identifying any gaps in the data and undertake work to fill the gaps.	4.5	Nature Conservation, Planning
4m. Explore ways in which special events, such as large crowd drawing events, can offset negative impacts on nature by undertaking mitigation and/or financially contributing to nature recovery in Swansea.	4.4; 4.1; 2.2	Nature Conservation, Tourism Marketing Events and Support
NRAP Objective 5: Improve our evidence, understanding and monitoring		
5a. Continue the annual Service Level Agreement (SLA) with South East Wales Biodiversity Records Centre (SEWBRc) to maintain access to up-to-date species and habitat records to be able to use the best available evidence for decision making.	5.2	Nature Conservation, Planning and Strategic Planning
5b. Support the development of new mechanisms and plans that use local environmental data to identify and target nature recovery opportunities.	4.5	Nature Conservation, AONB others?
5c. Ensure all council funded ecological survey reports are provided to the Nature Conservation team and data is submitted to SEWBRc by contractors.	5.1	Nature Conservation, Planning and Strategic Planning, Development and Physical Regeneration, Estates
5d. Investigate mechanisms for ensuring compliance with planning conditions related to biodiversity.	1.4; 2.3; 4.5	Nature Conservation, Planning and Strategic Planning.
<i>*Actions 2a, 2b + 6c overlap with this objective too*</i>		
NRAP Objective 6: Put in place a framework of governance and support delivery		
6a. Continue to be a lead member of the Swansea Local Nature Partnership and co-ordinate and assist other members in the delivery of the Swansea Local Nature Recovery Action Plan.	6.1; 6.3; 5.3	Nature Conservation, AONB, Elected Members
6b. Seek opportunities to source more core revenue and capital funding for nature recovery through grant bids, fee charging and contributions from other internal budgets, Section 106 agreements, including administrating and co-ordinating the delivery of the Welsh Government's Local Places for Nature grant.	6.2; 6.3	Nature Conservation, Planning and Strategic Planning
6c. All council sections to report annually on work undertaken to achieve above listed actions, via the CCNR programme board and steering group, S6 report and new plan to be submitted to WG by December 2025.	6.2	All sections
6d. Nature Recovery is embedded within the Public Service Board Well Being Plan.	1.4; 6.2	Nature Conservation

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: **Strategic Planning and City Regeneration**

Directorate: **Place**

Section 6 Biodiversity Action Plan for Swansea Council

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
- X - 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 is to seeks approval of the draft Section 6 Biodiversity Duty Action Plan for Swansea.

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- 1.2. The Environment (Wales) Act 2016 (Part 1) Section 6 Biodiversity and Resilience of Ecosystems Duty which requires that: 'A public authority must seek to maintain and enhance biodiversity in the exercise of functions in relation to Wales, and in so doing promote the resilience of ecosystems, so far as consistent with the proper exercise of those functions'
- 1.3. Swansea Council has a legal duty to report to the Welsh Government every 3 years outlining actions undertaken to comply with the Statutory Biodiversity Duty
- 1.4. The Welsh Government has also committed to a '30x30' target, stating that they aim to protect "at least 30% of the land and 30% of the sea by 2030"
- 1.5. One of the key corporate wellbeing objectives in the Council's Corporate Plan is 'Delivering on Climate Change and Nature Recovery'
- 1.6. Swansea Council endorsed the Swansea Local Nature Recovery Action Plan (LNRAP) 2023 produced by the Swansea Local Nature Partnership in October 2023

2. Action Plan Report Overview

Nature Emergency

- 2.1. Outside of policy drivers for Section 6 Biodiversity plans there is also a real need for them as a tool in delivering nature recovery as we are in a nature emergency. The Senedd and Swansea Council declared nature emergencies in 2021, species are declining in abundance and distribution, habitats and protected sites are in poor condition and overall ecosystem resilience is poor. There is therefore the urgent need for coordinated and cohesive action at all scales to achieve nature recovery.

The draft Section 6 action plan (see link at appendix A) sets out the actions the Council proposes to take between now and December 2025 to meet its obligations under its Biodiversity Duty to maintain and enhance biodiversity, and contribute to the Welsh Government's 30x 30 targets for nature recovery.

- 2.2. Actions have been set out under the six key objectives of the Nature Recovery Action Plan for Wales [Nature Recovery Action Plan \(NRAP\) for Wales](#) and the Swansea Local Nature Recovery Action Plan [add link](#) as set out below:
1. Engage and support participation and understanding to embed biodiversity throughout decision making at all levels.
 2. Safeguard species and habitats of principal importance and improve their management.
 3. Increase the resilience of our natural environment by restoring degraded habitats and habitat creation.
 4. Tackle key pressures on species and habitats.
 5. Improve our evidence, understanding and monitoring.
 6. Put in place a framework of governance and support delivery.
- 2.3. Some of the actions listed in the Plan are aspirational and long-term, we don't expect to complete them all by December 2025
- 2.4. Other actions reflect day to day work already being undertaken that contribute to nature recovery.
- 2.5. Many of the actions are dependent on, and subject to available funding and staff resources.
- 2.6. This action plan is a living document which will be reviewed and reported on annually.
-

Integrated Impact Assessment Screening Form – Appendix B

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

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

- 3 The Section 6 Action Plan has been created with:
- feedback from Heads of Service questionnaire, group presentations/workshops with individual teams and the CC&NR Programme board and Steering Group plus written feedback, and suggestions from Heads of Service.
 - Key global, national, and regional legislation, policies, and plans in mind,
 - Consultation with the Climate & Nature STC Committee.
 - Awareness raising workshops and pilot projects with specific teams.

It is intended to review progress towards achieving the actions outlined in the Action Plan on a regular (annual) basis and to report to Welsh Government every 3 years

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

- a) Overall does the initiative support our Corporate Plan’s Well-being Objectives when considered together?
Yes
- b) Does the initiative consider maximising contribution to each of the seven national well-being goals?
Yes
- c) Does the initiative apply each of the five ways of working?
Yes

Integrated Impact Assessment Screening Form – Appendix B

- d) Does the initiative meet the needs of the present without compromising the ability of future generations to meet their own needs?

Yes

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

Low Risk

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

Yes

If yes, please provide details below

Yes, the Section 6 Biodiversity Duty Action Plan will potentially impact all Council Services directly and indirectly in a positive manner. The section 6 Action Plan will provide the overarching framework to inform and direct actions the council will undertake to contribute to nature recovery.

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

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

The cumulative impact on people and communities will be low but positive. The Section 6 plan will help to coordinate and direct nature recovery action across all council services which will hopefully benefit everyone in Swansea long term. Maintaining and enhancing biodiversity is clearly associated with improved health and wellbeing by providing access to biodiverse greenspaces to exercise, socialise, play and enjoy nature. Exposure to nature facilitates social interaction and is calming and inspiring, lowering stress and improving mental health and cognitive development. So, the Council's Section 6 Action Plan will provide long term health and well-being benefits to local communities as well as benefiting nature. Alongside the environmental and health benefits of nature there are numerous well documented economic benefits.

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)

Integrated Impact Assessment Screening Form – Appendix B

The impacts are considered low and positive due to the nature of the plan which is designed to aid nature recovery in Swansea, thereby improving environmental, social, and economic wellbeing. As such no mitigation is required.

The Swansea Council Section 6 Plan has been created with consultation and input from all Heads of Services as well as regard to relevant national, and subnational policies and legislation, evidence reports and community consultations. The plan will also have been reviewed by the Climate Change and Nature Recovery Programme Board and Steering Group.

The plan will contribute to Swansea Council's Corporate Objective for Climate Change and Nature Recovery, and will assist the Council in delivering its Well-being Duty, especially with regard to the 'Resilient Wales Goal', under the Well-being of Future Generations (Wales) Act 2015. It will also ensure compliance with the Council's Biodiversity Duty under the Environment (Wales) Act 2016.

There are no significant risks associated with the plan, and the cumulative impacts are deemed low but positive. As such a full IIA strategy is not deemed necessary.

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

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: Deb Hill
Job title: Nature Conservation Team Leader
Date: 6 February 2024
Approval by Head of Service:
Name: Phil Holmes
Position: Head of Strategic Planning and City Regeneration
Date: 6 Feb 2024

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

Agenda Item 9.



Report of the Cabinet Member for Culture, Human Rights & Equalities

Council – 21 March 2024

Human Rights and Strategic Equality Plan 2024-2028

Purpose:	To adopt a Human Rights and Strategic Equality Plan containing the Council's Human Rights Equality Objectives for 2024/28
Policy Framework:	Strategic Equality Plan 2020-24.
Consultation:	Access to Services, Finance, Legal.
Recommendation(s):	It is recommended that: 1) That the Human Rights and Strategic Equality Plan 2024/28 is adopted.
Report Author:	Rhian Millar
Finance Officer:	Paul Roach
Legal Officer:	Debbie Smith
Access to Services Officer:	Catherine Window

1. Introduction

- 1.1 The Council has a general duty under the Equality Act 2010 to consider how to eliminate discrimination and positively contribute to a fairer society through advancing equality and good relations in their day-to-day activities.
- 1.2 The Council also has an obligation under the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 to publish a revised Strategic Equality Plan and Objectives by 1st April 2024. Prior to publishing, the Council is also required to consider the relevant information that is held and is needed and to engage with relevant stakeholders.
- 1.3 Swansea declared itself a Human Rights City in December 2022. This is the first time we have combined our Strategic Equality Plan (SEP) with our Human Rights commitments. This plan will outline how we will

continue to meet our commitments to human rights and equality, and how we will meet our legal obligations within the Equality Act 2010 and the Public Sector Equality Duty.

2. Methodology for developing the Human Rights and Strategic Equality Plan

2.1 Work commenced in 2023/24 on the Council's Human Rights and Equality Objectives and Plan for 2024/28. The development of the objectives and the final plan is overseen by the Council's Strategic Equality and Future Generations Board. The purpose of the Board is to provide strategic oversight for the Council's responsibilities under the Public Sector Equality Duty and the Well-being and Future Generations Act.

It was agreed at the board:

- to have early and open engagement
- to make use of previous engagement
- to be honest and transparent
- to use existing evidence
- budgets need to be considered
- a monitoring and evaluation process is included.

2.2 Sources of information used for the Objectives and Plan

- **Equality and Human Rights Commission - *Is Wales Fairer?* Report**
Is Wales Fairer? 2023 identifies the key inequalities in Wales focusing on the 9 protected characteristics. It offered a framework for analysis to identify and address the most pressing and persistent equality challenges facing Wales and to identify and shape initial draft Objectives.
- **Swansea Council's Corporate (Well-being) Plan**
This plan sets out Swansea Council's well-being objectives and the steps we will take to achieve them. Many of these steps already address equality and diversity issues. The close correlation between plans and Objectives as set out in the Corporate Plan is evident as we pursue closer integration between the two sets of plans and objectives and the steps to meet them.
- **Swansea Public Services Board Local Well-being Plan**
This document sets out Local Well-being objectives such as Stronger Communities with a sense of pride and belonging with steps that align with equality and diversity priorities for Swansea.
- **Previous Strategic Equality Plans and Reviews**
We looked at what worked and what could be improved in previous Strategic Equality Plans and Reviews.
- **The Well-being of Future Generations Act (Wales) 2015**
Swansea Council applied the sustainable development principle's five ways of working to develop a Strategic Equality Plan that helps create a

more equal, prosperous, healthier Swansea of cohesive communities with a vibrant culture and thriving Welsh language.

- **The Social Services and Well-being Act (2014)**
This legislation seeks to improve the well-being of people who need care and support and carers who need support. The West Glamorgan Regional Partnership's Area plan and Population Assessment has influenced the development of the Strategic Equality Objectives.
- **Swansea Equalities Statistics Review 2023**
The Council collated an evidence base of statistical information relating to protected characteristics in a Swansea context. The commentary and analysis helps us to understand the diversity of Swansea's population, how it has changed and (as far as possible) how it may develop in the future. [Equalities Statistics Review - Swansea](#)

2.3 Engagement and Consultation

2.3.1 The engagement and consultation process involved all stakeholders in the Plan's development.

Stage 1: Early Engagement and evidence

2.3.2 We asked the two following questions as part of our extensive early engagement;

- What do you think are the most significant inequality issues which affect people in Swansea?
- What actions do you think the Council can take to address significant inequality issues in Swansea?

We held a number of engagement sessions online and published a survey, in order to gather people's thoughts on the above questions. These questions were also included within our wider Residents survey. We visited a number of existing networks and forums across the city, including the Council's LGBTQ+ forum, Disability Liaison Group and asylum seekers and refugee groups. See Engagement report for full details Appendix B.

2.3.3 We looked at recent engagement and consultations that have happened in Swansea Council relating to equality and diversity. They have been used to inform this plan, including Swansea's Human Rights Engagement Report (2022), the Council's Corporate Plan – consultation results (2023) and the Residents Survey (2024).

2.3.4 We also looked at the evidence provided by 'Is Wales Fairer?' 2023 report by the Equality and Human Rights Commission Wales, and the Census data 2021.

Stage 2 – Consultation on draft Human Rights and Equality Objectives

- 2.3.5 The draft Objectives were shared with the public and with stakeholders so they could replace, remove, change and add so we could make sure the most appropriate objectives for Swansea were identified. The engagement also enabled more detailed information on actions relating to the objectives to be collected so that in line with the National Principles for Public Engagement people could be genuinely involved at the earliest stage and throughout the process.
- 2.3.6 The outcomes of this consultation were largely positive and supported our draft objectives. Comments received will also be used for continued action plan development and will be reviewed by the Strategic Board.

3. Human Rights and Equality Objectives and Plan

- 3.1 Six Objectives were identified following the review of information and evidence and after engagement with the public and stakeholders:

Tackling Poverty: Working together to address the causes and effect of poverty on people and communities, eradicating inequalities for those who are affected by poverty.

Vulnerable Children and Families: Understanding what matters to children and families and working together to find creative solutions.

Tackling Discrimination: Reduce inequalities and barriers that exist within our communities and services.

Domestic Abuse and Violence: We want everyone who lives in Swansea to be safe, happy and healthy. We want them to be free from all types of abuse.

Equality and Human Rights: To work with our partners to create and embrace a vision of a vibrant, diverse, fair and safe city where everyone counts.

Workforce: To be an inclusive and diverse workforce.

- 3.2 A brief summary of the Human Rights and Strategic Equality Plan 2024/28:
- Section 1 - outlines the purpose of the plan and how we became a Human Rights City.
 - Section 2 - describes the legislative context and how we meet our obligations under the Equality Act 2010 and our human rights principled approach.
 - Section 3 - contains a summary of the demographic profile of Swansea based on the latest available information.

- Section 4 - describes how we developed our Human Rights and Equality Objectives,
 - Section 5 – outlines our Human Rights and Strategic Equality Objectives 2024-28, including the commitments the council will make to deliver them.
 - Section 6 – describes the way we will monitor and evaluate progress of the plan and the importance of Integrated Impact Assessments (IIAs).
- 3.3 A copy of the Human Rights and Strategic Equality Plan 2024/28 is attached at Appendix A.

4. Action Plan

- 4.1 The Human Rights and Strategic Equality Plan 2024/28 will be supported by an action plan which will detail how we will deliver each objective and accompanying commitments within the plan.
- 4.2 This action plan is still in development and will be completed following the adoption of the plan. This is to ensure that all engagement and consultation is fully considered to inform the actions.
- 4.3 The action plan will be reviewed and agreed by the Strategic Board and published on our website by the end of April. Each action will be subject to its own integrated assessment process.

5. Monitoring and Reviewing the Plan

- 5.1 The Human Rights and Strategic Equality plan 2024/28 will be assessed annually by departments who will report on the progress made against their actions. The delivery of this plan will also be assessed the Council's Strategic Equalities and Future Generations Board, which will identify areas for policy review and development.
- 5.2 The action plan progress will be reported on as part of the annual review. We will also use this opportunity to reflect on our future actions and amend if needed.

6. Integrated Assessment Implications

- 6.1 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.

6.1.1 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'.

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

6.3 The Human Rights and Strategic Equality plan 2024/28 was screened for relevance for an IIA. The screening determined that a full IIA was not needed at this point. Given the nature of this plan the overall impact on people and communities is positive. The objectives and commitments within the plan were directly informed from engagement with our communities and deliver on issues that matter to them. The positive impacts will be most seen within the delivery of our action plan. Each action will be subject to its own IIA process.

7. Financial Implications

7.1 There are no financial implications associated with this report.

8. Legal Implications

8.1 There are no legal implications associated with this report.

Background Papers: None

Appendices:

Appendix A	Human Rights and Strategic Equality Plan 2024/28
Appendix B	Integrated Impact Assessment.
Appendix C	Engagement Report

City and County of Swansea Human Rights and Strategic Equality Plan 2024-2028

City and County of Swansea
Dinas a Sir Abertawe



If you require this document in a different format, e.g. large print, Braille, audio version, etc. please contact the Access to Services Team on 01792 636732, or email accesstoservices@swansea.gov.uk or write to Room 205, The Guildhall, Swansea, SA1 4P

Section 1- Introduction

Swansea is a Human Rights City. This is the first time we have combined our Strategic Equality Plan (SEP) with our Human Rights commitments. This plan will outline how we will continue to meet our commitments to human rights and equality, and how we will meet our legal obligations within the Equality Act 2010 and the Public Sector Equality Duty.

Human Rights City

Swansea Council and our [Public Service Board](#) partners declared itself a Human Rights City in December 2022, following 18 months of foundation work and engagement.

We intend to deliver on our pledge to become a [Human Rights City](#) by placing human rights at the centre of our decision making by:

- Engaging our communities and those we serve in the realisation of their human rights.
- Building upon work which is taking place across the city informed by a commitment to human rights and social justice.
- Making human rights the foundation of our service planning and delivery.
- Recognising human rights as fundamental to our policies and our actions individually and collectively.

Supporting Plans

This plan cannot be a stand-alone document. It has very close links to a number of key Council work areas, for example, [Corporate Plan](#), [Tackling Poverty Strategy](#), Community Cohesion, [Local Well-being Plan](#), [Welsh Language](#), Coproduction Strategy, [Local Development Plan](#), Violence Against Women, Domestic Abuse and Sexual Violence Strategy and [Safer Swansea Strategy](#).

Equality is a key theme throughout all of this work; in developing this Plan we have engaged with colleagues and residents to ensure that we build on current and planned work.

Section 2: The Legislative Context

The Public Sector Equality Duty

The Public Sector Equality Duty (PSED), introduced under the Equality Act 2010 ('the Act'), is made up of a general equality duty, supported by specific duties.

The General Equality Duty

The aim of the general equality duty is to ensure that public authorities and those carrying out a public function consider how they can positively contribute to a fairer society through advancing equality and good relations in their day-to-day activities. In exercising their functions, public bodies are required to have due regard to the need to:

- Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited under the Act.
- Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it.
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

The Act explains that having due regard for advancing equality of opportunity in the second aim involves:

- Removing or minimising disadvantages suffered by people due to their protected characteristics.
- Taking steps to meet the needs of people from protected characteristic groups where these are different from other people.
- Encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low.

The Act describes fostering good relations in the third aim as tackling prejudice and promoting understanding between people who share a protected characteristic and those who do not. Meeting the duty may involve treating some people more favourably than others, as long as this does not contravene other provisions within the Act.

The Specific Duties

All public bodies are required to meet these specific duties in order to comply with the general duty:

- To eliminate discrimination.
- To advance equality of opportunity.
- To foster good relations.

The Welsh Government introduced the '[Equality Act 2010 \(Statutory Duties\) \(Wales\) Regulations 2011](#)' setting out the requirements for Wales.

Who is protected under the Equality Act 2010?

The Equality Act 2010 protects people from discrimination, victimisation and harassment on the basis of the following characteristics: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, sexual orientation and marriage and civil partnership. It is against the law to discriminate against someone because of their protected characteristic.

Well-being and Future Generations Act

We have a law in Wales that helps us all work together to improve our environment, our economy, our society and our culture. For people, for our planet. For now, and for our future. This is called the Well-being of Future Generations Act.

As a Council, through this Act, we have a duty to carry out development in a sustainable way and contribute to the 7 national well-being goals for Wales. The well-being goals are a prosperous Wales, a resilient Wales, a healthier Wales, a more equal Wales, a Wales of more cohesive communities, a Wales of vibrant culture and thriving Welsh language, and a globally responsive Wales. We have to create and publish our own well-being objectives in a plan and ensure they are in our Corporate plan. This makes sure that future generations have at least the same quality of life as we do now. This act also provides for better decision-making by ensuring that public bodies:

- take account of the long term
- help to prevent problems occurring or getting worse
- take an integrated approach
- take a collaborative approach
- consider and involve people of all ages and diversity.

Human Rights Act

The Human Rights Act is a law which protects our Human Rights in the UK. Every person has Human Rights. They cannot be taken from you, but sometimes, some of them can be limited to protect you or others.

As a Council, we have a duty to respect, protect and fulfil your Human Rights. We have 16 Human Rights in UK law.

These are the right to:

Life, be free from torture and inhuman or degrading treatment, be free from slavery and forced labour, liberty, a fair trial, not be punished for something that wasn't against the law when you did it, respect for private and family life, home and correspondence, freedom of thought conscience and religion, freedom of expression, freedom of assembly and association, marry and start a family, be free from discrimination, peaceful and enjoyment of possessions, education, free elections and Abolition of the death penalty.

Human Rights Principled Approach

As part of the Council's commitment to being a Human Rights City, we have pledged to put Human Rights at the centre of our decisions. To achieve this, we have a [plan](#) to use a Human Rights principled approach. The principles are:

- **Participation** – This means making sure good quality arrangements are in place to ensure people are listened to and their opinion is heard in decisions that affect them.
- **Empowerment** – This means promoting rights to people, so they feel able to use them.
- **Embedding** – This means having systems in place to write down and evidence how we give thought to the impact of decisions on Human Rights. We will make sure staff understand the Human Rights Act and how their work impacts on Human Rights.
- **Accountability** – This means having systems in place to report on what we are doing to make rights a reality for residents and visitors to Swansea.
- **Non-discrimination** – This means making efforts to ensure people who may be less likely to access their rights, have an equal opportunity to do so.

Section 3 - About Us

The latest population estimates for the City and County of Swansea (2021) is 238,500, that makes us the second highest population of the 22 Local Authorities in Wales.

We have 75 elected Councillors in Swansea representing 32 wards (areas). Swansea Council employs around 11,000 people across 5 Directorates; Finance, Education, Place, Social Services and Corporate Services. We are one of the largest employers in Swansea.

Swansea Council is strongly committed to equalities. Equalities training is mandatory for all new employees, and we undertake a refresher of the training every 3 years. Our Human Resources department, along with our equalities team, revise and refresh the content of the training, ensuring it is up-to-date and any new legislation from Welsh or UK Governments is included.

Following the publication of the 2021 Census' alongside other annual data sources, we have summarised a series of key equalities indicators for the City & County of Swansea. This helps us to understand the diversity of Swansea's population. Some of the key headlines are outlined below:

Key headlines from the Census 2021 tells us:

Age:

We have a higher number of young people aged 16 – 24, (13%), than the Wales and UK average. Our older population is growing - 20.5% of people are 65 and over.

Disability:

In Swansea, 22.4% are disabled, this figure is higher than the Wales and UK average.

Gender reassignment (Gender identity)

864 people in Swansea (0.4% of all aged 16 and over) said the gender they identified with is not the same as their sex registered at birth.

Marriage and civil partnership

We have a higher proportion of adults (39.9%) who have never married or registered a civil partnership than the national averages.

Pregnancy and Maternity

Over the last five years, numbers of conceptions and births have fallen both in Swansea and nationally.

Fertility rates are currently lower than national average for most age groups.

Race

Swansea has a higher proportion of people in non-white ethnic groups (8.6%) than the Wales average. The largest non-white ethnic group in Swansea in 2021 was 'Bangladeshi' (around 2,900 people or 1.2%).

The school Census (2023), suggest that the number and proportion of children from non-White ethnic groups has increased over the past five years.

Religion or Belief

Just over 40% of Swansea's population identified as Christian.

The number of people in Swansea affiliated with another religion increased between 2011 and 2021; the largest being Muslim, Buddhist and Hindu respectively.

The number of people stating they had no religion increased significantly between Censuses, (+39%).

Sex

Male to female ratios in Swansea change at different life stages;

- more males than females in Swansea at ages 0-15
- an equal split for people aged 16-64
- more females than males at ages 65 and over.

Sexual Orientation

The 2021 Census collected data on sexual orientation for the first time, therefore comparisons cannot be made from the past.

3.4% of Swansea residents over 16 identify as LGBTQ+ compared to 2.7% in Wales.

You can find more information about the Swansea Population on our website.

[Equalities Statistics Review - Swansea](#)

Section 4 - How We Developed Our Human Rights and Equality Objectives

The development of this plan was overseen by the Council's Strategic Equality and Future Generations Board. The purpose of the Board is to provide strategic oversight for the Council's responsibilities under the Public Sector Equality Duty and the Well-being and Future Generations Act. It was agreed to have early and open engagement, to make use of previous engagement, to be honest and transparent, to use existing evidence, that budgets need to be considered and to have a monitoring and evaluation process included.

Please see our accompanying engagement report for full details.

Early Engagement for this plan

We asked the two following questions:

- What do you think are the most significant inequality issues which affect people in Swansea ?
- What actions do you think the Council can take to address significant inequality issues in Swansea ?

We held a number of engagement sessions online and published a survey, in order to gather people's thoughts on the above questions. These questions were also included within our wider Residents survey. We visited a number of existing networks and forums across the city, including the Council's LGBTQ+ forum, Disability Liaison Group and asylum seekers and refugee groups.

Themes and results from our early engagement

The main issues and themes that were identified in this engagement are: Discrimination, Poverty, Housing, Communities, Transport, Work, Education, Social Care, Health and Digital Inclusion.

Previous engagement and consultation

We looked at recent engagement and consultations that have happened in Swansea Council relating to equality and diversity. They have been used to inform this plan, including:

Swansea's Human Rights Engagement Report (2022), the Council's Corporate Plan consultation results (2023) and the Residents Survey (2024). For more information on this please see engagement report.

We also looked at the evidence provided by 'Is Wales Fairer?' 2023 report by the Equality and Human Rights Commission Wales, and the Census data 2021.

Themes and issues from previous engagement and consultation

Swansea Human Rights: Tackling Poverty, Vulnerable Children and Families, Tackling Discrimination, Domestic Violence and Abuse **and** Human Rights Awareness.

Council's Corporate Plan 2023-28: Safeguarding people from harm, Improving Education and Skills, Transforming our Economy and Infrastructure, Tackling Poverty and Enabling Communities, Delivering on Nature Recovery and Climate Change **and** Transformation and Financial Resilience.

Council's Revenue Budget 2023-24: Deliver services in a different way, rather than lose them, Social Services and Education a future priority, Care for Older People and Disabled Adults, Street/Road Repairs, Housing and Homelessness, Keeping Children Safe, Tackling Poverty and Parks and Green Spaces.

Swansea Public Services Board – Assessment of Local Well-being: Social well-being: (mental health, physical health, crime and safety), Economic well-being: (good employment opportunities, decent income, learning opportunities), Environmental well-being: (waste and recycling, nature, air quality) **and** Cultural well-being: (cultural assets including, places and people, community participation, volunteering and arts, heritage).

Children and young people: Safety and feeling safe in our community, Improved sports, equality and facilities, Mental health, Climate change and environmental awareness, Black, Asian, Minority ethnic equality, LGBTQ+, Substance abuse and vaping **and** Visible and invisible disability awareness and equality.

Tackling Poverty: Digital Inclusion, Community support, Information, guidance and advice, Stigma and discrimination, Child poverty, Tackling and preventing homelessness **and** Health and well-being.

Residents Survey: Discrimination, Poverty, Housing, Communities, Transport **and** Work.

Section 5 - Our Human Rights and Strategic Equality Objectives 2024-28

We are committed to embedding Human Rights, equality and diversity through all that we do as a Council.

Our human rights and strategic equality objectives for 2024-28 are:

1. Tackling Poverty
2. Vulnerable Children and Families
3. Tackling Discrimination
4. Domestic Abuse and Violence
5. Equality and Human Rights
6. Workforce

In our accompanying action plan, we have identified for each of our objectives and commitments, the relevant protected characteristics they support and how they deliver on a Human Rights principled approach.

Objective One - Tackling Poverty; Working together to address the causes and effect of poverty on people and communities, eradicating inequalities for those who are affected by poverty.

Why is this an objective?

Poverty was identified as a main issue in our early engagement on this plan. It is the top priority in our Human Rights City work. It is a main priority in our Corporate plan and the 'Is Wales Fairer?' report told us poverty remains consistently high in Wales.

To deliver this objective:

We Will...

Deliver the Equity in Education Strategy which will take actions to reduce the impact of poverty on learners and meet our responsibilities as corporate parents.

We Will...

Deliver the Council's Tackling Poverty Strategy which will tackle the causes and effect of poverty on people and communities.

We Will...

Deliver a diverse and an inclusive programme for arts, cultural, sporting and heritage events across the city and communities, which will support participation, economic growth and encourage inclusion.

We will...

Increase the availability and quality of social housing which is suitable for people's needs, through our Mores Homes Delivery Programme and working with our Registered Social Landlords partners.

Objective two - Vulnerable Children and families – Understanding what matters to children and families and working together to find creative solutions.

Why is this an objective?

The 'Is Wales Fairer?' report told us the number of children looked after by Local Authorities in Wales has seen a significant increase in recent years. It is a priority for our Human Rights City work. Education was a main theme identified in our early engagement and safeguarding people from harm is the top priority for us in our Corporate plan.

To deliver this objective:

We will...

Support children and young people to live safely at home with their family, by working with people in partnership and providing the right support at the right time.

We will...

Deliver the Education Inclusion Strategy which will support our most vulnerable learners.

We will...

Co-produce creative solutions with care experienced children and young people to deliver our corporate parenting pledges.

We will...

Develop and deliver the Education Accessibility Strategy to make our schools more accessible to disabled learners.

We will...

Uphold Children's Rights as part of the Council's everyday business, embedding the 'Right Way' approach.

Objective three - Tackling Discrimination – Reduce inequalities and barriers that exist within our communities and services.

Why is this an objective?

Tackling discrimination is a wide reaching and complex issue affecting all people with protected characteristics. It was the top theme in our early engagement and also a priority in our Human Rights City work. The 'Is Wales Fairer?' report told us that there has been an increase in the number of reported incidents of Hate Crime.

To deliver this objective:

We will...

Implement the relevant steps for the Council within Welsh Government's All Wales Anti-Racist Action Plan and the LGBTQ+ Action Plan.

We will...

Understand and remove the barriers people face when accessing our services, by exploring demand, customer's needs and any gaps across the council.

We will...

Deliver Welsh Government's Community Cohesion Programme, focusing on developing community cohesion, community engagement and building resilient communities.

We will...

Develop and deliver the Education Equalities Strategy to bring together work on school Strategic Equality Plans, Anti-racism and anti-bullying to strengthen our approach to equalities in schools.

We will...

Deliver the Tackling Hate Crime, Community Tensions and Extremism priorities in the Safer Swansea Community Safety Strategy 2023- 2026.

Objective four - Domestic Abuse and Violence – We want everyone who lives in Swansea to be safe, happy and healthy. We want them to be free from all types of abuse.

Why is this an objective?

Addressing Domestic abuse and violence is a priority in our Human Rights City work. Safeguarding people from harm is also a priority in our Corporate plan and concern for people's safety in Swansea featured highly in all engagement.

To deliver this objective:

We will...

Deliver the Safer Swansea Strategy, safeguarding those at risk of violence & exploitation.

We will...

Deliver the Violence against Women, Domestic Abuse and Sexual Violence strategy and action plan.

Objective five - Equality and Human Rights – To work with our partners to create and embrace a vision of a vibrant, diverse, fair and safe city where everyone counts.

Why is this an objective?

As we became a Human Rights City our engagement told us it was important to work with our partners and our residents to raise awareness of what Human Rights are and what they mean to people in their everyday lives. Embedding Human Rights is in our Corporate plan and our Public Service Board's Well-being plan, and by doing this we address inequalities that people face in Swansea.

To deliver this objective:

We will

Develop a greater understanding and recognition of cultural rights, supporting the wellbeing, opportunities and relationships between people with protected characteristics.

We will...

Embed the principles of human rights across our work, empowering residents and visitors of Swansea to support their rights.

We will...

Effectively consult, engage, and involve our communities in the design and the delivery of our policies and services to ensure they meet people's needs.

We will...

Develop and deliver a Welsh language skills strategy ensuring schools are supported to develop learners' skills, so they can speak Welsh with confidence when they leave school.

Objective six - Workforce – To be an inclusive and diverse workforce.

Why is this an objective?

As an organisation we have to report on our gender pay gap and have actions to reduce the gap. We recognise that our workforce needs to reflect the protected characteristics of our communities. Work inequalities feature highly in our early engagement and is a theme throughout the 'Is Wales Fairer?' report.

To deliver this objective:

We will...

Report on the Council's gender pay gap, identify actions to reduce any emerging gap.

We will...

Deliver the Equality in the Workplace theme of the Workforce Strategy to build an environment that creates diversity, promotes equality, ensuring a diverse and inclusive workforce across the council.

We will

Develop and promote our equality staff networks to ensure our staff have the opportunity to influence policy development.

We will...

Collect the data of our workforce and take action to ensure our workforce reflects the communities we serve.

Section 6 - Monitoring and Evaluation

This Human Rights and Strategic Equality plan will be assessed annually by departments who will report on the progress made against their actions. The delivery of this plan will also be assessed the Council's Strategic Equalities and Future Generations Board, which will identify areas for policy review and development.

As part of our Human Rights City commitments, we will report on the progress of our Human Rights and Strategic Equality Plan to Swansea's Public Service Board every 3 months. We have also established a [Human Rights Stakeholder Panel](#). This panel is open for any member of the public or representatives of a Swansea based organisation to join. They will receive news and updates of the Council's and our partner's work on Human Rights and have the opportunity to ask us questions and help us to identify any gaps in our work at an annual on-line meeting.

Integrated Impact Assessments

It is a legal requirement to assess the likely impact on people sharing each protected characteristic against decisions we make as a Council. We do this by a process called Integrated Impact Assessments (IIA). We examine whether a new or existing function, service, policy, procedure, strategy, plan or project the Council delivers or procures, affects any person or group of persons in a negative or positive way.

By carrying out this IIA process, we meet our legal requirements within the Equality Act (Public Sector Equality Duty and the socio-economic duty), the Well-being and Future Generation Act 2015 and the Welsh Language (Wales) Measure. As a Council we have taken extra steps to strengthen this process by including the impacts on Human Rights, the United Nations Convention on Children's Rights, carers and Community Cohesion. We also look at the intersectionality of people with protected characteristics and the cumulative impact of our decisions.

Some benefits of undertaking an IIA:

This is a key tool to allow us to monitor and evaluate our work in Human Rights and equality. IIAs allow us to gain a better understanding of those who may be impacted by the policy or practice using relevant equality information to ensure services become more accessible and inclusive. Through the IIA process we can identify potential problems and unintended consequences as well as highlighting fair and equal practice. They also improve the planning process which will make decisions proactive rather than reactive, reducing financial and reputational risks. This in turn will show that decisions are planned well and the views of those affected have been taken into account. The process also allows us to recognise and remove any inappropriate practices and institutional discrimination. Finally, the IIA process ensures we put Welsh and English language on an equal footing and that decisions are made that safeguard and promote the use of the Welsh language.

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

Which service area and directorate are you from?

Service Area: Access to Services

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:

To adopt a Human Rights and Strategic Equality Plan containing the Council’s Human Rights Equality Objectives for 2024/28

Swansea is a Human Rights City. This is the first time we have combined our Strategic Equality Plan (SEP) with our Human Rights commitments. This plan will outline how we will continue to meet our commitments to human rights and equality, and how we will meet our legal obligations within the Equality Act 2010 and the Public Sector Equality Duty.

Work commenced in 2023/24 on the Council’s Human Rights and Equality Objectives and Plan for 2020/24. The development of the objectives and the final plan is overseen by the Council’s Strategic Equality and Future Generations Board. The purpose of the Board is to provide strategic oversight for the Council’s responsibilities under the Public Sector Equality Duty and the Well-being and Future Generations Act.

Six Objectives were identified following the review of information and evidence and after engagement with the public and stakeholders:

Tackling Poverty: Working together to address the causes and effect of poverty on people and communities, eradicating inequalities for those who are affected by poverty.

Vulnerable Children and Families: Understanding what matters to children and families and working together to find creative solutions.

Tackling Discrimination: Reduce inequalities and barriers that exist within our communities and services.

Domestic Abuse and Violence: We want everyone who lives in Swansea to be safe, happy and healthy. We want them to be free from all types of abuse.

Equality and Human Rights: To work with our partners to create and embrace a vision of a vibrant, diverse, fair and safe city where everyone counts.

Workforce: To be an inclusive and diverse workforce.

The Human Rights and Strategic Equality Plan will be supported by an action plan which will detail how we will deliver each objective and accompanying commitments within the plan.

This action plan is still in development and will be completed following the adoption of the plan. This is to ensure that all engagement and consultation is fully considered to inform the actions. reviewed and agreed by the Strategic Board and published on our website by the end of April. Each action will be subject to its own integrated assessment process.

A brief summary of the Human Rights and Strategic Equality Plan:

- Section 1 - outlines the purpose of the plan and how we became a Human Rights City.
- Section 2 - describes the legislative context and how we meet our obligations under the Equality Act 2010 and our human rights principled approach.
- Section 3 - contains a summary of the demographic profile of Swansea based on the latest available information.
- Section 4 - describes how we developed our Human Rights and Equality Objectives,
- Section 5 – outlines our Human Rights and Strategic Equality Objectives 2024-28, including the commitments the council will make to deliver them.
- Section 6 – describes the way we will monitor and evaluate progress of the plan and the importance of Integrated Impact Assessments (IIAs).

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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Older people (50+)	<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"/>
Any other age group	<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"/>
Future Generations (yet to be born)	<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"/>
Disability	<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"/>
Race (including refugees)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Asylum seekers	<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"/>
Gypsies & travellers	<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"/>
Religion or (non-)belief	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sex	<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"/>
Sexual Orientation	<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"/>
Gender reassignment	<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"/>
Welsh Language	<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"/>
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 checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity	<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"/>
Human Rights	<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"/>

**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 engagement and consultation process involved all stakeholders in the Plan's development.

Stage 1: Early Engagement and evidence

We asked the two following questions as part of our extensive early engagement;

- What do you think are the most significant inequality issues which affect people in Swansea ?
- What actions do you think the Council can take to address significant inequality issues in Swansea ?

We held a number of engagement sessions online and published a survey, in order to gather people's thoughts on the above questions. These questions were also included within our wider Residents survey. We visited a number of existing networks and forums across the city, including the Council's LGBTQ+ forum, Disability Liaison Group and asylum seekers and refugee groups. See Engagement report for full details Appendix C.

We looked at recent engagement and consultations that have happened in Swansea Council relating to equality and diversity. They have been used to inform this plan, including Swansea's Human Rights Engagement Report (2022), the Council's Corporate Plan – consultation results (2023) and the Residents Survey (2024).

We also looked at the evidence provided by 'Is Wales Fairer?' 2023 report by the Equality and Human Rights Commission Wales, and the Census data 2021.

Stage 2 – Consultation on draft Human Rights and Equality Objectives

The draft Objectives were shared with the public and with stakeholders so they could replace, remove, change and add so we could make sure the right objectives for Swansea were identified. The engagement also enabled more detailed information on actions relating to the objectives to be collected so that in line with the National Principles for Public Engagement people could be genuinely involved at the earliest stage and throughout the process. This consultation is still ongoing at the time of writing this report.

The outcomes of this consultation were largely positive and supported our draft objectives. Comments received will also be used for continues action plan development and will be review by the Strategic Board.

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

All departments responsible for plans delivery

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

Yes No If yes, please provide details below

Plan will be uploaded onto our website

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.)

Given the nature of this plan the overall impact on people and communities is positive. The objectives and commitments within the plan were directly informed from engagement with our communities and deliver on issues that matter to them. The positive impacts will be most seen within the delivery of our action plan. Each action will be subject to its own IIA process.

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)**

Given the nature of this plan the overall impact on people and communities is positive. The objectives and commitments within the plan were directly informed from engagement with our communities and deliver on issues that matter to them. The positive impacts will be most seen within the delivery of our action plan. Each action will be subject to its own IIA process.

(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: Rhian Millar
Job title: Access to Services Manager
Date: 21/2/24
Approval by Head of Service:
Name: Lee Wenham
Position: Head of Communications and Marketing
Date: 21/2/24

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

Human Rights and Strategic Equality Plan Engagement Report 2024-2028

City and County of Swansea
Dinas a Sir Abertawe



Engagement Process

The development of our Human Rights and Strategic Equality Plan 2024-28 was overseen by the Strategic Equality and Future Board. The Board is chaired by the Cabinet Member for Cultural Services and Equalities and membership also includes the Cabinet Member for Well-being and the Councillor Champion for Diversity, in addition to a range of Officers who have a responsibility to provide advice in relation to equality and diversity. The purpose of the Board is to provide strategic oversight in relation to the Council's responsibilities under the Public Sector Equality Duty. Prior to the development of the HRSEP 2024-28 the Board agreed the following principles to inform the process:

- Early and open engagement - in relation to the identification of equality issues and potential steps (actions),
- Proportionate engagement and building on previous conversations - making use of previous consultation and engagement work,
- Honesty and transparency - in relation to engagement, feedback to people and the potential steps the Council can take,
- Evidence based - the development of strategic equality objectives, should be informed by the results of the early engagement process *and* the wider evidence base,
- Budgetary cover - all steps (actions) which sit underneath the strategic equality objectives - should only be included if there is a budget to cover it ie it is included within the Council's Corporate Plan and the Council's Medium Term Financial Plan,
- Monitoring and evaluation - all strategic equality objectives and steps (actions) should include measures of success and KPIs where possible to monitor progress and evaluate outcomes.

Engagement

The early engagement phase commenced in September 2023 with the formation an internal cross-departmental SEP engagement group. Membership of the group was drawn from all directorates and services across the Council including Social Services, Education, Housing, Place and Access to Services. The purpose of the group was to champion and support engagement activities by:

- identifying any recent engagement/consultation undertaken in relation to equality and diversity issues,
- identifying any existing equalities groups, the lead point of contact/facilitator,
- outlining any future meetings/events, places in which people can identify equality and diversity issues,
- supporting the development of an engagement plan,
- supporting the development of a resource pack, key questions and or identify any other material, process or resources which can help groups identify key equality issues,
- identifying any gaps in relation to consultation with groups with protected characteristics and suggest ways in which these can be filled,
- sense checking the information gained from the engagement in order to inform the draft equality objectives.
- highlighting any key risks and issues in terms of engagement to the Strategic Equalities and Future Generations Board and subsequently to CMT.

Previous engagement and consultation

A review of recent engagement /consultation undertaken in relation to equality and diversity issues identified a number of key recent engagement and consultation products which could be used to inform the development of the plan and the strategic equality objectives:

- Swansea’s Human Rights Engagement Report (2022),
- Swansea’s Human Rights Action Plan Engagement Report (2023),
- the Council’s Corporate Plan – consultation results (2023),
- the Council’s – Revenue Budget – consultation results (2023),
- Swansea Public Services Board (2022) PSB Engagement: Assessment of Local Well-Being,
- Safer Swansea: Community Engagement Days (2022),
- Hearing the Voices of Children and Young People (2023)
- Children and Young People – Shared Values (2023), White Ribbon Day (2022) and Community Murals (2022),
- the Council’s Tackling Poverty Strategy

Themes and issues from previous engagement and consultation

Engagement	Themes and issues
Swansea Human Rights	<ol style="list-style-type: none"> 1) Tackling Poverty 2) Vulnerable Children and Families 3) Tackling Discrimination 4) Domestic Violence and Abuse 5) Human Rights Awareness
Council’s Corporate Plan 2023-28	<ol style="list-style-type: none"> 1) Safeguarding people from harm 2) Improving Education and Skills 3) Transforming our Economy and Infrastructure 4) Tackling Poverty and Enabling Communities 5) Delivering on Nature Recovery and Climate Change. 6) Transformation and Financial Resilience
Council’s Revenue Budget 2023-24	<ol style="list-style-type: none"> 1) Deliver services in a different way, rather than lose them. 2) Social Services and Education a future priority. 3) Care for Older People and Disabled Adults, Street/Road Repairs, Housing and Homelessness, Keeping Children Safe, Tackling Poverty and Parks & Green Spaces.
Swansea Public Services Board – Assessment of Local Well-being	<ol style="list-style-type: none"> 1) Social well-being: (mental health, physical health crime and safety) 2) Economic well-being: (good employment opportunities, decent income, learning opportunities)

	3) Environmental well-being: (waste and recycling, nature, air quality) 4) Cultural well-being: (cultural assets inc. places/people, community participation /volunteering and arts/heritage)
Various - Children and Young People	1) Safety and feeling safe in our community 2) Improved sports, equality and facilities 3) Mental health 4) Climate change and environmental awareness 5) Black, Asian, Minority, Ethnic – equality 6) LGBTQ+ 7) Substance abuse and vaping 8) Visible and invisible disability awareness and equality
Tackling Poverty	1) Digital inclusion 2) Community support 3) Information, guidance and advice 4) Stigma and discrimination 5) Child poverty 6) Tackling and preventing homelessness 7) Health and well-being

Methodology

(i) Groups

In relation to identifying existing equalities groups and any future meetings/events, places in which people can identify equality and diversity issues, members of the HRSEP engagement group identified key contacts, groups, and future planned/ meeting events. A further a 'snowballing' sampling technique was employed - whereby these key contacts were asked to identify other potential participants. This technique resulted in additional participants being recruited within Swansea University, the Public Health Wales and representatives of the Public Services Board.

Table 1 below shows the reach of the early engagement work with groups of people with protected characteristics¹ (including 3 additional considerations relevant for Swansea in relation to equality and diversity):

Table 1: Reach of Early Engagement Work

Event / Session	Age	Disability	Gender re-assignment	Pregnancy and Maternity	Race	Religion or belief	Marriage / Civil Partnership	Sex	Sexual Orientation	Socio-economic diversity	Welsh language	Future Generations	Human Rights
Interfaith Representatives	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

¹ Mapping by protected characteristics and the three additional considerations for Swansea was assessed on the basis of issues/potential actions mentioned by the group, rather than the composition of group members. These groups should not be considered to be representative of all groups of people with protected characteristics, but a qualitative insight into some of the issues and potential actions.

SEP engagement session x 2					✓	✓				✓		✓	✓
Collaboration Station x 2	✓	✓			✓		✓	✓	✓	✓	✓	✓	✓
Council -LGBT Forum			✓					✓	✓	✓			✓
Parents/Carers Forum		✓										✓	
Councillor Champions	✓				✓					✓		✓	
Asylum seekers and refugees					✓	✓				✓			✓
Disability Liaison Group		✓											
LAC co-ordinators	✓	✓						✓		✓			
Domiciliary Care Providers	✓				✓			✓	✓				
PSB/Fire Service event	✓									✓			✓
Children's Rights Day	✓	✓	✓		✓	✓		✓		✓		✓	✓
Your Voice Advocacy	✓	✓		✓					✓	✓			

(ii)
Data
and

information tools and “key questions”

In order to inform the early engage process, the Council's HRSEP Engagement group informed the development of a resource pack and presentation, including the development of “key questions” which could be used to identify issues and potential actions, using a range of different data and information collection methods and tools. “Key questions” were agreed to ensure that there was a coherent theme of inquiry across the different types of data and information collection tools and methods used.

The main data and information collection methods and tools were:

- on-line and face to face focus groups with existing equality groups/network (see Table 1 above),
- discussion with individuals at drop in events such as the 1stop shop at Swansea Waterfront museum, the Parents Carers Forum, Your Voice Advocacy and Children Rights Day,
- the development of an on-line early engagement questionnaire, hosted on the Council's website,
- the inclusion of specific questions on equality and diversity within Swansea Council's residents' survey.

Taking into account the principles agreed at the outset of the engagement process, two open ended key questions were developed and were used across all the methods of data and information collection for the purposes of engagement:

- What do you think are the most significant inequality issues which affect people in Swansea ?
- What actions do you think the Council can take to address significant inequality issues in Swansea ?

Opportunities to participate in the engagement process, were promoted internally through our corporate communications channels such as, Staffnet, newsletters and the Chief Executive’s Blog. Members of the SEP engagement group also promoted information about the engagement through their own directorate and service specific forums and newsletters such as our Tackling Poverty Forum and tenant participation mechanisms. Finally, we also raised awareness of the engagement process with our partners such as Swansea Public Services Board, Swansea University and Swansea Council for Voluntary Services who disseminated the links to our surveys and outlined other ways to participate in the process by joining a focus group or attending a group meeting/event or drop in session.

Results from engagement

A summary of the results from the residents survey is available below

Summary of key findings from residents’ survey 2023	
Themes	Sub-themes
Discrimination (45%)	<p>Disability: issues related to access (e.g buildings, built environment, parking, transport, toilets) a lack of support/services, and want increased participation in decision making.</p> <p>Racism: examples of racism (of black and minority ethnic people) and other groups encountering racism (e,g non Welsh), xenophobic views and localism.</p> <p>Ageism: old and young people. Old people - accessing services, support, loneliness and isolation. Young people – housing, employment and access to mental health support.</p> <p>Homophobia and Transphobia - hate crime not being dealt with effectively after reporting it and community events being marginalised.</p> <p>Sexism/gender – ltd employment opportunities, unequal pay, women’s rights, safety and freedom from abuse and harassment.</p> <p>Language – Welsh Language bias. Other languages and formats. Digital - difficulties relating to accessing and paying for services on-line.</p>
Poverty (21%)	<p>Inability to secure a sufficient income, resources and access to services.</p> <p>Poverty - a driver of significant inequality, but also a consequence and outcome of inequality.</p> <p>Inequality between different geographical communities – income and wealth divide.</p>

Housing (13%)	<p>Difficulty accessing good quality affordable social housing.</p> <p>Private rented sector – expensive and poor quality. Specific gaps in housing for young people.</p> <p>Perceptions of unfairness in relation to the allocation of social housing.</p> <p>Homelessness.</p>
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Summary of key findings from residents' survey 2023

Themes	Sub-themes
Communities (13%)	<p>Substance misuse (drugs and alcohol) and crime (including ASB and the fear of crime).</p> <p>Lack of community based services and support.</p> <p>Inequalities between geographical communities within Swansea.</p>
Transport (9%)	<p>Provision, accessibility and affordability of public transport - especially buses.</p> <p>Public transport impacts - access to employment and services.</p> <p>Vulnerable groups to transport poverty – the elderly, young people and people in poverty.</p>
Work (9%)	<p>Difficulty accessing good quality well paid jobs.</p> <p>Public transport, age, caring responsibilities (inc. childcare).</p> <p>Gender pay gap.</p> <p>Perception that some working people are worse off, than people who don't work</p>
Health (6%)	<p>Difficulty accessing some services/provision, waiting lists.</p> <p>Lack of support for mental health.</p>
Education (4%)	Impact of poverty on education and long term outcomes.

	<p>Poverty impacting ability to participate in education fully.</p> <p>Accessing inclusive education. Neurodiversity.</p>
Social care (3%)	<p>Accessing social care and a lack of provision.</p> <p>Lack of support for the elderly, people with disabilities and carers.</p> <p>Geographical disparities in terms of access and perceived support.</p>
Digital (2%)	<p>Difficulties related to accessing services on-line – older people and young people with additional learning needs/disabilities.</p>

Residents' Survey

Within the Council's residents questionnaire, a total of 676 people responded to a question which asked people to identify the most significant inequality issues in Swansea. Out of the 676 responses, 31 gave no affirmative answer, 25 said that they did not think there were any significant inequality issues in Swansea and a further 6 were unsure. Therefore the base for analysis, was calculated as 614.

Most significant inequality issues in Swansea

Respondents were asked two open ended question and answers were subsequently analysed using a coding frame. Initial themes were drafted on the basis of key themes in the wider evidence base on equality and diversity, previous consultation work and the number of mentions within the questionnaire. Each response was coded according to the theme(s) mentioned. Responses which included more than one theme were coded according to each theme mentioned. Therefore responses which included multiple themes were accorded to each theme mentioned. The results of the questionnaire below refer to the number and proportion of times the theme was mentioned, rather than simply the number and proportion of respondents.

The most frequently cited significant inequality issues were as follows:

- **Discrimination, including perceptions of fairness, dignity and respect.** This issue was mentioned by just under half of all respondents (43% n=265). Out of those respondents who mentioned this issue, inequality was cited in relation to disability, racism, age, homophobia, transphobia, sexism, gender and language.

Almost 1 in 4 people (24% n=64) who mentioned discrimination as a significant inequality issue, mentioned this issue in relation to disability. Respondents perceived **disability** as a significant inequality issue in relation to access issues, a lack of support/services and participation in decision making. In terms of disability and access issues, several mentions were made of difficulties relating to the physical access to buildings and the built environment, parking and transport:

Out of those respondents who mentioned discrimination, 15% (n=41) explicitly mentioned **racism**, as a significant inequality in Swansea:

Out of those respondents who mentioned discrimination, 16% (n=42) explicitly mentioned **age** (both older people and young people), as a significant inequality issue in Swansea. In terms of older people, age discrimination was mentioned in general terms and in relation to difficulties associated with accessing services, support, loneliness and isolation.

Out of those respondents who mentioned discrimination, 4% (n=12) explicitly mentioned **homophobia**, as a significant inequality issue. Examples were given in relation to reported hate crime not being dealt with effectively and community events being marginalised.

Out of those respondents who mentioned discrimination, 4% (n=12) explicitly mentioned **sex** and **gender**, as a significant inequality issue in Swansea. Examples were given in relation differences in terms of employment and progression and pay. Reference was also made by a couple of respondents about inequality experienced by women in relation to biological sex and socially constructed gender roles.

A small number of respondents identified the **Welsh Language** as a significant inequality in Swansea (n=8) . In some cases, it was difficult to understand in what ways the Welsh Language was a driver of inequality as some respondents had simply written “the Welsh Language” within the questionnaire. However, a small number of respondents suggested that the Welsh Language was given priority/bias over the English Language.

- **Poverty.** Just over a fifth (21% n= 132 respondents) who identified a significant inequality issue in Swansea, mentioned poverty in some respect. Almost 60% of respondents (n=78) specifically identified poverty general terms as being a key driver of inequality in Swansea.

Some respondents mentioned poverty as significant inequality in terms of an inability to secure a sufficient income, resources or access to services.

Other respondents mentioned the impact of poverty as being a driver of significant inequality and/or poverty being the outcome of other long term issues. Some respondents mentioned poverty in terms of inequality *between* different communities within Swansea.

- **Housing.** Out of those respondents who identified a significant inequality issue 13% (n=82) mentioned housing as an area of inequality. The majority of respondents 65% (n=54) who identified housing as significant inequality issue suggested that there were difficulties related to accessing social housing and the affordability of good quality housing in the private rented sector.

Some participants identified particular problems with the private rented sector which was perceived as more expensive and poorer quality than social housing.

Specific gaps in housing for young people were mentioned by a few respondents.

There was also a perception by a few respondents that some aspects of the social housing allocation policy was unfair.

Just over a third of respondents (38%, n= 31) who identified housing as a significant inequality issues mentioned homelessness and related support as issue

- **Communities.** Just over 10% of respondents who identified a significant inequality issue (13% $n=79$) mentioned community based issues as an area of inequality. Examples included substance misuse, crime and community safety, a lack of community based services and inequalities between specific communities within Swansea.

Respondents mentioned perceptions of drug addiction and alcohol abuse sometimes manifesting the fear of crime and feeling unsafe.

Mention was also made of a lack of community based support and provision.

Out of those respondents who identified community issues as a significant inequality issue in Swansea, around a third (31%) mentioned widening inequalities between particular geographical communities in Swansea.

- **Transport.** Out of those respondents who identified a significant inequality issue 9% ($n=57$) mentioned transport as an area of inequality. Around two thirds of respondents 66% ($n=37$) who identified transport as significant inequality issue suggested that there were difficulties related to the provision, accessibility and affordability of public transport.

Some respondents identified transport as an essential resource in terms of accessing employment, health services and other resources

Out of those respondents who identified transport as a significant inequality issue, the inadequacy of bus travel as a form of public transport, was mentioned the most frequently by this group.

Some respondents mentioned particular groups of people such as the elderly, young people, people with disabilities and people living in poverty as being particularly at risk of the impact of poor public transport.

- **Work.** Just under 1 in 10 respondents (9% $n=55$) mentioned work as a significant inequality in Swansea. Out of these respondents over a third (36% $n= 20$) who mentioned work as a significant inequality, made reference to the difficulty associated with accessing good quality well paid work.

One of the main barriers to employment mentioned by several respondents was transport. Other barriers to employment mentioned were in relation to age and caring responsibilities.

A couple of respondents also mentioned perceptions relating to a gender pay gap.

A final theme identified by respondents who mentioned work as a significant inequality in Swansea was related to the lack of support for working people compared to people who are not working

- **Education.** A small number of respondents (4%, $n= 26$) identified education as a significant inequality issue. Of those respondents who mentioned education, several respondents mentioned inequality in terms of the relationship between poverty and education and long term outcomes.

A couple of respondents mentioned inequality in relation to the ability to children and young people being able to participate fully in education.
 A few respondents also perceived inequalities in relation to catering for children with additional learning needs.

- **Social Care.** A small number of respondents (3%, n= 22) identified social care as a significant inequality issue. Of those respondents who mentioned social care, the majority of respondents (86% n=19) mentioned inequality in relation to difficulties associated with accessing social care, or a perceived lack of support:

Of those respondents who mentioned difficulty in terms of accessing social care or a perceived lack of support, specific groups were mentioned including the elderly and people with disabilities

In addition, a few respondents mentioned a specific gap in support for carers.

A couple of respondents mentioned perceived geographical gaps in terms of accessing health and social care

- **Health.** A small number of respondents (6% n=36) also identified health as a significant inequality issue. Of those respondents who mentioned health as a significant inequality, several mentioned difficulties related to accessing health services and or a perceived lack of provision.

Of those people who mentioned health as a significant inequality, a number of respondents made specific mention of a lack of support for mental health

- **Digital.** A small number of respondents (2%% n=10) identified digital skills as a significant inequality issue. Of those respondents who mentioned digital skills as a significant inequality, the majority mentioned difficulties related to accessing services on-line – including older people and younger people with additional learning needs/disabilities

Finally, other identified areas of significant inequality within Swansea included access to green space and the natural environment, the city’s infrastructure, parking and funding for public services.

Evidence: Key Findings from: *Is Wales 2023 ?*

Groups	Key Findings
Age, older people	<ul style="list-style-type: none"> • Poverty rates increased among people aged 65-74 from including fuel-poor households • Older adults are at greater risk of digital exclusion. • The employment rate for people over 65 has risen, but more likely to be in insecure work

	<ul style="list-style-type: none"> • significant gap in years of good health – 16.9 year difference for women and 13.4 year difference for men in most and least deprived areas • Older people over 65 are more likely to report that social care and support services had helped them
Age, children and young people	<ul style="list-style-type: none"> • the number of children looked after by Local Authorities in Wales has increased substantially • There are 8,200 young carers in Wales who are more likely to live in deprived areas • Although the proportion of NEET young people has fallen, 16 - 24 year olds have the highest rate of unemployment • Levels of poverty remain high amongst children and young people • The pandemic has had a negative impact on the mental health - 24% reporting significant issues • The number of children from Wales aged 10-17 in custody has fallen to the lowest on record.
Race	<ul style="list-style-type: none"> • Disparities between the educational attainment of different ethnic groups, most for Gypsy Roma Traveller (GRT). • Higher attainment among ethnic minority compared to White British • Ethnic minority workers were more likely to be in insecure employment and work in a low paid occupation • Ethnic minority people more likely to experience homelessness and overcrowding • Ethnic minority groups in Wales are more likely to report experiences of discrimination and bullying in work • Evidence suggests that health and social care workers from ethnic minority groups face discrimination and prejudice. • The number of racially or religiously aggravated offences recorded by the Police has increased, however, the proportion of offences resulting in a charge has decreased • Black and ethnic minority people are more likely to have experienced sexual assault.
Groups	Key Findings
Disability	<ul style="list-style-type: none"> • The education attainment gap at foundation phase level between disabled and non-disabled children has widened. • Disabled adults are less likely to be employed than non-disabled adults. Although employment gaps are improving, earnings gaps are worsening • Disabled people have been significantly over-represented in deaths from COVID-19.

	<ul style="list-style-type: none"> • The proportion of disabled people reporting experiencing domestic abuse is around three times greater than others • Disabled people are also less likely to have confidence in the criminal justice system
Gender Reassignment	<ul style="list-style-type: none"> • Significant evidence gaps across all areas of life. • Evidence that those who identify as neither a boy or girl report having poorer mental health • Waiting times for the Welsh Gender Service are currently lower than others parts of UK, but higher WG targets • Health and Social Care providers lack the knowledge required to care for them, particularly as they get older. • Trans people in Wales are afraid of facing discrimination in the workplace and may hide their identity at work.
Sex (including marital status, pregnancy & maternity)	<ul style="list-style-type: none"> • more women have post-compulsory qualifications at level 4 or above, however the gender pay gap persists, • childcare needs and caring responsibilities continue to be a significant barrier in employment and education • women are still more likely to be unpaid carers • Single parent households are most likely to be in poverty, almost 90% of these households are headed by women. • women more likely to report poorer mental health outcomes, living with a lifelong disability or illness • women continue to be more likely to experience domestic abuse than men
	<ul style="list-style-type: none"> • Limited evidence in Wales focuses on religion or belief as a protected characteristic. • Less than half the Welsh population described themselves as Christian - 43.6%. • Religious minorities are less likely to be employed than those with no religious affiliation • Poverty rates have increased in Christian headed households • Biggest decline in reported good health between for religious minorities, compared to others
Groups	Key Findings
Sexual Orientation	<ul style="list-style-type: none"> • Gay and lesbian adults are more likely to be employed than heterosexual workers, • Heterosexual workers are more likely to work in construction, manufacturing, agriculture, energy and water industries than other sexual orientation groups.

	<ul style="list-style-type: none"> • Lesbian, gay and bisexual people are at risk of experiencing a range of discriminatory or bullying behaviours while at work and in education • Lesbian, gay and bisexual people are more at risk of hate crimes due to their sexual orientation. • Lesbian, gay and bisexual groups experience poorer physical and mental health than heterosexual adults. • Sexual orientation was the second largest motivating factor for police recorded hate crimes and is increasing
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In addition to key findings for specific groups of people with protected characteristics, *Is Wales Fairer 2023 ?* also identified some key issues which affect multiple groups which are summarised below:

- poverty in Wales remains persistently high,
- gaps in education attainment persist (ie between children and young people with disabilities, those eligible for free school meals and Gypsy Roma Traveller children and young people),
- although the proportion of people with some protected characteristics within employment has increased, earning gaps have also increased, with a greater proportion of people with protected characteristics engaged in low and insecure employment,
- digital exclusion remains persistent for older people, disabled people, those in poverty and rural populations,
- some people with protected characteristics are more likely to report poorer mental health and illness than others,
- childcare and caring responsibilities continue to be a significant barrier to equality,
- some groups of people with protected characteristics are more likely to be in temporary accommodation and/or accommodation which is unsuitable for their needs,
- there has been an increase in the number of reported incidents of hate crime (against different groups of people with protected characteristics), however this has not resulted in a relative increase in the proportion of offences resulting in a charge.

Agenda Item 10.



Report of the Cabinet Member for Corporate Services & Performance

Council – 21 March 2024

Pay Policy Statement 2024/25

Purpose:	To present to full Council for approval, the Pay Policy Statement for the City and County of Swansea for 2024/25.
Policy Framework:	None
Consultation:	Human Resources, Legal, Finance and Access to Services.
Recommendation(s):	It is recommended that; 1) The Pay Policy Statement 2024-2025 as attached at Appendix A of the report be approved and published.
Report Author:	Rachael Davies
Finance Officer:	Ben Smith
Legal Officer:	Debbie Smith
Access to Services Officer:	Rhian Millar

1. Introduction

- 1.1 Sections 38 to 43 of the Localism Act 2011 requires English and Welsh Local Authorities to produce and publish a Pay Policy Statement for each financial year, detailing:
- The Council's policies towards all aspects and elements of the remuneration of Chief Officers;
 - The approach to the publication of, and access to, information relating to all aspects of the remuneration of Chief Officers;
 - The Council's policy on the remuneration of its lowest paid employees (including the definition adopted and reasons for it);
 - The relationship between the remuneration of its Chief Officers and other employees.

- 1.2 This Pay Policy statement sets out the Council’s approach to Pay Policy in accordance with the requirements for the financial year 2024/25.
- 1.3 This Pay Policy statement is appended as Appendix A.

2. Key Points of Consideration

- 2.1 The Pay Policy reflects the 2023/24 pay awards for NJC employees, Soulbury paid officers, the Chief Executive and Chief Officers which were agreed during the 2023/24 year.
- 2.2 Pay awards for 2024/25 are yet to be determined but the pay scales attached to the policy will be updated as and when the national employers and trade unions agree the uplift.
- 2.3 The policy includes the 2023/24 gender pay gap analysis which shows the mean pay gap is 2.01% and the median pay gap is 3.73%. In 2022/23 the mean pay gap was 5.64% and the median pay gap was 12.64%. This closing of the gap is likely to be as a result of an increase in the proportion of female employees being employed in the upper quartile and a greater number of female employees working full time. Further information on the gender pay gap and its history in Swansea since mandatory reporting was introduced in 2017 is available on the [UK gender pay gap service](#).

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 An IIA screening has been undertaken (Appendix B) which demonstrates;

“All employees are directly affected by this policy, however the salary is set at UK national level. As such, it has been identified that there is a “Low Impact” on the Groups identified in Q2. It is a requirement that this Pay Policy is agreed at full Council, as a result, this has required consultation with Finance and Legal in its production (Q3) as well as consideration of the requirements of the WFG (Q4). There is “low risk” in adopting this policy relating to the impacts identified in Q5.

“The cumulative impact is to ensure that the Council has clearly outlined how employees and workers are paid, and the additional arrangements that are in place to provide remuneration and pension benefits. Overall the policy aims to ensure that how all employees and workers are paid for work, and also outlines the reasoning behind the policy, and to meet the guidance laid out by Welsh Government” (Q7).

4. Financial Implications

4.1 The costs arising from the Council’s Pay Policy Statement are reflected in the 2024/25 budget. An assumption for pay has been made for 2024/25 but details of any likely offer or scope for agreed settlement remain unknown.

5. Legal Implications

5.1 Under s 39(1) of the Localism Act 2011, the Council is required to approve its Pay Policy Statement by 31 March each year.

Background Papers: None

Appendices:

Appendix A	Pay Policy Statement 2024/25
Appendix B	IIA Annual Pay Policy Statement 2024/25



2024-25 PAY POLICY

March 2024

**Mae'r ddogfen hefyd ar gael yn Gymraeg
This document is also available in Welsh**

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1.0 Introduction

- 1.1 Under Section 112 of the Local Government Act 1972 the Council has the power 'to appoint officers on such reasonable terms and conditions as the Council thinks fit'.
- 1.2 This Pay Policy statement sets out the Council's approach to pay policy in accordance with the requirements of sections 38 to 43 of the Localism Act 2011 which requires English and Welsh Local Authorities to produce and publish a Pay Policy Statement for each financial year, detailing the Council's policies towards all aspects and elements of the remuneration of Chief Officers, including:
 - i. The approach to the publication of, and access to, information relating to all aspects of the remuneration of Chief Officers
 - ii. The Council's policy on the remuneration of its lowest paid employees (including the definition adopted and reasons for it)
 - iii. The relationship between the remuneration of its Chief Officers and other employees
- 1.3 Local authorities are large, complex organisations with multi-million pound budgets. They have a very wide range of functions and provide and/or commission a wide range of essential services. The general approach to remuneration levels may therefore differ from one group of employees to another to reflect the specific circumstances at a local, Welsh or UK national level. It will also need to be flexible when required to address a variety of changing circumstances, whether foreseeable or not.
- 1.4 The Council recognises the role of trade unions in consultation and negotiation of pay at local, regional, and national levels. The Council supports the National Joint Councils and Joint Negotiating Committees, which govern the national agreements concerning pay and conditions of service, which are applicable to all of the employee groups referred to in this pay policy statement.
- 1.5 As required by legislation, full Council approved the first Pay Policy in 2012 and this policy statement came into immediate effect. The Policy is subject to review on a minimum of an annual basis in accordance with the relevant legislation. This pay policy is subject to full Council approval.
- 1.6 This policy has made reference to the Welsh Government Guidance Pay Accountability in Local Government, December 2020, and November 2021.
- 1.7 "Recognising Performance" is a key strand of the Council's Workforce Strategy for 2022-27 with the aim to *"achieve and recognise high levels of performance from direct and effective communication, regular evaluation and feedback, clear planning and understanding and supporting our workforce and incentivise appropriately"*. *"So that we have capable staff who are appropriately incentivised, recognised and motivated to achieve a high performance culture across all teams and demonstrating our core values."*

2.0 Policy Statement

- 2.1 This Policy includes matters concerning the remuneration of Chief Officers, as defined under the Localism Act 2011, including the publication of and access to information relating to all aspects of their remuneration.
- 2.2 The policy includes details on the remuneration of its lowest paid employees (including the definition adopted and reasons for it) and the relationship between the remuneration of its Chief Officers and other employees.
- 2.3 The Council will endeavour to maintain the constructive Social Partnership approach that it has developed with the recognised Trade Unions and will continue to work closely with them on pay related matters. Collective bargaining will be followed as appropriate for any proposed changes to pay and/or allowances.

3.0 Legislative Framework

- 3.1 In determining the pay and remuneration of all of its employees, the Council will comply with all relevant employment legislation. This includes:
 - Equality Act 2010
 - Employment Rights Act 1996
 - Part Time Employment (Prevention of Less Favourable Treatment) Regulations 2000 and the Fixed-term Employment (Prevention of Less Favourable Treatment) Regulations 2002
 - Working Time Regulations 1998
 - Agency Workers Regulations 2010
 - Transfer of Undertakings (Protection of Employment) Regulations 2006
 - National Minimum Wage (Amendment) Regulations 2021
- 3.2 The Council will ensure there is no pay discrimination within its pay structures and that all pay differentials can be objectively justified through the use of equality proofed Job Evaluation mechanisms which relate salaries to the requirements, demands and responsibilities of the role.
- 3.3 The Act sets out the requirements for Pay Policy Statements and as part of this there are certain terms that are used to define different employee groups and in particular senior officers. This section explains these definitions, and how they apply in this Council. 'Chief Officers' are defined within S43 of the Localism Act. The posts falling within the statutory definition of S43 of the Localism Act are as follows;
 - (a) the head of its paid service designated under section 4(1) of the Local Government and Housing Act 1989;
 - (b) its monitoring officer designated under section 5(1) of that Act;
 - (c) a statutory chief officer mentioned in section 2(6) of that Act;
 - (d) a non-statutory chief officer mentioned in section 2(7) of that Act;

(e) a deputy chief officer mentioned in section 2(8) of that Act.

3.4 As stated in the Local Government and Elections (Wales) Act 2021, with reference to the changes introduced by the Local Government (Wales) Measure 2011, the role of “Head of Paid Service” was replaced by the role of “Chief Executive” from May 2022.

3.5 The Council’s **Chief Officers** are:

- Chief Executive
- Statutory Chief Officers:
 - Director of Education
 - Director of Social Services
 - Section 151 Officer - Director of Finance
 - Monitoring Officer – Head of Legal, Democratic Services and Business Intelligence
- Non-statutory Chief Officers:
 - Director of Corporate Services
 - Director of Place

3.6 The Council’s **Deputy Chief Officers** are:

- Corporate Services:
 - Head of Communications and Marketing
 - Deputy Monitoring Officer and Deputy Chief Legal Officer
 - Head of Human Resources and Service Centre
 - Head of Digital and Customer Services
- Education Directorate:
 - Head of Achievement and Partnerships
 - Head of Planning and Resources
 - Head of Vulnerable Learners
- Finance:
 - Deputy Section 151 Officer and Deputy Chief Finance Officer
 - Head of Revenues and Benefits
 - Head of Commercial Services
- Place Directorate:
 - Head of Building Services
 - Head of Cultural Services
 - Head of Highways and Transportation
 - Head of Housing and Public Health
 - Head of Planning and City Regeneration
 - Head of Property Services
 - Head of Waste, Cleansing and Parks
- Social Services:

- Head of Adult Services and Tackling Poverty
- Head of Child and Family Services
- Head of Integrated Services

4.0 Scope

- 4.1 The Localism Act 2011 required authorities to develop and make public their Pay Policy on all aspects of Chief Officer Remuneration (including on ceasing to hold office), and that pertaining to the 'lowest paid', explaining their policy on the relationship between remuneration for Chief Officers and other groups. However, in the interests of transparency and accountability the Council has chosen to take a broader approach and produce a policy covering all employee groups with the exception of school teachers (as the remuneration for this latter group is set by Welsh Government and is not within the Council's control).
- 4.2 The Council has autonomy in making decisions on pay that are appropriate to local circumstances and which deliver value for money for local taxpayers. However, this policy will be complied with in setting remuneration levels for all groups within its scope.

5.0 Principles of the Pay Policy

- 5.1 The Council is committed to an open and transparent approach to pay policy which will enable the tax payer to access, understand and assess information on remuneration levels across all groups of council employees. To this end the following are provided as Appendices to this policy:
- Swansea Council's Employee Pay Scales, National Joint Council (NJC) Employees (Annex A)
 - Swansea Council's Chief Officer Pay Scales (Annex B)
 - National Pay Grades - Soulbury (Annex C)
- 5.2 The following are available on the Council's website:
- JNC Chief Officer Employment Rules (as per Council Constitution)
 - Redundancy Policy
 - Performance Management Policy
 - Annual Leave Policy
 - Travel and Subsistence Policy
 - Partnership arrangements
 - Swansea Public Services Board
 - Swansea City of Sanctuary
 - Swansea Poverty Partnership Forum
 - Regeneration Swansea
 - Safer Swansea Advice
- 5.3 In addition to the above, the Chief Executive and Directors also play key roles in regional agencies such as the South West Wales Corporate Joint Committee, Partneriaeth, Swansea Bay City Deal, The West Glamorgan Partnership, and the Public Service Board. In this context, at the more senior grades in particular,

remuneration levels need to enable the attraction of a suitably wide pool of talent. This would ideally include people from the private and public sector and from inside and outside Wales. It is recognised that the Council will often be seeking to recruit in competition with other good public and private sector employers.

- 5.4 The Council is also the major employer in the area. As such we must have regard to our role in improving the economic well-being of the people of the City and County. The availability of good quality employment on reasonable terms and conditions and fair rates of pay has a beneficial impact on the quality of life in the community as well as on the local economy. The Council also has a role in setting a benchmark example on pay and conditions to other employers in the area for the same reasons.

6.0 Pay Structures within the Council

- 6.1 The Council uses different pay structures for different groups of employees:

Chief Officers' Pay Structure

- 6.2 A pay structure is used for Chief Officers as outlined in Annex B. The structure and any variation to it is determined by Council and was last reviewed in 2012. The pay structure is due to be reviewed in 2023/24 as part of the Council decision to job evaluate Chief Officer posts.

National Joint Council Pay Structure

- 6.3 The Council uses the nationally negotiated NJC pay spine as the basis for its NJC grading structure for all employees who are not Chief Officers, Soulbury officers or teachers.
- 6.4 Pay increases for NJC staff are nationally negotiated. All other pay related allowances are the subject of either nationally or locally negotiated rates, having been determined from time to time in accordance with collective bargaining machinery and/or as determined by Council Policy.
- 6.5 New appointments will normally be made at the minimum of the relevant grade, although this can be varied where necessary to secure the best candidate.
- 6.6 Pay rates for the period 1 April 2023 to 31 March 2024 are detailed in Annex A.

Soulbury Committee Pay Structure

- 6.7 Educational Inspectors and Advisers and Educational Psychologists use Soulbury Committee pay structure. In addition to the annual pay increase, the Soulbury Committee determines the national salary framework. On other conditions of service issues, the Soulbury agreement ensures that officers have conditions which are not less favourable than other local government staff employed in the Council they work in.
- 6.8 All future nationally negotiated pay increases for Soulbury staff will follow the same process as for Chief Officers; see below. The Council will therefore pay

future pay rises as and when determined in accordance with contractual requirements.

6.9 The 2023/24 pay rates for this group of staff are attached at Annex C.

Teachers' Pay Structure

6.10 Teachers' salaries are set nationally by the Welsh Government and each school is required to adopt a Pay Policy for Teachers.

7.0 Job Evaluation

7.1 Job evaluation is a systematic way of determining the value/worth of a job in relation to other jobs within an organisation. It aims to make a systematic comparison between jobs to assess their relative worth, for the purpose of establishing a rational pay structure and pay equity between jobs.

7.2 The Council implemented Single Status for all staff in terms of Pay, Grading and Terms & Conditions on 1 April 2014. The concept of equality was central to this work and our Integrated Impact Assessment (IIA) process has been utilised throughout. It has informed the negotiating position of the Council in relation to a number of Terms and Conditions. The Council engaged Northgate to assist us to carry out an IIA in respect of our new pay model.

7.3 The Council currently uses 2 job evaluation schemes: the LGA JE scheme for Chief Officers and the methodology of Job Family Allocation.

8.0 Market Supplements

8.1 Job evaluation has enabled the Council to set appropriate remuneration levels based on internal job size relativities within the Council. However, from time to time it may be necessary to take account of the external pay market to attract and retain employees with particular experience, skills, and capacity.

8.2 Where there are specialist / technical roles required within a service, and the recruitment process has failed to deliver appropriately qualified suitable candidates for the role on offer, the Head of Service may submit to Corporate Management Team (CMT) a full business case (including current labour market research) for an additional market supplement payment.

8.3 It is the Council's policy that any such market supplements be kept to a minimum and be subject to a clear procedure to ensure they are reviewed on a regular basis so that they can be withdrawn where no longer considered necessary. The Market Supplement Policy and Procedure were last reviewed by CMT in January 2024.

9.0 Honoraria

9.1 The Council recognises that it may be necessary from time to time to apply an additional payment when an employee is requested to 'act up' into a higher

graded post or to temporarily undertake additional duties associated with a higher graded post. In these circumstances an honoraria payment may be made. It is the Council's policy that honoraria be kept to a minimum and be subject to a clear procedure to ensure honoraria payments are transparent, carefully considered, subject to proper review and implemented on a consistent basis. The Honoraria Policy and Procedure were last reviewed by CMT in January 2024.

10.0 Pay and Performance

- 10.1 The Council expects high levels of performance from all employees and has a performance review process in place to monitor, evaluate and manage performance on an ongoing basis. No performance-related pay is currently applicable to any employee group.
- 10.2 The Chief Executive's performance review is undertaken by the Chief Executive's Appraisal and Remuneration Committee on an annual basis. The Chief Executive publishes the objectives set by the Council in the Chief Executive's blog.
- 10.3 For Chief Officers, the annual increment (if not already at top of scale) is awarded only when the Performance Review is deemed satisfactory.
- 10.4 The Council has an Employee Performance Management policy that is available on the Council's website.

11.0 Chief Executive

- 11.1 The role of Chief Executive involves coordination, management, staffing, advising the council, elections and dealing with emergencies. It is a full time and permanent appointment and the postholder is selected on merit against objective criteria, following public advertisement, and is appointed by full Council.
- 11.2 The Chief Executive works closely with elected members to deliver the Council's corporate plan and wellbeing objectives. The Local Government and Elections (Wales) Act 2021 introduced additional functions for the Chief Executive to keep certain matters including the organisation and appointment of the council's staff under review and where appropriate to do so to report to the council setting out proposals in respect of those matters.
- 11.3 The Chief Executive is employed on Joint National Committee for Chief Executives of Local Authorities (JNC for Chief Executives) terms and conditions. The JNC for Chief Executives negotiates on national annual pay awards. These pay awards are effective from 1 April each year however they are not normally confirmed in advance of this date. In respect of the nationally agreed JNC Pay Award for the Chief Executive's salary, half is afforded automatically with the other half subject to the performance rating at the Annual Performance Review. The current Chief Executive is on a spot salary with no incremental progression.
- 11.4 The Chief Executive acts as the Returning Officer for Local Government Elections. The appointment of Electoral Registration Officer is required by

Section 8 of the Representation of the People Act 1983 and the appointment of Returning officer by Section 35 of the Representation of the People Act 1983. All other elections and referenda are not included; and this is covered by the JNC Terms and Conditions of Employment.

- 11.5 The latest pay award for the Chief Executive increased the Chief Executive's salary to £162,378 per annum from 1 April 2023.

12.0 Chief Officers

- 12.1 The Council employs Chief Officers under JNC for Chief Officers terms and conditions. The JNC negotiates on national annual pay awards which are effective from 1 April each year, although they are not normally confirmed in advance of this date. The latest pay award for chief officers, which was effective from 1 April 2023, is attached at Annex B.
- 12.2 No bonus or performance related pay mechanism is applicable to Chief Officers' pay; although the annual increment (if not already at top of scale) is only awarded once the Annual Performance Review has been deemed as satisfactory.
- 12.3 Although annual pay increases referred to above are part of the nationally agreed terms and conditions, Chapter 8 of the Localism Act 2011 and the Council's Constitution provides that any decision to determine or vary the remuneration of Chief Officers (or those to be appointed as Chief Officers) must be made by full Council. In accordance with these rules, the Council's decision to agree this Pay Policy constitutes agreement to implement future pay increases determined by the relevant negotiating body effective from 1 April 2024, as accounted for in the Budget set and agreed by Council. Any additional financial implications arising from the national pay agreements determined after this date that cannot be met within the Council's agreed Budget will be referred to Council for consideration and decision.
- 12.4 The Council pays all reasonable travel and subsistence expenses on production of receipts and in accordance with JNC conditions and other local conditions. It also meets the fifty percent of the cost of membership to a professional body if it is deemed an essential requirement of the post.

13.0 Exit Payments

- 13.1 The Council's approach to statutory and discretionary payments on termination of employment of all employees, prior to reaching normal retirement age, is set out within its Early Retirement & Redundancy Policy in accordance with Regulations 5 and 6 of the Local Government (Early Termination of Employment) (Discretionary Compensation) Regulations 2006. This is in respect of a redundancy payment being based on actual weekly earnings (Regulation 5) and when an enhanced redundancy payment of up to 45 weeks' pay would be granted (Regulation 6).
- 13.2 Regulations 12 and 13 of the Local Government Pension Scheme (Benefits, Membership and Contribution) Regulations 2007 do not apply as the Council

does not increase the total membership of active members (Regulation 12) or award additional pension (Regulation 13).

- 13.3 The Council will comply with Chapter 8 of the Localism Act 2011 and the Council's Constitution which provides that the Council must determine the level, and any change in the level of remuneration to be paid to a chief officer. This includes any amounts payable to a chief officer on the chief officer ceasing to hold office, other than amounts that may be payable by virtue of any enactment.
- 13.4 The Council will also comply with the Welsh Government's guidance that full Council should be given the opportunity to vote on chief officer severance packages to ensure any settlement represents value for money for taxpayers. In presenting information to full council, the Council will set out clearly all the components of the relevant severance package including any statutory or non-statutory components.
- 13.5 When calculating the value of any severance package, the following payments should be taken into account:
- Salary paid in lieu
 - lump sum redundancy/severance payment
 - cost to the Council of the strain on the pension fund arising from providing early access to an unreduced pension.
- 13.6 Since February 2021 there has been no cap on exit payments in England and Wales, nor has there been a requirement for public bodies to request waivers for exit payments over £95,000. UK Government started a consultation on introducing a cap in October 2022 and we await the Government's response.
- 13.7 The Head of HR and Service Centre will ensure that if there are further decisions made regarding this matter, the appropriate actions will be taken to ensure compliance.

14.0 Voluntary Severance

- 14.1 The Council's Voluntary Redundancy Policy provides details of the position on making discretionary payments on early termination of employment under Regulation 7 of the Local Government (Early Termination of Employment) (Discretionary Compensation) (England and Wales) Regulations 2006. Details of the Council's policy on whether to increase an employee's total pension scheme membership and on awarding additional pension under Regulation 66 of the Local Government Pension Scheme (Administration) Regulations 2008 is included in our Employer's Pensions Discretions statement.
- 14.2 Further to the Employment Appeal Tribunal (EAT) decision University of Sunderland v Drossou (13 June 2017) the Council will take into consideration any pension contributions that form part of the overall package of 'remuneration' offered to an employee in return for their services. The result of this is that, where appropriate, the employer's pension contributions are included in the calculation of weekly pay subject to the current maximum allowed.

15.0 Pay Relativities across the Council

- 15.1 The “lowest paid employees” under a Contract of Employment are defined as those employed on a full time [37 hours] equivalent salary in accordance with the minimum spinal column point currently in use within the Council’s grading structure. The Council employs Apprentices [and other such Trainees] who are not included within the definition of ‘lowest paid employees’ as they are not employed under Contracts of Employment.
- 15.2 The relationship between the rate of pay for the lowest paid and Chief Officers is determined by the processes used for determining pay and grading structures as set out earlier in this Policy Statement.
- 15.3 The statutory guidance under the Localism Act recommends the use of pay multiples as a means of measuring the relationship between pay rates across the workforce and that of senior managers, as included within the Hutton ‘Review of Fair Pay in the Public Sector’ (2010). The Hutton Report explored the case for a fixed limit on dispersion of pay through a requirement that no public sector manager can earn more than 20 times the lowest paid person in the organisation. The report concluded that the relationship to median earnings was a more relevant measure and the Government’s Code of Recommended Practice on Data Transparency recommends the publication of the ratio between highest paid salary and the median average salary of the whole of the Council’s workforce.
- 15.4 The current pay levels within the Council define the multiple between the lowest paid (full time equivalent) employee and the Chief Executive as 1:11 and between the lowest paid employee and average Chief Officer as 1:6. The multiple between the median (average) full time equivalent earnings and the Chief Executive is 1:5 and between the median (average) full time equivalent earnings and average Chief Officer is 1:3.
- 15.5 As part of its overall and ongoing monitoring of alignment with external pay markets, both within and outside the sector, the Council uses available benchmark information as appropriate.
- 15.6 The Council’s Gender Pay Gap 2023¹ report outlines the gender pay gap between men and women employed by the Council. As of 31st March 2023, the Council had a mean gender pay gap of 2.01% and a median gender pay gap of 3.73%. The 2023 data shows that the gap continues to close when compared to 2022 when the mean gap was 5.64% and the median gap was 12.64%, which in turn was lower than in 2021 when the mean gap was 6.32% and the median gap was 13.6%.

16.0 Lower Paid Employees and Workers

- 16.1 The Localism Act 2011 requires the Council to define its ‘lowest paid employee’ within the Pay Policy Statement. Within the Council, the lowest paid employees are Grade 2 and are paid £11.79 per hour which is above the national living wage of £10.42 per hour. In April 2024, the national living wage will rise to £11.44 per hour.

¹

17.0 Independent Remuneration Panel for Wales

- 17.1 Section 143A Local Government (Wales) Measure 2011 refers to the Independent Remuneration Panel for Wales (IRPW) and sets out their functions in relation to salaries of Chief Executives.
- 17.2 Any changes to remuneration for the Chief Executive role will be referred to the IRPW and any recommendations received from the IRPW will be put before Council when determining any change in remuneration. Council will have regard to any recommendation received from the IRPW when deciding whether or not to proceed with any change to Chief Executive salary.
- 17.3 The Council is required to identify in this pay policy statement whether any such referral has been made to the IRPW, and if so, the nature of the referral, the IRPW's decision and the council response. The Council has not made a referral to the IRPW relating to the salary payable to the Chief Executive.

18.0 Accountability and decision making

- 18.1 In accordance with the Constitution of the Council, full Council is responsible for decision making in relation to the pay, terms and conditions and severance arrangements in relation to Chief Officer employees of the Council.
- 18.2 This policy has considered all the recommendations in the Welsh Government guidance notes on Pay Accountability in Local Government in Wales and has been referred to throughout this Policy statement.

19.0 Non-guaranteed Working Hours

- 19.1 In December 2016, the Welsh Government issued principles and guidance on the appropriate use of non-guaranteed hours arrangements in the devolved public services in Wales. These principles and guidance were developed by the Public Services Staff Commission in social partnership with the Welsh Government's Partnership Council and its sector groups. The Council is committed to the principles which apply to those employees who are employed on a relief, casual or sessional basis. These employees are used in services within the Council where there is either a need to bring in an additional workforce in order to cover peaks in workload or where the workload is on a one off basis.

20.0 Recruitment and Talent Management

- 20.1 The Council's Policy and Procedures with regard to recruitment of Chief Officers is contained within the Officer Employment Procedure Rules as set out in Part 4 of the Constitution. The determination of the remuneration to be offered to any newly appointed Chief Officer will be in accordance with the pay structure and relevant policies in place at the time of recruitment.

- 20.2 Where the Council remains unable to recruit Chief Officers under a contract of service, or there is a need for an interim appointment to provide cover for a vacant substantive Chief Officer post or for any other reason, the Council will, where necessary, consider and utilise engaging individuals under ‘contracts for service.’ These will be sourced through a relevant procurement process ensuring the Council is able to demonstrate the maximum value for money benefits from competition in securing the relevant service. The Council does not currently have any Chief Officers engaged under such arrangements.

21.0 Re-employment Procedures

- 21.1 No Chief Officer who was previously made redundant or granted early retirement from the Council, will be later re-employed, or re-engaged. This would be either as an employee (Contract of Service), as a Consultant (Contract for Service) or through an external contractor commissioned to work on behalf of the Council unless in exceptional circumstances when a meeting of Council may waive this requirement.
- 21.2 The Council will inform Chief Officers on appointment who are in receipt of a pension under the LGPS from a previous employer that they must inform their Pension Fund Provider of their re-employment in Local Government. The appropriate abatement rules can then be applied.

22.0 Teachers’ Pay

- 22.1 The Teachers’ Pay Policy provides a framework for making decisions on Teachers’ pay. It has been developed to comply with the requirements of the School Teachers’ Pay and Conditions (Wales) Document (STPCWD) and has ‘been the subject of consultation with ASCL, NAHT, NASUWT, NEU AND UCAC

23.0 Local Government Pension Scheme

- 23.1 All Council employees (with the exception of teachers) are entitled to join the local government pension scheme (LGPS) which is offered by the Local Government Employers. If employees are eligible, they will automatically become a member of the scheme (to join they must have a contract for at least 3 months duration and be under the age of 75). Employees can decide to opt out of the scheme. The benefits and contributions payable under the Fund are set out in the LGPS regulations.
- 23.2 The current level of contribution to the scheme by employees, effective from 1st April 2024, is outlined in the following table:

LGPS Contribution table 2024/25			
Band	Actual pensionable pay for an Employment (per annum)	Contribution rate for that employment	
		Main	50/50
1	Up to £17,600	5.50%	2.75%
2	£17,601 to £27,600	5.80%	2.90%
3	£27,601 to £44,900	6.50%	3.25%

4	£44,901 to £56,800	6.80%	3.40%
5	£56,801 to £79,700	8.50%	4.25%
6	£79,701 to £112,900	9.90%	4.95%
7	£112,901 to £133,100	10.50%	5.25%
8	£133,101 to £199,700	11.40%	5.70%
9	£199,701 or more	12.50%	6.25%

23.3 Teachers are entitled to join the Teachers' Pensions scheme. As the Teachers Pensions scheme is operated externally further information can be found on www.teacherspensions.co.uk.

23.4 The Council's Pensions Discretions Policy statement has been updated and agreed during 2023 and is published on the Council's website as required by regulations:

https://www.swansea.gov.uk/media/5047/Employers-pensions-discretions-policy2021/pdf/Employers_pensions_discretions_policy.pdf?m=1642597102047

24.0 Off Payroll Arrangements

24.1 Where the Council is unable to recruit to a job under a contract of service, or where there is a need for specialist support for a specific project, the Council will, where necessary, consider engaging individuals under a contract for service. These will be sourced through the relevant procurement process under the Council's Contract Procedure Rules, ensuring the council is able to demonstrate value for money from competition in securing the relevant service.

25.0 Publication

25.1 Upon approval by the full Council, this statement will be published on the Council's website. In addition, for posts where the full time equivalent salary is at least £60,000, as required under the Accounts and Audit (Wales) (Amendment) Regulations 2010, the Council's Annual Statement of Accounts will include a note setting out the total amount of:

- salary, fees, or allowances paid to or receivable by the person in the current and previous year
- any bonuses so paid or receivable by the person in the current and previous year
- any sums payable by way of expenses allowance that are chargeable to UK income tax
- any compensation for loss of employment and any other payments connected with termination
- any benefits received that do not fall within the above

26.0 Monitoring and Review

26.1 This Policy outlines the current position in respect of pay and reward across the Council and it will continue to be monitored over the next year to ensure that it meets the principles of fairness, equality, accountability, and value for money for citizens of Swansea.

- 26.2 This Pay Policy Statement will be kept under review and developments considered in the light of external best practice and legislation. The Pay Policy Statement may also be reviewed as part of the Council's existing Scrutiny arrangements. The Council will ensure the Pay Policy Statement is updated on an annual basis in line with the requirement of the Localism Act 2011.
- 26.3 This Pay Policy Statement will be reviewed and updated on an annual basis for consideration and agreement by full Council, with the next Pay Policy Statement to be in place for the 2025/26 financial year.

ANNEX A: NJC Pay Award 2023-24

GRADE	SCP POINT	HOURLY RATE 22/23	SALARY 22/23	HOURLY RATE 23/24	SALARY 23/24
GRADE 2	3	£10.79	£20,812.00	£11.79	£22,737.00
GRADE 3	4	£10.98	£21,189.00	£11.98	£23,114.00
GRADE 4	5	£11.18	£21,575.00	£12.18	£23,500.00
	6	£11.39	£21,968.00	£12.38	£23,893.00
GRADE 5	7	£11.59	£22,369.00	£12.59	£24,294.00
	8	£11.81	£22,777.00	£12.80	£24,702.00
	9	£12.02	£23,194.00	£13.02	£25,119.00
GRADE 6	11	£12.47	£24,054.00	£13.47	£25,979.00
	12	£12.70	£24,496.00	£13.69	£26,421.00
	14	£13.17	£25,409.00	£14.17	£27,334.00
	15	£13.41	£25,878.00	£14.41	£27,803.00
	17	£13.91	£26,845.00	£14.91	£28,770.00
GRADE 7	19	£14.44	£27,852.00	£15.43	£29,777.00
	20	£14.71	£28,371.00	£15.70	£30,296.00
	22	£15.26	£29,439.00	£16.26	£31,364.00
	23	£15.63	£30,151.00	£16.63	£32,076.00
	24	£16.12	£31,099.00	£17.12	£33,024.00
GRADE 8	25	£16.60	£32,020.00	£17.59	£33,945.00
	26	£17.06	£32,909.00	£18.06	£34,834.00
	27	£17.53	£33,820.00	£18.53	£35,745.00
	28	£18.00	£34,723.00	£19.00	£36,648.00
	29	£18.35	£35,411.00	£19.35	£37,336.00
GRADE 9	30	£18.81	£36,298.00	£19.81	£38,223.00
	31	£19.31	£37,261.00	£20.31	£39,186.00
	32	£19.85	£38,296.00	£20.85	£40,221.00
	33	£20.47	£39,493.00	£21.47	£41,418.00
	34	£20.98	£40,478.00	£21.98	£42,403.00
GRADE 10	35	£21.51	£41,496.00	£22.51	£43,421.00
	36	£22.03	£42,503.00	£23.03	£44,428.00
	37	£22.56	£43,516.00	£23.55	£45,441.00
	38	£23.09	£44,539.00	£24.08	£46,464.00
	39	£23.58	£45,495.00	£24.58	£47,420.00
GRADE 11	40	£24.13	£46,549.00	£25.13	£48,474.00
	41	£24.66	£47,573.00	£25.66	£49,498.00
	42	£25.18	£48,587.00	£26.18	£50,512.00
	43	£25.70	£49,590.00	£26.70	£51,515.00
	44	£26.24	£50,626.00	£27.26	£52,591.00
GRADE 12	45	£26.77	£51,649.00	£27.81	£53,653.00
	46	£27.30	£52,678.00	£28.36	£54,722.00
	47	£27.85	£53,738.00	£28.94	£55,824.00
	48	£28.41	£54,817.00	£29.52	£56,944.00
	49	£28.98	£55,919.00	£30.11	£58,089.00

ANNEX B: Chief Officers' Pay 2023-24

CHIEF EXECUTIVE								
£162,379 per annum (fixed point)								
DIRECTORS £113,003 to £128,010 per annum								
Point 1	Point 2	Point 3	Point 4	Point 5	Point 6	Point 7		
£113,003	£115,923	£116,552	£119,417	£122,282	£125,146	£128,010		
CHIEF OFFICERS £95,475 to £116,552 per annum								
Point 1	Point 2	Point 3	Point 4	Point 5	Point 6	Point 7	Point 8	Point 9
£95,475	£98,396	£101,318	£104,238	£107,160	£110,081	£113,003	£115,923	£116,552
HEADS OF SERVICE BAND 1 £77,947 to £95,475 per annum								
Point 1	Point 2	Point 3	Point 4	Point 5	Point 6	Point 7		
£77,947	£80,869	£83,788	£86,710	£89,631	£92,555	£95,475		
HEADS OF SERVICE BAND 2 £66,262 to £83,788 per annum								
Point 1	Point 2	Point 3	Point 4	Point 5	Point 6	Point 7		
£66,262	£69,183	£72,105	£75,025	£77,947	£80,869	£83,788		
HEADS OF SERVICE BAND 3 £60,420 to £72,105 per annum								
Point 1	Point 2	Point 3	Point 4	Point 5				
£60,420	£63,284	£66,262	£69,183	£72,105				

ANNEX C: Soulbury Pay Scales 2023

SCP	01.09.21	01.09.22	01.09.23
1	37056	38981	40540
2	38383	40308	41920
3	39637	41562	43224
4	40907	42832	44545
5	42168	44093	45857
6	43431	45356	47170
7	44758	46683	48550
8	46035*	47960*	49878*
9	47522	49447	51425
10	48849	50774	52805
11	50158	52083	54166
12	51425	53350	55484
13	52860**	54785**	56976**
14	54140	56065	58308
15	55553	57478	59777
16	56831	58756	61106
17	58113	60038	62440
18	59371	61296	63748
19	60668	62593	65097
20	61338***	63263***	65794***
21	62626	64551	67133
22	63749	65674	68301
23	64985	66910	69586
24	66093	68018	70739
25	67278	69203	71971
26	68434	70359	73173
27	69616	71541	74403
28	70815	72740	75650
29	72016	73941	76899
30	73215	75140	78146
31	74404	76329	79382
32	75611	77536	80637
33	76819	78744	81894
34	78056	79981	83180
35	79291	81216	84465
36	80560	82485	85784
37	81809	83734	87083
38	83071	84996	88396
39	84316	86241	89691
40	85561	87486	90985
41	86811	88736	92285
42	88061	89986	93585
43	89309	91234	94883
44	90564	92489	96189
45	91815	93740	97490
46	93069	94994	98794
19			

47	94327	96252	100102
48	95574	97499	101399
49	96825	98750	102700
50	98079	100004	104004
51	108164****		
52	112491****		

Notes to Educational Improvement Professionals above

Salary scales to consist of not more than four consecutive points based on the duties and responsibilities attaching to posts and the need to recruit and motivate staff.

**normal minimum point for EIP undertaking the full range of duties at this level.*

***normal minimum point for senior EIP undertaking the full range of duties at this level.*

****normal minimum point for leading EIP undertaking the full range of duties at this level.*

*****extension to range to accommodate structured professional assessments.*

Two additional points after SCP 50 with effect from 1 September 2023.

Trainee Educational Psychologists

SCP 01.09.21 01.09.22 01.09.23

1	24970	26895		<ul style="list-style-type: none"> • SCP1 is deleted with SCP 2 the first point of the scale with effect from 1 September 2023.
2	26798	28723	29872	
3	28623	30548	31770	
4	30453	32378	33673	
5	32279	34204	35572	
6	34107	36032	37473	

Assistant Educational Psychologists

SCP 01.09.21 01.09.22 01.09.23

1	30694	32619		<ul style="list-style-type: none"> • SCP 1 is deleted with SCP 2 the first point of the scale with effect from 1 September 2023 • An additional point after SCP 4 with effect from 1 September 2023
2	31948	33873	35228	
3	33201	35126	36531	
4	34448	36373	37828	
5			39341	

Educational Psychologists - Scale A

SCP 01.09.21 01.09.22 01.09.23

1	38865	40790	42422	Notes to Educational Psychologists - Scale A: Salary scales to consist of six consecutive points based on the duties and responsibilities attaching to posts and the need to recruit retain and motivate staff. *Extension to scale to accommodate structured professional assessment points. Three additional SCPs after point 11 with effect from 1 September 2023
2	40838	42763	44474	
3	42811	44736	46525	
4	44782	46707	48575	
5	46755	48680	50627	
6	48727	50652	52678	
7	50584	52509	54609	
8	52440	54365	56540	

9	54179	56104	58348	<p>The SCPs added indicate the addition of three pay ranges to the current ranges, namely: A1 – 6, A2 – 7, A3 – 8, A4 – 9, A5 – 10 and A6 – 11</p> <p>SPA points will not be conflated with range points. This allows those local authorities with recruitment and retention challenges and which have the budgetary flexibility, the option to utilise that additional headroom.</p>
10	55921	57846	60160	
11	57544	59469	61848	
12			62540*	
13			63836*	
14			65120*	

Senior and Principal Educational Psychologists

SCP	01.09.21	01.09.22	01.09.23
1	48727	50652	52678
2	50584	52509	54609
3	52440*	54365*	56540
4	54179	56104	58348
5	55921	57846	60160
6	57544	59469	61848*
7	58210	60135	62540
8	59456	61381	63836
9	60690	62615	65120
10	61945	36870	66425
11	63177	65102	67706
12	6443 1	66356	69010
13	65707	67632	70337
14	66941**	68866**	71621
15	68235**	70160**	72966
16	69514**	71439**	74297
17	70803**	72728**	75637**
18	72090**	74015**	76976**
19			80055**
20			83257**
21			86587**

Notes to Senior and Principal Educational Psychologists

Salary scales to consist of not more than four consecutive points based on the duties and responsibilities attaching to posts and the need to recruit retain and motivate staff.

**Normal minimum point for the principal educational psychologist undertaking the full range of duties at this level.*

***Extension to range to accommodate discretionary scale points and structured professional assessments.*

Three additional SCPs after point 18 with effect from 1 September 2023

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

Which service area and directorate are you from?

Service Area: HR and Service Centre

Directorate: CORPORATE SERVICES

Q1 (a) What are you screening for relevance?

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

(b) Please name and fully describe initiative here:

Pay Policy Statement 2024/25– a review and update of the existing policy outlining compliance requirements and procedures. Policy is reviewed annually as per legislative requirements.

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

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

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

The Pay Policy consultation process includes reviews of new draft policies and procedures by relevant specialists that include Finance, Legal, Service Centre and full Council.

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

The Well-being goals are overarching and are considered during the development of all Council HR Policies. The pay structure is agreed nationally and implemented according to Local TU agreement.

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

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

Yes No If yes, please provide details below

All Council services must comply with this policy.

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

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

The cumulative impact is to ensure that the Council has clearly outlined how employees and workers are paid, and the additional arrangements that are in place to provide remuneration and pension benefits. Overall the policy aims to ensure that how all employees and workers are

paid for work, and also outlines the reasoning behind the policy, and to meet the guidance laid out by Welsh Government.

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)

All employees are directly affected by this policy, however the salary is set at UK national level. As such, it has been identified that there is a “Low Impact” on the Groups identified in Q2. It is a requirement that this Pay Policy is agreed at full Council, as a result, this has required consultation with Finance and Legal in its production (Q3) as well as consideration of the requirements of the WFG (Q4). There is “low risk” in adopting this policy relating to the impacts identified in Q5.

“The cumulative impact is to ensure that the Council has clearly outlined how employees and workers are paid, and the additional arrangements that are in place to provide remuneration and pension benefits. Overall the policy aims to ensure that how all employees and workers are paid for work, and also outlines the reasoning behind the policy, and to meet the guidance laid out by Welsh Government” (Q7).

(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: Rachael Davies
Job title: Head of HR and Service Centre
Date: 19/02/2024
Approval by Head of Service:
Name: Rachael Davies
Position: Head of HR and Service Centre
Date: 19/02/2024

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



Report of the Cabinet Member for Corporate Services & Performance

Council – 21 March 2024

Annual Review of Well-being Objectives

Purpose:	To recommend any changes to the Council's well-being objectives as the result of an annual review that requires, as set out in the Well-being of Future Generations (Wales) Act 2015, public bodies to assess whether their well-being objectives remain appropriate or not.
Policy Framework:	<i>Delivering a Successful & Sustainable Swansea Corporate Plan 2023/28</i>
Consultation:	Access to Services, Finance, Legal.
Recommendation(s):	It is recommended that Council: 1) Approves that the Council's well-being objectives remain unchanged for 2024/28.
Report Author:	Richard Rowlands
Finance Officer:	Paul Roach
Legal Officer:	Debbie Smith
Access to Services Officer:	Rhian Millar

1. Introduction

- 1.1 The Council's Corporate Plan 2023/28 *Delivering a Successful & Sustainable Swansea* includes a summary of the council's key priorities, known as 'well-being objectives', which are a requirement of the Well-being of Future Generations (Wales) Act 2015.
- 1.2 The Corporate Plan and well-being objectives were reviewed and updated for 2023/28. The review of the Corporate Plan and our well-being objectives for 2023/28 was undertaken by consulting with local people and by assessing, among other sources, the following evidence:

- Future trends and challenges.
 - Future Generations Commissioners Report 2020.
 - Our policy commitments.
- 1.3 The Well-being of Future Generations (Wales) Act 2015 requires that each year public bodies must review their well-being objectives. In doing so, public bodies can assess whether their well-being objectives are appropriate or not, to the extent that:
- they will contribute to the achievement of the national well-being goals;
 - public bodies consider they are taking all reasonable steps to meet them, and;
 - they remain consistent with the sustainable development principle.
- 1.4 This report sets out the methodology used to undertake the review of the Councils well-being objectives in readiness for 2024/25 and the outcome.

2. Methodology

- 2.1 Each well-being objective is underpinned by evidence, including and not restricted to:
- The Future Generations Report.
 - Welsh Government Future Trends Report.
 - Swansea PSB Assessment of Local Wellbeing.
 - Welsh Government National Milestones and Indicators.
 - Swansea Council Policy commitments.
 - Annual Review of Performance.
 - Quarterly and Annual Performance Reporting.
 - Corporate Risks.
- 2.2 The well-being objectives were reviewed for 2024/25 by assessing any changes that had taken place since March 2023 to the evidence that was used to develop the objectives. This was done to determine whether any changes needed to be made to any of the well-being objectives in readiness for 2024/25.

3. Considerations

- 3.1 The annual review of well-being objectives concerned the objectives themselves, i.e., a review of the evidence to help determine if the wording of the objectives needed to be changed, or whether new objectives should be added or existing objectives removed, or a combination of these different options or that no changes are required.

3.2 The review did not concern the detail in the Corporate Plan to deliver or measure progress meeting the well-being objectives, such as the steps in the Corporate Plan, the performance indicators and success measures. The detail in the Corporate Plan will be reviewed by April 2024 following approval of the Council's budget on March 6th and will link in with the service planning and PI setting process and will take into account any updates that are required.

4. Outcome

4.1 The outcome from the review determined that no changes were needed to the Council's well-being objectives for 2024/25. A report on the outcome from the review is attached at Appendix A.

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

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

- 5.4 The Corporate Plan is a high level and strategic document that sets out the Council's well-being objectives and how it will take steps to meet them.
- 5.5 A full IIA was applied in March 2023 to the development of the Corporate Plan and to the well-being objectives for the five-year period 2023/28.
- 5.6 The annual review of well-being objectives concerns the objectives themselves, i.e., a review of any changes made to the evidence since March 2023 to help determine if the wording of the objectives needed to be changed, or whether new objectives should be added or existing objectives removed, or a combination of these different options or that no changes are required.
- 5.7 The review did not concern the detail in the Corporate Plan to deliver or measure progress meeting the well-being objectives, such as the steps in the Corporate Plan, the performance indicators and success measures.
- 5.8 The review concluded that the evidence suggested no changes were needed to the Council's well-being objectives for 2024/25 and so the IIA completed in March 2023 still applies.

6. Financial Implications

- 6.1 In the current and anticipated financial environment further discussion and consideration will be required around priorities and target setting to ensure they can be delivered within available budgets and resources.

7. Legal Implications

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

Background Papers: None.

Appendices:

- Appendix A Analysis of well-being objectives evidence
- Appendix B IIA screening form

Appendix A - Analysis of the Evidence for the Well-being Objectives

1. Introduction

1.1 The Well-being of Future Generations (Wales) Act 2015 requires that each year, public bodies must review their well-being objectives. In doing so, public bodies can assess whether their well-being objectives are appropriate or not, to the extent that:

- they will contribute to the achievement of the national well-being goals;
- public bodies consider they are taking all reasonable steps to meet them, and;
- they remain consistent with the sustainable development principle.

1.2 This report is an analysis of the evidence by assessing any changes that have taken place since March. This will help determine whether any changes need to be made to any of the well-being objectives in readiness for 2024/25.

1.3 The analysis does not concern the detail in the Corporate Plan to deliver or measure progress meeting the well-being objectives, such as the steps in the Corporate Plan, the performance indicators and success measures. The detail in the Corporate Plan will be reviewed by April 2024 as part of service planning to see if any updates are required.

1.4 Each well-being objective is underpinned by an evidence pack, including and not restricted to:

- The Future Generations Report.
- Welsh Government Future Trends Report.
- Swansea PSB Assessment of Local Wellbeing.
- Welsh Government National Milestones and Indicators.
- Swansea Council Policy commitments.
- Annual Review of Performance.
- Quarterly and Annual Performance Reporting.
- Corporate Risks.
- Council and Cabinet reports
- Scrutiny reports
- Service Transformation Committee reports

1.5 The analysis has been conducted by identifying the key pieces of evidence for each well-being objective, summarising the evidence in each objective (highlighting where there is additional / new / a change in evidence) and concluding in each case whether the evidence suggests that there should be a change to a well-being objective.

2. Safeguarding People from Harm

2.1 The evidence and key drivers underpinning the Safeguarding People from Harm well-being objective includes the following sources of information:

- Director of Social Service Annual Report 2022/23.

- Annual Report - Corporate Safeguarding 2022/23.
- The West Glamorgan Regional Partnership for Health and Social Care Area Plan.
- Update on Local Area Co-ordination.
- Swansea Council Corporate Improvement Plan.
- Integrated impact assessments alongside policy development.
- Swansea Council Policy Commitments (updated in 2022).
- Update on how Council's Policy Commitments translate to Adult Services.
- Delivering of Corporate Priorities / Council's Policy Commitments in relation to Child and Family Services.
- Swansea Council Performance Monitoring Reports.
- Performance Monitoring – Adult Services.
- Performance Monitoring – Child and Family Services.
- Swansea Council Corporate Risks.
- Residential Care Services (including update on Ty Nant).
- Adolescent Strategy and Action Plan.
- Update from Regional Safeguarding Board.
- Safeguarding Quality Unit Annual Report.
- Update on Contextual Missing Exploited & Trafficked (CMET).
- Update on Progress with Child and Adolescent Mental Health Services (CAMHS).
- Corporate Parenting Board Update.
- Internal Residential Care Provision Model of Delivery.
- West-Glamorgan-Regional-Carers-Strategy.

- 2.2 The evidence shows that there is a need to continue to ensure that there are high quality, accessible, and integrated health and social care services for adults children and families who need our care and support. Through 'coproduction' – we will involve people in everything we do, focusing on 'what matters most' to them as citizens and place them at the centre of their own care and support and by coproducing services to achieve better outcomes. The evidence supports the need to continue to work in partnerships and regionally to improve the safety, the health, and the wellbeing outcomes of our most vulnerable citizens and carry on with transformation programmes to modernise social care services, to achieve a more preventative, sustainable approach and net zero carbon footprint.
- 2.3 Since March 2023, updated evidence and the implementation of the steps to deliver this Safeguarding People from Harm well-being objective has been reported through Council, Cabinet, Governance & Audit Committee, Scrutiny Performance Panel – Adult Services, Scrutiny Performance Panel – Child and Family Services and the Social Care and Tackling Poverty Service Transformation Committee.
- 2.4 Despite the challenges and pressures Child and Family Services and Adult Services have faced on its post pandemic recovery, it has continued to not only deliver a safe and effective service, but also to co-design improvements and service change with key stakeholders. We are continuing to involve people in everything we do, focusing on 'what matters most' to them as

citizens, placing them at the centre of their own care and support and by coproducing services to achieve better outcomes. Although new evidence for 2022/23 show that the numbers of children in need of care and support has increased, the number of children placed on the child protection register has remained consistent and the numbers of children needing to become looked after is on a gradual downward trend, suggesting our range of early help approaches are effective. We are continuing to manage the risks to young people associated with exploitation outside of the family home through our proactive approach to contextual safeguarding and by the development of our CMET (children missing, exploited or trafficked) team helping to mitigate those risks. New evidence outlined in the Annual Report – Corporate Safeguarding 2022/23, shows that we are continuing to promote safeguarding vulnerable people as everyone’s business, across the Council by the roll out of Safe Voices and Safe Workforce activities.

- 2.5 In terms of Adult Services, new evidence suggests that there is a need to improve social care capacity across adult services, including investment in house domiciliary care capacity, extensive work with commissioned providers to try new models, work with third sector colleagues on establishing more micro enterprises, an enhanced bedded reablement offer and investment in different approaches to direct payments both for carers and the cared for. This investment, new models of service delivery and commissioning arrangements are helping to ensure that there are high quality and more accessible, and integrated health and social care services for adults children and families who need our care and support. However, workforce sufficiency across essential registrant posts remains a limiting factor and increasing demand for adult managed care services will need to be dealt with through the remodeling of early help and prevention services to ensure services remain effective and financially sustainable.
- 2.6 The evidence reported supports the rationale for Safeguarding People from harm to remain a corporate priority and well-being objective.

3. Improving Education and Skills

- 3.1 The evidence and key drivers underpinning the Education and Skills well-being objective includes the following sources of information:
- the Future Trends Report.
 - Future Generations Commissioners Report 2020/21.
 - the Children’s Commissioner – Annual Report 2022.
 - Swansea Council Children and Young People’s Rights Scheme 2021.
 - Swansea – Assessment of Local Well-being 2022.
 - Wales – Well-being of Wales Report (National Indicators).
 - Swansea – Corporate Improvement Plan.
 - The Welsh Index of Multiple Deprivation 2019.
 - The Pupil Level Annual School Census.
 - The School Workforce Annual Census (SWAC).
 - The Curriculum for Wales 2022.

- Cymraeg 2050 Strategy.
- Additional Learning Needs and Education Tribunal (Wales) Act 2018 (legislation.gov.uk) and ALN Code 2021.
- The Equality Act 2010 (Disabled School Pupils) (Wales) Regulations 2021 (legislation.gov.uk).
- The Estyn inspection framework.
- Estyn inspection data of schools and PRU, inspection of Swansea Council Local Government Education Services in 2022 and thematic reviews.
- Integrated impact assessments alongside policy development.
- Swansea Council Policy Commitments (updated in 2022).
- Swansea Council Performance Monitoring Reports.
- Swansea Council Corporate Risks.
- Swansea Council Education Policies (the Inclusion Strategy, the Welsh Language Skills Strategy, Leadership Support Strategy, the Teaching Support Strategy, the Designing Destinations Strategy, the Equity in Education Strategy and the New and Better Schools Strategy).

3.2 The evidence shows that there is a need to ensure that all children and young people attend school regularly, are included and resilient and have the skills to be able to enter local employment opportunities and to develop to their full potential. The evidence also shows that there is a need to ensure that children and young people's learning, health and well-being is supported, particularly following the impact of the Covid-19 pandemic. There is also a need to ensure that the support for the provision of additional learning needs is stronger and places children and young people at the centre of decision making. The evidence also shows that children and young people should have the opportunity to learn Welsh language skills, speak the language confidently and be aware of the benefits of bilingualism and multilingualism. In order to ensure that all children and young people have the opportunity to develop to their full potential, there is a need to support and maintain effective school leadership and excellent teaching and work towards ensuring that all learners receive their education in environments that are safe and sustainable communities for learning.

3.3 Since March 2023, updated evidence and the implementation of the steps to deliver this Improving Education and Skills well-being objective has been reported through Council, Cabinet, Scrutiny Performance Panel, Governance and Audit Committee, Partneriaeth and the Education and Skills Service Transformation Committee.

3.4 New evidence shows that the Inclusion Strategy will address this longer term challenges of this objective by embedding universal provision for additional needs, specialist places for additional needs and a whole school approach to emotional health and psychological wellbeing. The strategy will promote attendance, inclusion, learner participation in decision making and reduction in peer-on-peer bullying and harassment in schools. The Equity in Education Strategy will also seek to ensure that children and young people's health and well-being is supported by delivering a strategy to embed trauma informed practice across all schools, actions to reduce the impact of poverty on

learners, support for vulnerable learners and to meet our responsibilities as corporate parents. By delivering our Leadership Support Strategy and Teaching Support Strategy we will ensure that leaders and practitioners are supported to maintain delivery of excellent education in all learning settings in order to ensure that learners develop to their full potential and have the skills and knowledge to enter employment. Our school buildings programme will deliver this objective by ensuring that all learners to receive their education in environments that are safe and sustainable communities for learning. The implementation of the Council's Welsh in Education Strategic Plan and Welsh Language Skills Strategy will help to address this well-being objective by ensuring that all schools are supported to develop learners skills and all learners have the opportunity to speak the language confidently and realise the benefits of bilingualism and multilingualism.

The evidence reported supports the rationale for Improving Education and Skills to remain a corporate priority and well-being objective.

4. Transforming our Economy & Infrastructure

4.1 The evidence and key drivers underpinning the Transforming our Economy and Infrastructure well-being objective includes the following sources of information:

- the Future Trends Report.
- Future Generations Commissioners Report 2020/21.
- Swansea – Assessment of Local Well-being 2022.
- Wales – Well-being of Wales Report (National Indicators).
- Swansea's Economic Recovery Action Plan.
- Regional Economic Development Plan.
- Local Economic Delivery Plan.
- Lower Swansea Valley Programme (Levelling Up Funds).
- Swansea Council Community Benefits Policy.
- Swansea Bay City Deal Programme.
- Active Travel Programme.
- Sustainable Transport Strategy.
- Swansea Destination Management Plan.
- Swansea Bay Strategy.
- Tourism Destination Management Plan.
- Swansea Council Corporate Improvement Plan.
- The Welsh Index of Multiple Deprivation 2019.
- Integrated impact assessments alongside policy development.
- Swansea Council Policy Commitments (updated in 2022).
- Swansea Council Performance Monitoring Reports.
- Swansea Council Corporate Risks.

4.2 The evidence shows that there is a need to increase economic performance and create wealth and employment opportunities to improve the well-being of Swansea's citizens. There remains an imperative to lever all investment and funding opportunities in realising this objective including UK Government City

Deal, Levelling up and Shared Prosperity Fund, Welsh Government Transforming Towns, Economy and Creative Wales and other major funds. The evidence shows that there is a need to support our local economies to achieve resilience in the face of future global, national, and regional challenges, in particular the city centre and our small independent businesses. In order to transform our economy, there is a need to support individuals, businesses and communities through our employment and business support, regeneration activities, cultural assets, transport connectivity, planning and other practical measures. The evidence also shows that there is a need to take advantage of untapped growth potential to generate sustainable energy, deliver on net zero commitments, protect the environment and boost the economy.

- 4.3 Since March 2023, updated evidence and the implementation of the steps to deliver this Transforming our Economy and Infrastructure well-being objective has been reported through Council, Cabinet, Scrutiny Programme Committee, Governance and Audit Committee, Scrutiny Performance Panel – Development and Regeneration and the Economy and Infrastructure Service Transformation Committee.
- 4.4 New evidence shows that the Local Economic Delivery Plan will help drive forward investment, economic activity, reduce the ongoing productivity gap, increase employment and support the development of new businesses. The plan will also support a change in the current business sectoral mix towards higher skilled, higher paid employment. Our new Smart City Infrastructure Agreements, will help to address the longer-term challenges of this well-being objective in relation to developing arrangements on a digital and connected future and new models of working. Swansea's Destination Management Plan, the Swansea Bay Strategy and the Tourism Destination Management Plan will address the longer-term challenges of this well-being objective by building on the visitor, tourism and hospitality economy, capitalising on our assets and strengthening our local economy through increasing employment opportunities and having a positive impact on places.

The evidence reported supports the rationale for Improving Transforming our Economy and Infrastructure to remain a corporate priority and well-being objective.

5. Tackling Poverty and Enabling Communities

- 5.1 The evidence and key drivers underpinning the Tackling Poverty and Enabling Communities well-being objective includes the following sources of information:
- the Future Trends Report.
 - Future Generations Commissioners Report 2020/21.
 - Swansea – Assessment of Local Well-being 2022.
 - Wales – Well-being of Wales Report (National Indicators).
 - Swansea Council Tackling Poverty.
 - A Snapshot of Poverty in Summer and Winter 2023 (Bevan Foundation).

- Time for Change – Poverty in Wales (Wales Audit Office).
- “Together we can” – community resilience and self reliance (Wales Audit Office).
- Child Poverty Strategy for Wales 2023 (Welsh Government).
- Swansea Council Corporate Improvement Plan.
- The Welsh Index of Multiple Deprivation 2019.
- Integrated impact assessments alongside policy development.
- Swansea Council Policy Commitments (updated in 2022).
- Swansea Council Performance Monitoring Reports.
- Swansea Council Corporate Risks.

5.2 The evidence shows that there is a need to address the Cost-of-Living crisis and ongoing economic challenges will continue to impact on individuals, families and communities across Swansea. Levels of poverty remain persistently high – with almost a quarter of people in Wales living in poverty – and impacts on life expectancy, health outcomes and adverse effects on the poorest areas. People’s experiences of poverty covering a range of common issues including access to essential resources such as housing, fuel, energy, clothing, footwear, food, and water, as well as support with finances, exclusion from services, and emotional and relationship issues. There are often extra costs that people on low incomes must pay for essentials – such as transport, fuel and food – due to the poverty premium, compounded by the ongoing Cost of Living crisis. The evidence shows that the Council has an important role to play in helping people to alleviate poverty, improving their personal prosperity through better skills and jobs, and addressing some of the key issues influencing poverty such as homelessness. The evidence also show that it is important to embed the lived experience of people in poverty across our services to ensure that we understand and meet those needs and that we create communities that are safe and resilient where people’s rights and needs are respected and they can prosper.

5.3 Since March 2023, updated evidence and the implementation of the steps to deliver this Tackling Poverty and Enabling Communities well-being objective has been reported through Council, Scrutiny Programme Committee, Governance and Audit Committee, Scrutiny Performance Panel – Adult Services and the Social Care and Tackling Poverty Service Transformation Committee.

New evidence from the Bevan Foundation shows that more than one in eight households (14 per cent) either sometimes, often or always do not have enough for all the basics and large numbers of people are going without essentials, without heating in their home and eating smaller meals or skipping meals in their entirety. The Council’s refreshed Tackling Poverty strategy addresses this objective by taking a holistic person-centred approach to poverty and the development of pathways of support out of poverty. The Council’s new Tackling Poverty strategy also builds on the recommendations of the Wales Audit Office “Time for Change” recognising a strengths base approach where the strengths of individuals, communities and networks can be capitalised upon to help tackle poverty e.g. building on community assets and creating opportunities for work experience and volunteering. The Welsh

Government's new Child Poverty strategy will help address the longer-term challenges of poverty in terms of access to essential resources, preventing need from escalating and improving well-being and long-term outcomes. The numbers in temporary accommodation have continued to grow as a result of a higher number of presentations, coupled with a lack of move-on accommodation. We are now (Quarter 3) at the highest level of households occupying Bed and Breakfast (B&B) accommodation ever. To mitigate this, we are progressing with an alternative to B&B, which will create an additional 60+ units of temporary accommodation but there are concerns about being able to continue to sustain these high numbers in temporary accommodation.

The evidence reported supports the rationale for the Tackling Poverty and Enabling Communities to remain a corporate priority and well-being objective.

6. Delivering on Nature Recovery and Climate Change

6.1 The evidence and key drivers underpinning the Delivering on Nature Recovery and Climate Change well-being objective includes the following sources of information:

- the Future Trends Report.
- Future Generations Commissioners Report 2020/21.
- Swansea – Assessment of Local Well-being 2022.
- Wales – Well-being of Wales Report (National Indicators).
- Local Nature Recovery Action Plan for Swansea.
- Climate Change Update.
- Delivering on Nature Recovery and Climate Change - Updates on Net Zero 2050.
- Nature Conservation – follow up to Scrutiny Inquiry 2019.
- Environmental Tourism Briefing.
- Planning Enforcement: Nature and Biodiversity.
- Air Quality Management.
- Water Quality, Management and Pollution Control.
- Update on progress of Blue Eden.
- Swansea Council Corporate Improvement Plan.
- Integrated impact assessments alongside policy development.
- Swansea Council Policy Commitments (updated in 2022).
- Swansea Council Performance Monitoring Reports.
- Swansea Council Corporate Risks.

6.2 The evidence shows that our natural environment and biodiversity is under threat and in decline due to unsustainable human activities. Habitats and species are being lost at an alarming and unsustainable rate. We need to raise awareness of the impacts of biodiversity loss and climate change at the local level and provide information, advice, and practical support and incentives to encourage others to take action and collaborate to deliver positive solutions to these challenges. Tackling climate change, is one of the greatest challenges facing us and we need to reduce our carbon footprint and to mitigate for and adapt to the likely risks and impacts. Our unique variety of habitats and species and wonderful range of parks, greenspaces, nature

reserves, beaches and landscapes needs to be maintained, enhanced and sustainably managed for the benefit of everyone now and into the future.

- 6.3 Since March 2023, updated evidence and the implementation of the steps to deliver this Delivering on Nature Recovery and Climate Change well-being objective has been reported through Council, Cabinet, Governance & Audit Committee, Scrutiny Performance Panel – Climate Change and Nature and the Climate Change and Nature Recovery Service Transformation Committee.
- 6.4 New evidence shows that the implementation of the Local Nature Recovery action plan will help to address the longer-term challenges of this well-being objective by taking actions to protect and sustain many of our species and habitats. The implementation of actions to manage air quality, water quality, soils, biodiversity and pollution control will also help address the long-term challenges of sustainably managing and enhancing the quality of our natural resources, increasing our economic resilience. New evidence relating to the implementation of actions taken by the Council to respond to the climate emergency and the nature emergency will help address this long term challenge by reducing global warming and our carbon footprint, to maintain healthy resilient ecosystems that will continue to provide long-term quality of life. Progress with the project formerly known as Blue Eden and the completion of collaboration agreement and proposed land transactions to facilitate the development, will also help with the long term challenges of this well-being objective by exploring and support projects such as on and off shore renewables. There are limited financial and human resources to deliver and push towards the Net Zero 2030 ambition. In the main we are relying on external funding and without large investment – particularly on our buildings and fleet; the emissions figure will no doubt begin to plateau. We will look at opportunities to secure funding, but this is challenging given the pressures in the Councils Medium Term Financial Plan.

The evidence reported supports the rationale for Delivering on Nature Recovery and Climate Change to remain a corporate priority and well-being objective.

7. Transformation and Financial Resilience

- 7.1 The evidence and key drivers underpinning the Transformation and Financial Resilience well-being objective includes the following sources of information:
- the Future Trends Report.
 - Future Generations Commissioners Report 2020/21.
 - Swansea – Assessment of Local Well-being 2022.
 - Wales – Well-being of Wales Report (National Indicators).
 - Medium Term Financial Plan 2024-6.
 - Medium Term Financial Planning 2024/25 – 2026/27.
 - Budget Paper for 2024/25 (*pending*).
 - Revenue Budget Report 2024/25 (*pending*).
 - Successful and Sustainable Swansea Corporate Transformation Plan.
 - Follow up Report - Scrutiny Inquiry into Procurement.

- Digital Strategy 2023-28 and Transformation Programme.
- Workforce and OD Transformation Programme.
- The Governance and Assurance Arrangements of Swansea Council's Strategic Partnerships.
- Consultation and Engagement Strategy 2023 – 2028.
- Human Rights City Action Plan.
- Swansea Council Corporate Improvement Plan.
- Integrated impact assessments alongside policy development.
- Swansea Council Policy Commitments (updated in 2022).
- Swansea Council Performance Monitoring Reports.
- Swansea Council Corporate Risks.

7.2 The evidence shows that the Council is facing unprecedented cuts to funding in real terms, alongside an increasing demand for council services and increasingly complex needs. Demographic changes are driving an increase in demand for Council services and also impacting on the local labour market and the composition of the council workforce. Complex challenges such as substance misuse, strategic planning and meeting the needs of older people increasingly require a whole systems approach and working in greater collaboration with other partners and our local communities. In order to meet our statutory obligations to and to deliver services effectively and efficiently, we need to transform how we operate, ensuring we are protected from major external risks such as cyber security and improve how we consult and engage with our population.

7.3 Since March 2023, updated evidence and the implementation of the steps to deliver this Transformation and Financial Resilience well-being objective has been reported through Council, Cabinet, Governance & Audit Committee, Scrutiny Inquiry Panel - Procurement and the Corporate Services & Financial Resilience Service Transformation Committee.

7.4 New evidence outlined in the Successful and Sustainable Swansea Corporate Transformation Plan will help address the long term challenges of this objective by ensuring that council's transformation approach will ensure that our services will become more efficient and sustainable. The delivery of our Digital Strategy and Digital Transformation Strategy will aim to improve our customer service ensuring our citizens can access council advice, guidance, information, and services, how and when they need them. It will also provide the opportunity to capitalise on technological advancements in terms of accessing key services such as education, health and social care. The delivery of our Workforce Strategy and our Workforce and OD Transformation programme will help meet this well-being objective by ensuring that we respond to the changing nature of the local labour market and the council's workforce is motivated, committed innovative, supported, skilled and customer focused. The Council's refreshed Consultation and Engagement Strategy and Co-production strategy and tool kit will aim to deliver this well-being objective by improving our consultation and engagement with our population and commitment to involve local people in the design and delivery of local services when it is appropriate to do so.

The evidence reported supports the rationale for Transformation and Financial Resilience to remain a corporate priority and well-being objective.

8. Conclusion

- 8.1 Overall the evidence suggests that all six well-being objectives should remain unchanged and corporate priorities for 2024/25. All the new evidence generated since March 2023, supports the wider evidence base and the rationale for prioritisation. Nevertheless, there may be a need to review as part of service planning some of the specific steps for delivery in line with emerging evidence, to ensure are resources and services are appropriately and effectively focused to deliver our well-being objectives.

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: SDU

Directorate: Corporate Services

Q1 (a) What are you screening for relevance?

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

(b) Please name and fully describe initiative here:

Annual Review of Well-being Objectives.

The Corporate Plan is a high level and strategic document that sets out the Council’s well-being objectives and how it will take steps to meet them.

A full IIA was applied in March 2023 to the development of the Corporate Plan and to the well-being objectives for the five year period 2023/28.

The annual review of well-being objectives concerns the objectives themselves, i.e., a review of any changes made to the evidence since March 2023 to help determine if the wording of the objectives needed to be changed, or whether new objectives should be added or existing objectives removed, or a combination of these different options or that no changes are required.

The review did not concern the detail in the Corporate Plan to deliver or measure progress meeting the well-being objectives, such as the steps in the Corporate Plan, the performance indicators and success measures.

The review concluded that the evidence suggested no changes were needed to the Council’s well-being objectives for 2024/25 and so the IIA completed in March 2023 still applies.

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

Integrated Impact Assessment Screening Form – Appendix B

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

Consultation and engagement was undertaken to inform the development of the Corporate Plan and to the well-being objectives for the five year period 2023/28. The annual review of the well-being objectives concluded that the evidence suggested no changes were needed to the Council’s well-being objectives for 2024/25 and so consultation or engagement is needed.

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

Integrated Impact Assessment Screening Form – Appendix B

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

Yes

No

If yes, please provide details below

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

Yes

No

If yes, please provide details below

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

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

Outcome of Screening – The Corporate Plan is a high level and strategic document that sets out the Council’s well-being objectives and how it will take steps to meet them.

A full IIA was applied in March 2023 to the development of the Corporate Plan and to the well-being objectives for the five year period 2023/28.

The annual review of well-being objectives concerns the objectives themselves, i.e., a review of any changes made to the evidence since March 2023 to help determine if the wording of the objectives needed to be changed, or whether new objectives should be added or existing objectives removed, or a combination of these different options or that no changes are required.

The review did not concern the detail in the Corporate Plan to deliver or measure progress meeting the well-being objectives, such as the steps in the Corporate Plan, the performance indicators and success measures.

The review concluded that the evidence suggested no changes were needed to the Council’s well-being objectives for 2024/25 and so the IIA completed in March 2023 still applies.

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)

See above

Full IIA to be completed

Integrated Impact Assessment Screening Form – Appendix B

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

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

Screening completed by:
Name: R Rowlands
Job title: Strategic Delivery & Performance Manager
Date: 09/02/24
Approval by Head of Service:
Name: Lee Wenham
Position: Head of Communications & marketing
Date: 09/02/24

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

Agenda Item 12.



Report of the Chief Executive

Council – 21 March 2024

Chief Officer Job Evaluation Scheme

Purpose:	To update Council on the progress of the new Job Evaluation Scheme for Chief Officers and next steps.
Policy Framework:	Pay Policy 2023, Workforce Strategy 2022/27.
Consultation:	Legal, Finance, Access to Services.
Report Author:	Martin Nicholls
Finance Officer:	Chris Davies
Legal Officer:	Stephanie Williams
Access to Services Officer:	Not applicable as report for information
For Information	

1. Introduction

- 1.1 Council considered a Report of the Chief Executive to Council on 4th May 2023 which outlined the options to progress a new Job Evaluation scheme and agreed to proceed with the appointment of the LGA to assist in its delivery. In addition, Council also approved the requirement to make appropriate changes to the Council's Pay Policy.
- 1.2 The requirement to develop a replacement scheme was in line with the Council's Workforce Strategy for 2022/27. In addition, the previous scheme has been in place for a considerable period of time thus a new scheme was required to ensure it was fit for purpose.
- 1.3 The LGA have completed the process and produced a "Rank Order Report" and this report provides an update accordingly.

1.4 Council are asked to:

- * note the progress and outcomes on the new Job Evaluation scheme for Chief Officers;
- * note that the Chief Executive will implement the outcomes of the evaluation process under the new Job Evaluation Scheme subject to an appropriate appeals process;
- * note the comments regarding a future amended pay model and changes to the senior management structure in section 6 of this report which will be the subject of a future report to Council.

2. Local Government Association (LGA) Chief Officer Scheme

2.1 As stated above council approved the appointment of the LGA to progress the job evaluation scheme and the process including the following: -

- The LGA would evaluate the posts in this cadre. As part of this process, they requested that postholders provide information via a bespoke questionnaire.
- Sessions were held with all affected postholders with additional drop-in session as needed.
- A member briefing was also undertaken and meetings with the trade unions was also held.

2.2 The LGA process looks at four areas each with two sub factors; knowledge requirement, creative thinking / policy direction involved, impact on people / organisation, responsibility for resources. The Council provided data on budgets and numbers of FTEs to support the evaluation process and “local conventions” used to reflect the size and complexity of the organisation. A summary of the scheme matrix was shared with all postholders for completion.

3. Outcome of Evaluation and Rank Order Report

3.1 As stated questionnaires were completed by postholders and these completed forms were verified by their line manager and submitted to LGA who undertook the evaluation independently and developed a rank order report.

3.2 These scores and subsequent rank order report is a matter of fact based on the scheme and evaluation process approved by Council and is for noting not approval.

3.3 For information the following score “ranges” were determined for all roles.

Directors: - score range 1580 to 1680 (5 posts scored)

Chief officers: - 1340 (one post scored)

Remaining chief officers/Heads of service: - 930 to 1270 (20 posts)

3.4 To complete the job evaluation part of the process it is necessary to determine the thresholds or JE criteria for each current pay band without changing the pay model itself which will have the following result:

- **Directors and Chief Officers**

These roles are determined by the senior management structure approved by Council. In addition, there is currently one pay band for each of these designations and no min/max score threshold so there is no need or ability to make any suggested changes within the current pay model. It is worth noting that even though there is only one officer currently appointed to the chief officer band it is intended to retain the grade within the structure to enable future flexibility.

- **Heads of Service/Deputy Chief Officers**

The remaining heads of service/deputy chief officers fall across a wide range of scores would fall between 930 and 1270.

3.5 The current pay model has 3 bands for this cohort and in retaining the same pay model, the same number of bands remain. However, it is necessary to set thresholds for each of these pay levels and the following has been proposed by the LGA consultants.

Band 1 1200 and above

Band 2 1199 to 1100

Band 3 1099 and below

3.6 The impact on current postholders across all above would be as follows (and subject to appeal):

19 posts remain in the same pay bands

2 post increase 1 pay band

4 posts reduce by 1 pay band

3.7 Notes: -

1. There would be no upper limit on Head of Service band 1. i.e. a post holder could not score high enough to become a chief officer as only Council could determine any structural changes.
2. Any postholders suffering detriment would be subject to pay protection in line with the relevant policy.
3. There would be no lower threshold in band 3. i.e. post holders would remain as heads of service unless Council chose in the future to amend the senior management structure accordingly.

4. Pay Model

4.1 As stated above the job evaluation process is separate from any changes to the pay model itself. The proposals above once completed would conclude the Job evaluation process the outcomes of which can

be accommodated within the current pay policy which has already had Council approval.

- 4.2 There may be a desire to subsequently review the pay model although it is suggested that this is not an urgent priority for the following reasons: -
1. The Council has been able to recruit to all relevant posts in recent years although the depth of candidates could be improved.
 2. The pay levels are largely comparative and competitive with other authorities for roles of a similar standing.
 3. Any proposed changes pay levels at a senior level may appear to be inappropriate timing given the current financial pressures the authority faces.
 4. If there was a need to change the pay model it is probably best done at the same time as any changes to the Council's Senior management structure both of which would require Council approval.

5. Appeals

- 5.1 Staff affected would have the right of appeal against the outcome of the job evaluation once implemented. The LGA have confirmed that any appeals process would need to be undertaken by someone trained in their scheme and as such will either be by an LGA consultants who have not been connected to the process in Swansea or by an independent trained senior officer from another local authority.

6. Future Senior Management Changes

- 6.1 Notwithstanding the rationale for not changing the pay model at this time it has become apparent over recent times that there may well need to be some changes at chief officer level to align with budget changes and future changing demands placed on the Council. In addition there are some roles within the council that whilst classed as a grade 12 they actually are either difficult to recruit or retain or operate at a strategic level thus attracting either a market supplement or honoraria in line with the appropriate policy.
- 6.2 A number of other Councils have formalised such roles and it is proposed that further work is undertaken to consider the establishment of a small number of "strategic managers" across the council. This would involve developing a new set of criteria to determine eligible posts that would be suitable to be employed on JNC terms and conditions. If any of these posts report directly to Chief Officers, they would become Deputy Chief Officers and would become within the decision-making realm of Council as part of a future senior management structure.
- 6.3 If implemented it is felt such a proposal would assist both in recruitment and retention within key roles of the Council thus also aiding future resilience and succession planning. In addition, members of the Chief Officer appointment committee have raised concerns about the lack of

experienced internal candidates when recruiting Chief Officers and it if felt such an arrangement would also assist in addressing this issue.

- 6.4 However, as this would potentially have a cost it is best considered separately by Council as part of a future report on any changes to the senior management structure.

7. Next Steps

- 7.1 The Chief Executive will advise the affected staff and Trade Unions on the outcome of the job evaluation process.
- 7.2 The Chief Executive will also develop in consultation with the LGA consultants an appropriate appeal process.
- 7.3 Following determination of any appeals lodged the Chief Executive will implement the outcomes which are in line with Councils approved pay policy.
- 7.4 The further recommendations around senior management structure and strategic manager roles would be subject to a further report to Council in due course.

8. Integrated Assessment Implications

- 8.1 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.
- 8.2 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.

8.3 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.

8.4 As this report is for information and IIA screening is not required.

9. Financial Implications

9.1 The recommendation, and decision by Council, to commission an evaluation, was explicitly on the basis of understanding that there would be no additional costs to the senior management structure longer term. Although it should be recognised that the grade and salary of some posts may go up whilst others may go down and there may be elements of pay protection in line with the appropriate policy. The remuneration bands for Chief Officers in the Councils Pay Policy remain the same and the evaluation process will utilise these existing bands.

Notwithstanding this, the actual immediate financial implications are estimated to be circa £15k including pay protection in the first year following implementation. However, these costs may be affected by the date of implementation and the outcomes of any appeals lodged.

10. Legal and HR Implications

10.1 Councils are required to have a legally sound job evaluation scheme, including appeal provisions, which meets the requirements of equal pay provisions. The LGA scheme has been approved previously by Council for Chief Officers as being such a scheme. This report outlines the outcome of the job evaluation process but does not change the pay model and the remuneration that is applied to the posts. Because of this no changes are required to the Councils Pay Policy.

10.2 For those staff who would suffer detriment that the intention would be to apply the following pay protection.

Staff losing up to 9.9% 12 months' pay protection.

Staff losing between 10% and 19.9% 18 months' pay protection.

Staff losing 20% or more 24 months' pay protection.

Background Papers: None

Appendices: None

Agenda Item 13.



Report of the Head of Democratic Services

Council - 21 March 2024

Nomination of Lord Mayor and Deputy Lord Mayor Elect 2024-2025

Purpose:	To nominate the Lord Mayor elect and Deputy Lord Mayor elect to enable the arrangements for the Inauguration of the Lord Mayor and Deputy Lord Mayor event to proceed.
Policy Framework:	Lord Mayor and Deputy Lord Mayor Protocol.
Consultation:	Political Group Leaders and their Deputies, Access to Services, Finance, Legal.
Recommendation(s):	It is recommended that: 1) Councillor Paxton Hood-Williams be nominated Lord Mayor Elect 2024-2025. 2) Councillor Wendy Fitzgerald be nominated Deputy Lord Mayor Elect 2024-2025.
Report Author:	Huw Evans
Finance Officer:	Ben Smith
Legal Officer:	Debbie Smith
Access to Services Officer:	Rhian Millar

1. Introduction

- 1.1 The Lord Mayor and Deputy Lord Mayor Protocol (adopted by Council on 20 April 2017) sets out the procedure when nominating a Lord Mayor and Deputy Lord Mayor. The Protocol is attached as **Appendix 1**.

2. Deferment of Term of Office

- 2.1 Councillors P Lloyd, R C Stewart & E T Kirchner have deferred their Term of Office for an unspecified length of time. They will be readded to the seniority list in line with the Paragraph 9.2 of the Protocol:

“9.2 Once a Councillor has completed their deferment, they will be replaced back on the Seniority List in accordance with their seniority. They shall follow the next person in line to be Deputy Lord Mayor but shall not be permitted to

replace the next person in line if the period until the next selection is less than 6 months.”

3. Two or more Councillors have Exactly the Same Length of Service

- 3.1 Section 4 of the Protocol sets out the Councillors Total Length of Service and includes a paragraph on the process to be followed if 2 or more Councillors have the same length of service.
- 3.2 Councillors E W Fitzgerald, P R Hood-Williams, and C L Philpott, all have the same length of service. The Head of Democratic Services confirmed that each of the 3 candidates meet the criteria and that the Political Group Leaders and their Deputies have unanimously agreed that all 3 candidates are appropriate to hold the Office of Lord Mayor / Deputy Lord Mayor.
- 3.3 On 25 January 2023, the Head of Democratic Services drew lots to establish the order in which each of the Councillors will be considered for the role of Lord Mayor / Deputy Lord Mayor. The outcome of the draw being:
- i) Councillor P R Hood-Williams.
 - ii) Councillor E W Fitzgerald.
 - iii) Councillor C L Philpott.

4. Nominations

- 4.1 In line with the Protocol, the Head of Democratic Services e-mailed the Political Group Leaders and their Deputies on 22 February 2024 informing them that the candidates for the posts of Lord Mayor and Deputy Lord Mayor Elect 2024-2025 met the criteria for nomination. The candidates being:
- Councillor Paxton Hood-Williams (To become Lord Mayor 2024-2025).
 - Councillor Wendy Fitzgerald (To become Deputy Lord Mayor 2024-2025).
- 4.2 The e-mail asked the Political Group Leaders and their Deputies to consider whether these candidates are considered appropriate for the roles. The Appropriateness Test is set out within the Protocol. There was a unanimous decision that both candidates met the appropriateness test and were therefore appropriate to undertake the roles.

5. Integrated Assessment Implications

- 5.1 The Council is subject to the Equality Act (Public Sector Equality Duty and the socio-economic duty), the Well-being of Future Generations (Wales) Act 2015 and the Welsh Language (Wales) Measure, and must in the exercise of their functions, have due regard to the need to:
- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Acts.
 - Advance equality of opportunity between people who share a protected characteristic and those who do not.
 - Foster good relations between people who share a protected characteristic and those who do not.

- Deliver better outcomes for those people who experience socio-economic disadvantage.
- Consider opportunities for people to use the Welsh language.
- Treat the Welsh language no less favourably than English.
- Ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.

5.2 The Well-being of Future Generations (Wales) Act 2005 mandates that public bodies in Wales must carry out sustainable development. Sustainable development means the process of improving the economic, social, environmental and cultural well-being of Wales by taking action, in accordance with the sustainable development principle, aimed at achieving the 'well-being goals'.

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

5.4 An IIA Screening Form has been completed and no adverse implications have been noted.

6. Financial Implications

6.1 There are no financial implications associated with this report.

7. Legal Implications

7.1 There are no legal implications associated with this report.

Background Papers: None.

Appendices:

Appendix 1 Lord Mayor and Deputy Lord Mayor Protocol

Lord Mayor and Deputy Lord Mayor Protocol

1. Introduction

1.1 On 22 March 1982, HM Queen Elizabeth II graciously granted to the City of Swansea letters patent which elevated the status of the Mayor to that of Lord Mayor. The Unitary Authority of the City and County of Swansea which came into being on 1 April 1996 was successful in having both the City and Lord Mayor status re-bestowed on 29 March 1996.

1.2 The actual wording of the letters patent is shown below:

“Elizabeth the Second by the Grace of God of the United Kingdom of Great Britain and Northern Ireland and of our other Realms and Territories Queen Head of the Commonwealth Defender of the Faith To all to whom these presents shall come, Greeting. Know ye that our will and pleasure is and We do hereby declare and ordain that from and after the date of these presents the Mayor of the City of Swansea and his successors in office shall be styled entitled and called LORD MAYOR OF SWANSEA And we do hereby authorise and empower the Mayor of the City of Swansea and his successors in office henceforth at all times to assume and use and to be called and to be named by the style title and appellation of Lord Mayor of Swansea and to enjoy and use all and singular the rights privileges and advantages to the degree of a Lord Mayor in all things duly and or right belonging. In witness whereof we have caused these our letters to be made patent. Witness Ourselves at Westminster the twenty second day of March in the thirty first year of our reign”.

1.3 The Lord Mayor and Deputy Lord Mayor Protocol aims to cover all aspects relating to the eligibility, nomination, and behaviour of the Lord Mayor / Deputy Lord Mayor.

1.4 A “Civic Protocols and Guidance” document is provided to each Lord Mayor / Deputy Lord Mayor. The document is provided by the Lord Mayor’s Office and is maintained by the Civic and Corporate Marketing Manager.

2. Eligibility to be Lord Mayor / Deputy Lord Mayor

2.1 For the period that a person is elected as Lord Mayor / Deputy Lord Mayor, they must remain a Councillor of the City and County of Swansea.

2.2 From the moment that the person ceases to be a Councillor of the City and County of Swansea, they automatically also cease to be the Lord Mayor / Deputy Lord Mayor.

2.3 If the existing Lord Mayor / Deputy Lord Mayor is suspended or partially suspended from being a Councillor by the Standards Committee, Public Services Ombudsman for Wales and / or Adjudication Panel for Wales they shall not conduct any Lord Mayor / Deputy Lord Mayor duties.

3. Criteria for the Nomination of Lord Mayor and Deputy Lord Mayor

3.1 Councillors MUST satisfy the following **criteria** prior to being nominated as Deputy Lord Mayor / Lord Mayor:

i) Candidates for the position of Lord Mayor and Deputy Lord Mayor must be serving members of the Council and have the longest total length of service (**Appendix A1**).

Note: If the Candidate is suspended or partially suspended from being a Councillor then they do not meet the criteria at that point in time.

3.2 The Head of Democratic Services shall inform the Political Group Leaders and their Deputies via e-mail whether the candidate(s) meet the criteria.

4. Councillors Total Length of Service

4.1 Councillors shall be elected to the position of Deputy Lord Mayor and Lord Mayor based on their total length of service with the City and County of Swansea Council and its predecessor Authorities. **Appendix A1** (The List) highlights the "Councillors Total Length of Service with the City and County of Swansea and each of its predecessor Authorities" (As at Date Printed on **Appendix A1**).

4.2 Simultaneous service on more than one of the City and County of Swansea Council's predecessor Authorities will count as one period of service i.e. If a Councillor was an Elected Member with Lliw Valley Borough Council and West Glamorgan County Council during 1990-1994, only 4 years would be counted towards the Councillors total length of service during that time.

4.3 If a Councillor has broken service with the City and County of Swansea Council or any of its predecessor Authorities, then the time of each of the periods of service will be added together to establish the total length of service. For details of a Councillors Period(s) of Service with the City and County of Swansea and its predecessor Authorities, please refer to www.swansea.gov.uk/councillors

4.4 If a Councillor has accrued service with another Authority, then that time will not be counted, as the time has not been spent representing the people of the City and County of Swansea Council.

4.5 A Councillor shall be honoured with the title Deputy Lord Mayor / Lord Mayor once.

4.6 If two or more Councillors have the same length of service, then the nomination will be determined as follows:

- i) Between the Councillors involved.
- ii) The drawing of lots between the Councillors involved.

5. Procedure for the Nomination of Lord Mayor and Deputy Lord Mayor

5.1 Once a Councillor has been deemed to meet the criteria to be nominated Lord Mayor / Deputy Lord Mayor; the procedure is as follows:

- i) Head of Democratic Services to consult with Political Group Leaders and their Deputies (all of whom have a vote) via email to determine whether the candidate(s) are appropriate. Whether a candidate is appropriate is to be decided on an individual basis. Considerations may include whether a candidate has been found in breach of the Code of Conduct, whether the breach was a serious breach and what sanction, if any, was imposed. Other considerations include whether the Councillor has been found guilty or pleaded guilty to a serious criminal offence.
- ii) If **unanimous decision** that the candidate(s) are appropriate, and a report be presented to Council.
- iii) If there is **not a unanimous decision**, then a meeting of the Constitution Working Group (CWG) shall be convened. CWG will consider the appropriateness of the candidate(s) and decide what action to take based on the Protocol.

6. Appropriateness Test

6.1 The Appropriateness Test seeks to determine the appropriateness of candidate(s) nominated for the role of Deputy Lord Mayor and Lord Mayor. It is a measure of their appropriateness at a current point in time. Questions by the Constitution Working Group may include whether the candidate(s) is subject to any investigation by the Public Services Ombudsman for Wales in relation to any breach of the Code of Conduct, any sanctions imposed, any court proceedings or any other matter they consider relevant.

6.2 Depending on outcome of paragraph 6.1 above, the Constitution Working Group may hear representations from the candidate prior to making any final decision.

6.3 The powers of the Public Services Ombudsman for Wales and the Adjudication Panel for Wales are outlined in **Appendix B1** to this report.

6.4 If a candidate is considered not appropriate for the role of either Lord Mayor or Deputy Lord Mayor they will be replaced on "the list" in accordance with their seniority and will be subject to the Appropriateness Test at the following round of Lord Mayor / Deputy Lord Mayor nominations.

7. Constitution Working Group Report to Council

7.1 The Constitution Working Group shall present a report to Council recommending the appropriate candidate(s) for the role of Deputy Lord Mayor / Lord Mayor to Council. The report shall nominate one Councillor for the role of Deputy Lord Mayor and one Councillor for the role of Lord Mayor.

7.2 In the year of a **Local Government Election**, there will be a third and fourth recommendation seeking a resolution to name the next 5 Councillors as being

eligible should the initial nominations fail to be re-elected. These additional 5 Councillors shall be appointed in line with the Protocol.

- 7.3 When a Councillor is elected to the position of Deputy Lord Mayor, then that person would become Lord Mayor the following municipal year, subject to the Appropriateness Test.

8. Role of Council

- 8.1 Council will receive the report of the Constitution Working Group regarding nominations for the Deputy Lord Mayor and Lord Mayor. It shall consider whether to accept the recommendations of the Constitution Working Group or not.

- 8.2 In the year of a **Local Government Election**, Council shall also be asked to accept the nominations of the next 5 Councillors under the Protocol to have an automatic fall-back position should the initial nominations fail to be re-elected. The automatic fall-back would mean that the next eligible Councillor who had been subjected to and passed the appropriateness test by the Constitution Working Group would be elected to the position of Lord Mayor / Deputy Lord Mayor as necessary.

- 8.3 Should Council not accept the recommendations of the Constitution Working Group, then the matter should be deferred to either the next Ordinary meeting of Council or to an Extraordinary meeting of Council for the appropriateness test to be considered for the next Councillor in line based on length of service by the Constitution Working Group.

9. Deferment of Term of Office

- 9.1 A Councillor may request that their term of Office be deferred for any length of time or even an unspecified length of time. However, such a request must gain the support of the majority of the Political Group Leaders. In the event of a tie, then the Constitution Working Group will consider the matter.

- 9.2 Once a Councillor has completed their deferment, they will be replaced back on the Seniority List in accordance with their seniority. They shall follow the next person in line to be Deputy Lord Mayor but shall not be permitted to replace the next person in line if the period until the next selection is less than 6 months.

10. Title and Chain of Office of Lady Mayoress / Lord Mayor's consort / Deputy Lady Mayoress / Deputy Lord Mayor's Consort

- 10.1 The Title and Chain of Office of Lady Mayoress / Lord Mayor's consort / Deputy Lady Mayoress / Deputy Lord Mayor's Consort is conferred at the Ceremonial Meeting of Council on an annual basis.

- 10.2 Any other person may accompany the Lord Mayor / Deputy Lord Mayor to any civic engagement to which the same courtesies and precedence would be extended; however, the Chain of Office may not be worn.

11. Behaviour of Lord Mayor / Deputy Lord Mayor during their Term of Office

- 11.1 Should the behaviour of the Lord Mayor / Deputy Lord Mayor be brought into question during their term of office, then the behaviour should be reported to the Chief Executive, the Monitoring Officer, the Head of Democratic Services and the relevant Political Group Leader.
- 11.2 However, if the alleged behaviour may lead to any investigation by the Public Services Ombudsman for Wales in relation to any breach of the Code of Conduct, any sanctions imposed, any court proceedings or any other matter considered relevant then the complainant should refer the matter to the Public Services Ombudsman for Wales or Police as appropriate.
- 11.3 The allegation will be passed to the Constitution Working Group for them to consider whether it requires any immediate action to be taken. The Group should consider the point that people are presumed innocent and should not make any decision to impede that basis of law. However, the CWG may determine any appropriate sanction based on the Appropriateness Test following the outcome of the Ombudsman's or Police investigation (if any).

12. Suspension from Office as a Councillor

- 12.1 Should a Councillor be suspended from the Office of Councillor for a period of time following a breach of the Councillors Code of Conduct, the following actions are to be followed:
- i) A suspended, partially suspended, or disqualified Councillor would no longer meet the criteria to be Lord Mayor / Deputy Lord Mayor and would therefore automatically relinquish that Office.
 - ii) The issue shall also be automatically referred to the Constitution Working Group for it to consider whether to appoint a new Lord Mayor, Deputy Lord Mayor etc.

13. Behaviour of Lord Mayor's Consort, / Deputy Lord Mayor's Consort, Lady Mayoress / Deputy Lady Mayoress during their Term of Office

- 13.1 Should the behaviour of the Lord Mayor's Consort, / Deputy Lord Mayor's Consort, Lady Mayoress / Deputy Lady Mayoress be brought into question during their term of office, then the behaviour should be reported to the Chief Executive, the Monitoring Officer, the Head of Democratic Services, and the relevant Political Group Leader.
- 13.2 The allegation(s) will be passed to the Constitution Working Group for them to consider whether it requires any immediate action to be taken. Action could include suspending the individual for a period of time or seeking a Council resolution to remove the individual from Office.

Councillors Total Length of Service with the City and County of Swansea and each of its predecessor Authorities (20/02/2024).

Last Name	First Name(s)	Total Time Served	Municipal Year served as LM
Lewis	Richard	49 years, 8 months, 10 days	2010-2011
Francis-Davies	Robert	39 years, 8 months, 15 days	2001-2002
Holley	Christopher	37 years, 8 months, 18 days	2006-2007
Hopkins	David	31 years, 8 months, 18 days	2016-2017
Phillips	David	29 years, 8 months, 14 days	2018-2019
Downing	Philip	26 years, 7 months, 19 days	2017-2018
Black	Peter	38 years, 8 months, 17 days	2019-2020
Lloyd	Paul	25 years, 9 months, 23 days	Deferred
Jones	Mary	23 years, 8 months, 14 days	2021-2022
Day	Mike	24 years, 9 months, 14 days	2022-2023
Thomas	Graham	24 years, 9 months, 14 days	Current Lord Mayor
Stewart	Robert	20 years, 9 months, 19 days	Deferred
Kirchner	Erika	19 years, 8 months, 10 days	Deferred
Hood-Williams	Paxton	19 years, 8 months, 10 days	Current Deputy Lord Mayor
Fitzgerald	Wendy	19 years, 8 months, 10 days	
Philpott	Cheryl	19 years, 8 months, 10 days	
May	Peter	17 years, 1 months, 30 days	
Matthews	Penny	16 years, 7 months, 1 days	
Doyle	Ryland	15 years, 9 months, 19 days	
Jones	Jeff	15 years, 9 months, 19 days	
Jones	Sue	15 years, 9 months, 19 days	
Jardine	Yvonne	15 years, 8 months, 14 days	
Curtice	Jan	11 years, 9 months, 17 days	
Evans	Mandy	11 years, 9 months, 17 days	
Gordon	Fiona	11 years, 9 months, 17 days	
Hale	Joe	11 years, 9 months, 17 days	
Hennegan	Terry	11 years, 9 months, 17 days	
Hopkins	Beverley	11 years, 9 months, 17 days	
James	Lynda	11 years, 9 months, 17 days	
Lewis	Andrea	11 years, 9 months, 17 days	
Smith	Robert	11 years, 9 months, 17 days	
Walker	Gordon	11 years, 9 months, 17 days	
Walton	Lesley	11 years, 9 months, 17 days	
White	Mike	11 years, 9 months, 17 days	
Rice	Stuart	9 years, 8 months, 14 days	
Anderson	Cyril	8 years, 9 months, 13 days	
Evans	Ceri	8 years, 9 months, 13 days	
King	Elliott	8 years, 9 months, 13 days	
Lewis	Mike	7 years, 9 months, 15 days	
Anthony	Alyson	6 years, 9 months, 15 days	
Durke	Mike	6 years, 9 months, 15 days	
Gibbard	Louise	6 years, 9 months, 15 days	
Griffiths	Kevin	6 years, 9 months, 15 days	
James	Oliver	6 years, 9 months, 15 days	
Jones	Lyndon	6 years, 9 months, 15 days	
Lewis	Wendy	6 years, 9 months, 15 days	
Pritchard	Samuel	6 years, 9 months, 15 days	

Roberts	Kelly	6 years, 9 months, 15 days
Rowlands	Brigitte	6 years, 9 months, 15 days
Stevens	Andrew	6 years, 9 months, 15 days
Thomas	William	6 years, 9 months, 15 days
Jones	Matthew	2 years, 9 months, 13 days
Lawson	Hannah	2 years, 9 months, 13 days
Bailey	Matthew	1 years, 9 months, 15 days
Bennett	Sam	1 years, 9 months, 15 days
Bentu	Patricia	1 years, 9 months, 15 days
Davis	Adam	1 years, 9 months, 15 days
Evans	Chris	1 years, 9 months, 15 days
Fogarty	Rebecca	1 years, 9 months, 15 days
Furlong	Nicola	1 years, 9 months, 15 days
Gwilliam	Hayley	1 years, 9 months, 15 days
Holland	Victoria	1 years, 9 months, 15 days
Jeffery	Allan	1 years, 9 months, 15 days
Jenkins	Dai	1 years, 9 months, 15 days
Joy	Sandra	1 years, 9 months, 15 days
Keeton	Sara	1 years, 9 months, 15 days
Locke	Michael	1 years, 9 months, 15 days
Matthews	Nicola	1 years, 9 months, 15 days
McGettrick	James	1 years, 9 months, 15 days
O'Brien	Francesca	1 years, 9 months, 15 days
O'Connor	Angela	1 years, 9 months, 15 days
Pritchard	Jess	1 years, 9 months, 15 days
Tribe	Mark	1 years, 9 months, 15 days
Williams	Andrew	1 years, 9 months, 15 days
Baker	Mair	0 years, 9 months, 24 days

Public Services Ombudsman for Wales and the Adjudication Panel for Wales Powers

1. The Public Services Ombudsman for Wales considers complaints that Members of Local Authorities in Wales have broken the Code of Conduct. The Ombudsman investigates such complaints under the provisions of Part III of the Local Government Act 2000 and the relevant Orders made by the National Assembly for Wales under that Act. Where the Ombudsman decides that a complaint should be investigated, there are four findings, set out under Section 69 of the Local Government Act 2000, which the Ombudsman can arrive at:
 - i) That there is no evidence that there has been a breach of the Authority's Code of Conduct.
 - ii) That no action needs to be taken in respect of the matters that were subject to the investigation.
 - iii) That the matter be referred to the Authority's Monitoring Officer for consideration by the Standards Committee.
 - iv) That the matter be referred to the President of the Adjudication Panel for Wales for adjudication by a tribunal (this generally happens in more serious cases).
2. In the circumstances of c) and d) above, the Ombudsman is required to submit the investigation report to the Standards Committee, or a Tribunal of the Adjudication Panel for Wales and it is for them to consider the evidence found by the Ombudsman, together with any defence put forward by the Member concerned. It is also for them to determine whether a breach has occurred and, if so, what penalty (if any) should be imposed.
3. The **maximum penalty that a Standards Committee can apply** is suspension for **6 months**. In considering whether the Councillor or Co-opted Member has failed to comply with the relevant Authority's Code of Conduct it may also determine that:
 - i) No action needs to be taken in respect of that failure.
 - ii) The Councillor or Co-opted Member should be censured (A censure takes the form of a public rebuke of the Member concerned).
 - iii) The Councillor or Co-opted Member should be Suspended or Partially Suspended from being a Member of that Authority for a period not exceeding six months.
4. The **maximum that a Tribunal of the Adjudication Panel for Wales can determine** is **5 years'** disqualification from Office. The Tribunal may:
 - i) Suspend or Partially Suspend a person from being a Councillor or Co-opted Member of the Relevant Authority concerned for a period not exceeding one year or, if shorter, the remainder of the person's term of Office.
 - ii) Disqualify a person for being, or becoming (whether by Election or otherwise), a Councillor of that or any other relevant Authority for a period **not exceeding 5 years**.

Agenda Item 14.



Report of the Leader of the Council

Council – 21 March 2024

Naming Proposal

Purpose:	To consider the re-naming proposal for the Gloucester Room
Policy Framework:	Delivering a Successful and Sustainable Swansea Corporate Plan 2024/28
Consultation:	Access to Services, Finance, Legal, CMT, CWG
Recommendation(s):	It is recommended that: 1) Council adopts the re-naming proposal as recommended by the Constitution Working Group.
Report Author:	Joanne Jones
Finance Officer:	Paul Roach
Legal Officer:	Debbie Smith
Access to Services Officer:	Rhian Millar

1. Introduction

- 1.1 Swansea Council's Naming Policy ('the Policy') was adopted by Council on 25th January 2024. See appendix A.
- 1.2 This report outlines a proposal to formally re-name the Gloucester Room as the Lilian Hopkin Room.

2. Background Information

- 2.1 The Gloucester Room can be accessed via the main entrance to the Guildhall and sits directly next to the Council Chamber. The Gloucester Room has recently undergone refurbishment so as to accommodate multi-location meetings. The refurbishment included the installation of new TV screens, cameras and microphones to allow for hybrid meetings.

- 2.2 The current name was sought for the meeting room in 1976 following extension work to the Guildhall; the name Gloucester Room was chosen after the Duke of Gloucester and is linked to the history and to the royal connections of the building.
- 2.3 Lilian Hopkin (21.09.1931 - 02.04.13) held the position of Lord Mayor of the City and District of Swansea in 1986. Lilian Hopkin was the first female to hold the role since letters patent were granted by HM The Queen Elizabeth II in 1981, which elevated the role from Mayor to Lord Mayor.
- 2.4 Lilian Hopkin was appointed MBE in 2002 for her services to local government and was also estates committee chairwoman on the old Swansea City Council.

3. Key Points

- 3.1 The nominee should, in most cases, be deceased; having made a significant contribution to public life.
- 3.2 Consultation has taken place with the family of the late Lilian Hopkin and the family members are fully supportive of the motion to rename the Gloucester Room as a mark of respect to their late mother, Lilian Hopkin.
- 3.3 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. Applicable historical records and available information have been summarised by the Archives service within paragraphs 2 and 3.8 of this report.
- 3.5 The proposal was put forward by Councillors and CMT appointed the Marketing Manager to lead on progressing the proposal and overseeing the practical implementation of the proposal if adopted.
- 3.6 The proposal has undergone consultation with the Head of Property Services and Head of Democratic Services for all aspects of managing the site and all confirmed they were content with the proposal.
- 3.7 Consultation has also taken place with all councillors, heads of service and corporate management team. Responses were received from 19 members of the groups consulted, all of which are fully supportive of the motion to rename the Gloucester Room to the Lilian Hopkin room.
- 3.8 It is fitting that the room is renamed in memory of Lilian Hopkin, who is remembered in high regard as an exemplary public servant for the people of Swansea and a strong champion for the community she served as a councillor. Lilian Hopkin set out to help people, made a difference to her constituents and was a dedicated councillor and gave decades of tireless service to public life. Outside of local government, Lilian Hopkin

worked in the clothing industry for decades and was an official in the Garment Workers Union, which later became part of the GMB. She was the union's national president in 1984/85 and was awarded the TUC Gold Badge in 1984 for "meritorious service". Lilian Hopkin was named Swansea Woman of the Year by the Swansea Council for Voluntary Service and was also a Dame of the Order of St Gregory, an order bestowed on Catholics.

- 3.9** The Constitutional Working Group (CWG) received a report regarding this proposal on 22nd February 2024. CWG members discussed and deliberated the proposal based on the information received, and in line with the Naming Policy (Appendix A). It was agreed that a report be submitted to Council recommending the formal adoption of the name as outlined above.

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 Positive impacts have been identified and no mitigation is required. Clear communications and signage will be required, and information provided to the public and other Council departments on the name and location / coordinates etc. An IIA screening form has been completed with the agreed outcome that a full IIA report is not required.

5. Legal Implications

5.1 There are no specific legal implications arising out of this report.

6. Financial Implications

6.1 Costs at this stage are anticipated to be in the region of £350 for room signage which will be met by Facilities. Other costs for the unveiling will be met by Corporate Services if a ceremony is required.

Background papers: None

Appendices:

Appendix A – Naming Policy

Appendix B – 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

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

Which service area and directorate are you from?

Service Area: Communications and Marketing

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:

Renaming of the Gloucester Room to the Lilian Hopkin Room in honour of her life as an exemplary public servant and a strong champion for the community she served as a councillor as well as her dedicated duty to public life.

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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Race (including refugees)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Gypsies & travellers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Religion or (non-)belief	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Welsh Language	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Poverty/social exclusion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Carers (inc. young carers)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Community cohesion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input 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 type="checkbox"/>	<input checked="" type="checkbox"/>
Human Rights	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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

Consultation has been undertaken councillors, heads of service and corporate management team. All are fully supportive of the proposal.

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.)

This is raising the profile of a local female, and such woman are deserving of and generally underrepresented in being celebrated.

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)

Positive impacts have been identified and no mitigation is required.

Clear communications and signage will be required, and information provided to the public and other Council departments on the name and location / coordinates etc.

(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: Joanne Jones
Job title: Marketing Manager
Date: 28.02.24
Approval by Head of Service:
Name: Lee Wenham
Position:
Date:

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

Agenda Item 15.



Council – 21 March 2024

Councillors' Questions

Part A – Supplementaries

1 Councillors Francesca O'Brien & Richard Lewis

Swansea Council has announced that 33 essential bus routes are being protected for the next 5 years. Can the Cabinet Member confirm which 33 routes are protected.

Response of the Cabinet Member for Environment & Infrastructure

There are 34 routes which are currently being funded and these are listed as follows:

Service No(s) and Times of Operation
3A, City Centre to Mumbles, Weekday Evenings & Sunday Evenings
4A, City Centre to Morriston Hospital, Sunday Evenings
5, City Centre to Cwmdonkin, Weekday Daytime
6, City Centre to Port Tennant, Weekday Evenings, Sunday Daytime & Sunday Evenings
7, City Centre to Marina & Maritime Quarter, Weekday Daytime
12, City Centre to Townhill, Sunday Evenings
14, City Centre to Pennard, Weekday Daytime, Weekday Evenings & Sunday Daytime
15, City Centre to Gowerton, Monday to Friday Daytime
16, Swansea to Pontarddulais, Weekday Daytime & Evenings
16, Swansea to Penclawdd, Sunday Daytime
20, City Centre to Derlwyn, Weekday Evenings & Sunday Evenings
24, City Centre to Morriston Hospital, Weekday Daytime
25, City Centre to Blaen-y-Maes, Sunday Evenings
28, City Centre to Penplas, Weekday Evenings
30, City Centre to Trallwn, Monday to Friday Daytime
31, City Centre to Morriston, Weekday Daytime, Weekday Evenings, Sunday Daytime & Sunday Evenings
33, City Centre to Trallwn, Weekday Daytime
34, City Centre to Enterprise Park, Monday to Friday Morning Peak
35, City Centre to Llangyfelach, Weekday Daytime
36, City Centre to Morriston, Sunday Daytime & Sunday Evenings
41 & 42, Clase to University, Weekday Early Mornings
43, City Centre to Morriston Hospital, Weekday Daytime
45, City Centre to Morriston Hospital, Weekday Daytime
46, Morriston to Gorseinon area, Weekday Daytime
49, City Centre to North Hill, Weekday Daytime
51, City Centre to Fabian Way P&R, Weekday Daytime
52, City Centre to Landore P&R, Weekday Daytime
54, City Centre to Parc Llewellyn, Weekday Daytime

	111, Swansea to Llanelli, Weekday Evenings & Sunday Evenings
	115, North Gower to South Gower, Weekday Daytime
	116, Swansea to North Gower, Weekday Daytime
	117, Killay to South Gower, Weekday Daytime
	118, Swansea to South Gower, Weekday Daytime
	119, Swansea to South Gower, Weekday Daytime
2	<p>Councillors Peter Black, Jeff Jones & Wendy Fitzgerald</p> <p>How much are the Council paying in business rates for the Debenhams site.</p> <p>Response of the Leader</p> <p>We became liable with effect from 31st March 2023. We paid £1,099.32 against a valuation of £401,250 for 22/23.</p> <p>For 23/24 we have paid a substantially lower amount of rates of £231,387,50 compared to £432,500 as original RV.</p> <p>We anticipate a similar saving being applied until the building is let to new tenants. Our agents are currently evaluating interest from a number of retailers and operators in the Debenhams site, and we propose to announce new tenants in due course.</p> <p>It should be noted that we received grant funding support from WG which totals £4.5m to assist with the purchase and repurposing of the Debenhams store.</p>
3	<p>Councillors Francesca O'Brien, Richard Lewis & Brigitte Rowlands</p> <p>Has the Cabinet Member or the Leader engaged with local farmers in Swansea and Gower in relation to the proposed new Welsh Labour Governments Sustainable Farming Scheme.</p> <p>Response of the Cabinet Member for Environment & Infrastructure</p> <p>The Sustainable Farming Scheme is a Welsh Government Policy, and it wouldn't be something that the Council would directly consult on. However, in a personal capacity I have discussed the proposed changes with many farmers over the past few iterations of the scheme and encouraged them all to feed into the consultation.</p>
4	<p>Councillors Mary Jones, Sue Jones & Jeff Jones</p> <p>Can the Cabinet Member for Education state what support has been given to Swansea Schools by Police Officers through the Schoolbeat Cymru scheme in the last year. How important do schools perceive these visits and what benefits do they bring.</p> <p>Response of the Cabinet Member for Education & Learning</p> <p>The Schoolbeat Cymru programme is a collaboration of Welsh Government and Dyfed-Powys, Gwent, North Wales and South Wales Police which created the role of Schools Police Officer (SPO), a dedicated point of contact for every school in Wales and delivers teacher-developed lessons for ages 5 – 16 at schools across Wales.</p> <p>The local authority does not keep a record of the support provided to individual schools by SPOs via the programme, however we can confirm that our schools have benefited greatly from their individual SPOs, not only to supporting the delivery of</p>

	<p>lessons but in the management of disputes, responding to parental concerns and having a visual presence in and around our schools.</p> <p>They often play a role in the de-escalation of parental and pupil disputes that could otherwise lead to increased demand for a police intervention and the criminalisation of children and young people.</p>
5	<p>Councillors Peter Black, Sam Bennett & Kevin Griffiths</p> <p>What is the Council doing to publicise the fact that voters will need ID to cast their ballot in May's police commissioner election and the general election, whenever that is called.</p> <p>Response of the Cabinet Member for Corporate Services & Performance</p> <p>A leaflet was sent to every household in the 2023 Autumn canvass. Information regarding Voter ID, and how to apply for a Voter Authority Certificate has been displayed on our webpages since February 2023. www.swansea.gov.uk/VoterID</p> <p>We have and are doing periodic social media posts utilising the Electoral Commission resources, this consists of advertising on X, Facebook and Instagram.</p> <p>X advertises from both Democratic Services and Swansea Council accounts. Closer to the election(s) these posts will become more frequent. The Electoral Commission have also started their national TV, radio and media campaigns.</p> <p>The poll card will display the need for Voter ID, and the different forms of ID accepted. As the poll card will now be enveloped because of the large amount of information required, the envelope will also have wording highlighting the need for Voter ID.</p>
6	<p>Councillors Francesca O'Brien & Angela O'Connor</p> <p>Croeso is a free event which promotes Welsh food, drink and culture. This is organised by Swansea Council, in association with First Cymru. Can the Council confirm how this partnership works to deliver this event.</p> <p>Response of the Cabinet Member for Investment, Regeneration & Tourism</p> <p>The Council's Tourism Marketing & Events Team have for a number of years offered commercial sponsorship packages to businesses and organisations who wish to be associated with Council events.</p> <p>The packages offer the commercial sponsor a range of marketing benefits both in the lead-up to and during the event. Benefits are in line with the contribution made by the partner and include a range of marketing benefits from activity agreed at the outset. Business contributions can be in cash or in-kind or a mix of both.</p> <p>The overall aim of the commercial packages is to seek additional event revenue to either enhance the event offer or reduce the net cost of delivering the event.. Particularly important at the present time where budgets for delivery are challenging as event costs are increasing.</p>

	First Cymru have purchased a commercial sponsorship for this year's Croeso celebration.
	Part B – No Supplementaries
7	<p>Councillor Mike Day, Peter Black & Lynda James</p> <p>Following recent disclosures about losses of artefacts and items of historical and financial value from the British Museum, will the Cabinet Member tell Council what inventories are held of items of value in Council-owned premises, what arrangements are in place to confirm that the location of those items are still known and whether any losses have been identified. If losses have been identified, what is being done to trace and restore those items to Council possession.</p> <p>Response of the Cabinet Member for Culture, Human Rights & Equalities</p> <p>Swansea Council's major collections are, in the main managed by Cultural Services for storing, conservation and display at its accredited spaces in the Glynn Vivian Art Gallery, Dylan Thomas Exhibition, West Glamorgan Archive, Library and Swansea Museum Stores.</p> <p>Our Galleries and Museums are fully accredited and members of the Museum Association, which applies all relevant standards and guidelines on care of collections. A key test of accreditation and audit is maintaining an accurate record and location log of museum objects. The 'inventory' of the Museum (includes the Dylan Thomas Collection) and Glynn Vivian collections is held on a specialist Collection Management Database called Modes, created for Museum Collections.</p> <p>All objects are given unique reference and location numbers before being added to the database, whether in store or display, or loan, in or outside of the city's premises. In all cases, when we move an object we adjust the location reference and regular documentary checks ensure things are where they should be and in good condition. Keys to store rooms and cases are kept within locked key cabinets, and only specific named staff have access to these, with a signatory form. The museum and store are also covered by 24hr CCTV as is the Gallery. The Libraries and Archive have an inventory for checking items out and in, supervised by management and subject to relevant paperwork, accreditation and audit checks.</p> <p>With regard to loans, these are documented and monitored to museum standards. This would include local loans of objects to other council venues such as the Mansion House, Guildhall and Civic Centre as well as national and occasionally international loans. For any loan we would also request all necessary documentation to exacting museum standards to ensure the security of any work on loan; to include environmental controls, facilities reports condition checks and insurance in transit, storage and display. All works are monitored by our team for the duration of the loan and their safe return to storage. Our inventories/ checks also form part of internal audit processes, valuation and insurance audits for added checks and balance.</p> <p>No losses have been identified and to note the assessment, review, and learning of the situation at the British Museum, which has been widely published, concludes that it was historic lack of these checks and balances, inventories and supervisory processes which allowed that situation to emerge.</p>

Audit of Accounts Report – City & County of Swansea

Audit year: 2022-23

Date issued: March 2024

Document reference: 4091A2024

This document has been prepared as part of work performed in accordance with statutory functions.

In the event of receiving a request for information to which this document may be relevant, attention is drawn to the Code of Practice issued under section 45 of the Freedom of Information Act 2000. The section 45 code sets out the practice in the handling of requests that is expected of public authorities, including consultation with relevant third parties. In relation to this document, the Auditor General for Wales and the Wales Audit Office are relevant third parties. Any enquiries regarding disclosure or re-use of this document should be sent to the Wales Audit Office at infoofficer@audit.wales.

We welcome correspondence and telephone calls in Welsh and English. Corresponding in Welsh will not lead to delay. Rydym yn croesawu gohebiaeth a galwadau ffôn yn Gymraeg a Saesneg. Ni fydd gohebu yn Gymraeg yn arwain at oedi.

Contents

We intend to issue an unqualified audit report on your Accounts. There are some issues to report to you prior to their approval.

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Audit of Accounts Report

Introduction

- 1 We summarise the main findings from our audit of your 2022-23 Statement of Accounts in this report.
- 2 We have already discussed these findings with the Director of Finance.
- 3 Auditors can never give complete assurance that accounts are correctly stated. Instead, we work to a level of 'materiality'. This level of materiality is set to try to identify and correct misstatements that might otherwise cause a user of the accounts into being misled. We set this level at £11.1 million for this year's audit.
- 4 There are some areas of the accounts that may be of more importance to the reader and we have set a lower materiality level for these, as follows:
 - Senior Officer Remuneration £1,000
 - Related Party Transactions (relating to individuals) £10,000
- 5 The audit of accounts timetable is set out in **Exhibit 1**.

Exhibit 1 – Accounts timetable

Timetable	<ul style="list-style-type: none">• The Welsh Government required that draft 2022-23 accounts were prepared by 30 July 2023. The council's draft accounts were received on 27 October 2023. This is the second year in succession that the draft accounts have been received significantly later than the prescribed deadline.• The revised accounts will be presented to the Governance and Audit Committee on 14 March 2024 and to Council on the 21 March 2024.• We expect to be able to certify the accounts on 25 March 2024.
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- 6 We have now completed this year's audit.
- 7 In our professional view, we have complied with the ethical standards that apply to our work; remain independent of yourselves; and our objectivity has not been compromised in any way. There are no relationships between ourselves and yourselves that we believe could undermine our objectivity and independence.

Impact of revised ISA315 on this year's audit

- 8 Our audits of your accounts for the year ended 31 March 2023 have been carried out under a revised auditing standard (ISA 315 (UK) Identifying and Assessing the Risks of Material Misstatement (Revised July 2020)). The revised standard has had a significant impact this year on how auditors undertake audit risk assessments and our overall audit approach.

- 9 In planning our audit, we are now required to undertake more detailed and extensive risk assessment procedures to identify risks of material misstatement. The subsequent design and performance of our audit approach has been responsive to each assessed risk.

Proposed audit opinion

- 10 We intend to issue an unqualified audit opinion on this year's accounts once you have provided us with a Letter of Representation based on that set out in **Appendix 1**.
- 11 We issue a 'qualified' audit opinion where we have material concerns about some aspects of your accounts; otherwise we issue an unqualified opinion.
- 12 The Letter of Representation contains certain confirmations we are required to obtain from you under auditing standards.
- 13 Our proposed audit report is set out in **Appendix 2**.

Significant issues arising from the audit

Uncorrected misstatements

- 14 There are no non-trivial misstatements identified in the accounts which remain uncorrected.

Corrected misstatements

- 15 There were initially misstatements in the accounts that have now been corrected by management. However, we believe that these should be drawn to your attention, and they are set out with explanations in **Appendix 3**.

Other significant issues arising from the audit

- 16 During the audit, we consider a number of matters relating to the accounts and report any significant issues arising to you. Issues we consider include:
- Concerns about the qualitative aspects of accounting practices and financial reporting.
 - Any significant difficulties during the audit.
 - Significant matters discussed and corresponded upon with management which we need to report to those charged with governance.
 - Any identified material weaknesses in internal controls.
- 17 There is one matter to bring to your attention.

Error in application of obsolescence factor in valuation of property assets

- In accordance with the Royal Institution of Chartered Surveyors (RICS) guidance, Councils are required to revalue appropriate properties by firstly establishing the replacement cost as a 'modern equivalent asset'. Included within this cost will be amounts relating to external works and professional fees. It is then necessary to adjust or depreciate all costs incurred to represent physical deterioration, functional obsolescence, and economic obsolescence. In practice, this translates to applying an obsolescence factor to the replacement cost.
- We identified that such an obsolescence factor had not been applied to external works and professional fees in the valuation of schools. This resulted in an over valuation of £39 million.
- The accounting entries to adjust for the error was to decrease the Revaluation Reserve by £35.2m (being the amount that reverses previous upward revaluations) with the balance being charged to the Comprehensive Income and Expenditure Account.

Appendix 1

Final Letter of Representation

[Audited body's letterhead]

Auditor General for Wales

Wales Audit Office

Capital Quarter

Tyndall Street

Cardiff

CF10 4BZ

21 March 2024

Representations regarding the 2022-23 financial statements

This letter is provided in connection with your audit of the financial statements (including that part of the Remuneration Report that is subject to audit) of City & County of Swansea for the year ended 31 March 2023 for the purpose of expressing an opinion on their truth and fairness and their proper preparation.

We confirm that to the best of our knowledge and belief, having made enquiries as we consider sufficient, we can make the following representations to you.

Management representations

Responsibilities

We have fulfilled our responsibilities for:

- the preparation of the financial statements in accordance with legislative requirements and CIPFA's Code of Practice on Local Authority Accounting in the United Kingdom UK 2022-23; in particular the financial statements give a true and fair view in accordance therewith; and
- the design, implementation, maintenance and review of internal control to prevent and detect fraud and error.

Information provided

We have provided you with:

- full access to:

- all information of which we are aware that is relevant to the preparation of the financial statements such as books of account and supporting documentation, minutes of meetings and other matters;
- additional information that you have requested from us for the purpose of the audit; and
- unrestricted access to staff from whom you determined it necessary to obtain audit evidence.
- the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud;
- our knowledge of fraud or suspected fraud that we are aware of and that affects the Council and involves:
 - management;
 - employees who have significant roles in internal control; or
 - others where the fraud could have a material effect on the financial statements.
- our knowledge of any allegations of fraud, or suspected fraud, affecting the financial statements communicated by employees, former employees, regulators or others;
- our knowledge of all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing the financial statements; and
- the identity of all related parties and all the related party relationships and transactions of which we are aware.

Financial statement representations

All transactions, assets and liabilities have been recorded in the accounting records and are reflected in the financial statements.

The methods, the data and the significant assumptions used in making accounting estimates, and their related disclosures are appropriate to achieve recognition, measurement or disclosure that is reasonable in the context of the applicable financial reporting framework.

Related party relationships and transactions have been appropriately accounted for and disclosed.

All events occurring subsequent to the reporting date which require adjustment or disclosure have been adjusted for or disclosed.

All known actual or possible litigation and claims whose effects should be considered when preparing the financial statements have been disclosed to the auditor and

accounted for and disclosed in accordance with the applicable financial reporting framework.

The financial statements are free of material misstatements, including omissions. The effects of uncorrected misstatements identified during the audit are immaterial, both individually and in aggregate, to the financial statements taken as a whole.

Representations by those charged with governance

We acknowledge that the representations made by management, above, have been discussed with us.

We acknowledge our responsibility for ensuring that the Council maintains adequate accounting records.

We acknowledge our responsibility for the preparation of true and fair financial statements in accordance with the applicable financial reporting framework. The financial statements were approved by Members of the City & County of Swansea on 21 March 2024.

We confirm that we have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant audit information and to establish that it has been communicated to you. We confirm that, as far as we are aware, there is no relevant audit information of which you are unaware.

Signed by:

Signed by:

Ben Smith
Director of Finance and S151 Officer

Rob Stewart
Leader of the Council

Date: 21 March 2024

Date: 21 March 2024

Appendix 2

Proposed Audit Report

The report of the Auditor General for Wales to the members of City & County of Swansea

Opinion on financial statements

I have audited the financial statements of:

- The City & County of Swansea; and
- The City & County of Swansea Group

for the year ended 31 March 2023 under the Public Audit (Wales) Act 2004.

The City & County of Swansea's financial statements comprise the Expenditure and Funding Analysis, the Movement in Reserves Statement, the Comprehensive Income and Expenditure Statement, the Balance Sheet, the Cash Flow Statement, the Movement on the Housing Revenue Account Statement, the Housing Revenue Account Income and Expenditure Statement and the related notes, including the significant accounting policies.

The City & County of Swansea's Group financial statements comprise the Group Movement in Reserves Statement, the Group Comprehensive Income and Expenditure Statement, the Group Balance Sheet, the Group Cash Flow Statement and the related notes, including the significant accounting policies.

The financial reporting framework that has been applied in their preparation is applicable law and UK adopted international accounting standards as interpreted and adapted by the Code of Practice on Local Authority Accounting in the United Kingdom 2023.

In my opinion, in all material respects, the financial statements:

- give a true and fair view of the financial position of the City & County of Swansea and the City & County of Swansea Group as at 31 March 2023 and of its income and expenditure for the year then ended; and
- have been properly prepared in accordance with legislative requirements and UK adopted international accounting standards as interpreted and adapted by the Code of Practice on Local Authority Accounting in the United Kingdom 2022-23.

Basis of opinion

I conducted my audit in accordance with applicable law and International Standards on Auditing in the UK (ISAs (UK)) and Practice Note 10 'Audit of Financial Statements of Public Sector Entities in the United Kingdom'. My responsibilities under those standards are further described in the auditor's responsibilities for the audit of the financial statements section of my report.

My staff and I are independent of the City & County of Swansea and the Group in accordance with the ethical requirements that are relevant to my audit of the financial statements in the UK including the Financial Reporting Council's Ethical Standard, and I have fulfilled my other ethical responsibilities in accordance with these requirements. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Conclusions relating to going concern

In auditing the financial statements, I have concluded that the use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work I have performed, I have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the City & County of Swansea and the Group's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from when the financial statements are authorised for issue.

My responsibilities and the responsibilities of the responsible financial officer with respect to going concern are described in the relevant sections of this report.

Other Information

The other information comprises the information included in the annual report other than the financial statements and my auditor's report thereon. The Responsible Financial Officer is responsible for the other information contained within the annual report. My opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in my report, I do not express any form of assurance conclusion thereon.

My responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If I identify such material inconsistencies or apparent material misstatements, I am required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact.

I have nothing to report in this regard.

Opinion on other matters

In my opinion, based on the work undertaken in the course of my audit:

- the information contained in the Narrative Report for the financial year for which the financial statements are prepared is consistent with the financial statements and is in accordance with the Code of Practice on Local Authority Accounting in the United Kingdom 2022-23;

- The information given in the Annual Governance Statement for the financial year for which the financial statements are prepared is consistent with the financial statements and is in accordance with guidance.

Matters on which I report by exception

In the light of the knowledge and understanding of the City & County of Swansea and the Group and its environment obtained in the course of the audit, I have not identified material misstatements in the Narrative Report or the Annual Governance Statement.

I have nothing to report in respect of the following matters, which I report to you, if, in my opinion:

- I have not received all the information and explanations I require for my audit;
- adequate accounting records have not been kept, or returns adequate for my audit have not been received from branches not visited by my team; or
- the financial statements are not in agreement with the accounting records and returns.

Responsibilities of the responsible financial officer for the financial statements

As explained more fully in the Statement of Responsibilities for the Statement of Accounts set out on page 20, the responsible financial officer is responsible for:

- the preparation of the statement of accounts and the Group financial statements, which give a true and fair view and comply with proper practices;
- maintaining proper accounting records;
- internal controls as the responsible financial officer determines is necessary to enable the preparation of statements of accounts that are free from material misstatement, whether due to fraud or error;
- assessing the City & County of Swansea and the Group's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless the responsible financial officer anticipates that the services provided by the City & County of Swansea and the Group will not continue to be provided in the future.

Auditor's responsibilities for the audit of the financial statements

My responsibility is to audit the financial statements in accordance with the Public Audit (Wales) Act 2004.

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to

issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. I design procedures in line with my responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud.

My procedures included the following:

- Enquiring of management, the City & County of Swansea's head of internal audit and those charged with governance, including obtaining and reviewing supporting documentation relating to the City & County of Swansea and the Group's policies and procedures concerned with:
 - identifying, evaluating and complying with laws and regulations and whether they were aware of any instances of non-compliance;
 - detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud; and
 - the internal controls established to mitigate risks related to fraud or non-compliance with laws and regulations.
- Considering as an audit team how and where fraud might occur in the financial statements and any potential indicators of fraud. As part of this discussion, I identified potential for fraud in the following areas: revenue recognition, expenditure recognition, and posting of unusual journals.
- Obtaining an understanding of the City & County of Swansea and the Group's framework of authority as well as other legal and regulatory frameworks that the City & County of Swansea and the Group operate in, focusing on those laws and regulations that had a direct effect on the financial statements or that had a fundamental effect on the operations of the City & County of Swansea and the Group.
- Obtaining an understanding of related party relationships.

In addition to the above, my procedures to respond to identified risks included the following:

- reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with relevant laws and regulations discussed above;
- enquiring of management, the Governance and Audit Committee and legal advisors about actual and potential litigation and claims;
- reading minutes of meetings of those charged with governance; and

- in addressing the risk of fraud through management override of controls, testing the appropriateness of journal entries and other adjustments; assessing whether the judgements made in making accounting estimates are indicative of a potential bias; and evaluating the business rationale of any significant transactions that are unusual or outside the normal course of business.

I also communicated relevant identified laws and regulations and potential fraud risks to all audit team members and remained alert to any indications of fraud or non-compliance with laws and regulations throughout the audit.

The extent to which my procedures are capable of detecting irregularities, including fraud, is affected by the inherent difficulty in detecting irregularities, the effectiveness of the City & County of Swansea and the Group's controls, and the nature, timing and extent of the audit procedures performed.

A further description of the auditor's responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website www.frc.org.uk/auditorsresponsibilities. This description forms part of my auditor's report.

Other auditor's responsibilities

I communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

Certificate of completion of audit

I certify that I have completed the audit of the accounts of the City & County of Swansea and the Group in accordance with the requirements of the Public Audit (Wales) Act 2004 and the Auditor General for Wales' Code of Audit Practice.

Adrian Crompton
Auditor General for Wales
25 March 2024

1 Capital Quarter
Tyndall Street
Cardiff
CF10 4BZ

Appendix 3

Summary of Corrections Made

During our audit, we identified the following misstatements that have been corrected by management, but which we consider should be drawn to your attention due to their relevance to your responsibilities over the financial reporting process.

Exhibit 2: summary of corrections made

Value of correction	Nature of correction	Reason for correction
£15.0m	<p>Balance Sheet Provisions (Note 21) Contingent Liabilities (Note 36)</p> <p>Our audit work concluded that the Contingent Liability for Employee Benefit originally disclosed within Note 36 should be re-classified as a provision within Note 21. The provision has been funded from Reserves and hence an amendment has been made to Note 10.</p>	To ensure the correct accounting and disclosure of the provision in accordance with IAS37 Provisions.
£39.0m	<p>CIES Balance Sheet Property, Plant & Equipment (Note 14)</p> <p>An obsolescence factor was not applied to external works and fees in the valuation of the council's schools. This resulted in schools being over-valued by £39m. The corrections decrease the net book value of the schools by £39m. The impact on the CIES was an</p>	To ensure the correct valuation of schools in accordance with RICS guidance and the CIPFA Code.

Value of correction	Nature of correction	Reason for correction
	additional charge of £3.8m, with a decrease to the Revaluation Reserve of £35.2m.	
£1.1m	<p>Balance Sheet Property, Plant & Equipment (Note 14) An additional exercise was completed by the Council post draft accounts to assess the carrying value of assets not included in the annual valuation, to reflect their current value. This resulted in a net decrease of £1.1m to the net book value of PPE comprising of:</p> <ul style="list-style-type: none"> £14.0m increase to Council Dwellings; £1.7m increase to Surplus Assets; and £16.8m decrease to Other Land and Buildings. <p>This valuation movement also impacted the Revaluation Reserve and Capital Adjustment Account disclosures within Note 22.</p>	To ensure the carrying value of PPE assets are not materially misstated.
£2.7m	<p>Balance Sheet Property, Plant & Equipment (Note 14) Our sample testing of Assets Under Construction identified a surplus asset, hence a reclassification amendment was actioned on the Balance Sheet,</p>	To correctly classify the asset as Surplus.

Value of correction	Nature of correction	Reason for correction
	PPE Note 14 and Note 32 Capital Expenditure and Financing.	
£634,000	<p>Balance Sheet Financial Instruments (Note 17) Short Term debtors (Note 18)</p> <p>Our audit testing identified a misclassification overstating Short Term Debtors in Note 18 by £634,000. This is now correctly reflected as a Long-Term Debtor within Note 17.</p>	To correctly classify the debtor as long term.
£271m (Disclosure only no overall effect on the primary statements)	<p>Property, Plant & Equipment (Note 14)</p> <p>The Council has now included the net book value disclosures required for infrastructure assets in Note 14 to comply with the and the 2022 amendments to the Local Authorities (Capital Finance and Accounting) (Wales) Regulations 2003.</p>	To ensure the completeness of the disclosures made in accordance with the CIPFA Code.
£23.6m (Disclosure only no overall effect on the primary statements)	<p>Capital Commitments (Note 14)</p> <p>Our audit testing identified that Capital Commitments were understated by £23.6m due the omission of costs committed as at 31 March 2023.</p>	To ensure accuracy of the capital commitments disclosures made.

Value of correction	Nature of correction	Reason for correction
<p>Various (Disclosure only no overall effect on the primary statements)</p>	<p>Defined Benefit Pension Schemes (Note 35) Amendment to the disclosure for the Local Government Pension Scheme Assets has been made to correctly reflect the Council's share of the Assets from the City & County of Swansea Pension Fund.</p>	<p>To ensure accuracy of the pension disclosures made.</p>
<p>Various (Disclosure only no overall effect on the primary statements)</p>	<p>Related Parties (Note 29) Amendments were made to the related parties disclosures to ensure completeness and accuracy of the note.</p>	<p>To ensure accuracy and completeness of the disclosures made.</p>
<p>Various (Disclosure only no overall effect on the primary statements)</p>	<p>A number of minor amendments were made to the financial statements relating to either revisions to disclosures of information or narrative changes.</p>	<p>To ensure accuracy of the financial statements and completeness of the disclosures made in accordance with the CIPFA Code.</p>



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We welcome correspondence and telephone calls in Welsh and English.
Rydym yn croesawu gohebiaeth a galwadau ffôn yn Gymraeg a Saesneg.

Agenda Item 17.



Report of the Section 151 Officer

Council – 21 March 2024

Statement of Accounts 2022/23

Purpose:	The Council is required to approve the 2022/23 accounts on or before 31 st July 2023.
Policy Framework:	Budget and Accounts 2022/23.
Consultation:	Legal, Finance and Access to Services.
Recommendation(s):	It is recommended that: 1) Council approves the 2022/23 Statement of Accounts attached at Appendix A.
Report Author:	Amanda Thomas
Finance Officer:	Ben Smith
Legal Officer:	Debbie Smith
Access to Services Officer:	Catherine Window

1.0 Introduction

1.1 The Statement of Accounts for the year 2022/23 is attached in Appendix A and is recommended to Council for approval.

2.0 Timetable for completion and audit of the 2022/23 accounts

2.1 The key dates in relation to the 2022/23 accounts process are as follows:-

31 st July 2023	Statutory date for the completion of the external audit of the Statement of Accounts.
27 th October 2023	The draft Statement of Accounts was completed

	and certified by the Section 151 Officer in line with the requirements of the Accounts and Audit Regulations.
6 th December 2023	Governance and Audit Committee has reviewed the draft Statement of Accounts.
14 th March 2024	Governance and Audit Committee has reviewed the Statement of Accounts and the draft Auditor's report.
21 st March 2024	Council is asked to formally approve the 2022/23 Statement of Accounts.

3. Changes to the format and content of the Statement of Accounts

- 3.1 The 2022/23 Opening Balance figures have been restated to correct historical cost depreciation adjustments between the Revaluation Reserve and the Capital Adjustment Account.

4.0 Financial Implications

- 4.1 There are no direct financial implications arising from this report.

5.0 Legal Implications

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

6. Integrated Assessment Implications

- 6.1 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.

The Well-being of Future Generations (Wales) Act 2005 mandates that public bodies in Wales must carry out sustainable development. Sustainable development means the process of improving the economic, social, environmental and cultural well-being of Wales by taking action, in accordance with the sustainable development principle, aimed at achieving the 'well-being goals'.

Our integrated Impact Assessment 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.

- 6.2 It is essential where service levels are affected by changes to the Revenue budgets (including savings options) that the IIA process (alongside consultation and engagement as appropriate) is applied to ensure due regard is paid to the potential equality impacts of any proposals prior to decision making. An IIA has been undertaken on this report. This report outlines the statement of accounts and there are no implications to consider at this time.

Background Papers: None.

Appendices:

Appendix 'A' – Statement of Accounts 2022/23

Appendix 'B' – IIA Screening form.

Statement of Accounts 2022/23



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Introduction



Swansea Council is located on the South Wales Coast and is one of twenty two current unitary local authorities providing local government services in Wales.

The area of the Council includes the Gower peninsula, designated as Britain's first area of outstanding natural beauty.

Approximately 237,800 people live within the boundaries of the Council of which:

- 40,600 are aged under 16
- 46,500 are of pensionable age (aged 66 and over)
- 13,600 are aged 80 years and over



The County has a mixed agricultural and industrial economy. The City sits at the mouth of the River Tawe, from which its Welsh name, Abertawe, derives.

This Statement of Accounts is one of a number of publications, which include the revenue and capital budgets, produced to comply with the law and designed to provide information about the Council's financial affairs.

Copies of these accounts can be obtained from:

Director of Finance & Section 151 Officer
Swansea Council
Guildhall
Swansea
SA1 4PE

Narrative Report

Services

The Council provides a range of services, supporting local communities and improving the lives of local people, some of which are shown below.

Corporate Services	Finance
Corporate Management Team Support	Financial Strategy
Corporate Communications and Marketing	Accountancy Services
Design Print Unit	Internal Audit
Corporate Customer Services Unit	Housing Benefits
Overview & Scrutiny function	Council Tax
Democracy, Member and Mayoral Services	Business Rates
Web Development	Procurement & Commercial activities
Performance & Delivery function	
Legal Services	
Coroners Service	
Human Resources & Organisational Development	
Emergency Management Services Unit	
Digital Services & Transformation	
Social Services	Education
Child protection and family support	Primary, secondary and special schools
Support to enable vulnerable people to live independently	Education Improvement
Long-term and short-term residential care	School meals
Poverty and Prevention	School transport
Community Safety	Special Education Needs
Early intervention	Education Planning and Resources
Partnership, performance & commissioning	
Tackling poverty	
Lifelong learning and young peoples' services	
Place	Housing Revenue Account (HRA)
Waste management	Landlord Services
Refuse collection & recycling	Strategic Housing
Street cleaning	
Highways	
Street lighting	
Land drainage & coast protection	
Road safety	
Car parks	
Sewerage services	
Property and building services	
Culture, sport, leisure and tourism	
Planning and city regeneration	
Public protection and housing services	
Bereavement services	

Narrative Report

Democracy

The Council had 75 elected councillors for 2022/23 (72 in 2021/22) from a range of political groups who are the Council's decision makers, agreeing policies and spending priorities. Each councillor is elected to represent a specific area (electoral ward). They will act on behalf of that community making decisions about local services, budgets and the overall level of council services.

The Council Constitution is the framework that sets out how the Council operates and how decisions are made together with the procedures which are followed to ensure that decisions and functions are efficient, transparent and accountable to the people of Swansea. The Council annually selects a Lord Mayor to perform a civic role and promote the city. The Council appoints a Leader of the Council who appoints Cabinet Members, each with responsibility for a specific portfolio of services.

The role of Cabinet is to:

- provide leadership,
- be responsible for most major decisions,
- propose the budget framework and subsequent budget.

Scrutiny will act as a 'critical friend' to Cabinet and other decision makers to promote better services, policies and decisions. The role of Scrutiny is to hold the Cabinet members to account, to be the voice of the public and to help drive improvement of the Council's public services.

Regulatory and other committees support the delivery of Council services. The Governance and Audit Committee reviews and scrutinises the Council's financial affairs and makes reports and recommendations in relation to the Council's financial affairs. The Governance and Audit Committee is responsible for reviewing the Statement of Accounts. Council is responsible for approving the Statement of Accounts.

The Corporate Management Team (CMT) is led by the Chief Executive and includes Directors and the Chief Legal Officer (and Monitoring Officer).

The Corporate Management Team are responsible for:

- providing impartial advice on policy to all Members,
- implementing decisions of Cabinet and Council,
- delivery of services and performance.

Corporate Plan

Swansea Council published its Corporate Plan in 2017 as required by the Well-Being of Future Generations (Wales) Act 2015, which included a summary of its Well-being Statement and key priorities, known as 'Well-being Objectives'.

A new Corporate Plan and updated Well-being Objectives was published for 2023/28.

Narrative Report

The Council has prioritised six Well-being Objectives.

These are:

- **Safeguarding** people from harm - so that our citizens are free from harm and exploitation.
- Improving **Education & Skills** - so that everyone in Swansea gains the skills and qualifications they need to succeed in life.
- Transforming our **Economy & Infrastructure** - so that Swansea has a thriving mixed use City Centre and a local economy that will support the prosperity of our citizens.
- **Tackling Poverty & Enabling Communities** - so that every person in Swansea can achieve their potential.
- Delivering on **Nature Recovery and Climate Change** - so that we maintain and enhance nature and biodiversity in Swansea, reduce our carbon footprint and tackle climate change.
- **Transformation & Financial Resilience** - so that we and the service that we provide are sustainable and fit for the future.

The 'Tackling Poverty and Enabling Communities' objective was amended to add 'enabling communities' so as to recognise a strengths-based approach where the strengths of individuals, communities and networks can be capitalised upon to help tackle poverty. The 'Transformation and Financial Resilience' objective was renamed to reflect how the Council will need to change to become sustainable and better able to weather global events, leading to increased demand and rising prices at a time when resources are being reduced.

Corporate Risks

The annual review of Corporate Risks by Corporate Management Team (CMT) took place on 17th August 2022 and then at CMT Cabinet on 14th December 2022 and 5th January 2023, aligned to the development of the new Corporate Plan 2023/28. A discussion on the outcome from the review of the Corporate Risks also took place at Leadership Team on 18th January 2023. The Council's Corporate Risks are aligned to the Council's Well-being Objectives. They are those risks that, should they come into effect, would have an impact on the whole of the Council and would have a detrimental impact on the ability of the Council to achieve its priorities and objectives. An Annual Risk Assurance workshop took place with the Council's regulators on 11th January 2023 where they shared their respective assurances and risks that they perceive around the Council. An exercise mapping the Council's Corporate Risks to those identified by the Audit Wales was undertaken in the early part of 2023/24, which showed there was coherence between them.

As at the time of writing, the Council's Corporate Risks are:

- Pupil attainment and achievement.
- Safeguarding.
- Financial Control - MTFP Delivery.
- Cyber, data and digital security.
- Emergency Planning, Resilience and Business Continuity.
- Health & Safety.
- Local economy and infrastructure.

Narrative Report

- Impact of Poverty.
- Cost of Living crisis.
- Workforce recruitment and retention.
- Mandatory training.
- Social Cohesion.
- Net Zero 2030 target.
- Successful and Sustainable Swansea Corporate Transformation Plan.

CMT continue to receive monthly reports on compliance to the Councils Risk Management Framework. The Governance and Audit Committee has continued to receive a quarterly report and overview on the overall status of risk in the Council during 2022/23. This report coincides each quarter with Directors attending the committee on a rotational basis to present on their internal control environment, including risk management. Corporate Risks will be reviewed at CMT Cabinet 2023/24 with particular attention given to the effectiveness of control measures to reduce residual risk.

Internal Audit continue to review the Council's Risk Management arrangements each year in order to provide assurance to the Governance and Audit Committee. The Education directorate risk management arrangements, with a particular focus on control measures, were reviewed during 2022/23. A 'substantial' assurance rating was awarded by the review.

Corporate Performance

This Council reports performance results each quarter and annually delivering the Council's Well-being Objectives that are described in the Corporate Plan. The outturn for 2022/23 was reported in July 2023. A fuller self-assessment of performance is now required under Part 6 of the Local Government & Elections Act 2021. A self-assessment of performance during 2021/22 was published in January 2023 after a wider consultation, scrutiny process and governance and audit review. This assessment concluded that the Council is effectively delivering its functions, that there is strong application and effective use of resources with some mixed evidence of effective application around workforce planning and performance management. The review also concluded that whilst there is a mixed application and effectiveness of governance around vision, strategy and performance, there is strong application and effectiveness of governance in all other areas reviewed. The review concluded with areas identified for continued improvement.

Narrative Report

Financial Performance

We incur two main types of expenditure – revenue expenditure and capital expenditure.

Revenue expenditure covers spending on the day to day costs of our services such as staff salaries and wages, maintenance of buildings and general supplies and equipment. This expenditure is paid for by the income we receive from Council taxpayers, business ratepayers, the fees and charges made for certain services, and by the grants we receive from Government.

Capital expenditure covers spending on assets such as roads, redevelopment and the major renovation of buildings. These assets will provide benefits to the community for several years and the expenditure is largely financed by borrowing, capital grants and the sale of fixed assets. Amounts borrowed for capital purposes are repaid in part each year as part of our revenue expenditure.

Sources of borrowing utilised include the Public Works Loan Board (PWLB) and capital markets. The PWLB is a Government agency which provides longer-term loans to local authorities.

Authority services

The net directorate expenditure for 2022/23 was £473.959m against a revised budget of £492.394m. The revenue outturn position of the Authority for 2022/23 resulted in a decrease in expenditure on services of £18.435m compared to adjusted budget, boosted especially by recovery of one off settlements of covid related spending, compensation for income losses and additional grant support from the Welsh Government. That adjusted budget did, however, also include very substantial planned one off uses of reserves, which have now predominantly been able to be deferred for a year, which does therefore quite materially overstate the apparent performance achieved in the very short term. In addition, the revenue outturn position reflects a further £1.739m of one off expenditure on an invest to save basis, that was partly met from the Authority's contingency and restructuring funds primarily to fund early retirement and voluntary redundancy costs as the Authority seeks to reduce its underlying operating costs and adjust to potential future grant levels. Consequently the draw from reserves in 2022/23 in isolation was materially lower than expected (by nearly £26m), but nonetheless the Authority did still need to draw from its reserves (nearly £2m) and separately from schools (over £8m).

Narrative Report

The underlying spend on Services reflects forecast and known pressures, across all directorates, but especially within Social Services, Place, Education and Schools budgets, which have been partly reflected in 2023/24 budget proposals.

The 2022/23 budget proposals continued to be overtaken by events given the Covid-19 pandemic and short term spending increased substantially, savings plans put on hold, and service income was materially lower than forecast across all Council functions. For 2022/23 this has again been recompensed by significant Welsh Government support. Continuation of support into 2023/24 is now very limited and the 2023/24 budgets face significant pay and price inflationary pressures well above budgeted "normal" sums given elevated and prolonged inflation. The Council has prudently rolled forward service underspending to pump prime recovery activity for 2023/24. The longer term financial outlook remains incredibly uncertain for the Council especially given those lingering inflationary pressures.

Other budget variations

Other budget savings during the year arose from reductions in capital repayments and interest charges (£8.577m). The MRP (Minimum Revenue Provision) Policy was reviewed in 2018/19 and Council approved a change in MRP Policy which helped lower capital repayment charges in the short to medium-term. In line with the Council's agreed reserve policy, the whole capital financing underspend has been transferred to a capital equalisation reserve.

For all supported borrowing, including capital expenditure incurred before 1st April 2008, the charge to revenue will be over 40 years by the straight line method, which is commensurate with the average of existing asset useful economic lives. In essence this replaces the 4% reducing balance method with a 2.5% straight line method. This can be considered a more prudent approach than the current provision because it introduces a more certain period for eliminating the debt liability in full.

Housing Revenue Account

The Housing Revenue Account of the Authority is a ring fenced account dealing exclusively with income and expenditure arising from the Authority's housing stock. For 2022/23 there was a net increase in HRA reserves at year end of £5.169m (2021/22 net decrease £1.005m). Total income for the year was £73.406m, which funded revenue expenditure of £35.972m. In addition, this was also offset against other adjustments and contributed towards the Capital Programme £32.265m. In total, £39.948m (2021/22 £44.777m) Capital was spent on HRA properties and a breakdown of both Revenue and Capital income and expenditure can be found on pages 153 to 156.

Details of the annual Revenue, HRA and Capital outturn reports can be found on the agenda of the Council's Cabinet for the meeting on 20th July 2023 and 21st September 2023.

Narrative Report

Covid-19

The following table sets out the additional costs identified as incurred during the year as a result of the Covid-19 pandemic together with the funding received from Welsh Government. Not all of the additional costs incurred by the Authority were eligible for funding from the Welsh Government. Some of these costs related to "local decisions" made by the Authority and others as a result of Welsh Government determining and applying its eligibility criteria.

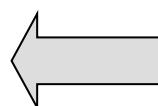
	Costs/Loss of Income 2022/23 £'000s	Grant Income 2022/23 £'000s
Services	6,133	6,051
Corporate	7,256	7,256
Agency on behalf of Welsh Government	4,469	4,469
	17,858	17,776
	2021/22 £'000s	2021/22 £'000s
Services	33,960	32,500
Corporate	35,771	34,474
Agency on behalf of Welsh Government	19,771	19,771
	89,502	86,745

The costs and income for Services and Corporate are included in the Authority's figures and are therefore within the figures disclosed in the Comprehensive Income and Expenditure Statement. Where the Authority is acting as Agent on behalf of Welsh Government the figures are excluded from the Authority's figures. Please see disclosure note 31 for more information.

Narrative Report

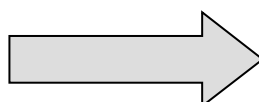
Revenue spending in 2022/23

	£'m	%
Revenue support grant	297.4	32
Non domestic rates	89.2	9
Council tax	143.4	15
Other income (rents, fees and charges, specific grants)	418.9	44
	948.9	100



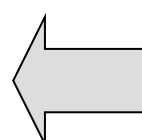
Where our money comes from

What we spend it on



	£'m	%
Employees	471.6	50
Capital charges	43.1	4
Running costs	406.6	43
Precepts/Levies	44.8	5
Reserve transfers	-17.2	-2
	948.9	100

	£'m	%
Corporate Services	35.0	4
Finance	92.5	10
Social Services	238.9	25
Education	317.0	33
Place	244.7	26
Housing Revenue Account (HRA)	72.6	8
Reserve transfers	-17.2	-2
Other	-34.6	-4
	948.9	100



And the services it provides

The reserve transfers of -£17.2m are the revenue reserve transfers in 2022/23 which include the General Fund, Housing Revenue Account and Earmarked Reserves.

Financial Statements

The main elements of this Statement of Accounts comprise:-

- * The Expenditure and Funding Analysis, which shows how annual expenditure is used and funded from resources by the Authority in comparison with those resources consumed or earned by the Authority in accordance with generally accepted accounting practices. It also shows how this expenditure is allocated for decision making purposes between the Council's directorates.
- * The Comprehensive Income and Expenditure Statement, which shows the income from, and spending on, Authority services for the year. It also shows how much money we get from the Welsh Government, business ratepayers and Council taxpayers together with the net deficit/surplus for the year.
- * The Movement in Reserves Statement, which shows the movement in the year on the different reserves held by the Authority, analysed into 'usable reserves' (i.e. those that can be applied to fund expenditure or reduce local taxation) and other reserves.
- * The Balance Sheet, showing a snapshot of the Authority's financial position at the 31st March 2023.
- * The Cash Flow Statement, which shows transactions for the year on a cash basis rather than on an accruals basis.
- * The notes to the accounts, incorporating the main accounting policies, which show the basis on which we have prepared the accounts and the accounting principles the Authority has adopted. The notes also offer further analysis of items appearing in the main financial statements.
- * The Housing Revenue Account (HRA) Income and Expenditure Statement, which shows income from, and spending on, Council housing for the year. This account is stated separately as required by statute although the overall results are incorporated into the Authority's Comprehensive Income and Expenditure Statement.
- * The Group Accounts, which show the consolidated accounts of the Authority and its group companies.
- * The Certificate and Statement of Responsibilities of the Chief Finance Officer who is the responsible officer for the production of the statement.
- * The Annual Governance Statement, which gives an indication of the arrangements for and effectiveness of internal control procedures within the Authority.
- * The auditor's opinion and certificate relating to the Statement of Accounts.

Narrative Report

Capital spending in 2022/23

	£'000
External borrowing	20,398
Government grants	63,707
Other grants/contributions	3,995
Capital receipts	7,175
Revenue and reserves	28,400
Spend to be financed in 2023/24	-1,490
	122,185

Where our money comes from

What services we spend it on

	£'000
Corporate Services	1,641
Finance	0
Place Services	109,596
Education	10,168
Social Services	780
	122,185

Some of the assets it provided

	£'000		£'000
Education		Housing (General Fund)	
Tan-y-Lan primary	541	Housing Disabled Facilities Grants	3,995
Bishopston Comprehensive refurbishment	3,661	Highways and Transportation	
YG Gwyr secondary school extension	1,219	Carriageways & Footways	2,588
Place Services: Housing (HRA)		Local Transport Fund	1,828
HRA More Homes programme	8,786	Active Travel schemes	6,272
Kitchens & Bathrooms CBS - Voids	1,656	Vehicle replacements	354
HRA Wind & Weatherproofing (includes High-rise flats)	6,837	Other Services	
Internal Adaptation	2,128	Cefn Hengoed Community Hub	3,280
Economic Development		Community Play schemes	1,456
Kingsway Offices & Infrastructure	11,362	Corporate Services	
Palace Theatre	3,600	Agile and mobile IT equipment	615
Hafod Copperworks Redevelopment	3,095		
Prev. Debenhams acquisition	2,690		

Provisions and Reserves

The Authority maintains a number of provisions and reserves. Provisions are disclosed in Note 21 on pages 99 and 100. The information regarding reserves are disclosed in the Movement in Reserves Statement on pages 30 to 34 and Note 10 on page 78.

Provisions are amounts included in the accounts as liabilities where there has been a past event which is likely to result in a financial liability but where there is uncertainty over timing and the precise value of the liability that has been incurred. It is therefore the Authority's best estimate of the financial liability as at 31st March 2023.

The Council holds Earmarked Reserves for specific purposes, together with a level of General Reserves which are available to support overall Council expenditure. However, due to the nature, size and complexity of the Council's operations, and in particular the potential for short term volatility in terms of elements of income and expenditure, it is prudent to maintain a level of General Reserves sufficient to meet anticipated and known financial risks.

At the end of the year, the Authority's revenue reserve balances amounted to £174.729m (2021/22 £191.934m).

International Accounting Standard 19 Employee Benefits (IAS 19)

The Accounts comply with the requirements of the above standard in that they reflect in the revenue accounts the current year cost of pension provision to employees as advised by the Authority's actuary. The Statements also contain, within the Balance Sheet, the actuary's assessment of the Authority's share of the Pension Fund liability as at 31st March 2023 and the reserve needed to fund that liability.

The pension fund liability that is disclosed within the Balance Sheet is the total projected deficit that exists over the expected life of the fund. This deficit will change on an annual basis dependent on the performance of investments and the actuarial assumptions that are made in terms of current pensioners, deferred pensioners and current employees.

The fund is subject to a 3 yearly actuarial valuation which assesses the then state of the pension fund and advises the various admitted bodies on the appropriate rate of employers contributions that needs to be made in order to restore the fund to a balanced position over a period of time. The contribution rate used in 2022/23 relates to the valuation undertaken on 31st March 2022.

The Local Government Pension Scheme is a statutory scheme and, as such, benefits accruing under the scheme can only be changed by legislation. The Department for Communities and Local Government legislated for a new scheme which commenced in April 2014 which was designed to have a material and beneficial effect on the projected cost of the scheme over future years.

Narrative Report

The Pension Fund Deficit at 31st March 2023 is £76.193m (31st March 2022 £714.623m).

Group Accounts

Group Accounts are prepared where Local Authorities have material interests in subsidiaries, associated companies and joint ventures. Group Accounts have been prepared to include the National Waterfront Museum and the Wales National Pool. The Group Accounts comprise the Movement in Reserves Statement, the Comprehensive Income and Expenditure Statement, the Balance Sheet, the Cash Flow Statement and associated disclosure notes.

Changes in the form and content of the Statement

The Statement has been prepared in accordance with the Code of Practice on Local Authority Accounting in the United Kingdom 2022/23. The code is published by the Chartered Institute of Public Finance and Accountancy (CIPFA).

The Statement also complies with the requirements of the Accounts and Audit (Wales) (Amendment) Regulations 2018.

The 2022/23 Opening Balance figures have been restated to correct historical cost depreciation adjustments between the Revaluation Reserve and the Capital Adjustment Account. The net value of these adjustments is £2.485m.

Please see page 102 for information on the prior period errors.

Financial outlook for the Authority.

On the 2nd March 2023 the Authority approved a medium term financial plan which highlighted potential revenue shortfalls (savings required even after assuming 5% council tax increases) rising from £20.3m in 2023/24 to £39.9m in 2026/27 reflecting expected modest future cash increases to cash settlements and a planning assumption of 3-7% rises needed in council tax in all future years of the medium term plan. Net nominal cash investment was forecast in all scenarios but after growth and especially inflation is taken into account unless grant rises faster than assumed, real term cuts are still likely to persist. If grant rises were maintained at recent trajectories there would be likely additional nominal terms funding to invest in services but a real term benefit will only be felt if prolonged and heightened inflation levels and interest rates rapidly diminishes.

That report also contained a range of potential future savings options including continued focus on a range of reviews linked to the Recovery Plan "Achieving Better Together" as the pace and scale of transformative change needed to fit to forecast reducing real terms resources levels continues.

Notwithstanding the information contained within the medium term financial plan, it is clear that the financial outlook for the Authority is hugely dependent upon the scale of Central Government funding and support for both Revenue and Capital expenditure. The Authority is likely to still be under pressure in real terms in the medium term, despite UK Government comments indicating an end to austerity. The Comprehensive Spending Review 2021 is looking rather dated already given the especially pronounced current and medium term inflationary outlook. Equally the Authority continues to have ambitious plans to invest substantially in its capital infrastructure, a significant part of which will need to be financed from its own revenue resources, as well as from wider stakeholders including, but not limited to, the Swansea Bay City Region Deal.

Whilst overall levels of total funding available for 2023/24 and the following year have been announced, current indications are that continued medium term reduction in real terms funding is very likely when heightened price, pay and demand pressures are factored in. If the additional cash funding increases for 2023/24 are replicated, then there will be nominal investment and nominal service enhancement choices to be made. The value of that in real terms will likely be rather more moot in all scenarios given prolonged high inflation and rapid rises in interest rates. The Authority continues undertaking work to plan for all scenarios.

Narrative Report

The Authority continues to face a challenging agenda following the introduction of an equal pay compliant pay and grading structure, development of regional partnership arrangements in line with Welsh Government policy, and compliance with any legislative and other changes, especially around the Local Government and Elections (Wales) Act 2021, the Wellbeing of Future Generations, the Environment Act, the Socio Economic Duty and Education Additional Learning Needs.

Local Government regionalisation, driven by the Welsh Government and Local Government collectively, will continue to evolve and change. Whilst a range of future options remain, there is continued expectation of increasing mandatory regional working on a range of services, though with local discretion, through the established Corporate Joint Committees.

At this stage, it is still too early to form a view as to the overall impact of these proposals, nor what any final outcome may eventually be, but is clearly of some significance for the Authority as a whole.

Intrinsically linked to part of this regionalisation agenda is the shared vision between four councils (including Swansea), the Welsh Government, the UK Government and other public sector partners (NHS, University sectors) as well as the private sector in delivering the £1.3bn Swansea Bay City Region deal. Overall funding obligations for the Council and delivery expectations continue to evolve as the individual City Deal projects develop.

Furthermore there may be impact as a result of ongoing options around the proposed Swansea Bay Tidal Lagoon project. Whilst the UK Government has formally decided not to proceed, this Council and a range of stakeholders remain committed to explore all alternative delivery models and vehicles. Whilst it does not manifestly directly involve the Local Authority in the same way as the city region deal, nonetheless it offers a scale and significance to the local area and economy whose potential impact ought to be initially recognised.

The UK left the European Union on 31st January 2020 and entered into an eleven month long transition period, which ended on 31st December 2020 with a trade deal between the UK and EU. The trade deal provides for free trade in goods and limited mutual market access in services, as well as for cooperation mechanisms in a range of policy areas, transitional provisions about EU access to UK fisheries, and UK participation in some EU programmes.

The full longer term impact of the UK exit from the EU is still to be fully seen.

Narrative Report

There was some residual impact of Covid, predominantly around wider economic ripples across society and changed service and user habits which have not fully returned to prior 'norms' and tangentially associated cost of living grants schemes operated by the Council on behalf of UK and Welsh government as well as a need to respond locally to our own service pressures and costs, both directly and indirectly with strategic suppliers. The position remains fluid and ongoing. There was a significant impact on the 22/23 accounts and there will be ongoing financial impacts in 23/24 arising especially from prolonged inflation and steep interest rate rises.

Costs incurred at this stage, future real terms costs, plus income foregone now, and for the immediate future, and the impact across all operations, and partners, including UK and Welsh Governments cannot be fully assessed with full accuracy at year end but are bound to be significant for Swansea Council alone. It will have a profound and material impact on the coverage of the accounts, their completeness, timeliness and accuracy in the current and following years.

Further information

You can get more information about the accounts from the Director of Finance & Section 151 Officer, Swansea Council, Guildhall, Swansea, SA1 4PE.

Director of Finance & Section 151 Officer's Certificate & Statement of Responsibilities for the Statement of Accounts

I hereby certify that the statement of accounts on pages 25 to 156 presents a true and fair view of the financial position of the Authority at the accounting date and its income and expenditure for the year ended 31st March 2023.

Ben Smith
Director of Finance & Section 151 Officer

The Authority's Responsibilities

The Authority is required to:

- Make arrangements for the proper administration of its financial affairs and to secure that one of its officers has the responsibility for the administration of those affairs. In this Authority, that officer is the Director of Finance & Section 151 Officer;
- Manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets; and
- Approve the statement of accounts.

The Director of Finance & Section 151 Officer's Responsibilities

The Director of Finance & Section 151 Officer is responsible for the preparation of the Authority's Statement of Accounts in accordance with proper practices as set out in the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom (the Code).

In preparing this Statement of Accounts, the Director of Finance & Section 151 Officer has:

- selected suitable accounting policies and then applied them consistently;
- made judgements and estimates that were reasonable and prudent;
- complied with the local authority Code.

The Director of Finance & Section 151 Officer has also:

- kept proper accounting records which were up to date; and
- taken reasonable steps for the prevention and detection of fraud and other irregularities.

Date of Authorisation for Issue

The 2022/23 Statement of Accounts was authorised for issue on 21st March 2024 by Ben Smith, Director of Finance & Section 151 Officer of the Council. This is the date up to which events after the Balance Sheet date have been considered.

The 2022/23 Statement of Accounts was formally approved by Council on 21st March 2024.

Jan Curtice
Chairwoman

The report of the Auditor General for Wales to the members of City & County of Swansea

Opinion on financial statements

I have audited the financial statements of:

- The City & County of Swansea; and
- The City & County of Swansea Group

for the year ended 31 March 2023 under the Public Audit (Wales) Act 2004.

The City & County of Swansea's financial statements comprise the Expenditure and Funding Analysis, the Movement in Reserves Statement, the Comprehensive Income and Expenditure Statement, the Balance Sheet, the Cash Flow Statement, the Movement on the Housing Revenue Account Statement, the Housing Revenue Account Income and Expenditure Statement and the related notes, including the significant accounting policies.

The City & County of Swansea's Group financial statements comprise the Group Movement in Reserves Statement, the Group Comprehensive Income and Expenditure Statement, the Group Balance Sheet, the Group Cash Flow Statement and the related notes, including the significant accounting policies.

The financial reporting framework that has been applied in their preparation is applicable law and UK adopted international accounting standards as interpreted and adapted by the Code of Practice on Local Authority Accounting in the United Kingdom 2023.

In my opinion, in all material respects, the financial statements:

- give a true and fair view of the financial position of the City & County of Swansea and the City & County of Swansea Group as at 31 March 2023 and of its income and expenditure for the year then ended; and
- have been properly prepared in accordance with legislative requirements and UK adopted international accounting standards as interpreted and adapted by the Code of Practice on Local Authority Accounting in the United Kingdom 2022-23.

Basis of opinion

I conducted my audit in accordance with applicable law and International Standards on Auditing in the UK (ISAs (UK)) and Practice Note 10 'Audit of Financial Statements of Public Sector Entities in the United Kingdom'. My responsibilities under those standards are further described in the auditor's responsibilities for the audit of the financial statements section of my report.

My staff and I are independent of the City & County of Swansea and the Group in accordance with the ethical requirements that are relevant to my audit of the financial statements in the UK including the Financial Reporting Council's Ethical Standard, and I have fulfilled my other ethical responsibilities in accordance with these requirements. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Conclusions relating to going concern

In auditing the financial statements, I have concluded that the use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Auditor's Report to the City & County of Swansea

Based on the work I have performed, I have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the City & County of Swansea and the Group's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from when the financial statements are authorised for issue.

My responsibilities and the responsibilities of the responsible financial officer with respect to going concern are described in the relevant sections of this report.

Other Information

The other information comprises the information included in the annual report other than the financial statements and my auditor's report thereon. The Responsible Financial Officer is responsible for the other information contained within the annual report. My opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in my report, I do not express any form of assurance conclusion thereon.

My responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If I identify such material inconsistencies or apparent material misstatements, I am required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact.

I have nothing to report in this regard.

Opinion on other matters

In my opinion, based on the work undertaken in the course of my audit:

- the information contained in the Narrative Report for the financial year for which the financial statements are prepared is consistent with the financial statements and is in accordance with the Code of Practice on Local Authority Accounting in the United Kingdom 2022-23;
- The information given in the Annual Governance Statement for the financial year for which the financial statements are prepared is consistent with the financial statements and is in accordance with guidance.

Matters on which I report by exception

In the light of the knowledge and understanding of the City & County of Swansea and the Group and its environment obtained in the course of the audit, I have not identified material misstatements in the Narrative Report or the Annual Governance Statement.

I have nothing to report in respect of the following matters, which I report to you, if, in my opinion:

- I have not received all the information and explanations I require for my audit;
- adequate accounting records have not been kept, or returns adequate for my audit have not been received from branches not visited by my team; or
- the financial statements are not in agreement with the accounting records and returns.

Responsibilities of the responsible financial officer for the financial statements

As explained more fully in the Statement of Responsibilities for the Statement of Accounts set out on page 20, the responsible financial officer is responsible for:

Auditor's Report to the City & County of Swansea

- the preparation of the statement of accounts and the Group financial statements, which give a true and fair view and comply with proper practices;
- maintaining proper accounting records;
- internal controls as the responsible financial officer determines is necessary to enable the preparation of statements of accounts that are free from material misstatement, whether due to fraud or error;
- assessing the City & County of Swansea and the Group's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless the responsible financial officer anticipates that the services provided by the City & County of Swansea and the Group will not continue to be provided in the future.

Auditor's responsibilities for the audit of the financial statements

My responsibility is to audit the financial statements in accordance with the Public Audit (Wales) Act 2004.

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. I design procedures in line with my responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud.

My procedures included the following:

- Enquiring of management, the City & County of Swansea's head of internal audit and those charged with governance, including obtaining and reviewing supporting documentation relating to the City & County of Swansea and the Group's policies and procedures concerned with:
 - identifying, evaluating and complying with laws and regulations and whether they were aware of any instances of non-compliance;
 - detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud; and
 - the internal controls established to mitigate risks related to fraud or non-compliance with laws and regulations.
- Considering as an audit team how and where fraud might occur in the financial statements and any potential indicators of fraud. As part of this discussion, I identified potential for fraud in the following areas: revenue recognition, expenditure recognition, and posting of unusual journals.
- Obtaining an understanding of the City & County of Swansea and the Group's framework of authority as well as other legal and regulatory frameworks that the City & County of Swansea and the Group operate in, focusing on those laws and regulations that had a direct effect on the financial statements or that had a fundamental effect on the operations of the City & County of Swansea and the Group.
- Obtaining an understanding of related party relationships.

In addition to the above, my procedures to respond to identified risks included the following:

- reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with relevant laws and regulations discussed above;

Auditor's Report to the City & County of Swansea

- enquiring of management, the Governance and Audit Committee and legal advisors about actual and potential litigation and claims;
- reading minutes of meetings of those charged with governance; and
- in addressing the risk of fraud through management override of controls, testing the appropriateness of journal entries and other adjustments; assessing whether the judgements made in making accounting estimates are indicative of a potential bias; and evaluating the business rationale of any significant transactions that are unusual or outside the normal course of business.

I also communicated relevant identified laws and regulations and potential fraud risks to all audit team members and remained alert to any indications of fraud or non-compliance with laws and regulations throughout the audit.

The extent to which my procedures are capable of detecting irregularities, including fraud, is affected by the inherent difficulty in detecting irregularities, the effectiveness of the City & County of Swansea and the Group's controls, and the nature, timing and extent of the audit procedures performed.

A further description of the auditor's responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website www.frc.org.uk/auditorsresponsibilities. This description forms part of my auditor's report.

Other auditor's responsibilities

I communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

Certificate of completion of audit

I certify that I have completed the audit of the accounts of the City & County of Swansea and the Group in accordance with the requirements of the Public Audit (Wales) Act 2004 and the Auditor General for Wales' Code of Audit Practice.

Adrian Crompton
Auditor General for Wales
25th March 2024

1 Capital Quarter
Tyndall Street
CF10 4BZ

Expenditure and Funding Analysis

The expenditure and funding analysis shows how annual expenditure is used and funded from resources (government grants, rents, council tax and business rates) by local authorities in comparison with those resources consumed or earned by authorities in accordance with generally accepted accounting practices. It also shows how this expenditure is allocated for decision making purposes between the Council's directorates. Income and expenditure accounted for under generally accepted accounting practices are presented more fully in the Comprehensive Income and Expenditure Statement.

	2021/22				2022/23		
	Net Expenditure Chargeable to the General Fund and HRA Balances	Adjustments (Note 6)	Net Expenditure in the Comprehensive Income and Expenditure Statement		Net Expenditure Chargeable to the General Fund and HRA Balances	Adjustments (Note 6)	Net Expenditure in the Comprehensive Income and Expenditure Statement
	£'000	£'000	£'000		£'000	£'000	£'000
	20,051	6,297	26,348	Corporate Services	24,782	5,470	30,252
	18,304	-2,896	15,408	Finance	52,981	-23,027	29,954
	118,298	15,256	133,554	Social Services	144,342	12,054	156,396
	177,631	28,301	205,932	Education	207,916	37,983	245,899
	56,330	71,607	127,937	Place	68,530	53,656	122,186
	-39,298	7,801	-31,497	Housing Revenue Account (HRA)	-37,851	37,447	-404
	351,316	126,366	477,682	Net Cost of Services	460,700	123,583	584,283
	-392,496	-87,655	-480,151	Other Income and Expenditure	-443,495	-67,165	-510,660
	-41,180	38,711	-2,469	Surplus(-) or Deficit on Provision of Services	17,205	56,418	73,623

Expenditure and Funding Analysis

General Fund and HRA				General Fund and HRA		
-150,754			Opening Balance as at 1 April	-191,934		
-41,180			Surplus(-) or Deficit	17,205		
-191,934			Closing Balance as at 31 March *	-174,729		

* For a split of this balance between the General Fund and the HRA - see the Movement in Reserves Statement.

Comprehensive Income and Expenditure Statement

The Comprehensive Income and Expenditure Statement shows the accounting cost in the year of providing services in accordance with generally accepted accounting practices, rather than the amount to be funded from taxation (or rents). Authorities raise taxation (and rents) to cover expenditure in accordance with statutory requirements; this may be different from the accounting cost. The taxation position is shown in both the Expenditure and Funding Analysis and the Movement in Reserves Statement.

2021/22				Note	2022/23		
Gross Expenditure	Gross Income	Net Expenditure			Gross Expenditure	Gross Income	Net Expenditure
£'000	£'000	£'000			£'000	£'000	£'000
33,276	-6,928	26,348	Corporate Services		35,000	-4,748	30,252
84,868	-69,460	15,408	Finance		92,505	-62,551	29,954
229,922	-96,368	133,554	Social Services		238,871	-82,475	156,396
279,441	-73,509	205,932	Education		317,025	-71,126	245,899
249,457	-121,520	127,937	Place		244,734	-122,548	122,186
38,695	-70,192	-31,497	Housing Revenue Account (HRA)		72,616	-73,020	-404
915,659	-437,977	477,682	Cost of Services		1,000,751	-416,468	584,283
42,757	0	42,757	Other operating expenditure	11	46,683	0	46,683
78,192	-37,039	41,153	Financing and investment income and expenditure	12	88,063	-56,652	31,411
0	-564,061	-564,061	Taxation and non-specific grant income	13	0	-588,754	-588,754
		-2,469	Surplus(-)/Deficit on Provision of Services				73,623
		-171,922	Surplus(-)/Deficit on revaluation of Property, Plant and Equipment assets	22			31,936
		-310,830	Remeasurement of the net defined benefit liability/asset(-)	22			-688,520
		-482,752	Other Comprehensive Income and Expenditure				-656,584
		-485,221	Total Comprehensive Income(-) and Expenditure				-582,961

Group Income and Expenditure Statement

2021/22				2022/23		
Gross Expenditure	Gross Income	Net Expenditure		Gross Expenditure	Gross Income	Net Expenditure
£'000	£'000	£'000		£'000	£'000	£'000
33,276	-6,928	26,348	Corporate Services	35,000	-4,748	30,252
84,868	-69,460	15,408	Finance	92,505	-62,551	29,954
229,922	-96,368	133,554	Social Services	238,871	-82,475	156,396
279,441	-73,509	205,932	Education	317,025	-71,126	245,899
249,457	-121,520	127,937	Place	244,734	-122,548	122,186
38,695	-70,192	-31,497	Housing Revenue Account (HRA)	72,616	-73,020	-404
915,659	-437,977	477,682	Cost of Services	1,000,751	-416,468	584,283
42,757	0	42,757	Other operating expenditure	46,683	0	46,683
78,192	-37,039	41,153	Financing and investment income and expenditure	88,063	-56,652	31,411
0	-564,061	-564,061	Taxation and non-specific grant income	0	-588,754	-588,754
		-2,469	Surplus(-) or Deficit on Provision of Services			73,623
		427	Share of the surplus(-) or deficit on the provision of services by associates and joint ventures			427
		-2,042	Group Surplus(-) or Deficit			74,050
		-173,002	Surplus(-) or deficit on revaluation of Property, Plant and Equipment assets			31,661

Group Income and Expenditure Statement

2021/22				2022/23		
Gross Expenditure	Gross Income	Net Expenditure		Gross Expenditure	Gross Income	Net Expenditure
£'000	£'000	£'000		£'000	£'000	£'000
		-310,830	Remeasurement of the net defined benefit liability/asset(-)			-688,520
		-483,832	Other Comprehensive Income and Expenditure			-656,859
		-485,874	Total Comprehensive Income(-) and Expenditure			-582,809

Movement in Reserves Statement

The Movement in Reserves Statement shows the movement in the year on the different reserves held by the Authority, analysed into 'usable reserves' (i.e. those that can be applied to fund expenditure or reduce local taxation) and unusable reserves.

The Statement shows how the movements in year of the Authority's reserves are broken down between gains and losses incurred in accordance with generally accepted accounting practices and the statutory adjustments required to return to the amounts chargeable to council tax (or rents) for the year.

The Net Increase/Decrease line shows the statutory General Fund Balance and Housing Revenue Account Balance movements in the year following those adjustments.

Movement in Reserves Statement

2022/23	Note	General Fund Balance £'000	Earmarked General Fund Reserves £'000	Housing Revenue Account £'000	Capital Receipts Reserve £'000	Capital Grants Unapplied Account £'000	Total Usable Reserves £'000	Unusable Reserves £'000	Total Authority Reserves £'000
Balance at 31 March 2022 carried forward		10,000	176,695	5,239	5,597	30,427	227,958	543,540	771,498
Movement in reserves during 2022/23									
Surplus/Deficit (-) on the provision of services		-84,082	0	10,459	0	0	-73,623	0	-73,623
Other Comprehensive Income and Expenditure		0	0	0	0	0	0	656,584	656,584
Total Comprehensive Income and Expenditure		-84,082	0	10,459	0	0	-73,623	656,584	582,961
Adjustments between accounting basis & funding basis under regulations	8	61,708	0	-5,290	3,123	-8,240	51,301	-51,301	0
Net Increase/Decrease(-) before Transfers to Earmarked Reserves		-22,374	0	5,169	3,123	-8,240	-22,322	605,283	582,961
Transfers from(-)/to Earmarked Reserves	10	22,374	-22,374	0	0	0	0	0	0
Increase/Decrease(-) in 2022/23		0	-22,374	5,169	3,123	-8,240	-22,322	605,283	582,961
Balance at 31 March 2023 carried forward		10,000	154,321	10,408	8,720	22,187	205,636	1,148,823	1,354,459

Movement in Reserves Statement

2021/22	Note	General Fund Balance £'000	Earmarked General Fund Reserves £'000	Housing Revenue Account £'000	Capital Receipts Reserve £'000	Capital Grants Unapplied Account £'000	Total Usable Reserves £'000	Unusable Reserves £'000	Total Authority Reserves £'000
Balance at 31 March 2021 carried forward		10,000	134,510	6,244	6,211	26,816	183,781	102,496	286,277
<u>Movement in reserves during 2021/22</u>									
Surplus/Deficit (-) on the provision of services		-29,881	0	32,350	0	0	2,469	0	2,469
Other Comprehensive Income and Expenditure		0	0	0	0	0	0	482,752	482,752
Total Comprehensive Income and Expenditure		-29,881	0	32,350	0	0	2,469	482,752	485,221
Adjustments between accounting basis & funding basis under regulations	8	72,066	0	-33,355	-614	3,611	41,708	-41,708	0
Net Increase/Decrease(-) before Transfers to Earmarked Reserves		42,185	0	-1,005	-614	3,611	44,177	441,044	485,221
Transfers from(-)/to Earmarked Reserves	10	-42,185	42,185	0	0	0	0	0	0
Increase/Decrease(-) in 2021/22		0	42,185	-1,005	-614	3,611	44,177	441,044	485,221
Balance at 31 March 2022 carried forward		10,000	176,695	5,239	5,597	30,427	227,958	543,540	771,498

Group Movement in Reserves Statement

2022/23	Note	General Fund Balance £'000	Earmarked General Fund Reserves £'000	Housing Revenue Account £'000	Capital Receipts Reserve £'000	Capital Grants Unapplied Account £'000	Total Usable Reserves £'000	Unusable Reserves £'000	Total Authority Reserves £'000	Authority's Share of Subsidiaries, Associates and Joint Ventures £'000	Total Group Reserves £'000
Balance at 31 March 2022 carried forward		10,000	176,695	5,239	5,597	30,427	227,958	543,540	771,498	23,225	794,723
Movement in reserves during 2022/23											
Surplus/Deficit (-) on the provision of services		-84,082	0	10,459	0	0	-73,623	0	-73,623	-427	-74,050
Other Comprehensive Income and Expenditure		0	0	0	0	0	0	656,584	656,584	275	656,859
Total Comprehensive Income and Expenditure		-84,082	0	10,459	0	0	-73,623	656,584	582,961	-152	582,809
Adjustments between group accounts & authority accounts		0	0	0	0	0	0	0	0	0	0
Adjustments between accounting basis & funding basis under regulations	8	61,708	0	-5,290	3,123	-8,240	51,301	-51,301	0	0	0
Net Increase/Decrease(-) before Transfers to Earmarked Reserves		-22,374	0	5,169	3,123	-8,240	-22,322	605,283	582,961	-152	582,809
Transfers from(-)/to Earmarked Reserves	10	22,374	-22,374	0	0	0	0	0	0	0	0
Increase/Decrease(-) in 2022/23		0	-22,374	5,169	3,123	-8,240	-22,322	605,283	582,961	-152	582,809
Balance at 31 March 2023 carried forward		10,000	154,321	10,408	8,720	22,187	205,636	1,148,823	1,354,459	23,073	1,377,532

Group Movement in Reserves Statement

2021/22	Note	General Fund Balance £'000	Earmarked General Fund Reserves £'000	Housing Revenue Account £'000	Capital Receipts Reserve £'000	Capital Grants Unapplied Account £'000	Total Usable Reserves £'000	Unusable Reserves £'000	Total Authority Reserves £'000	Authority's Share of Subsidiaries, Associates and Joint Ventures £'000	Total Group Reserves £'000
Balance at 31 March 2021 carried forward		10,000	134,510	6,244	6,211	26,816	183,781	102,496	286,277	22,572	308,849
<u>Movement in reserves during 2021/22</u>											
Surplus/Deficit (-) on the provision of services		-29,881	0	32,350	0	0	2,469	0	2,469	-427	2,042
Other Comprehensive Income and Expenditure		0	0	0	0	0	0	482,752	482,752	1,080	483,832
Total Comprehensive Income and Expenditure		-29,881	0	32,350	0	0	2,469	482,752	485,221	653	485,874
Adjustments between group accounts & authority accounts		0	0	0	0	0	0	0	0	0	0
Adjustments between accounting basis & funding basis under regulations	8	72,066	0	-33,355	-614	3,611	41,708	-41,708	0	0	0
Net Increase/Decrease(-) before Transfers to Earmarked Reserves		42,185	0	-1,005	-614	3,611	44,177	441,044	485,221	653	485,874
Transfers from(-)/to Earmarked Reserves	10	-42,185	42,185	0	0	0	0	0	0	0	0
Increase/Decrease(-) in 2021/22		0	42,185	-1,005	-614	3,611	44,177	441,044	485,221	653	485,874
Balance at 31 March 2022 carried forward		10,000	176,695	5,239	5,597	30,427	227,958	543,540	771,498	23,225	794,723

Balance Sheet

The Balance Sheet shows the value as at the Balance Sheet date of the assets and liabilities recognised by the Authority. The net assets of the Authority (assets less liabilities) are matched by the reserves held by the Authority. Reserves are reported in two categories. The first category of reserves are usable reserves, i.e. those reserves that the Authority may use to provide services, subject to the need to maintain a prudent level of reserves and any statutory limitations on their use (for example the Capital Receipts Reserve that may only be used to fund capital expenditure or repay debt). The second category of reserves are those that the Authority is not able to use to provide services. This category of reserves includes reserves that hold unrealised gains and losses (for example the Revaluation Reserve), where amounts would only become available to provide services if the assets are sold; and reserves that hold timing differences shown in the Movement in Reserves Statement line 'Adjustments between accounting basis and funding basis under regulations'.

31 March 2022 £'000		Note	31 March 2023 £'000
525,129	Council Dwellings	14	541,241
838,261	Other Land and Buildings	14	789,761
21,494	Vehicles, Plant, Furniture and Equipment	14	21,057
265,550	Infrastructure Assets	14	271,143
11,703	Community Assets	14	11,547
79,215	Surplus Assets	14	77,452
73,259	Assets under Construction	14	69,403
1,814,611	Property, Plant & Equipment		1,781,604
32,179	Heritage Assets	15	32,260
54,182	Investment Properties	16	57,019
1,107	Intangible Assets		1,062
104	Long Term Investments	17	99
8,764	Long Term Debtors	17	14,644
1,910,947	Long Term Assets		1,886,688
191,169	Short Term Investments	17	172,679
350	Assets Held for Sale		0
3,173	Inventories		3,478
125,537	Short Term Debtors	18	125,221
65,680	Cash and Cash Equivalents	19	69,072
385,909	Current Assets		370,450
-9,381	Short Term Borrowing	17	-9,026
-95,561	Short Term Creditors	20	-94,154
-4,233	Provisions	21	-2,906
0	Capital Grants Receipts in Advance		0
-109,175	Current Liabilities		-106,086

Balance Sheet

31 March 2022 £'000		Note	31 March 2023 £'000
-2,943	Long Term Creditors	17	-2,548
-9,572	Provisions	21	-24,305
-689,045	Long Term Borrowing	17	-693,547
-714,623	Other Long Term Liabilities	35	-76,193
-1,416,183	Long Term Liabilities		-796,593
771,498	NET ASSETS		1,354,459
	Financed by:		
10,000	Balances - General Fund		10,000
5,239	Balances - Housing Revenue Account	10	10,408
5,597	Capital Receipts Reserve		8,720
30,427	Capital Grants Unapplied Account		22,187
176,695	Earmarked Reserves	10	154,321
227,958	Usable Reserves		205,636
369,420	Revaluation Reserve	22	321,149
-714,623	Pensions Reserve	22	-76,193
904,661	Capital Adjustment Account	22	921,628
-2,219	Financial Instrument Adjustment Account		-2,255
-13,699	Accumulated Absences Account	22	-15,506
543,540	Unusable Reserves		1,148,823
771,498	TOTAL RESERVES		1,354,459

Group Balance Sheet

31 March 2022 £'000		Note	31 March 2023 £'000
525,129	Council Dwellings	14	541,241
838,261	Other Land and Buildings	14	789,761
21,494	Vehicles, Plant, Furniture and Equipment	14	21,057
265,550	Infrastructure Assets	14	271,143
11,703	Community Assets	14	11,547
79,215	Surplus Assets	14	77,452
73,259	Assets under Construction	14	69,403
1,814,611	Property, Plant & Equipment		1,781,604
32,179	Heritage Assets	15	32,260
54,182	Investment Properties	16	57,019
1,107	Intangible Assets		1,062
104	Long Term Investments	17	99
23,225	Investments in Associates and Joint Ventures		23,073
8,764	Long Term Debtors	17	14,644
1,934,172	Long Term Assets		1,909,761
191,169	Short Term Investments	17	172,679
350	Assets Held for Sale		0
3,173	Inventories		3,478
125,537	Short Term Debtors	18	125,221
65,680	Cash and Cash Equivalents	19	69,072
385,909	Current Assets		370,450
-9,381	Short Term Borrowing	17	-9,026
-95,561	Short Term Creditors	20	-94,154
-4,233	Provisions	21	-2,906
0	Capital Grants Receipts in Advance		0
-109,175	Current Liabilities		-106,086
-2,943	Long Term Creditors	17	-2,548
-9,572	Provisions	21	-24,305
-689,045	Long Term Borrowing	17	-693,547
-714,623	Other Long Term Liabilities	35	-76,193
-1,416,183	Long Term Liabilities		-796,593
794,723	NET ASSETS		1,377,532

Group Balance Sheet

31 March 2022 £'000		Note	31 March 2023 £'000
	Financed by:		
20,533	Balances - General Fund		20,106
5,239	Balances - Housing Revenue Account	10	10,408
5,597	Capital Receipts Reserve		8,720
30,427	Capital Grants Unapplied Account		22,187
176,695	Earmarked Reserves	10	154,321
238,491	Usable Reserves		215,742
382,112	Revaluation Reserve	22	334,116
-714,623	Pensions Reserve	22	-76,193
904,661	Capital Adjustment Account	22	921,628
-2,219	Financial Instrument Adjustment Account		-2,255
-13,699	Accumulated Absences Account	22	-15,506
556,232	Unusable Reserves		1,161,790
794,723	TOTAL RESERVES		1,377,532

Cash Flow Statement

The Cash Flow Statement shows the changes in cash and cash equivalents of the Authority during the reporting period. The Statement shows how the Authority generates and uses cash and cash equivalents by classifying cash flows as operating, investing and financing activities. The amount of net cash flows arising from operating activities is a key indicator of the extent to which the operations of the Authority are funded by way of taxation and grant income or from the recipients of services provided by the Authority. Investing activities represent the extent to which cash outflows have been made for resources which are intended to contribute to the Authority's future service delivery. Cash flows arising from financing activities are useful in predicting claims on future cash flows by providers of capital (i.e. borrowing) to the Authority.

2021/22 £'000		Note	2022/23 £'000
2,469	Net surplus or deficit(-) on the provision of services		-73,623
144,585	Adjustments to net surplus or deficit(-) on the provision of services for non-cash movements	23	157,159
-67,966	Adjustments for items included in the net surplus or deficit(-) on the provision of services that are investing and financing activities	23	-61,060
79,088	Net cash flows from operating activities		22,476
-138,911	Purchase of property, plant and equipment, investment property and intangible assets		-113,374
-1,556,850	Purchase of short-term and long-term investments		-1,938,010
5,263	Proceeds from the sale of property, plant and equipment, investment property and intangible assets		10,213
1,420,255	Proceeds from short-term and long-term investments		1,956,866
67,966	Other receipts from investing activities		61,060
-202,277	Net cash flows from investing activities		-23,245
134,414	Cash receipts of short-term and long-term borrowing		14,064
-9,363	Repayments of short-term and long-term borrowing		-9,903
125,051	Net cash flows from financing activities	24	4,161
1,862	Net decrease(-) or increase in cash and cash equivalents		3,392
63,818	Cash and cash equivalents at the beginning of the reporting period		65,680
65,680	Cash and cash equivalents at the end of the reporting period	19	69,072

Group Cash Flow Statement

2021/22 £'000		Note	2022/23 £'000
2,469	Net surplus or deficit(-) on the provision of services		-73,623
144,585	Adjustments to net surplus or deficit(-) on the provision of services for non-cash movements	23	157,159
-67,966	Adjustments for items included in the net surplus or deficit(-) on the provision of services that are investing and financing activities	23	-61,060
79,088	Net cash flows from operating activities		22,476
-138,911	Purchase of property, plant and equipment, investment property and intangible assets		-113,374
-1,556,850	Purchase of short-term and long-term investments		-1,938,010
5,263	Proceeds from the sale of property, plant and equipment, investment property and intangible assets		10,213
1,420,255	Proceeds from short-term and long-term investments		1,956,866
67,966	Other receipts from investing activities		61,060
-202,277	Net cash flows from investing activities		-23,245
134,414	Cash receipts of short-term and long-term borrowing		14,064
-9,363	Repayments of short-term and long-term borrowing		-9,903
125,051	Net cash flows from financing activities	24	4,161
1,862	Net decrease(-) or increase in cash and cash equivalents		3,392
63,818	Cash and cash equivalents at the beginning of the reporting period		65,680
65,680	Cash and cash equivalents at the end of the reporting period	19	69,072

Notes to the Accounts

1. Accounting Policies

i. General Principles

The Statement of Accounts summarises the Authority's transactions for the 2022/23 financial year and its position at the year-end of 31st March 2023.

The Authority is required to prepare an annual Statement of Accounts by virtue of the Accounts and Audit (Wales) (Amendment) Regulations 2018. These regulations require the Accounts to be prepared in accordance with proper accounting practices.

These practices are set out in the Code of Practice on Local Authority Accounting in the United Kingdom 2022/23 (the Code), supported by International Financial Reporting Standards (IFRS).

The Accounts have been prepared on a historical cost basis, with the exception of certain categories of non-current assets that are measured at current value, and financial instruments which are now carried within the balance sheet at fair value as defined by the Code.

The Group Accounts consolidate Swansea Council's accounts with the accounts of companies in which the Authority has an interest and are considered to be part of our group.

The CIPFA Code of Practice on Local Authority Accounting 2022/23 requires that Group Accounting Statements have to be prepared, consolidating the accounts of the parent and any subsidiary, associate or joint undertakings. An assessment of the activities and interests of Swansea Council has been undertaken, which has determined that the Swansea Council Group consists of the Local Authority as the parent, and the following companies:

Wales National Pool Swansea (WNPS)	Joint Venture
National Waterfront Museum Swansea (NWMS)	Joint Venture
Swansea Community Energy & Enterprise Scheme (SCEES)	Associate

Notes have been provided to the Group Accounting Statements only where the disclosure for the Group differs from that required for the Local Authority due to the combination of the accounts of the various entities.

IAS 19 requires that entries are included in the Group Balance Sheet for the Group's share of assets and liabilities of the Local Authority Pension Scheme.

The Accounts are prepared on a going concern basis.

Notes to the Accounts

ii. Accruals of Income and Expenditure

The Accounts are maintained on an accruals basis in accordance with the Code. This means that sums due to or from the Authority, where the supply or service was provided or received during the year, are included in the Accounts whether or not the cash has actually been received or paid in the year.

Accruals are made in respect of grants claimed or claimable for Revenue and Capital purposes. Some grant claims are finalised after the Accounts have been completed and in this case the grant is accrued on the basis of the best estimate available, and any differences are accounted for in the following year.

Revenue from contracts with service recipients, whether for services or the provision of goods, is recognised when (or as) the goods or services are transferred to the service recipient in accordance with the performance obligations in the contract.

Supplies are recorded as expenditure when they are consumed - where there is a gap between the date supplies are received and their consumption, they are carried as inventories on the Balance Sheet.

Expenses in relation to services received (including services provided by employees) are recorded as expenditure when the services are received rather than when payments are made.

Interest receivable on investments and payable on borrowings is accounted for respectively as income and expenditure in the main on the basis of the effective interest rate for the relevant financial instrument.

Where revenue and expenditure have been recognised but cash has not been received or paid, a debtor or creditor for the relevant amount is recorded in the Balance Sheet. Where debts may not be settled, the balance of debtors is written down and a charge made to revenue for the income that might not be collected.

iii. Cash and Cash Equivalents

Cash or cash equivalents will be any cash investment which is held for short-term cash flow purposes which can be readily realised without a significant change in value.

In the Cash Flow Statement, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and form an integral part of the Authority's cash management.

Notes to the Accounts

iv. Exceptional Items

When items of income and expense are material, their nature and amount is disclosed separately, either on the face of the Comprehensive Income and Expenditure Statement or in the notes to the accounts, depending on how significant the items are to an understanding of the Authority's financial performance.

v. Changes in Accounting Policies and Estimates and Errors

Changes in accounting policies are only made when required by proper accounting practices or the change provides more reliable or relevant information about the effect of transactions, other events or conditions on the Authority's financial position or financial performance. Where a change is made, it is applied retrospectively (unless not material or stated otherwise) by adjusting opening balances and comparative amounts for the prior period as if the new policy had always been applied.

As part of a review of Property, Plant and Equipment changes in assumptions have been made regarding the remaining useful lives of some operational and some non-operational assets during 2022/23.

Where appropriate, consideration has been given to the estimated useful life of individual asset components (primarily electrical, mechanical, and fabric); revenue charges for depreciation reflect the differing useful lives of asset components for other land and building assets revalued as per the Authority's rolling programme between 1st April 2010 and 31st March 2016. Revenue charges for depreciation on assets, revalued as per the rolling programme from 1st April 2016, will be charged on the building component of Other Land and Buildings assets. Annual depreciation has been charged on opening balances from 1st April 2017.

The Council Tax bad debt provision was originally reviewed during 2020/21. Following an analysis of the original outstanding debt, current outstanding debt and the level of write offs the Authority realised that the estimate for council tax bad debt provision was too high and therefore needed to be revised. The Council Tax bad debt provision is now based on the historic average of uncollected debt. There are external factors like the changes in universal credit and the impact of the Covid-19 pandemic that are likely to affect the council tax collection rate and the level of outstanding debt. Therefore the council tax bad debt provision will continue to be reviewed annually until there is some stability of collection rates.

vi. Charges to Revenue for Non-Current Assets

Services, support services and trading accounts are debited with the following amounts to record the cost of holding non-current assets during the year:

- depreciation attributable to the assets used by the relevant service.
- revaluation and impairment losses on assets used by the service where there are no accumulated gains in the Revaluation Reserve against which the losses can be written off.
- amortisation of intangible assets attributable to the service, based on any intangible asset held subject to the de minimis policy on capitalisation set out in note xvi.

Notes to the Accounts

The Authority is not required to raise council tax to fund depreciation, revaluation and impairment losses or amortisation. However, it is required to make an annual contribution from revenue towards the reduction in its overall borrowing requirement (equal to an amount calculated on a prudent basis determined by the Authority in accordance with statutory guidance). Depreciation, revaluation and impairment losses and amortisation are therefore replaced by the contribution in the General Fund Balance (Minimum Revenue Provision), by way of an adjusting transaction with the Capital Adjustment Account in the Movement in Reserves Statement for the difference between the two.

vii. Employee Benefits

Benefits Payable During Employment

Short-term employee benefits are those due to be settled within 12 months of the year-end. They include such benefits as wages and salaries, paid annual leave, paid sick leave and bonuses. Any non-monetary benefits for current employees are recognised as an expense for services in the year in which employees render service to the Authority. An accrual is made for the cost of holiday entitlements (or any form of leave, e.g. flexi leave) earned by employees but not taken before the year-end, which employees can carry forward into the next financial year. The accrual is made at the wage and salary rates applicable in the following accounting year, being the period in which the employee takes the benefit. The accrual is charged to Surplus or Deficit on the Provision of Services, but then reversed out through the Movement in Reserves Statement to the Accumulated Absences Account so that holiday entitlements are charged to revenue in the financial year in which the holiday absence occurs.

Termination Benefits

Termination benefits are amounts payable as a result of a decision by the Authority to terminate an officer's employment before the normal retirement date, or an officer's decision to accept voluntary redundancy. Costs relating to termination benefits are charged on an accruals basis to the relevant Cost of Service lines in the Comprehensive Income and Expenditure Statement only when the Authority is demonstrably committed to the termination of the employment of an officer, or group of officers, or making an offer to encourage voluntary redundancy.

Post Employment Benefits

Employees of the Authority are members of two separate pension schemes:

- The Teachers' Pension Scheme, administered by CAPITA on behalf of the Department for Education.
- The Local Government Pensions Scheme, administered by Swansea Council.

Both schemes provide defined benefits to members (retirement lump sums and pensions), earned by employees during their period of employment with the Authority.

Notes to the Accounts

However, the arrangements for the teachers' scheme means that liabilities for these benefits cannot ordinarily be identified specifically to the Authority. The scheme is therefore accounted for as if it were a defined contribution scheme and no liability for future payments of benefits is recognised in the Balance Sheet. The Education line in the Comprehensive Income and Expenditure Statement is charged with the employer's contributions payable to the Teachers' Pensions in the year.

The Local Government Pension Scheme

The Local Government Pension Scheme is accounted for as a defined benefits scheme:

- The liabilities of the Swansea Council pension fund attributable to the Authority are included in the Balance Sheet on an actuarial basis using the projected unit method - i.e. an assessment of the future payments that will be made in relation to retirement benefits earned to date by employees, based on assumptions about mortality rates, employee turnover rates, etc, and projected earnings for current employees.
- Liabilities are discounted to their value at current prices, using a discount rate based on the indicative rate of return on high quality corporate bonds as required by IAS 19.
- The assets of the Swansea Council pension fund attributable to the Authority are included in the Balance Sheet at their fair value:
 - quoted securities - current bid price
 - unquoted securities - industry accepted techniques
 - unitised securities - current bid price
 - property - market value.

The change in the net pensions liability is analysed into the following components:

- Service cost comprising:
 - current service cost - the increase in liabilities as a result of years of service earned this year - allocated in the Comprehensive Income and Expenditure Statement to the services for which the employees worked.
 - past service cost - the increase in liabilities as a result of a scheme amendment or curtailment whose effect relates to years of service earned in earlier years - debited to the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement.
 - net interest on the net defined benefit liability (asset), i.e. net interest expense for the Authority - the change during the period in the net defined benefit liability (asset) that arises from the passage of time charged to the Financing and Investment Income and Expenditure line of the Comprehensive Income and Expenditure Statement - this is calculated by applying the discount rate used to measure the defined benefit obligation at the beginning of the period to the net defined benefit liability (asset) at the beginning of the period - taking into account any changes in the net defined benefit liability (asset) during the period as a result of contribution and benefit payments.

Notes to the Accounts

- Remeasurements comprising:
 - the return on plan assets - excluding amounts included in net interest on the net defined benefit liability (asset) - charged to the Pensions Reserve as Other Comprehensive Income and Expenditure.
 - actuarial gains and losses - changes in the net pensions liability that arise because events have not coincided with assumptions made at the last actuarial valuation or because the actuaries have updated their assumptions - charged to the Pensions Reserve as Other Comprehensive Income and Expenditure.
- contributions paid to the Swansea Council pension fund - cash paid as employer's contributions to the pension fund in settlement of liabilities; not accounted for as an expense.

In relation to retirement benefits, statutory provisions require the General Fund balance to be charged with the amount payable by the Authority to the pension fund or directly to pensioners in the year, not the amount calculated according to the relevant accounting standards. In the Movement in Reserves Statement, this means that there are transfers to and from the Pensions Reserve to remove the notional debits and credits for retirement benefits and replace them with debits for the cash paid to the Pension Fund and pensioners and any such amounts payable but unpaid at the year-end. The negative balance that arises on the Pensions Reserve thereby measures the beneficial impact to the General Fund of being required to account for retirement benefits on the basis of cash flows rather than as benefits are earned by employees.

Discretionary Benefits

The Authority also has restricted powers to make discretionary awards of retirement benefits in the event of early retirements. Any liabilities estimated to arise as a result of an award to any member of staff (including teachers) are accrued in the year of the decision to make the award and accounted for using the same policies as are applied to the Local Government Pension Scheme. No such discretionary powers were used during the year.

viii. Events After the Balance Sheet Date

Events after the Balance Sheet date are those events, both favourable and unfavourable, that occur between the end of the reporting period and the date when the Statement of Accounts is authorised for issue. Two types of events can be identified:

- those that provide evidence of conditions that existed at the end of the reporting period - the Statement of Accounts is adjusted to reflect such events.
- those that are indicative of conditions that arose after the reporting period - the Statement of Accounts is not adjusted to reflect such events, but where a category of events would have a material effect, disclosure is made in the notes of the nature of the events and their estimated financial effect.

Notes to the Accounts

Events taking place after the date of authorisation for issue are not reflected in the Statement of Accounts.

ix. Financial Instruments

Financial Liabilities

Financial liabilities are recognised on the Balance Sheet when the Authority becomes a party to the contractual provisions of a financial instrument and are initially measured at fair value and are carried at their amortised cost. Annual charges to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement for interest payable are based on the carrying amount of the liability, multiplied by the effective rate of interest for the instrument. The effective interest rate is the rate that exactly discounts estimated future cash payments over the life of the instrument to the amount at which it was originally recognised.

For most of the borrowings that the Authority has, this means that the amount presented in the Balance Sheet is the outstanding principal repayable (plus accrued interest); and interest charged to the Comprehensive Income and Expenditure Statement is the amount payable for the year according to the loan agreement.

Where premiums and discounts have been charged to the Comprehensive Income and Expenditure Statement, regulations allow the impact on the General Fund Balance to be spread over future years. The Authority has a policy of spreading the gain or loss over the term that was remaining on the loan against which the premium was payable or discount receivable when it was repaid. The reconciliation of amounts charged to the Comprehensive Income and Expenditure Statement to the net charge required against the General Fund Balance is managed by a transfer to or from the Financial Instruments Adjustment Account in the Movement in Reserves Statement.

Financial Assets

Financial assets are classified based on a classification and measurement approach that reflects the business model for holding the financial assets and their cashflow characteristics.

There are three main classes of financial assets measured at:

- amortised cost,
- fair value through profit or loss, and
- fair value through other comprehensive income.

The Authority's business model is to hold investments to collect contractual cash flows. Financial assets are therefore classified as amortised cost, except for those whose contractual payments are not solely payment of principal and interest (i.e. where the cash flows do not take the form of a basic debt instrument).

Financial Assets Measured at Amortised Cost

Financial assets measured at amortised cost are recognised on the Balance Sheet when the Authority becomes a party to the contractual provisions of a financial instrument and are initially measured at fair value. They are subsequently measured at their amortised cost. Annual credits to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement for interest receivable are based on the carrying amount of the asset multiplied by the effective rate of interest for the instrument. For most of the financial assets held by the Authority, this means that the amount presented in the Balance Sheet is the outstanding principal receivable (plus accrued interest) and interest credited to the Comprehensive Income and Expenditure Statement is the amount receivable for the year in the loan agreement.

However, the Authority has made loans to voluntary organisations and third parties at less than market rates (soft loans). When soft loans are made, a loss is recorded in the Comprehensive Income and Expenditure Statement (debited to the appropriate service) for the present value of the interest that will be foregone over the life of the instrument, resulting in a lower amortised cost than the outstanding principal.

Interest is credited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement at a marginally higher effective rate of interest than the rate receivable from the voluntary organisations, with the difference serving to increase the amortised cost of the loan in the Balance Sheet. Statutory provisions require that the impact of soft loans on the General Fund Balance is the interest receivable for the financial year - the reconciliation of amounts debited and credited to the Comprehensive Income and Expenditure Statement to the net gain required against the General Fund Balance is managed by a transfer to or from the Financial Instruments Adjustment Account in the Movement in Reserves Statement.

Any gains and losses that arise on the derecognition of a financial asset are credited or debited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement.

Expected Credit Loss Model

The Authority recognises expected credit losses on all of its financial assets held at amortised cost, either on a 12-month or lifetime basis. The expected credit loss model also applies to lease receivables and contract assets. Only lifetime losses are recognised for trade receivables (debtors) held by the Authority.

Notes to the Accounts

Impairment losses are calculated to reflect the expectation that the future cash flows might not take place because the borrower could default on their obligations. Credit risk plays a crucial part in assessing losses. Where risk has increased significantly since an instrument was initially recognised, losses are assessed on a lifetime basis. Where risk has not increased significantly or remains low, losses are assessed on the basis of 12-month expected losses.

The Authority has a portfolio of a significant number of loans to local businesses. It does not have reasonable and supportable information that is available without undue cost or effort to support the measurement of lifetime expected losses on an individual instrument basis. It has therefore assessed losses for the portfolio on a collective basis.

Financial Assets Measured at Fair Value through Profit or Loss

Financial assets that are measured at fair value through profit or loss are recognised on the Balance Sheet when the Authority becomes a party to the contractual provisions of a financial instrument and are initially measured and carried at fair value. Fair value gains and losses are recognised as they arrive in the Surplus or Deficit on the Provision of Services.

The fair value measurements of the financial assets are based on the following techniques:

- instruments with quoted market prices - the market price.
- other instruments with fixed and determinable payments - discounted cash flow analysis.

The inputs to the measurement techniques are categorised in accordance with the following three levels:

- Level 1 inputs - quoted prices (unadjusted) in active markets for identical assets that the Authority can access at the measurement date.
- Level 2 inputs - inputs other than quoted prices included within Level 1 that are observable for the asset, either directly or indirectly.
- Level 3 inputs - unobservable inputs for the asset.

Any gains and losses that arise on the derecognition of the asset are credited or debited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement.

Notes to the Accounts

x. Government Grants and Contributions

Whether paid on account, by instalments or in arrears, government grants and third party contributions and donations are recognised as due to the Authority when there is reasonable assurance that:

- the Authority will comply with the conditions attached to the payments, and
- the grants or contributions will be received.

Amounts recognised as due to the Authority are not credited to the Comprehensive Income and Expenditure Statement until conditions attached to the grant or contribution have been satisfied. Conditions are stipulations that specify that the future economic benefits or service potential embodied in the asset received in the form of the grant or contribution are required to be consumed by the recipient as specified, or future economic benefits or service potential must be returned to the transferor.

Monies advanced as grants and contributions for which conditions have not been satisfied are carried in the Balance Sheet as creditors. When conditions are satisfied, the grant or contribution is credited to the relevant service line (attributable revenue grants and contributions) or Taxation and Non-Specific Grant Income (non-ring fenced revenue grants and all capital grants) in the Comprehensive Income and Expenditure Statement.

Where capital grants are credited to the Comprehensive Income and Expenditure Statement, they are reversed out of the General Fund Balance in the Movement in Reserves Statement. Where the grant has yet to be used to finance capital expenditure, it is posted to the Capital Grants Unapplied Account. Where it has been applied, it is posted to the Capital Adjustment Account. Amounts in the Capital Grants Unapplied Account are transferred to the Capital Adjustment Account once they have been applied to fund capital expenditure.

xi. Heritage Assets

Heritage assets are assets with historical, artistic, scientific, technological, geophysical or environmental qualities that are held and maintained by the Authority, principally for their contribution to knowledge and culture.

Subject to specific requirements, Heritage Assets are accounted for in accordance with the Authority's policies of Property, Plant and Equipment (including the treatment of revaluation gains and losses and de minimis policy).

The Authority does not normally purchase fixed assets of a heritage nature; all assets disclosed have been donated into the Authority's possession. All assets are open to access by members of the public, with no restrictions other than those resulting from the normal operational limitations of venues (opening and closing times, and public safety).

Notes to the Accounts

Management of these assets is undertaken by designated specialists and other personnel employed by the Authority. These personnel are responsible for the maintenance of all historical records relating to the assets the Authority is in possession of, access to which can be granted through local arrangement. Any preservation works required, either enhancing or non-enhancing in nature, will be undertaken through the Authority's main capital program, with minor works undertaken ad-hoc per the standard Authority internal systems for revenue expenditure.

No heritage assets disposals are actively undertaken by the Authority. Under such circumstance that asset disposal is required, it shall be undertaken in accordance with the Authority's standard asset disposal procedures.

Valuation of heritage assets may be made by any method that is appropriate and relevant. The Authority's assets are mostly valued at insurance valuation and replacement cost (based on construction methods and materials used).

Depreciation is not required on heritage assets which have indefinite lives. Impairment reviews will only be carried out where there is reported physical deterioration or new doubts as to the authenticity of a heritage asset.

Where information on the cost or value is not available, and the cost of obtaining the information outweighs the benefits to users of the financial statements, the asset is not recognised on the balance sheet. Items such as Hafod Copperworks, memorials and some museum and library collections have been considered but not recognised as value/cost information is unavailable.

xii. Interests in Companies and Other Entities

The Authority has material interests in companies and other entities that have the nature of subsidiaries, associates and jointly controlled entities and require it to prepare group accounts. In the Authority's own single-entity accounts, the interests in companies and other entities are recorded as financial assets at cost, less any provision for losses.

xiii. Investment Property

Investment properties are those that are used solely to earn rentals and/or for capital appreciation. The definition is not met if the property is used in any way to facilitate the delivery of services or production of goods or is held for sale.

Notes to the Accounts

Investment properties are measured initially at cost (in accordance with the Council's de minimis policy for capitalisation as set out in note xvi) and subsequently at fair value, being the price that would be received to sell such an asset in an orderly transaction between market participants at the measurement date. As a non-financial asset, investment properties are measured at highest and best use. Investment properties are not depreciated but are revalued annually according to market conditions at the year-end. Gains and losses on revaluation are posted to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement. The same treatment is applied to gains and losses on disposal.

Rentals received in relation to investment properties are credited to the Financing and Investment Income line and result in a gain for the General Fund Balance. However, revaluation and disposal gains and losses are not permitted by statutory arrangements to have an impact on the General Fund Balance. The gains and losses are therefore reversed out of the General Fund Balance in the Movement in Reserves Statement and posted to the Capital Adjustment Account and (for any sale proceeds greater than £10,000) the Capital Receipts Reserve.

xiv. Jointly Controlled Operations and Jointly Controlled Assets

Jointly controlled operations are activities undertaken by the Authority in conjunction with other venturers that involve the use of assets and resources rather than the establishment of a separate entity. The Authority recognises on its Balance Sheet the assets that it controls and the liabilities that it incurs and debits and credits the Comprehensive Income and Expenditure Statement with the expenditure it incurs and the share of income it earns from the activity of the operation.

Jointly controlled assets are items of property, plant or equipment that are jointly controlled by the Authority and other venturers, with the assets being used to obtain benefits for the venturers. The joint venture does not involve the establishment of a separate entity. The Authority accounts for only its share of the jointly controlled assets, the liabilities and expenses that it incurs on its own behalf or jointly with others in respect of its interest in the joint venture and income that it earns from the venture.

xv. Leases

Leases are classified as finance leases where the terms of the lease transfer substantially all the risks and rewards incidental to ownership of the property, plant or equipment from the lessor to the lessee. All other leases are classified as operating leases.

Where a lease covers both land and buildings, the land and buildings elements are considered separately for classification.

Arrangements that do not have the legal status of a lease but convey a right to use an asset in return for payment are accounted for under this policy where fulfilment of the arrangement is dependent on the use of specific assets.

The Authority as Lessee

Finance Leases

Property, plant and equipment held under finance leases is recognised on the Balance Sheet at the commencement of the lease at its fair value measured at the lease's inception (or the present value of the minimum lease payments, if lower). The asset recognised is matched by a liability for the obligation to pay the lessor. Initial direct costs of the Authority are added to the carrying amount of the asset. Premiums paid on entry into a lease are applied to writing down the lease liability. Contingent rents are charged as expenses in the periods in which they are incurred.

Lease payments are apportioned between:

- a charge for the acquisition of the interest in the property, plant or equipment - applied to write down the lease liability, and
- a finance charge (debited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement).

Property, Plant and Equipment recognised under finance leases is accounted for using the policies applied generally to such assets, subject to depreciation being charged over the lease term if this is shorter than the asset's estimated useful life (where ownership of the asset does not transfer to the Authority at the end of the lease period).

The Authority is not required to raise council tax to cover depreciation or revaluation and impairment losses arising on leased assets. Instead, a prudent annual contribution is made from revenue funds towards the deemed capital investment in accordance with statutory requirements. Depreciation and revaluation and impairment losses are therefore substituted by a revenue contribution in the General Fund Balance, by way of an adjusting transaction with the Capital Adjustment Account in the Movement in Reserves Statement for the difference between the two.

Operating Leases

Rentals paid under operating leases are charged to the Comprehensive Income and Expenditure Statement as an expense of the services benefiting from use of the leased property, plant or equipment. Charges are made on a straight-line basis over the life of the lease, even if this does not match the pattern of payments (e.g. there is a rent-free period at the commencement of the lease).

The Authority as Lessor

Finance Leases

Where the Authority grants a finance lease over a property or an item of plant or equipment, the relevant asset is written out of the Balance Sheet as a disposal. At the commencement of the lease, the carrying amount of the asset in the Balance Sheet (whether Property, Plant and Equipment or Assets Held for Sale) is written off to the Other Operating Expenditure line in the Comprehensive Income and Expenditure Statement as part of the gain or loss on disposal. A gain, representing the Authority's net investment in the lease, is credited to the same line in the Comprehensive Income and Expenditure Statement also as part of the gain or loss on disposal (i.e. netted off against the carrying value of the asset at the time of disposal), matched by a lease (long-term debtor) asset in the Balance Sheet.

Lease rentals receivable are apportioned between:

- a charge for the acquisition of the interest in the property - applied to write down the lease debtor (together with any premiums received), and
- finance income (credited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement).

The gain credited to the Comprehensive Income and Expenditure Statement on disposal is not permitted by statute to increase the General Fund Balance and is required to be treated as a capital receipt. Where a premium has been received, this is posted out of the General Fund Balance to the Capital Receipts Reserve in the Movement in Reserves Statement. Where the amount due in relation to the lease asset is to be settled by the payment of rentals in future financial years, this is posted out of the General Fund Balance to the Deferred Capital Receipts Reserve in the Movement in Reserves Statement.

When the future rentals are received, the element for the capital receipt for the disposal of the asset is used to write down the lease debtor. At this point, the deferred capital receipts are transferred to the Capital Receipts Reserve.

The written-off value of disposals is not a charge against council tax, as the cost of non-current assets is fully provided for under separate arrangements for capital financing. Amounts are therefore appropriated to the Capital Adjustment Account from the General Fund Balance in the Movement in Reserves Statement.

Operating Leases

Where the Authority grants an operating lease over a property or an item of plant or equipment, the asset is retained in the Balance Sheet. Rental income is credited to the Other Operating Expenditure line in the Comprehensive Income and Expenditure Statement. Credits are made on a straight-line basis over the life of the lease, even if this does not match the pattern of payments (e.g. there is a premium paid at the commencement of the lease). Initial direct costs incurred in negotiating and arranging the lease are added to the carrying amount of the relevant asset and charged as an expense over the lease term on the same basis as rental income.

Most leases granted by the Authority as lessor relate to commercial properties.

xvi. Property, Plant and Equipment

Assets that have physical substance and are held for use in the production or supply of goods or services, for rental to others, or for administrative purposes and that are expected to be used during more than one financial year are classified as Property, Plant and Equipment.

Recognition

Expenditure on the acquisition, creation or enhancement of Property, Plant and Equipment is capitalised on an accruals basis, provided that it is probable that the future economic benefits or service potential associated with the item will flow to the Authority and the cost of the item can be measured reliably. Expenditure that maintains but does not add to an asset's potential to deliver future economic benefits or service potential (i.e. repairs and maintenance) is charged as an expense when it is incurred.

The Council maintains a de minimis value of £20,000 for any asset (or group of similar assets) to be capitalised within the General Fund.

Measurement

Assets are initially measured at cost, comprising:

- the purchase price,
- any costs attributable to bringing the asset to the location and condition necessary for it to be capable of operating in the manner intended by management.

The Authority does not capitalise borrowing costs incurred whilst assets are under construction.

Notes to the Accounts

The cost of assets acquired other than by purchase is deemed to be its fair value, unless the acquisition does not have commercial substance (i.e. it will not lead to a variation in the cash flows of the Authority). In the latter case, where an asset is acquired via an exchange, the cost of the acquisition is the carrying amount of the asset given up by the Authority.

Donated assets are measured initially at fair value. The difference between fair value and any consideration paid is credited to the taxation and non-specific grant income and expenditure line of the comprehensive income and expenditure statement, unless the donation has been made conditionally. Until conditions are satisfied, the gain is held in the donated assets account. Where gains are credited to the comprehensive income and expenditure statement, they are reversed out of the general fund balance to the capital adjustment account in the movement in reserves statement.

Assets are then carried in the Balance Sheet using the following measurement bases:

- infrastructure and community assets - depreciated historical cost,
- council dwellings - current value, determined using the basis of existing use value for social housing (EUV-SH),
- school buildings - current value, but because of their specialist nature, are measured at depreciated replacement cost which is used as an estimate of current value,
- surplus assets - the current value measurement base is fair value, estimated at highest and best use from a market participant's perspective,
- all other assets - current value, determined as the amount that would be paid for the asset in its existing use (existing use value - EUV).

Where there is no market-based evidence of current value because of the specialist nature of an asset, depreciated replacement cost (DRC) is used as an estimate of current value.

Where non-property assets that have short useful lives or low values (or both), depreciated historical cost basis is used as a proxy for current value.

Assets included in the Balance Sheet at current value are revalued sufficiently regularly to ensure that their carrying amount is not materially different from their current value at the year-end, but as a minimum every five years. Increases in valuations are matched by credits to the Revaluation Reserve to recognise unrealised gains. Exceptionally, gains might be credited to the Comprehensive Income and Expenditure Statement where they arise from the reversal of a loss previously charged to a service.

Where decreases in value are identified, they are accounted for as follows:

- for a balance of revaluation gains for the asset in the Revaluation Reserve, the carrying amount of the asset is written down against that balance (up to the amount of the accumulated gains).

Notes to the Accounts

- where there is no balance in the Revaluation Reserve or an insufficient balance, the carrying amount of the asset is written down against the relevant service line(s) in the Comprehensive Income and Expenditure Statement.

The Revaluation Reserve contains revaluation gains recognised since 1 April 2007 only, the date of its formal implementation. Gains arising before that date have been consolidated into the Capital Adjustment Account.

Impairment

Assets are assessed at each year-end as to whether there is any indication that an asset may be impaired. Where indications exist and any possible differences are estimated to be material, the recoverable amount of the asset is estimated and, where this is less than the carrying amount of the asset, an impairment loss is recognised for the shortfall.

Where impairment losses are identified, they are accounted for as follows:

- for a balance of revaluation gains for the asset in the Revaluation Reserve, the carrying amount of the asset is written down against that balance (up to the amount of the accumulated gains).
- where there is no balance in the Revaluation Reserve or an insufficient balance, the carrying amount of the asset is written down against the relevant service line(s) in the Comprehensive Income and Expenditure Statement.

Where an impairment loss is reversed subsequently, the reversal is credited to the relevant service line(s) in the Comprehensive Income and Expenditure Statement, up to the amount of the original loss, adjusted for depreciation that would have been charged if the loss had not been recognised.

Depreciation

Depreciation is provided for on all Property, Plant and Equipment assets by the systematic allocation of their depreciable amounts over their estimated useful lives. No charge is made for assets without a determinable finite useful life (i.e. freehold land and certain Community Assets) and assets that are not yet available for use (i.e. assets under construction). From 1st April 2017 the Authority charges depreciation based on opening balances.

Depreciation is calculated on the following bases:

- dwellings - straight-line allocation over the estimated useful life of the property (30 to 80 years),
- non traditional dwellings - straight-line allocation over the estimated useful life of the property (30 years),
- other buildings - straight-line allocation over the estimated useful life of the property and, where applicable, its significant components (1 to 60 years),
- vehicles, plant, furniture and equipment - straight line allocation over the estimated useful life of the asset (2 to 10 years),

Notes to the Accounts

- infrastructure / community assets - straight-line allocation over the estimated useful life of the asset (20 to 40 years),
- surplus assets - per original allocated estimated useful life from original categorisation unless indication of amendments required to this assessment is apparent.

Each accounting period the estimated useful life assigned to individual assets is assessed. Where there is evidence to indicate the departure from a standard useful life the asset's estimated useful life will be amended.

Component Accounting

In recognition that single assets may have a number of different components each having a different estimated useful life, two factors are taken into account to determine whether a separate valuation of components is to be recognised in the accounts in order to provide an accurate figure for depreciation of the Authority's other land and building assets revalued since 1st April 2010.

1. Suitability of assets.

To 31st March 2016, the Authority deemed assets revalued during the year to be of a suitable significant nature. Asset valuation therefore reflected assessment of component apportionment of Building Fabric 79%, Mechanical 13%, Electrical 8% and respective remaining estimated useful economic life. From 1st April 2016, the Authority has deemed assets revalued under the 5 year rolling programme to be apportioned between land and buildings.

2. Difference in rate of depreciation compared to the overall asset.

Only those elements that normally depreciate at a significantly different rate from the non land element as a whole, had been identified for componentisation. From 1st April 2016, the whole building element will be depreciated using the building fabric's useful life (unless evidence suggests this is to be amended).

Assets that fall below the de-minimis levels and tests above are disregarded for componentisation on the basis that any adjustment to depreciation charges would not result in a material mis-statement in the accounts.

Professional judgement will be used in establishing materiality levels: the significance of components and apportionment applied, useful lives, depreciation methods and apportioning asset values over recognised components.

Where there is a major refurbishment of an asset, a new valuation will be sought in the year of completion and a reassessment of the useful life.

Disposals and Non-Current Assets Held for Sale

When it becomes probable that the carrying amount of an asset will be recovered principally through a sale transaction rather than through its continuing use, it is reclassified as an Asset Held for Sale. The asset is revalued immediately before reclassification and then carried at the lower of this amount and fair value less costs to sell. Where there is a subsequent decrease to fair value less costs to sell, the loss is posted to the Other Operating Expenditure line in the Comprehensive Income and Expenditure Statement. Gains in fair value are recognised only up to the amount of any previous losses recognised in the Surplus or Deficit on Provision of Services. Depreciation is not charged on Assets Held for Sale.

If assets no longer meet the criteria to be classified as Assets Held for Sale, they are reclassified back to non-current assets and valued at the lower of their carrying amount before they were classified as held for sale, adjusted for depreciation, amortisation or revaluations that would have been recognised had they not been classified as Held for Sale, and their recoverable amount at the date of the decision not to sell.

When an asset is disposed of or decommissioned, the carrying amount of the asset in the Balance Sheet (whether Property, Plant and Equipment or Assets Held for Sale) is written off to the Other Operating Expenditure line in the Comprehensive Income and Expenditure Statement as part of the gain or loss on disposal. Receipts from disposals (if any) are credited to the same line in the Comprehensive Income and Expenditure Statement also as part of the gain or loss on disposal (i.e. netted off against the carrying value of the asset at the time of disposal). Any revaluation gains accumulated for the asset in the Revaluation Reserve are transferred to the Capital Adjustment Account.

Amounts received for a disposal in excess of £10,000 are categorised as capital receipts. Such receipts are required to be credited to the Capital Receipts Reserve, and can then only be used for new capital investment or set aside to reduce the Authority's underlying need to borrow (the capital financing requirement). Receipts are appropriated to the Reserve from the General Fund Balance in the Movement in Reserves Statement.

The written-off value of disposals is not a charge against council tax, as the cost of non current assets is fully provided for under separate arrangements for capital financing. Amounts are appropriated to the Capital Adjustment Account from the General Fund Balance in the Movement in Reserves Statement.

Notes to the Accounts

xvii. Provisions, Contingent Liabilities and Contingent Assets

Provisions

Provisions are made where an event has taken place that gives the Authority a legal or constructive obligation that probably requires settlement by a transfer of economic benefits or service potential, and a reliable estimate can be made of the amount of the obligation. For instance, the Authority may be involved in a court case that could eventually result in the making of a settlement or the payment of compensation.

Provisions are charged as an expense to the appropriate service line in the Comprehensive Income and Expenditure Statement in the year that the obligation arises, and are measured at the best estimate at the Balance Sheet date of the expenditure required to settle the obligation, taking into account relevant risks and uncertainties.

When payments are eventually made, they are charged to the provisions carried in the Balance Sheet. Estimated settlements are reviewed at the end of each financial year - where it becomes less than probable that a transfer of economic benefits will now be required (or a lower settlement than anticipated is made), the provision is reversed and credited back to the relevant service.

Where some or all of the payment required to settle a provision is expected to be recovered from another party (e.g. from an insurance claim), this is only recognised as income for the relevant service if it is virtually certain that reimbursement will be received if the Authority settles the obligation.

Provision for Back Pay Arising from Unequal Pay Claims

The Authority implemented an equal pay compliant pay and grading structure from 1st April 2014.

During 2022/23 the Council did not settle any unequal pay claims. In 2021/22 the Council settled one unequal pay claim totalling £1,432 (including payment to HMRC). These were funded from existing provisions.

Contingent Liabilities

A contingent liability arises where an event has taken place that gives the Authority a possible obligation whose existence will only be confirmed by the occurrence or otherwise of uncertain future events not wholly within the control of the Authority. Contingent liabilities also arise in circumstances where a provision would otherwise be made but either it is not probable that an outflow of resources will be required or the amount of the obligation cannot be measured reliably.

Notes to the Accounts

Contingent liabilities are not recognised in the Balance Sheet but disclosed in a note to the accounts.

Contingent Assets

A contingent asset arises where an event has taken place that gives the Authority a possible asset whose existence will only be confirmed by the occurrence or otherwise of uncertain future events not wholly within the control of the Authority.

Contingent assets are not recognised in the Balance Sheet but disclosed in a note to the accounts where it is probable that there will be an inflow of economic benefits or service potential.

xviii. Reserves

The Authority sets aside specific amounts as reserves for future policy purposes or to cover contingencies. Reserves are created by transferring amounts out of the General Fund Balance. When expenditure to be financed from a reserve is incurred, it is charged to the appropriate service in that year to score against the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement. The reserve is then appropriated back into the General Fund Balance so that there is no net charge against council tax for the expenditure.

Certain reserves are kept to manage the accounting processes for non-current assets, financial instruments, local taxation, retirement and employee benefits and do not represent usable resources for the Authority - these reserves are explained in the relevant policies.

xix. Revenue Expenditure Funded from Capital under Statute

Expenditure incurred during the year that may be capitalised under statutory provisions but that does not result in the creation of a non-current asset has been charged as expenditure to the relevant service in the Comprehensive Income and Expenditure Statement in the year. Where the Authority has determined to meet the cost of this expenditure from existing capital resources or by borrowing, a transfer in the Movement in Reserves Statement from the General Fund Balance to the Capital Adjustment Account then reverses out the amounts charged so that there is no impact on the level of council tax.

xx. VAT

VAT payable is included as an expense only to the extent that it is not recoverable from Her Majesty's Revenue and Customs (HMRC). VAT receivable is excluded from income.

Notes to the Accounts

The Authority undertakes an annual review of its de-minimus VAT position under s33 of the VAT Act 1993 as required by HMRC. For the year ended 31st March 2023 the Authority believes that it will be below the de-minimus level in respect of exempt related input tax and hence will be entitled to recovery of input tax in full.

xxi. Fair Value Measurement of non-financial assets

The Authority's accounting policy for fair value measurement of financial assets is set out in note ix. The Authority also measures some of its non-financial assets such as surplus assets and investment properties and some of its financial instruments such as equity shareholdings at fair value at each reporting date. Fair value is the price that would be received to sell an asset in an orderly transaction between market participants at the measurement date. The fair value measurement assumes that the transaction to sell the asset takes place either :

- a) in the principal market for the asset, or
- b) in the absence of a principal market, in the most advantageous market for the asset.

The Authority measures the fair value of an asset using the assumptions that market participants would use when pricing the asset, assuming that market participants act in their economic best interest.

When measuring the fair value of a non-financial asset, the authority takes into account a market participant's ability to generate economic benefits by using the asset in its highest and best use or by selling it to another market participant that would use the asset in its highest and best use.

The Authority uses valuation techniques that are appropriate in the circumstances and for which sufficient data is available, maximising the use of relevant observable inputs and minimising the use of unobservable inputs.

Inputs to the valuation techniques in respect of assets for which fair value is measured or disclosed in the authority's financial statements are categorised within the fair value hierarchy, as follows:

Level 1 - quoted prices (unadjusted) in active markets for identical assets that the authority can access at the measurement date,

Level 2 - inputs other than quoted prices included within Level 1 that are observable for the asset, either directly or indirectly,

Level 3 - unobservable inputs for the asset.

xxii. Group Accounting Policies

The accounting policies for both City and County of Swansea and City and County of Swansea Group are materially aligned except for the valuation of assets in respect of the Wales National Pool Swansea. The assets of the Wales National Pool Swansea have been valued on a different basis within the company's accounts to that used by the Council for assets of this nature. For the purposes of the Group accounts, the National Pool has been separately valued by the Council in accordance with its own accounting policies. Full disclosure of the different valuations have been included on page 125 to the financial statements.

2. Accounting standards that have been issued but have not yet been adopted

The Code of Practice on Local Authority Accounting in the United Kingdom 2022/23 (the Code) has introduced accounting policy changes in relation to the following:

- a) Definition of Accounting Estimates (Amendments to IAS 8).
- b) Disclosure of Accounting Policies (Amendments to IAS 1 and IFRS Practice Statement 2).
- c) Deferred Tax related to Assets and Liabilities arising from a Single Transaction (Amendments to IAS 12).
- d) Updating a Reference to the Conceptual Framework (Amendments to IFRS 3).

The adoption of the accounting standards mentioned above may incur amendments that can be made retrospectively by prior period restatement (if possible) or through the adjustment of opening balances as at 1st April 2023.

Opening balances will be adjusted in the Authority and Group Accounts where the changes are material.

Accounting policy changes that are material will require the Authority to publish a third Balance Sheet for the beginning of the earliest comparative period for the Authority and Group Accounts.

None of these disclosures are expected to have a material impact on the Council.

3. Critical judgements in applying accounting policies

In applying the accounting policies set out in note 1, the Authority has had to make certain judgements about complex transactions or those involving uncertainty about future events.

The critical judgements made in the Statement of Accounts are:-

- The medium term financial plan approved by the Authority on 2nd March 2023 detailed significant ongoing uncertainty over forecast revenue funding shortfalls over the medium term. Indications were that there were a range of scenarios for funding which range from significant real terms reductions in support to broadly maintained real terms support from Central Government from 2023/24 onwards, following the national Spending Review. Spending and funding assumptions were set before the ongoing full substantial economic scale of recovery from the Covid 19 pandemic was fully clear. Prolonged and elevated inflationary, interest rate and supply side pressures mean risks are increasingly on the downside. Whilst the Authority will consider future spending plans in line with projected funding announcements there is no indication at present that any of the assets of the Authority may be impaired as a result of a need to change the level of service provision. There is however material uncertainty over this assumption.
- It remains not entirely clear as to the scale of additional spending, the loss of income, and now increasingly the wider economic spillover effects especially in inflation, interest rate and supply side shocks. The impact was directly and markedly less financially material on the 2022/23 accounts. Residual covid disclosures on funding and reimbursement are retained for 2022/23 but then expected to be discontinued thereafter as national support schemes have ended.
- The Authority implemented an equality compliant pay and grading structure for its employees from 1st April 2014. The Authority continues to face a very small and dwindling residual number of claims from past and existing employees based on previous equal pay claim grounds. In light of recent issues at Birmingham Council, and others, in line with the rest of local government this Council is currently reassessing its risks here. In determining the extent of the possible resources to be set aside the Authority has made assumptions regarding the number of potential claimants and the potential value of their respective claims. The Authority is confident that it has sufficient resource to meet the remaining and potentially new liabilities (should any be established) arising from equal pay issues.
- In line with accounting standards the Authority has made a significant provision in respect of final remedial work and future maintenance/monitoring of its major waste disposal site at Tir John. Assumptions regarding remediation and aftercare costs have been based on legal requirements to monitor the site for a period of 60 years following closure and have been calculated taking into account commitments currently within the Council's Capital Programme.

- The Government has made fundamental changes in respect of the provision of public sector pensions. Changes to employer contribution rates in the Teachers' Pension Scheme rose to 23.68% from September 2019. Welsh Government block grant has helped alleviate this substantial pressure in 2019/20 and 2020/21. We await the detail of the 2023 quadrennial revaluation but note HM Treasury assurances in the Budget that state funded schools will be recompensed for expected increased costs, albeit that will be via Barnett consequentials to Wales in due course. A re-modelled Local Government Pension scheme was introduced from 1st April 2014 but there is no indication that the finances of the Authority will be adversely affected by any of the changes. The LGPS triennial valuation in 2022 has confirmed the affordability of future contribution rates. The 2022 revaluation results confirmed the expected strong investment returns were achieved and were especially beneficial to our funding position, and indeed we are now fully funded as a scheme at 31 March 2023, and there are reductions in employer contributions in future budgets from 2023/24 onwards. There remains residual uncertainty as to the impact of the UK Government recompensing scheme members for the McCloud judgement in practice (although now finally reaching a conclusion on the compensation regulations in 2023/24) and a prudent sum has been factored in by the actuary in the valuation results for the pension fund and individual employer contribution rates.
- The Authority undertook a fundamental review in 2012/13 of its Schools portfolio with a view to both rationalising and significantly improving the quality of school premises available across the City and County (21st Century Schools Programme). In the light of this scheme and the outline timescale for implementation, the useful lives of some school buildings have been re-evaluated and considerably reduced from that previously used. The effect of this is to accelerate residual depreciation affecting both the Comprehensive Income and Expenditure Statement and the net book value as shown on the Balance Sheet. As the Schools Programme has progressed there has been further re-evaluations however there are no adjustments in 2022/23.

4. Assumptions made about the future and other major sources of estimation uncertainty

The Statement of Accounts contains estimated figures that are based on assumptions made by the Authority about the future or that are otherwise uncertain. Estimates are made taking into account historical experience, current trends and other relevant factors. The assumptions and other sources of estimation uncertainty disclosed relate to the estimates that require the Authority's most difficult, subjective or complex judgements. As the number of variables and assumptions affecting the possible future resolution of the uncertainties increases, those judgements become more subjective and complex. As a result, balances cannot be determined with certainty and actual results could be materially different from the assumptions and estimates.

Notes to the Accounts

The items in the Authority's Balance Sheet as at 31st March 2023 for which there is a significant risk of material adjustment in the forthcoming year are as follows:-

Item	Uncertainties	Effect if actual results differ from assumptions
Property, Plant and Equipment	<p>Assets are depreciated over useful lives that are dependant upon assumptions over the specific life expectancy of those assets. As stated in note 3 a review has been undertaken of a significant number of school buildings and in particular the impact of the Council's strategic 21st Century Schools Programme plan for asset replacement.</p> <p>In addition revised useful lives have been applied to a number of assets in the interim, in line with professional judgement.</p>	<p>To the extent that useful lives have been determined inappropriately the result could be:-</p> <p>a) In the event of a further reduction in useful lives there would be an additional charge to revenue and a reduction in the carrying value of the asset.</p> <p>b) In the event that useful lives have been underestimated this would result in a substantially reduced revenue charge and an increase in the carrying value of such assets as and when the useful life is deemed to be extended.</p> <p>In any event the effect of depreciation is reversed out of the Comprehensive Income and Expenditure Statement to have nil effect on the Council taxpayer.</p>
Provisions	<p>The Authority has made a significant capital provision for the future remediation and maintenance of major land refuse disposal sites. Uncertainty arises because of the 60 year timescale for liability on this issue.</p>	<p>Any shortfall in future years will have to be funded via the capital programme.</p>

Notes to the Accounts

Item	Uncertainties	Effect if actual results differ from assumptions
Pension liabilities	The Authority's share of the Local Government pension fund liability as at 31st March 2023 is £76.193m. However, the fund is subject to a triennial valuation which at present reviews the level of employers contributions in order to ensure the long term sustainability of the fund. Changes to the Local Government Pension Scheme introduced on 1st April 2014 were designed to ensure the long term affordability of the scheme.	The Pension Fund is designed to be sustainable over the long term and it is unlikely that there will be any significant short term impact on the Authority's finances arising from any assumptions currently made or decisions that are likely in the coming financial year.
Insurance Provisions and Reserves	The Authority has set aside provisions to meet contractual excess amounts from known and existing insurance claims. In deciding the level of provision to make in respect of ongoing claims, the Authority has taken advice from its legal advisers and/or its contracted loss adjusters. The Authority also maintains an insurance reserve which is used to meet the cost of future unforeseen events based on previous experience.	Should the sums set aside prove insufficient to meet these payments there would be an immediate revenue effect in the year that the available sums were exhausted. Equally, the Authority regularly reviews the level of both provisions and reserves with a view to releasing funds back to revenue if appropriate.

Notes to the Accounts

Item	Uncertainties	Effect if actual results differ from Assumptions
Fair value measurements	<p>When the fair values of financial assets and financial liabilities cannot be measured based on quoted prices in active markets (i.e. Level 1 inputs), their fair value is measured using valuation techniques (e.g. quoted prices for similar assets or liabilities in active markets or the discounted cash flow (DCF) model).</p> <p>Where possible, the inputs to these valuation techniques are based on observable data, but where this is not possible judgement is required in establishing fair values. These judgements typically include considerations such as uncertainty and risk. However, changes in the assumptions used could affect the fair value of the Authority's assets and liabilities.</p> <p>Where Level 1 inputs are not available, the Authority employs experts to identify the most appropriate valuation techniques to determine fair value (for example for surplus assets and investment properties, the Authority's internal property valuation team).</p> <p>Information about the valuation techniques and inputs used in determining the fair value of the Authority's assets and liabilities is disclosed in notes:</p> <p>14. Non-operational PPE (Surplus Assets) 16. Investment Properties 17. Financial Instruments</p>	<p>The authority uses the discounted cash flow (DCF) model to measure the fair value of some of its financial assets / liabilities.</p> <p>The significant unobservable inputs used in the fair value measurement include assumptions regarding rent levels, vacancy levels (for investment properties), investment yields and discount rates - for some financial assets.</p> <p>Significant changes in any of the unobservable inputs would result in a significantly lower or higher fair value measurement for the surplus assets, investment properties and financial assets.</p>

Notes to the Accounts

5. Material items of income and expense

The Authority does not have any items of material income and expenditure to report that requires additional information in 2021/22 or 2022/23.

6) Note to the Expenditure and Funding Analysis

Adjustments between Funding and Accounting Basis 2022/23						
Adjustments from General Fund to arrive at the Comprehensive Income and Expenditure Statement amounts	Adjustments for Capital Purposes (Note 1) £'000	Net Change for Pension Adjustments (Note 2) £'000	Other Statutory Adjustments (Note 3) £'000	Total Statutory Adjustments £'000	Other (Non-statutory) Adjustments (Note 4) £'000	Total Adjustments £'000
Corporate Services	2,701	2,775	33	5,509	-39	5,470
Finance	-618	-74	242	-450	-22,577	-23,027
Social Services	1,399	10,410	245	12,054	0	12,054
Education	31,147	5,602	1,180	37,929	54	37,983
Place	39,131	11,203	163	50,497	3,159	53,656
Housing Revenue Account (HRA)	35,920	1,644	-117	37,447	0	37,447
Net Cost of Services	109,680	31,560	1,746	142,986	-19,403	123,583
Other income and expenditure from the Expenditure and Funding Analysis	-105,147	18,530	49	-86,568	19,403	-67,165
Difference between General Fund Surplus or Deficit and Comprehensive Income and Expenditure Statement Surplus or Deficit on the Provision of Services	4,533	50,090	1,795	56,418	0	56,418

Notes to the Accounts

Adjustments between Funding and Accounting Basis 2021/22

Adjustments from General Fund to arrive at the Comprehensive Income and Expenditure Statement amounts	Adjustments for Capital Purposes (Note 1) £'000	Net Change for Pension Adjustments (Note 2) £'000	Other Statutory Adjustments (Note 3) £'000	Total Statutory Adjustments £'000	Other (Non-statutory) Adjustments (Note 4) £'000	Total Adjustments £'000
Corporate Services	2,150	4,218	-71	6,297	0	6,297
Finance	19,414	885	-99	20,200	-23,096	-2,896
Social Services	2,146	13,424	-314	15,256	0	15,256
Education	20,249	8,736	-738	28,247	54	28,301
Place	52,100	15,160	-394	66,866	4,741	71,607
Housing Revenue Account (HRA)	5,540	2,296	-35	7,801	0	7,801
Net Cost of Services	101,599	44,719	-1,651	144,667	-18,301	126,366
Other income and expenditure from the Expenditure and Funding Analysis	-125,538	19,640	-58	-105,956	18,301	-87,655
Difference between General Fund Surplus or Deficit and Comprehensive Income and Expenditure Statement Surplus or Deficit on the Provision of Services	-23,939	64,359	-1,709	38,711	0	38,711

Adjustments for Capital Purposes

- 1) Adjustments for capital purposes - this column adds in depreciation and impairment and revaluation gains and losses in the service line, and for:
 - **Other operating expenditure** - adjusts for capital disposals with a transfer of income on disposal of assets and the amounts written off for those assets.
 - **Financing and investment income and expenditure** - the statutory charges for capital financing i.e. Minimum Revenue Provision (MRP) and other revenue contributions are deducted from other income and expenditure as these are not chargeable under generally accepted accounting practices.
 - **Taxation and non-specific grant income and expenditure** - capital grants are adjusted for income not chargeable under generally accepted accounting practices. Revenue grants are adjusted from those receivable in the year to those receivable without conditions or for which conditions were satisfied throughout the year. The Taxation and Non Specific Grant Income and Expenditure line is credited with capital grants receivable in the year without conditions or for which conditions were satisfied in the year.

Net Change for Pension Adjustments

- 2) Net change for the removal of pension contributions and the addition of IAS19 Employee Benefits pension related expenditure and income:

For **services** this represents the removal of the employer pension contributions made by the Authority as allowed by statute and the replacement with current service costs and past service costs.

For **Financing and investment income and expenditure** - the net interest on the defined benefit liability is charged to the Comprehensive Income and Expenditure Statement.

Other Statutory Adjustments

- 3) Other statutory adjustments between amounts debited/credited to the Comprehensive Income and Expenditure Statement and amounts payable/receivable to be recognised under statute:

For **Financing and investment income and expenditure** the other statutory adjustments column recognises adjustments to the General Fund for the timing differences for premiums and discounts.

The charge under **Taxation and non-specific grant income and expenditure** represents the difference between what is chargeable under statutory regulations for council tax and NDR that was projected to be received at the start of the year and the income recognised under generally accepted accounting practices in the Code. This is a timing difference as any difference will be brought forward in future Surpluses or Deficits on the Collection Fund.

Other Non-statutory Adjustments

- 4) Other non-statutory adjustments represent amounts debited/credited to service segments which need to be adjusted against the 'Other income and expenditure from the Expenditure and Funding Analysis' line to comply with the presentational requirements in the Comprehensive Income and Expenditure Statement:

For **Financing and investment income and expenditure** the other non-statutory adjustments column recognises adjustments to service segments e.g. for interest income and expenditure and changes in the fair values of investment properties.

For **Taxation and non-specific grant income and expenditure** the other non-statutory adjustments column recognises adjustments to service segments e.g. for unringfenced government grants.

Notes to the Accounts

7. Expenditure and Income Analysed by Nature

The Authority's expenditure and income is analysed as follows:

Expenditure/Income	2021/22 £'000	2022/23 £'000
Expenditure		
Employee expenses	428,714	471,581
Premises	53,950	56,559
Transport	29,396	34,455
Supplies & Services	126,841	156,817
Other Costs	243,104	240,618
Depreciation, amortisation and impairment	87,512	103,671
Interest payments	24,335	25,113
Precepts and levies	42,909	44,808
Gain or loss on the disposal of assets	-153	1,875
Total expenditure	1,036,608	1,135,497
Income		
Fees, charges and other service income	-251,036	-286,176
Interest and investment income	-230	-4,280
Income from council tax	-137,731	-143,425
Government grants and contributions	-650,080	-627,993
Total income	-1,039,077	-1,061,874
Surplus(-) or Deficit on the Provision of Services	-2,469	73,623

The £286.176m (21/22 £251.036m) of fees, charges and other service income reported in the Comprehensive Income and Expenditure Statement includes £218.831m (21/22 £197.475m) of revenue recognised from contracts with service recipients.

8. Adjustments Between Accounting Basis and Funding Basis Under Regulations

This note details the adjustments that are made to the total Comprehensive Income and Expenditure recognised by the Authority in the year in accordance with proper accounting practice to arrive at the resources that are specified by statutory provisions as being available to the Authority to meet future capital and revenue expenditure.

The following sets out a description of the reserves that the adjustments are made against.

General Fund Balance

The General Fund is the statutory fund into which all the receipts of an Authority are required to be paid and out of which all liabilities of the Authority are to be met, except to the extent that statutory rules might provide otherwise. These rules can also specify the financial year in which liabilities and payments should impact on the General Fund Balance, which is not necessarily in accordance with proper accounting practice. The General Fund Balance therefore summarises the resources that the Council is statutorily empowered to spend on its services or on capital investment (or the deficit of resources that the Council is required to recover) at the end of the financial year.

Notes to the Accounts

Housing Revenue Account Balance

The Housing Revenue Account Balance reflects the statutory obligation to maintain a revenue account for local authority council housing provision in accordance with Part VI of the Local Government and Housing Act 1989. It contains the balance of income and expenditure as defined by the 1989 Act that is available to fund future expenditure in connection with the Council's landlord function or (where in deficit) that is required to be recovered from tenants in future years.

Capital Receipts Reserve

The Capital Receipts Reserve holds the proceeds from the disposal of land or other assets, which are restricted by statute from being used other than to fund new capital expenditure or to be set aside to finance historical capital expenditure. The balance on the reserve shows the resources that have yet to be applied for these purposes at the year-end.

Capital Grants Unapplied

The Capital Grants Unapplied Account (Reserve) holds the grants and contributions received towards capital projects for which the Council has met the conditions that would otherwise require repayment of the monies but which have yet to be applied to meet expenditure. The balance is restricted by grant terms as to the capital expenditure against which it can be applied and/or the financial year in which this can take place.

2022/23				
	Usable Reserves			
	General Fund Balance £'000	Housing Revenue Account £'000	Capital Receipts Reserve £'000	Capital Grants Unapplied £'000
Adjustments to the Revenue Resources				
Amounts by which income and expenditure included in the Comprehensive Income and Expenditure Statement are different from revenue for the year calculated in accordance with statutory requirements:				
- Pensions costs (transferred to (or from) the Pensions Reserve)	47,520	2,570	0	0
- Financial instruments (transferred to the Financial Instruments Adjustments Account)	35	0	0	0
- Holiday pay (transferred to the Accumulated Absences Reserve)	1,924	-117	0	0

Notes to the Accounts

2022/23				
	Usable Reserves			
	General Fund Balance £'000	Housing Revenue Account £'000	Capital Receipts Reserve £'000	Capital Grants Unapplied £'000
Reversal of entries included in the Surplus or Deficit on the Provision of Services in relation to capital expenditure (these items are charged to the Capital Adjustment Account):	31,278	17,763	0	-8,240
Total Adjustments to Revenue Resources	80,757	20,216	0	-8,240
Adjustments between Revenue and Capital Resources				
Transfer of non-current asset sale proceeds from revenue to the Capital Receipts Reserve	1,875	0	10,213	0
Statutory provision for the repayment of debt (transfer from the Capital Adjustment Account)	-14,315	-3,715	0	0
Capital expenditure financed from revenue balances (transfer to the Capital Adjustment Account)	-6,609	-21,791	0	0
Total Adjustments between Revenue and Capital Resources	-19,049	-25,506	10,213	0
Adjustments to Capital Resources				
Use of Capital Receipts Reserve to finance capital expenditure	0	0	-7,090	0
Total Adjustments to Capital Resources	0	0	-7,090	0
Total Adjustments	61,708	-5,290	3,123	-8,240

Notes to the Accounts

2021/22 Comparative Figures				
	Usable Reserves			
	General Fund Balance £'000	Housing Revenue Account £'000	Capital Receipts Reserve £'000	Capital Grants Unapplied £'000
Adjustments to the Revenue Resources				
Amounts by which income and expenditure included in the Comprehensive Income and Expenditure Statement are different from revenue for the year calculated in accordance with statutory requirements:				
- Pensions costs (transferred to (or from) the Pensions Reserve)	61,081	3,278	0	0
- Financial instruments (transferred to the Financial Instruments Adjustments Account)	-75	0	0	0
- Holiday pay (transferred to the Accumulated Absences Reserve)	-1,550	-35	0	0
Reversal of entries included in the Surplus or Deficit on the Provision of Services in relation to capital expenditure (these items are charged to the Capital Adjustment Account):	30,149	-4,817	0	3,611
Total Adjustments to Revenue Resources	89,605	-1,574	0	3,611
Adjustments between Revenue and Capital Resources				
Transfer of non-current asset sale proceeds from revenue to the Capital Receipts Reserve	-153	0	5,263	0
Statutory provision for the repayment of debt (transfer from the Capital Adjustment Account)	-13,250	-3,657	0	0
Capital expenditure financed from revenue balances (transfer to the Capital Adjustment Account)	-4,136	-28,124	0	0
Total Adjustments between Revenue and Capital Resources	-17,539	-31,781	5,263	0

Notes to the Accounts

2021/22 Comparative Figures				
	Usable Reserves			
	General Fund Balance £'000	Housing Revenue Account £'000	Capital Receipts Reserve £'000	Capital Grants Unapplied £'000
Adjustments to Capital Resources				
Use of Capital Receipts Reserve to finance capital expenditure	0	0	-5,877	0
Total Adjustments to Capital Resources	0	0	-5,877	0
Total Adjustments	72,066	-33,355	-614	3,611

9. Events After the Balance Sheet Date

Events after the Balance Sheet date are those events, both favourable and unfavourable, that occur between the end of the reporting period and the date when the Statement of Accounts is authorised for issue.

Two types of events can be identified:

- those that provide evidence of conditions that existed at the end of the reporting period - the Statement of Accounts is adjusted to reflect such events.

- those that are indicative of conditions that arose after the reporting period - the Statement of Accounts is not adjusted to reflect such events, but where a category of events would have a material effect, disclosure is made in the notes of the nature of the events and their estimated financial effect.

Notes to the Accounts

10. Movements In Earmarked Reserves

This note sets out the amounts set aside from the General Fund and HRA balances in earmarked reserves to provide financing for future expenditure plans and the amounts posted back from earmarked reserves to meet General Fund and HRA expenditure in 2022/23.

	Balance at 1st April 2021 £'000	Transfers Out 2021/22 £'000	Transfers In 2021/22 £'000	Balance at 31st March 2022 £'000	Transfers Out 2022/23 £'000	Transfers In 2022/23 £'000	Balance at 31st March 2023 £'000
General Fund:							
Balances held by schools under the scheme of delegation	20,780	0	7,611	28,391	-8,292	55	20,155
Primary School Sickness Scheme Reserve	315	-315	308	308	0	45	353
Information technology reserves	7,845	-268	5,118	12,695	-640	4,519	16,574
Development reserves	4,851	-67	122	4,906	0	217	5,123
Insurance reserves	16,989	-34	822	17,777	0	2,650	20,427
Restructuring Costs reserve	3,000	-203	203	3,000	-200	0	2,800
Contingency Fund reserve	10,000	-20,205	14,760	4,554	-8,285	3,731	0
Recovery Fund reserve	20,000	-6,993	26,060	39,068	-13,306	5,247	31,008
Other earmarked revenue reserves	26,277	-3,367	10,486	33,396	-5,913	4,584	32,067
Revenue reserve earmarked to fund future capital expenditure	24,453	-3,086	11,233	32,600	-15,670	8,884	25,814
Total	134,510	-34,538	76,723	176,695	-52,306	29,932	154,321
HRA:							
Housing Revenue Account	6,244	-1,005	0	5,239	0	5,169	10,408
Total	6,244	-1,005	0	5,239	0	5,169	10,408

Notes to the Accounts

11. Other Operating Expenditure

2021/22 £'000		2022/23 £'000
1,641	Community Council precepts	1,697
27,060	South Wales Police Authority precept	28,131
14,209	Levies and Contributions	14,980
-153	Gains(-)/losses on the disposals of non-current assets	1,875
42,757		46,683

12. Financing and Investment Income and Expenditure

2021/22				2022/23		
Gross Exp £'000	Gross Income £'000	Net Exp £'000		Gross Exp £'000	Gross Income £'000	Net Exp £'000
24,335	0	24,335	Interest payable and similar charges	25,113	0	25,113
49,830	-30,190	19,640	Net interest on the net defined benefit liability/asset(-)	62,240	-43,710	18,530
0	-230	-230	Interest receivable and similar income	0	-4,280	-4,280
2,748	-6,619	-3,871	Income and expenditure in relation to investment properties and changes in their fair value	2,537	-8,662	-6,125
1,279	0	1,279	Impairment losses	-1,827	0	-1,827
78,192	-37,039	41,153		88,063	-56,652	31,411

The income generated from investment properties during the year amounted to £4.466m (2021/22 £5.908m) and changes to the fair value of investment properties amounted to £2.987m (2021/22 -£0.905m).

13. Taxation and Non Specific Grant Income

2021/22 £'000		2022/23 £'000
-137,731	Council tax income (note 37)	-143,425
-82,917	Non domestic rates	-89,167
-274,282	Non-ringfenced government grants	-297,425
-66,378	Capital grants and contributions	-58,737
-2,753	Covid-19 Council tax loss support grant	0
-564,061		-588,754

Notes to the Accounts

14. Property, Plant and Equipment

Movements in 2022/23:							
	Council Dwellings £'000	Other Land and Buildings £'000	Vehicles, Plant, Furniture & Equipment £'000	Community Assets £'000	Surplus Assets £'000	Assets Under Construction £'000	Total Property, Plant and Equipment £'000
Cost or valuation							
At 1 April 2022	525,129	850,543	42,639	19,473	80,235	73,298	1,591,317
Additions (Cap Exp)	37,858	18,895	4,242	225	3,503	27,656	92,379
Other additions and adjustments	0	638	803	0	292	0	1,733
Revaluation increases / decreases(-) recognised in the Revaluation Reserve	-25,865	-81,185	0	0	1,038	0	-106,012
Revaluation increases / decreases(-) recognised in the Surplus/Deficit on the Provision of Services	-26,737	-12,782	0	0	-3,445	0	-42,964
Impairment losses recognised in the Revaluation Reserve	0	0	0	0	0	0	0
Impairment losses recognised in the Surplus/Deficit on the Provision of Services	0	0	0	0	0	0	0
Derecognition - disposals	0	-6,956	-217	0	-4,764	0	-11,937
Assets reclassified to/from Held for Sale	0	0	0	0	0	0	0

Notes to the Accounts

Movements in 2022/23 (continued):

	Council Dwellings £'000	Other Land and Buildings £'000	Vehicles, Plant, Furniture & Equipment £'000	Community Assets £'000	Surplus Assets £'000	Assets Under Construction £'000	Total Property, Plant and Equipment £'000
Assets under construction reclassified	8,224	23,566	63	7	-359	-31,535	-34
Other reclassifications	41	-1,201	0	0	1,240	0	80
At 31 March 2023	518,650	791,518	47,530	19,705	77,740	69,419	1,524,562
Accumulated Depreciation and Impairment							
At 1 April 2022	0	-12,282	-21,145	-7,770	-1,020	-39	-42,256
Depreciation charge	-9,245	-31,301	-5,545	-388	-1,156	0	-47,635
Depreciation written out to the Revaluation Reserve	31,721	39,606	0	0	1,440	0	72,767
Depreciation written out to the Surplus/Deficit on the Provision of Services	142	2,084	0	0	529	0	2,755
Impairment losses recognised in the Revaluation Reserve	0	0	0	0	0	0	0
Impairment losses recognised in the Surplus/Deficit on the Provision of Services	0	0	0	0	0	0	0
Derecognition - disposals	0	2	217	0	49	0	268
Other movements in depreciation and impairment	-27	134	0	0	-130	23	0
At 31 March 2023	22,591	-1,757	-26,473	-8,158	-288	-16	-14,101
Net Book Value							
At 1 April 2022	525,129	838,261	21,494	11,703	79,215	73,259	1,549,061
At 31 March 2023	541,241	789,761	21,057	11,547	77,452	69,403	1,510,461

Notes to the Accounts

Comparative Movements in 2021/22:

	Council Dwellings £'000	Other Land and Buildings £'000	Vehicles, Plant, Furniture & Equipment £'000	Community Assets £'000	Surplus Assets £'000	Assets Under Construction £'000	Total Property, Plant and Equipment £'000
Cost or valuation							
At 1 April 2021	432,406	714,971	36,265	15,989	85,472	134,502	1,419,605
Additions (Cap Exp)	36,517	41,675	8,274	1,538	3,347	29,085	120,436
Other additions and adjustments	0	152	2,526	0	77	0	2,755
Revaluation increases / decreases(-) recognised in the Revaluation Reserve	50,369	46,052	0	0	4,922	0	101,343
Revaluation increases / decreases(-) recognised in the Surplus/Deficit on the Provision of Services	10	-28,088	-3,600	-85	-7,014	0	-38,777
Impairment losses recognised in the Revaluation Reserve	0	0	0	0	0	0	0
Impairment losses recognised in the Surplus/Deficit on the Provision of Services	0	-1,366	-196	-93	-22	0	-1,677
Derecognition - Disposals	0	-1,174	-1,210	0	-4,266	0	-6,650
Assets reclassified to/from Held for Sale	0	0	0	0	-350	0	-350
Assets under construction reclassified	4,145	77,553	1,017	2,077	53	-90,289	-5,444
Other reclassifications	1,682	768	-437	47	-1,984	0	76
At 31 March 2022	525,129	850,543	42,639	19,473	80,235	73,298	1,591,317

Notes to the Accounts

Comparative Movements in 2021/22 (continued):							
	Council Dwellings £'000	Other Land and Buildings £'000	Vehicles, Plant, Furniture & Equipment £'000	Community Assets £'000	Surplus Assets £'000	Assets Under Construction £'000	Total Property, Plant and Equipment £'000
Accumulated Depreciation and Impairment							
At 1 April 2021	-7,160	-43,384	-21,534	-7,382	-1,579	-16	-81,055
Depreciation charge	-7,177	-24,795	-3,979	-388	-1,227	0	-37,566
Depreciation written out to the Revaluation Reserve	14,384	55,018	0	0	3,164	0	72,566
Depreciation written out to the Surplus/Deficit on the Provision of Services	-4	-746	3,406	9	-456	0	2,209
Impairment losses recognised in the Revaluation Reserve	0	0	0	0	0	0	0
Impairment losses recognised in the Surplus/Deficit on the Provision of Services	0	0	0	0	0	0	0
Derecognition - disposals	0	625	918	0	47	0	1,590
Other movements in depreciation and impairment	-43	1,000	44	-9	-969	-23	0
At 31 March 2022	0	-12,282	-21,145	-7,770	-1,020	-39	-42,256
Net Book Value							
At 1 April 2021	425,246	671,587	14,731	8,607	83,893	134,486	1,338,550
At 31 March 2022	525,129	838,261	21,494	11,703	79,215	73,259	1,549,061

Notes to the Accounts

In accordance with the Temporary Relief offered by the Update to the Code on infrastructure assets this note does not include disclosure of gross cost and accumulated depreciation for infrastructure assets.

Up until 2021/22, historical reporting practices and resultant information deficits had meant infrastructure assets figures did not faithfully represent the asset position to the users of the financial statements.

From 2022/23 the Authority has used the interim guidance provided by CIPFA to revise infrastructure assets to bring them in line with the guidance. The temporary dispensation afforded within the CIPFA guidance is still in use, until such time that the guidance from CIPFA is finalised and the revised infrastructure assets can be audited in line with the finalised guidance.

The Authority has determined in accordance with Regulation 24L Wales of the Local Authorities (Capital Finance and Accounting) (Wales) regulations 2003 (as amended) that the carrying amounts to be derecognised for infrastructure assets when there is replacement expenditure is nil.

The following table summarised the movement in the net book value of infrastructure assets over the year:

2021/22 £'000		2022/23 £'000
256,307	Net Book Value (modified historic cost) at 1 April	265,550
17,903	Additions	20,682
-497	Derecognition	-1,373
-13,561	Depreciation	-14,121
0	Impairment	0
5,398	Other movements in cost	405
265,550	Net Book Value at 31 March	271,143

Capital Commitments

As at 31st March 2023 the Authority has entered into a number of contracts for the construction or enhancement of Property, Plant and Equipment in 2022/23 and future years budgeted to cost £76.156m. Similar commitments at 31st March 2022 were £50.766m.

The major commitments are:

	£'000
Swansea Central/Arena	6,951
Morfa/Hafod Copper Works Powerhouse Redevelopment	423
71-72 Kingsway Offices	23,576
Palace Theatre Redevelopment	5,071
Purchase & Redevelopment of Former BHS Building	145
Castle Square Regeneration	9,164

Notes to the Accounts

	£'000
Supply and Maintenance of Corporate CCTV Equipment	564
Seawall Repairs Mumbles	22,265
YGG Tan y Lan new build	123
Bishopston Comp Refurbishment (Band B)	1,083
Cefn Hengoed Community Hub	2,784
HRA	4,007

Revaluations

The Authority carries out a rolling programme that ensures that all property, plant and equipment required to be measured at current value is revalued at least every five years. All valuations were carried out internally. Valuations of land and buildings were carried out in accordance with the methodologies and bases for estimation set out in the professional standards of the Royal Institution of Chartered Surveyors. The valuation dates for 2022/23 were 30th June 2022, 30th September 2022, 31st December 2022 and 31st March 2023.

The main asset groups revalued during 2022/23 are shown below within the current rolling programme:

Year	Other Land & Buildings	Surplus Assets	Council Dwellings
2020/21	Secondary Schools, Other Education, Community Centres, Day Centres, Centres for Older People and Youth Clubs	City Centre	-
2021/22	Car Parks, Toilets, Changing Rooms, Pavilions, Industrial, Homes for Older Persons	Land Only and Miscellaneous	-
2022/23	Primary Schools, Leisure Facilities, Civic Amenity Sites and Miscellaneous	Residential shared % and Agricultural	-
2023/24	Libraries and Offices	Industrial Estates and Residential Freehold	Sheltered Housing Complexes
2024/25	-	-	Council Houses / Flats

Assets transferred from Assets Under Construction are also revalued internally each year, with the exception of Swansea Arena which was valued externally.

Notes to the Accounts

Non-operational Property, Plant and Equipment (Surplus Assets)

Fair Value Hierarchy

Details of the Authority's surplus assets and information about fair value hierarchy as at 31 March 2023 and 31 March 2022 are as follows:

	Quoted prices in active markets for identical assets	Other significant observable inputs	Significant unobservable inputs	Fair Value as at 31st March
	(Level 1)	(Level 2)	(Level 3)	
2022/23				
Recurring fair value measurements using:	£'000	£'000	£'000	£'000
Agricultural	0	0	860	860
City Centre	0	7,370	7,528	14,898
Industrial Units	0	0	3,254	3,254
Land only	0	1,654	36,846	38,500
High Value	0	0	325	325
Residential Freeholds (LRA)	0	280	0	280
Residential shared %	0	0	1,027	1,027
Miscellaneous	0	6,020	12,576	18,596
Total	0	15,324	62,416	77,740

2021/22 Comparative Figures

	(Level 1)	(Level 2)	(Level 3)	
Recurring fair value measurements using:	£'000	£'000	£'000	£'000
Agricultural	0	0	538	538
City Centre	0	4,691	8,193	12,884
Industrial Units	0	0	3,535	3,535
Land only	0	1,654	41,499	43,153
High Value	0	0	280	280
Residential Freeholds (LRA)	0	181	0	181
Residential shared %	0	0	833	833
Miscellaneous	0	6,021	12,810	18,831
Total	0	12,547	67,688	80,235

Notes to the Accounts

Valuation Techniques used to Determine Level 2 and 3 Fair Values for Surplus Assets

Significant Observable Inputs - Level 2

The fair value for some properties has been based on the market approach using current market conditions and recent sales prices and other relevant information for similar assets in the local Authority area. Market conditions are such that similar properties are actively purchased and sold and the level of observable inputs are significant, leading to the properties being categorised at Level 2 in the fair value hierarchy.

Significant Unobservable Inputs - Level 3

The surplus land located in the local authority are measured using a value per acre of land derived from sale transactions of comparable parcels of land in similar locations. The approach has been developed using the Authority's own data requiring it to factor in assumptions such as the location, date of sale and size of land sold.

The Authority's surplus land is therefore categorised as Level 3 in the fair value hierarchy as the measurement technique uses significant unobservable inputs to determine the fair value measurements (and there is no reasonably available information that indicates that market participants would use different assumptions).

Highest and Best Use of Surplus Assets

In estimating the fair value of the Authority's surplus assets, the highest and best use of the properties is sometimes their current use and sometimes, as in the case of vacant land and buildings, is the value assuming planning permission would be granted for development or refurbishment.

Notes to the Accounts

Quantitative Information about Fair Value Measurement of Surplus Assets using Significant Unobservable Inputs - Level 3

	As at 31/03/2023 £'000	Valuation technique used to measure fair value	Unobservable inputs	Range (weighted average used)	Sensitivity
Agricultural	860	Market Approach	Land Value per acre	£2,000 - £5,000 per acre	Significant changes in land value and yield will result in significantly lower or higher fair value
City Centre	7,528	Market Approach	Rents	Zone A £125 to £550 per sq m	Significant changes in rent and yields will result in significantly lower or higher fair value
			Yield	6 - 12%	
Industrial Units	3,254	Market Approach	Yield	5 - 11%	Significant changes in rent and yields will result in significantly lower or higher fair value
			Rents	Various	
Land Only	36,846	Market Approach	Land Value per acre	£80,000 to £600,000 per acre	Significant changes in rent and yields will result in significantly lower or higher fair value
High Value	325	Market Approach	Yield	Various	Significant changes in rent and yields will result in significantly lower or higher fair value
			Rents	Various	
Residential shared %	1,027	Market Approach	Capital Value	£125,000 - £170,000	Significant changes in capital value will result in a change to the fair value
Miscellaneous	12,576	Market Approach	Yield	5 - 12%	Significant changes in rent and yields will result in significantly lower or higher fair value
			Rents	Various	
TOTAL	62,416				

Notes to the Accounts

Valuation Process for Surplus Assets

The fair value of the Authority's surplus assets is measured under a rolling programme. All valuations are carried out internally, in accordance with the methodologies and bases for estimation set out in the professional standards of the Royal Institution of Chartered Surveyors (RICS). The Authority's valuation experts work closely with finance officers reporting directly to the Director of Finance & Section 151 Officer on a regular basis regarding all valuation matters.

15. Heritage Assets

Reconciliation of the Carrying Value of Heritage Assets Held by the Authority.

	Heritage Land, Buildings & Infrastructure £'000	Art & Museums £'000	Furniture, Fixtures & Fittings £'000	Other £'000	Total Assets £'000
Cost or Valuation					
At 1st April 2021	5,159	22,112	2,955	1,776	32,002
Additions (Cap Exp)	161	0	0	53	214
Additions (Other)	0	91	0	2	93
Revaluations recognised in the Revaluation Reserve	0	506	0	17	523
Revaluations recognised in the Surplus/Deficit on the Provision of Services	0	0	0	0	0
Impairments recognised in the Surplus/Deficit on the Provision of Services	-29	0	0	-53	-82
Reclassifications	-571	0	0	0	-571
At 31st March 2022	4,720	22,709	2,955	1,795	32,179
Cost or Valuation					
At 1st April 2022	4,720	22,709	2,955	1,795	32,179
Additions (Cap Exp)	23	2	0	61	86
Additions (Other)	0	382	0	0	382
Revaluations recognised in the Revaluation Reserve	0	61	0	0	61
Revaluations recognised in the Surplus/Deficit on the Provision of Services	0	0	0	-61	-61
Impairments recognised in the Surplus/Deficit on the Provision of Services	0	0	0	0	0
Reclassifications	-387	0	0	0	-387
At 31st March 2023	4,356	23,154	2,955	1,795	32,260

Notes to the Accounts

Heritage Land, Buildings and Infrastructure

The Authority's heritage land, buildings and infrastructure assets are reported in the Balance Sheet at historic cost (e.g. Oystermouth Castle) and at valuation (e.g. Swiss Cottage, Singleton Park). Valuations have been carried out internally by the Authority's internal RICS valuer and internal highways engineer.

Art & Museums

The Authority's art and museums assets are mainly included at insurance valuation by external valuers. This category includes the Brangwyn Hall panels and other paintings also various exhibitions held by the Authority.

Other

Most of the remaining assets included are reported in the Balance Sheet at insurance valuation (e.g. Brangwyn Hall Organ). However, there are some held at historic cost (e.g. Cenotaph) and others valued internally by the Authority's internal County Archivist (e.g. West Glamorgan owned collections).

16. Investment Properties

The following items of income and expense have been accounted for in the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement.

2021/22 £'000		2022/23 £'000
5,908	Rental income from investment property	4,466
-1,132	Direct operating expenses arising from investment property	-1,327
4,776	Net gain	3,139

There are no restrictions on the Authority's ability to realise the value inherent in its investment property or on the Authority's right to the remittance of income and the proceeds of disposal. The Authority has no contractual obligations to purchase, construct or develop investment property or repairs, maintenance or enhancement.

The following table summarises the movement in the fair value of investment properties over the year:

2021/22 £'000		2022/23 £'000
55,093	Balance at start of the year	54,182
	Additions:	
0	- Construction (Current)	0
70	- Other	0
0	Disposals	-70
-905	Net gains/losses(-) from fair value adjustments	2,987
-76	Transfers from Property, Plant and Equipment	-80
54,182	Balance at end of the year	57,019

Notes to the Accounts

Fair Value measurement of investment property - Fair Value Hierarchy

Details of the Authority's investment properties and information about fair value hierarchy as at 31 March 2023 and 31 March 2022 are as follows:

2022/23				
	Quoted prices in active markets for identical assets	Other significant observable inputs	Significant unobservable inputs	Fair value as at 31st March
	(Level 1)	(Level 2)	(Level 3)	
	£'000	£'000	£'000	£'000
Recurring fair value measurements using:				
Enterprise Park	0	12,021	15,319	27,340
High Value	0	4,859	24,820	29,679
Total	0	16,880	40,139	57,019
2021/22 Comparative Figures				
	(Level 1)	(Level 2)	(Level 3)	
	£'000	£'000	£'000	£'000
Recurring fair value measurements using:				
Enterprise Park	0	10,427	14,362	24,789
High Value	0	4,708	24,685	29,393
Total	0	15,135	39,047	54,182

Valuation Techniques used to Determine Level 2 and 3 Fair Values for Investment Properties

Significant Observable Inputs - Level 2

The fair value of some of the commercial portfolio has been based on the market approach using current market conditions and recent sales prices and other relevant information for similar assets in the local Authority area. Sometimes market conditions are such that similar properties are actively purchased and sold and the level of observable inputs are significant, leading to the properties being categorised at Level 2 in the fair value hierarchy.

Significant Unobservable Inputs - Level 3

Some of the Authority's commercial portfolio is categorised as Level 3 in the fair value hierarchy as the measurement technique uses significant unobservable inputs to determine the fair value measurements (and there is no reasonably available information that indicates that market participants would use different assumptions).

Highest and Best Use of Surplus Assets

In estimating the fair value of some of the Authority's investment properties, the highest and best use of the properties is their current use. In some cases, alternative uses have been assumed (subject to planning permission being granted).

Notes to the Accounts

Quantitative Information about Fair Value Measurement of Investment Properties using Significant Unobservable Inputs - Level 3

	As at 31/03/2023 £'000	Valuation technique used to measure fair value	Unobservable inputs	Range (weighted average used)	Sensitivity
Enterprise Park	15,319	Market Approach	Yield	4.5 - 9%	Significant changes in rents and yields will result in significantly lower or higher fair value
			Rent	Various	
High Value	24,820	Market Approach	Yield	Various	Significant changes in rents and yields will result in significantly lower or higher fair value
			Rent	Various	
TOTAL	40,139				

Notes to the Accounts

17. Financial Instruments

Categories of Financial Instruments

The following categories of financial instrument are carried in the Balance Sheet:

Financial Assets:

	Non-Current				Current				Totals	
	Investments		Debtors		Investments		Debtors		Totals	
	31st March 2023	31st March 2022	31st March 2023	31st March 2022	31st March 2023	31st March 2022	31st March 2023	31st March 2022	31st March 2023	31st March 2022
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Fair value through profit or loss	0	0	0	0	0	0	0	0	0	0
Amortised cost	24	24	14,644	8,764	172,679	191,169	118,699	118,261	306,046	318,218
Fair value through other comprehensive income - designated equity instruments	0	0	0	0	0	0	0	0	0	0
Fair value through other comprehensive income - other	75	80	0	0	0	0	0	0	75	80
Total financial assets	99	104	14,644	8,764	172,679	191,169	118,699	118,261	306,121	318,298
Assets not defined as financial instruments	0	0	0	0	0	0	0	0	0	0
Total	99	104	14,644	8,764	172,679	191,169	118,699	118,261	306,121	318,298

Financial Liabilities:

	Non-Current				Current				Totals	
	Borrowings		Creditors		Borrowings		Creditors		Totals	
	31st March 2023	31st March 2022	31st March 2023	31st March 2022	31st March 2023	31st March 2022	31st March 2023	31st March 2022	31st March 2023	31st March 2022
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Fair value through profit or loss	0	0	0	0	0	0	0	0	0	0
Amortised cost	693,547	689,045	2,548	2,943	9,026	9,381	62,351	80,821	767,472	782,190
Total financial liabilities	693,547	689,045	2,548	2,943	9,026	9,381	62,351	80,821	767,472	782,190
Liabilities not defined as financial instruments	0	0	0	0	0	0	0	0	0	0
Total	693,547	689,045	2,548	2,943	9,026	9,381	0	80,821	767,472	782,190

Notes to the Accounts

Income, Expense, Gains and Losses

	2022/23		2021/22	
	Surplus or Deficit on the Provision of Services	Other Comprehensive Income and Expenditure	Surplus or Deficit on the Provision of Services	Other Comprehensive Income and Expenditure
	£'000	£'000	£'000	£'000
Net gains/losses on:				
Financial assets measured at fair value through profit or loss	0	0	0	0
Financial assets measured at amortised cost	0	0	0	0
Investments in equity instruments designated at fair value through other comprehensive income	0	0	0	0
Financial assets measured at fair value through other comprehensive income	0	0	0	0
Financial liabilities measured at fair value through profit or loss	0	0	0	0
Financial liabilities measured at amortised cost	0	0	0	0
Total net gains/losses	0	0	0	0
Interest revenue:				
Financial assets measured at amortised cost	4,401	0	269	0
Other financial assets measured at fair value through other comprehensive income	0	0	0	0
Total interest revenue	4,401	0	269	0
Interest expense	-25,017	0	-24,342	0
Fee income:				
Financial assets or financial liabilities that are not at fair value through profit or loss	0	0	0	0
Trust and other fiduciary activities	0	0	0	0
Total fee income	0	0	0	0
Fee expense:				
Financial assets or financial liabilities that are not at fair value through profit or loss	0	0	0	0
Trust and other fiduciary activities	0	0	0	0
Total fee expense	0	0	0	0

Notes to the Accounts

Fair Values of Assets and Liabilities that are not measured at Fair Value

Except for the financial assets carried at fair value, all other financial liabilities and financial assets held by the Authority are carried in the Balance Sheet at amortised cost. We have calculated fair values for all instruments in the portfolio, but only disclose those which are materially different from the carrying value. The fair values calculated are as follows:

Financial Liabilities

	2022/23		2021/22	
	Carrying amount	Fair Value	Carrying amount	Fair Value
	£'000	£'000	£'000	£'000
Financial liabilities held at amortised cost	659,080	583,090	659,080	829,691
Long-term creditors	2,548	2,548	2,943	2,943
Total	661,628	585,638	662,023	832,634

The fair value of borrowings is lower than the carrying amount because the Authority's portfolio of loans includes a number of fixed rate loans where the interest rate payable is lower than the prevailing rates at the Balance Sheet date. This shows a notional future gain (based on economic conditions at 31 March 2023) arising from a commitment to pay interest to lenders below current market rates.

Financial Assets

	2022/23		2021/22	
	Carrying amount	Fair Value	Carrying amount	Fair Value
	£'000	£'000	£'000	£'000
Financial assets held at amortised cost	172,679	172,679	191,169	191,169
Long-term debtors	14,644	14,644	8,764	8,764
Total	187,323	187,323	199,933	199,933

The fair value of the financial assets is equivalent to the carrying amount because the Authority's portfolio of investments comprises of short dated investments whose fair value is equivalent to the carrying value as at 31st March 2023.

Short-term debtors and creditors are carried at cost as this is a fair approximation of their value.

Notes to the Accounts

Fair Value hierarchy for financial assets and financial liabilities that are not measured at Fair Value

	31 March 2023			
	Quoted prices in active markets for identical assets (Level 1) £'000	Other significant observable inputs (Level 2) £'000	Significant unobservable inputs (Level 3) £'000	Total £'000
Recurring fair value measurements using:				
Financial liabilities				
<i>Financial liabilities held at amortised cost:</i>				
Loans/borrowings	0	33,414	0	33,414
Long-term creditors	0	0	0	0
Total	0	33,414	0	33,414
Financial assets				
<i>Financial assets held at amortised cost:</i>				
Other financial assets	0	0	0	0
Total	0	0	0	0

	31 March 2022 Comparative Year			
	Quoted prices in active markets for identical assets (Level 1) £'000	Other significant observable inputs (Level 2) £'000	Significant unobservable inputs (Level 3) £'000	Total £'000
Recurring fair value measurements using:				
Financial liabilities				
<i>Financial liabilities held at amortised cost:</i>				
Loans/borrowings	0	28,390	0	28,390
Long-term creditors	0	0	0	0
Total	0	28,390	0	28,390
Financial assets				
<i>Financial assets held at amortised cost:</i>				
Other financial assets	0	0	0	0
Total	0	0	0	0

Notes to the Accounts

The fair value for financial liabilities and financial assets that are not measured at fair value included in levels 2 and 3 in the previous table have been arrived at using a discounted cash flow analysis, with the most significant inputs being the discount rate.

The fair value for financial liabilities and financial assets that are not measured at fair value can be assessed by calculating the present value of the cash flows that will take place over the remaining term of the instruments, using the following assumptions:

Financial Assets	Financial Liabilities
- no early repayment or impairment is recognised	- no early repayment is recognised
- estimated ranges of interest rates at 31 March 2023 of 3.60% to 4.55% for loans receivable, based on new lending rates for equivalent loans at that date	- estimated ranges of interest rates at 31 March 2023 of 4.44% to 4.91% for loans payable based on new lending rates for equivalent loans at that date
- the fair value of trade and other receivables is taken to be the invoiced or billed amount	- the fair value of WG loans are taken at nominal value

Notes to the Accounts

18. Short Term Debtors

31st March 2022 £'000		31st March 2023 £'000
99,789	Central government bodies	89,169
2,125	Other local authorities	3,167
10,426	NHS bodies	7,261
1	Public corporations and trading funds	0
41,684	Other entities and individuals	47,205
2,688	Payments in advance	8,797
-31,176	Impairment losses	-30,378
125,537	Total	125,221

The short term debtors figure of £125.221m (21/22 £125.537m) includes £11.110m (21/22 £13.110m) for the impairment losses recognised on receivables arising from contracts with service recipients.

19. Cash and Cash Equivalents

The balance of Cash and Cash Equivalents is made up of the following elements:

31st March 2022 £'000		31st March 2023 £'000
-3,700	Cash held by the Authority	-8,730
69,380	Bank current accounts	77,802
65,680	Total Cash and Cash Equivalents	69,072

20. Short Term Creditors

31st March 2022 £'000		31st March 2023 £'000
13,574	Central government bodies	11,806
8,491	Other local authorities	2,736
798	NHS bodies	201
7	Public corporations and trading funds	14
59,908	Other entities and individuals	47,594
12,783	Receipts in advance	31,803
95,561	Total	94,154

Notes to the Accounts

21. Provisions

Short - term

	Outstanding Legal Cases £'000	Injury and Damage Compensation Claims £'000	Employee Benefits £'000	Other Provisions £'000	Total £'000
Balance at 1 April 2022	1,110	1,470	0	1,653	4,233
Additional provisions made in 2022/23	0	1,316	0	188	1,504
Amounts used in 2022/23	0	-1,184	0	-124	-1,308
Unused amounts reversed in 2022/23	0	-3,613	0	-738	-4,351
Transfer from long term to short term	0	3,326	0	-498	2,828
Balance at 31 March 2023	1,110	1,315	0	481	2,906

Long - term

	Outstanding Legal Cases £'000	Injury and Damage Compensation Claims £'000	Employee Benefits £'000	Other Provisions £'000	Total £'000
Balance at 1 April 2022	0	3,608	149	5,815	9,572
Additional provisions made in 2022/23	0	2,856	15,000	0	17,856
Amounts used in 2022/23	0	0	-17	-278	-295
Unused amounts reversed in 2022/23	0	0	0	0	0
Transfer from long term to short term	0	-3,326	0	498	-2,828
Balance at 31 March 2023	0	3,138	15,132	6,035	24,305

Outstanding Legal Cases

The Authority has incurred legal costs in defending its position across a number of issues and will seek to defray those costs against third parties if appropriate. To the extent that this is considered unlikely this provision is intended to quantify and provide for the expected extent of irrecoverable costs.

Injury and Damage Compensation Claims

This is in respect of excess charges and uninsured costs on all known outstanding insurance claims made against the Authority in respect of all injury and compensation claims outstanding at the Balance Sheet date.

Notes to the Accounts

Employee Benefits

This is in respect of the potential costs of settling all reasonably expected equal pay compensation claims as they exist at the Balance Sheet date on the basis that following the implementation of an equal pay compliant pay structure a significant element of the potential liability will be settled by way of compensation payment rather than as backpay. An equal pay provision for £15m has been set aside and charged within the 2022/23 statement of accounts albeit after the 31st March 2023 on materiality grounds and that likely liability existed at the Balance Sheet date and was consequently reported to Cabinet during 2023/24 at the earliest opportunity.

Other Provisions

These amounts are to cover a variety of potential liabilities including land compensation claims following compulsory purchase, potential sums arising out of grant reclaims and obsolete stock. Other provisions include a significant capital provision (£4.377m) for the future remediation and maintenance of major land refuse disposal sites. Of the £4.377m, £1.594m is likely to be settled within the next ten years and the remaining £2.783m over the next forty years.

22. Unusable Reserves

Authority 31st March 2022 £'000	Group 31st March 2022 £'000		Authority 31st March 2023 £'000	Group 31st March 2023 £'000
369,420	382,112	Revaluation Reserve	321,149	334,116
904,661	904,661	Capital Adjustment Account	921,628	921,628
-2,219	-2,219	Financial Instruments Adjustment Account	-2,255	-2,255
-714,623	-714,623	Pensions Reserve	-76,193	-76,193
-13,699	-13,699	Accumulated Absences Account	-15,506	-15,506
543,540	556,232	Total Unusable Reserves	1,148,823	1,161,790

Revaluation Reserve

The Revaluation Reserve contains the gains made by the Authority arising from increases in the value of its Property, Plant and Equipment. The balance is reduced when assets with accumulated gains are:

- revalued downwards or impaired and the gains are lost,
- used in the provision of services and the gains are consumed through depreciation, or
- disposed of and the gains are realised.

The Reserve contains only revaluation gains accumulated since 1 April 2007, the date that the Reserve was created. Accumulated gains arising before that date are consolidated into the balance on the Capital Adjustment Account.

Notes to the Accounts

Authority 2021/22 £'000	Group 2021/22 £'000		Authority 2022/23 £'000	Group 2022/23 £'000
208,213	219,825	Balance at 1st April	369,420	382,112
0	0	Adjustment for historic cost	2,485	2,485
208,213	219,825	Revised Balance at 1st April	371,905	384,597
		Upward revaluation of assets -		
160,715	161,795	Cost	9,878	10,153
67,774	67,774	Depreciation	51,515	51,515
		Downward revaluation of assets and impairment losses not charged to the Surplus/Deficit on the Provision of Services -		0
-61,671	-61,671	Cost	-115,828	-115,828
4,792	4,792	Depreciation	21,251	21,251
171,610	172,690	Surplus or deficit on revaluation of non-current assets not posted to the Surplus or Deficit on the Provision of Services	-33,184	-32,909
-9,448	-9,448	Difference between fair value depreciation and historical cost depreciation	-13,297	-13,297
-955	-955	Accumulated gains on assets sold or scrapped	-4,275	-4,275
-10,403	-10,403	Amount written off to the Capital Adjustment Account	-17,572	-17,572
369,420	382,112	Balance at 31st March	321,149	334,116

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The Opening Balance of the Revaluation Reserve and the Group Revaluation Reserve for 2022/23 have been restated to correct historical cost depreciation adjustments. There are adjusting entries between the Revaluation Reserve and the Capital Adjustment Account. Please see page 102 for information on the prior period errors.

Notes to the Accounts

The 2022/23 Opening Balance figures have been restated to correct historical cost depreciation adjustments between the Revaluation Reserve and the Capital Adjustment Account. These adjustments have been done and processed at the earliest opportunity in the opening balances for 2022/23. The net value of these adjustments is £2.485m.

The restatement of the Opening Balance Sheet for 2022/23 has had an impact on the Opening Balance in the Revaluation Reserve disclosure note for 2022/23. Additional lines have been added to the Revaluation Reserve Disclosure Note to demonstrate the prior period errors. The following table demonstrates the effects on the following line items in the Revaluation Reserve for 2022/23. The corresponding entries are in the Capital Adjustment Account. The restated Opening Balances on the Revaluation Reserve disclosure note is provided on page 101.

Effect on line items in the Revaluation Reserve disclosure note for 2022/23

	Published 2021/22 £'000	Opening Balance 2022/23 £'000	Restatement £'000
Balance at 31st March 2022	369,420	369,420	0
Adjustment for historic cost	0	2,485	2,485
Opening Balance at 1st April 2022	369,420	371,905	2,485

The restatement of the opening balances for the Capital Adjustment Account and Revaluation Reserve for 2022/23 has had an impact on the Opening Balance Sheet. Additional Lines have been added to the Capital Adjustment Account disclosure note for 2022/23 to demonstrate the effect of the Historic Cost Adjustments relating to prior periods. The table below shows the effect of the adjustment on the opening balance for the Capital Adjustment Account. The corresponding entries are in the Revaluation Reserve. The restated Opening Balances on the Capital Adjustment Account disclosure note is provided on page 104.

Effect on line items in the Capital Adjustment Account disclosure note for 2022/23

	Published 2021/22 £'000	Opening Balance 2022/23 £'000	Restatement £'000
Balance at 31st March 2022	904,661	904,661	0
Adjustment for historic cost	0	-2,485	-2,485
Opening Balance at 1st April 2022	904,661	902,176	-2,485

Capital Adjustment Account

The Capital Adjustment Account absorbs the timing differences arising from the different arrangements for accounting for the consumption of non-current assets and for financing the acquisition, construction or subsequent costs of those assets under statutory provisions. The Account is debited with the cost of acquisition, construction or subsequent costs as depreciation, impairment losses and amortisations are charged to the Comprehensive Income and Expenditure Statement (with reconciling postings from the Revaluation Reserve to convert current and fair value figures to a historical cost basis). The Account is credited with the amounts set aside by the Authority as finance for the costs of acquisition, construction and subsequent costs.

The Account contains accumulated gains and losses on Investment Properties. The Account also contains revaluation gains accumulated on Property, Plant and Equipment before 1st April 2007, the date that the Revaluation Reserve was created to hold such gains. Note 8 provides details of the source of all the transactions posted to the Account, apart from those involving the Revaluation Reserve.

2021/22 £'000		2022/23 £'000
872,955	Balance at 1st April	904,661
0	Adjustment for historic cost	-2,485
872,955	Revised Balance at 1st April	902,176
	Reversal of items relating to capital expenditure debited or credited to the Comprehensive Income and Expenditure Statement:	
-52,760	Charges for depreciation and impairment of non-current assets	-61,756
-34,615	Revaluation losses(-)/gains on Property, Plant and Equipment	-41,675
-137	Amortisation of intangible assets	-240
-6,264	Revenue expenditure funded from capital under statute (REFCUS)	-8,644
-5,110	Amounts of non-current assets written off on disposal or sale as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement	-12,088
-98,886		-124,403
10,403	Adjusting amounts written out of the Revaluation Reserve	17,572
-88,483	Net written out amount of the cost of non-current assets consumed in the year	-106,831
	Capital financing applied in the year:	
5,877	Use of the Capital Receipts Reserve to finance new capital expenditure	7,090
65,737	Capital grants and contributions credited to the Comprehensive Income and Expenditure Statement that have been applied to capital financing	68,529
16,907	Statutory provision for the financing of the capital investment charged against the General Fund and HRA balances	18,030
32,260	Capital expenditure charged against the HRA and General Fund balances	28,400
120,781		122,049
-905	Movements in the market value of Investment Properties debited or credited to the Comprehensive Income and Expenditure Statement	2,987
313	Additions Other	1,247
904,661	Balance at 31st March	921,628

The Opening Balance of the Capital Adjustment Account for 2022/23 has been restated to correct prior period errors.

Notes to the Accounts

Pensions Reserve

The Pensions Reserve absorbs the timing differences arising from the different arrangements for accounting for post employment benefits and for funding benefits in accordance with statutory provisions. The Authority accounts for post employment benefits in the Comprehensive Income and Expenditure Statement as the benefits are earned by employees accruing years of service, updating the liabilities recognised to reflect inflation, changing assumptions and investment returns on any resources set aside to meet the costs. However, statutory arrangements require benefits earned to be financed as the Authority makes employer's contributions to pension funds or eventually pays any pensions for which it is directly responsible. The debit balance on the Pensions Reserve therefore shows a substantial shortfall in the benefits earned by past and current employees and the resources the Authority has set aside to meet them. The statutory arrangements will ensure that funding will have been set aside by the time the benefits come to be paid.

2021/22 £'000		2022/23 £'000
-961,094	Balance at 1st April	-714,623
310,830	Remeasurements of the net defined benefit liability/asset(-)	688,520
-115,780	Reversal of items relating to retirement benefits debited or credited to the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement	-107,100
-510	Past service cost adjustment	-500
51,931	Employer's pensions contributions and direct payments to pensioners payable in the year	57,510
-714,623	Balance at 31st March	-76,193

Notes to the Accounts

Accumulated Absences Account

The Accumulated Absences Account absorbs the differences that would otherwise arise on the General Fund Balance from accruing for compensated absences earned but not taken in the year, e.g. annual leave entitlement carried forward at 31st March. Statutory arrangements require that the impact on the General Fund Balance is neutralised by transfers to or from the Account.

2021/22 £'000		2022/23 £'000
-15,284	Balance at 1st April	-13,699
15,284	Settlement or cancellation of accrual made at the end of the preceding year	13,699
-13,699	Amounts accrued at the end of the current year	-15,506
1,585	Amount by which officer remuneration charged to the Comprehensive Income and Expenditure Statement on an accruals basis is different from remuneration chargeable in the year in accordance with statutory requirements	-1,807
-13,699	Balance at 31st March	-15,506

23. Cash Flow Statement - Operating Activities

The cash flows for operating activities include the following items:

2021/22 £'000		2022/23 £'000
230	Interest received	4,280
-24,335	Interest paid	-25,113
-24,105		-20,833

The surplus or deficit on the provision of services has been adjusted for the following non-cash movements:

2021/22 £'000		2022/23 £'000
51,129	Depreciation	61,756
37,151	Impairment and downward revaluations	38,689
137	Amortisation	240
5,171	Increase/decrease(-) in creditors	7,251
-14,570	Increase(-)/decrease in debtors	-10,956
-492	Increase(-)/decrease in inventories	-305
64,359	Movement in pension liability	50,090

Notes to the Accounts

2021/22 £'000		2022/23 £'000
-5,110	Carrying amount of non-current assets and non-current assets held for sale, sold or de-recognised	-12,088
6,811	Other non-cash items charged to the net surplus or deficit on the provision of services	22,482
144,585		157,159

The surplus or deficit on the provision of services has been adjusted for the following items that are investing and financing activities:

2021/22 £'000		2022/23 £'000
-67,966	Any other items for which the cash effects are investing or financing cash flows	-61,060
-67,966		-61,060

24. Reconciliation of Liabilities arising from Financing Activities

	2022/23	Financing cash flows	Changes which are not financing cash flows		2022/23
	1 April		Acquisition	Other non- financing cash flows	31 March
	£'000		£'000	£'000	£'000
Long-term borrowings	686,669	4,516	0	0	691,185
Short-term borrowings	9,381	-355	0	0	9,026
Lease liabilities	0	0	0	0	0
Total liabilities from financing activities	696,050	4,161	0	0	700,211
	2021/22	Financing cash flows	Changes which are not financing cash flows		2021/22
	1 April		Acquisition	Other non- financing cash flows	31 March
	£'000		£'000	£'000	£'000
Long-term borrowings	563,825	122,844	0	0	686,669
Short-term borrowings	7,174	2,207	0	0	9,381
Lease liabilities	0	0	0	0	0
Total liabilities from financing activities	570,999	125,051	0	0	696,050

The long term borrowing figures above are different to the long term borrowing figures on the Balance Sheet as the figures on the Balance Sheet include non cash items. Examples of non cash items would be accrued interest, debtors and creditors.

Notes to the Accounts

25. Trading Operations

In accordance with the Service Reporting Code of Practice (SeRCOP) which has been issued by the Chartered Institute of Public Finance and Accountancy (CIPFA) the Authority undertakes a number of activities which are defined as trading activities within the meaning of the Code.

All the Authority's trading operations are an integral part of one of the Authority's services to the public and are incorporated into the Comprehensive Income and Expenditure Statement.

2022/23			
	Turnover £'000	Expenditure £'000	Surplus/- Deficit £'000
Council Car Parks	4,297	1,974	2,323
Grand Theatre	2,549	3,658	-1,109
Indoor Market	934	1,122	-188
Council Catering including school meals	7,835	8,640	-805
Trade Waste	2,275	1,916	359
Swansea Marina	439	-289	728
	18,329	17,021	1,308

2021/22			
	Turnover £'000	Expenditure £'000	Surplus/- Deficit £'000
Council Car Parks	4,298	2,184	2,114
Grand Theatre	1,792	2,556	-764
Indoor Market	1,095	624	471
Council Catering including school meals	6,834	8,633	-1,799
Trade Waste	2,164	1,995	169
Swansea Marina	405	1,019	-614
	16,588	17,011	-423

26. Members' Allowances

The Authority paid the following amounts to members of the Council during the year.

	2021/22 £'000	2022/23 £'000
Allowances	1,624	1,930
Expenses	2	4
Total	1,626	1,934

Notes to the Accounts

27. Officers' Remuneration

(a) The following tables set out the remuneration for:

- Senior Officers (Directors, Chief Officers and Heads of Service) whose salary is less than £150,000 but equal to or more than £60,000 per year.
- Senior Officers (Chief Executive) whose salary is £150,000 or more are identified by name.

Table 1 - 2022/23

	Remuneration (including Fees & Allowances) £	Compensation for loss of office £	Total remuneration excluding pension contributions £	Pension contributions (24.7%) £	Total remuneration including pension contributions £
Chief Executive - Phil Roberts * (a)	28,971	0	28,971	0	28,971
Interim Chief Executive - Martin Nicholls (b)	77,881	0	77,881	19,237	97,118
Chief Executive - Martin Nicholls (c)	56,654	0	56,654	13,993	70,647
Deputy Chief Executive & Director of Corporate Services (d)	42,292	0	42,292	10,446	52,738
Interim Director of Corporate Services (e)	118,260	0	118,260	0	118,260
Director of Finance & Section 151 Officer	118,147	0	118,147	29,182	147,329
Director of Education	112,611	0	112,611	27,815	140,426
Director of Place (f)	17,621	0	17,621	4,352	21,974
Interim Director of Place (g)	93,627	0	93,627	23,126	116,752
Director of Social Services	123,681	0	123,681	30,549	154,230
Head of Digital and Customer Services	103,536	0	103,536	25,573	129,109
Monitoring Officer & Chief Legal Officer	103,852	0	103,852	25,573	129,425
Head of Education Planning & Resources Service (h)	7,652	0	7,652	1,801	9,453
Head of Building Services	80,955	0	80,955	19,996	100,951
Head of Cultural Services	92,246	0	92,246	22,785	115,031
Balance c/f	1,177,985	0	1,177,985	254,429	1,432,414

Notes to the Accounts

Table 1 - 2022/23 continued

	Remuneration (including Fees & Allowances) £	Compensation for loss of office £	Total remuneration excluding pension contributions £	Pension contributions (24.7%) £	Total remuneration including pension contributions £
Balance b/f	1,177,985	0	1,177,985	254,429	1,432,414
Head of Highways & Transportation	92,969	0	92,969	22,785	115,754
Head of Housing & Public Health (i)	12,338	0	12,338	3,048	15,386
Head of Planning & City Regeneration	92,246	0	92,246	22,785	115,031
Head of Property Services	81,494	0	81,494	19,996	101,490
Head of Waste, Cleansing & Parks	92,246	0	92,246	22,785	115,031
Head of Commercial Services	80,955	0	80,955	19,996	100,951
Deputy Monitoring Officer & Deputy Chief Legal Officer	69,983	0	69,983	17,208	87,191
Deputy Section 151 Officer & Deputy Chief Finance Officer	72,488	0	72,488	17,905	90,393
Head of Communications & Marketing	80,955	0	80,955	19,996	100,951
Head of Adult Services & Tackling Poverty	83,778	0	83,778	20,693	104,471
Head of Child & Family	92,191	0	92,191	22,771	114,962
Interim Head of Revenues & Benefits	64,021	0	64,021	15,813	79,834
Interim Head of Service Centre (j)	16,711	0	16,711	4,128	20,838
Head of Achievement & Partnership Service (k)	64,021	0	64,021	15,813	79,834
Interim Head of Education Planning & Resources (l) (n)	11,186	0	11,186	2,763	13,950
Head of Education Planning & Resources (m)	47,499	0	47,499	11,732	59,232
Head of Vulnerable Learner Service (o)	78,134	0	78,134	19,299	97,433
Head of Human Resources & Service Centre (p)	57,990	0	57,990	14,324	72,314
Interim Head of Integrated Services (q)	12,144	0	12,144	0	12,144
Head of Integrated Services (r)	36,399	0	36,399	0	36,399
Interim Head of Housing and Public Health (s)	55,685	0	55,685	13,754	69,440
Total	2,473,419	0	2,473,419	562,022	3,035,441

Notes to the Accounts

* In 2022/23 the Chief Executive received additional remuneration of £2134.00 for Returning Officer Fees relating to General and European Elections. There is no additional remuneration to the Chief Executive for any local elections.

No bonus payments or benefit in kind payments were made to the Officers detailed in these notes.

- (a) The Chief Executive retired on 29th May 2022.
- (b) The Interim Chief Executive commenced on 23rd May 2022.
- (c) The Interim Chief Executive is the Chief Executive since 21st November 2022.
- (d) The Deputy Chief Executive & Director of Corporate Services left the Authority on 31st July 2022.
- (e) The Interim Director of Corporate Services commenced on 11th July 2022 under a contract for services via a third party and not as a direct paid employee. Consequently there were no pension costs incurred as they were not eligible to participate in the LGPS in 2022/23.
- (f) The Director of Place is the Interim Chief Executive since 23rd May 2022.
- (g) The Interim Director of Place commenced on 23rd May 2022.
- (h) The Head of Education Planning & Resources Service retired on 30th April 2022.
- (i) The Head of Housing & Public Health is the Interim Director of Place since 23rd May 2022.
- (j) The Interim Head of Service Centre finished on 30th June 2022.
- (k) The Head of Achievement & Partnership Service commenced on 1st April 2022.
- (l) The Interim Head of Education Planning & Resources commenced on 1st May 2022.
- (m) The Head of Education Planning & Resources commenced on 4th July 2022.
- (n) The Interim Head of Education Planning & Resources is the Head of Education Planning & Resources since 4th July 2022.
- (o) The Head of Vulnerable Learner Service commenced on 1st April 2022.
- (p) The Head of Human Resources & Service Centre commenced on 13th June 2022.
- (q) The Interim Head of Integrated Services commenced on 1st April 2022.
- (r) The Interim Head of Integrated Services is the Head of Integrated Services since 1st July 2022.
- (s) The Interim Head of Housing and Public Health commenced on 5th July 2022.

Notes to the Accounts

The following tables set out the remuneration for:

- Senior Officers (Directors, Chief Officers and Heads of Service) whose salary is less than £150,000 but equal to or more than £60,000 per year.
- Senior Officers (Chief Executive) whose salary is £150,000 or more are identified by name.

Table 1 - 2021/22

	Remuneration (including Fees & Allowances) £	Compensation for loss of office £	Total remuneration excluding pension contributions £	Pension contributions (24.7%) £	Total remuneration including pension contributions £
Chief Executive - Phil Roberts *	154,962	0	154,962	0	154,962
Deputy Chief Executive & Director of Resources (a)	104,365	0	104,365	25,778	130,143
Deputy Chief Executive & Director of Corporate Services (b)	22,510	0	22,510	5,560	28,070
Director of Finance & Section 151 Officer (c)	20,129	0	20,129	4,972	25,101
Director of Education	110,078	0	110,078	27,189	137,267
Director of Place	118,989	0	118,989	29,390	148,379
Director of Social Services	122,491	0	122,491	30,255	152,746
Chief Transformation Officer (d)	80,579	0	80,579	19,903	100,482
Head of Digital and Customer Services (e)	21,032	0	21,032	5,195	26,227
Monitoring Officer & Chief Legal Officer	104,697	0	104,697	25,785	130,482
Section 151 Officer & Chief Finance Officer (f)	90,548	0	90,548	22,365	112,913
Head of Education Planning & Resources Service	87,500	0	87,500	21,613	109,113
Head of Building Services	79,030	0	79,030	19,520	98,550
Head of Cultural Services	90,321	0	90,321	22,309	112,630
Balance c/f	1,207,231	0	1,207,231	259,835	1,467,066

Notes to the Accounts

Table 1 - 2021/22 continued

	Remuneration (including Fees & Allowances) £	Compensation for loss of office £	Total remuneration excluding pension contributions £	Pension contributions (24.7%) £	Total remuneration including pension contributions £
Balance b/f	1,207,231	0	1,207,231	259,835	1,467,066
Head of Highways & Transportation	90,321	0	90,321	22,309	112,630
Head of Housing & Public Health	81,853	0	81,853	20,218	102,071
Head of Planning & City Regeneration	90,321	0	90,321	22,309	112,630
Head of Property Services	79,569	0	79,569	19,520	99,089
Head of Waste, Cleansing & Parks	90,321	0	90,321	22,309	112,630
Head of Commercial Services	79,030	0	79,030	19,520	98,550
Deputy Monitoring Officer & Deputy Chief Legal Officer	68,048	0	68,048	16,732	84,780
Deputy Section 151 Officer & Deputy Chief Finance Officer	67,742	0	67,742	16,732	84,474
Head of Communications & Marketing	79,030	0	79,030	19,520	98,550
Head of Adult Services & Tackling Poverty (g)	1,487	0	1,487	367	1,854
Interim Head of Adult Services (Learning Disability / Mental Health / Service Provision & Safeguarding) (h)	78,278	0	78,278	19,335	97,613
Head of Child & Family	88,235	0	88,235	21,794	110,029
Interim Head of Revenues & Benefits	59,219	0	59,219	14,627	73,846
Interim Head of Service Centre	64,918	0	64,918	16,035	80,953
Interim Head of Achievement & Partnership Service (i)	9,666	0	9,666	2,388	12,054
Head of Achievement & Partnership Service (j)	63,720	0	63,720	15,739	79,458
Total	2,298,989	0	2,298,989	529,290	2,828,279

Notes to the Accounts

* In 2021/22 the Chief Executive received additional remuneration of £13,190.75 for Returning Officer Fees relating to General and European Elections. There is no additional remuneration to the Chief Executive for any local elections.

No bonus payments or benefit in kind payments were made to the Officers detailed in these notes.

(a) The Deputy Chief Executive & Director of Resources is the Deputy Chief Executive & Director of Corporate Services since 28th January 2022.

(b) The Deputy Chief Executive & Director of Corporate Services commenced on 28th January 2022.

(c) The Director of Finance & Section 151 Officer commenced on 28th January 2022.

(d) The Chief Transformation Officer is the Head of Digital & Customer Services since 17th January 2022.

(e) The Head of Digital and Customer Services commenced on 17th January 2022.

(f) The Section 151 Officer & Chief Finance Officer is the Director of Finance & Section 151 Officer since 28th January 2022.

(g) The Head of Adult Services & Tackling Poverty commenced on 25th March 2022.

(h) The Interim Head of Adult Services (Learning Disability / Mental Health / Service Provision & Safeguarding) is the Head of Adult Services & Tackling Poverty since 25th March 2022.

(i) The Interim Head of Achievement & Partnership Service is the Head of Achievement & Partnership Service since 19th May 2021.

(j) The Head of Achievement & Partnership Service commenced on 19th May 2021.

Notes to the Accounts

(b) The number of employees (excluding Senior Officers) whose remuneration (excluding employer's pension contributions) was £60,000 or more, in bands of £5,000, were:

2021/22 Number of employees	Remuneration Band	2022/23 Number of employees
62	£60,000 - £64,999	64
32	£65,000 - £69,999	42
26	£70,000 - £74,999	25
13	£75,000 - £79,999	19
8	£80,000 - £84,999	10
5	£85,000 - £89,999	7
4	£90,000 - £94,999	5
3	£95,000 - £99,999	3
4	£100,000 - £104,999	3
2	£105,000 - £109,999	1
0	£110,000 - £114,999	5
1	£115,000 - £119,999	1
1	£135,000 - £139,999	0
0	£140,000 - £144,999	1
161	Total	186

The remuneration bands above include one off payments regarding compensation for loss of office. These payments are not paid in return for services rendered to the Authority and are therefore not strictly remuneration, but the regulations covering disclosure of salary bandings require these amounts to be included in the calculation.

The numbers shown relate to Authority employees, which predominantly include teaching staff. The bandings above include ten teachers (2021/22 nine teachers) who are employed by voluntary aided schools. Senior Officers' remunerations are shown in the tables on pages 109 to 114.

The Authority is required to disclose the organisation's pay multiple. This is the ratio between the highest paid employee and the median earnings across the organisation.

In 2022/23 the remuneration of the Chief Executive was £156,887 (2021/22 £154,962). This was 5.7 times (2020/21 6.1 times) the median remuneration of the organisation, which was £27,313 (2021/22 £25,600).

Notes to the Accounts

(c) The numbers of exit packages with total cost per band and total cost of the compulsory and other redundancies are set out in the table below:

2022/23				
Exit package cost band (including special payments)	Number of Compulsory Redundancies	Number of other departures agreed	Total number of exit packages by cost band	Total cost of exit packages in each band £'000
£0 - £20,000	4	8	12	83
£20,001 - £40,000	0	12	12	366
£40,001 - £60,000	0	3	3	154
£60,001 - £80,000	0	4	4	288
£80,001 - £100,000	0	4	4	353
£100,001 - £150,000	0	3	3	380
£150,001 - £200,000	0	1	1	158
Total	4	35	39	1,782

2021/22				
Exit package cost band (including special payments)	Number of Compulsory Redundancies	Number of other departures agreed	Total number of exit packages by cost band	Total cost of exit packages in each band £'000
£0 - £20,000	6	14	20	147
£20,001 - £40,000	0	3	3	106
£40,001 - £60,000	1	1	2	105
£60,001 - £80,000	0	2	2	142
£80,001 - £100,000	0	2	2	191
£100,001 - £150,000	0	2	2	260
Total	7	24	31	951

The average payback period against all early retirement / voluntary redundancy packages agreed for 2022/23 is less than 1 year.

Notes to the Accounts

28. Grant Income

The Authority credited the following grants, contributions and donations to the Comprehensive Income and Expenditure Statement in 2021/22 and 2022/23:

2021/22 £'000		2022/23 £'000
	Credited to Taxation and Non Specific Grant Income	
137,731	Council Tax Income	143,425
82,917	Non Domestic Rates	89,167
274,282	Revenue Support Grant	297,425
2,753	Covid-19 Council Tax Loss Support Grant	0
10,611	21st Century Schools Programme, Childcare Grant and Community Hub grant	2,299
1,323	Local Transport Fund and Local Transport Network Fund	1,949
4,604	Active Travel Fund	6,348
9,271	Housing MRA Grant	9,283
516	Road Safety/Safe Route in Communities	207
11,414	General Capital Grant	4,375
3,782	Schools Capital Maintenance grant	3,610
826	European Regional Development Fund	0
622	Coastal Risk Management Programme	1,814
1,192	Highways Refurbishment grant	0
363	Reducing Infant Class sizes	0
772	Welsh Medium Schools Capital Grant	0
500	Economic Stimulus and Regional Stimulus Grants	0
0	Housing Homelessness Capital Grant	677
4,803	City Deal Grant	4,625
1,947	Gifted Assets	827
362	Flying Start	525
367	All Wales Play Opportunities Fund	0
1,805	Free School Meals (capital)	2,527
657	Electric Charging points grants	0
820	HRA Social Housing Grant (capital)	1,953
6,221	Transforming Towns grant (capital)	5,304
0	WG - Safe Routes in Communities	359
0	WEFO Kingsway project	139
0	WG - Swansea Valleys task force COVID recovery fund	2
0	Ultra Low Emission Vehicles - 2 Sweepers	150
0	WG Post-16 Life long learning	243
0	WG 20mph national speed limit rollout	551
0	WG Optimised Retrofit Prog (ORP) - HRA	2,603
0	WG Fire Safety High Rise Flats - HRA	751
0	WG Transitional Accommodation Capital Programme Grants - HRA	2,889
0	Small Scale Infrastructure Grant	100
0	Housing with Care Fund Hendy Cottages	395
0	Brilliant Basics Fund Changing Places Toilets	85

Notes to the Accounts

2021/22 £'000		2022/23 £'000
0	Community Focussed Schools (CFS)	1,145
0	Additional Learning Needs (ALN)	292
3,600	Other Grants and Contributions	2,710
564,061		588,754
	Credited to Services	
35,297	Rent allowance subsidy	33,511
27,460	Rent rebate subsidy	26,414
9,159	Children and Communities Grant	10,744
18,869	Housing Support Grant	21,036
365	Department for Children, Education, Lifelong Learning and Skills	550
416	Environment and Sustainable Development Grant (ESD)	482
853	Housing Benefit Administration	863
7,303	Concessionary fares	5,517
8,999	Pupil Deprivation Grant	9,268
560	Communities for Work	1,176
470	Cynnydd Project (ESF)	305
204	Rural Development Plan	377
554	Bus Services Support Grant (BSSG)	617
3,022	Free Childcare	3,759
3,950	Sustainable Social Services	3,562
4,923	Funded Nursing Care	0
229	Western Valleys Empty Homes Pilot	0
380	ENABLE grant	455
1,583	Sustainable Waste Management Grant (SWMG)	1,134
346	Affordable Housing Grant	348
466	Teacher Pay and Pensions	2,220
854	Professional Learning Fund	850
578	Social Care Wales Workforce Development Programme	701
427	Syrian Vulnerable Persons	0
1,103	Transformation Fund	0
314	Winter Pressures	0
962	Youth Support Group	758
326	Unaccompanied Asylum Seekers	461
449	Reducing Infant Class Sizes	185
1,151	Targeted Regeneration Investment Programme	392
1,024	Targeted Regeneration Investment - Property Enhancement Development Grant	913
26,147	Covid Grant	3,695
8,207	Local Authority Education Grant	9,585
189	Bay Studios Hospital for Swansea Bay University Health Board	0
2,000	Cost of Living Support Scheme	-1,513
0	Cost of Living Support Scheme Admin	256
487	Self Isolation & Winter Fuel Admin	62

Notes to the Accounts

2021/22 £'000		2022/23 £'000
	Credited to Services	
322	Emergency Non Domestic Rates (NDR) Scheme Admin	0
3,950	Social Care Workforce and Sustainability	0
5,094	Social Care Recovery Grant	0
790	Care and Support Needs Grant	0
512	Child Development Fund	0
1,615	Transforming Towns	952
262	Community Renewal Fund	609
463	Kickstart Scheme	205
9,788	School Improvement Grant	8,462
5,946	Department for Children, Education, Lifelong Learning and Skills	6,686
2,384	Flying Start	2,638
4,967	Accelerated Learning Programme	0
513	Music Grant	236
0	Regional Investment Fund	7,215
0	Ukraine Support Scheme	779
0	Eliminate Profit	515
0	Welsh Vaccination Certification Service	962
17,519	Other Grants	14,722
223,750		182,664

29. Related Parties

The Authority is required to disclose material transactions with related parties - bodies or individuals that have the potential to control or influence the council or to be controlled or influenced by the council. Disclosure of these transactions allows readers to assess the extent to which the council might have been constrained in its ability to operate independently or might have secured the ability to limit another party's ability to bargain freely with the Authority.

a) Central Government

The Authority receives significant funding from the Welsh Government. Details of the sums received in respect of Revenue Support Grant and redistributed Non Domestic Rates are shown in the Comprehensive Income and Expenditure Statement, with details of other grant income being shown in note 28 to the Accounts.

b) Charitable and Voluntary Bodies

The Authority appoints members to represent it on numerous charitable and voluntary bodies which operate primarily within Swansea Council, as well as to a number of national bodies where it is deemed in the Authority's interest to be represented. Any transactions with these bodies are not significant.

Notes to the Accounts

c) Other Bodies

The Authority has appointed members and officers to a number of outside organisations which include the following:-

Partneriaeth
Gower College Swansea
Mid and West Wales Fire Authority
Swansea Bay Port Health Authority
Swansea PSB (Public Services Board)
South West Wales Corporate Joint Committee (CJC)
University of Swansea Court
Welsh Local Government Association Council

A full listing can be obtained from the Finance department, Civic Centre, Oystermouth Road, Swansea, SA1 3SN and on the Authority's website (www.swansea.gov.uk/councillors).

In respect of the Mid and West Wales Fire Authority, the Swansea Bay Port Health Authority and the South West Wales Corporate Joint Committee (CJC), amounts are paid by the Authority in respect of levies and precepts to these bodies. The Section 151 Officer of the Council also acts as the Clerk and Treasurer of the Swansea Bay Port Health Authority.

Levies / Contributions paid to the three bodies were:-

Mid and West Wales Fire Authority:-	£14.692m (2021/22: £14.121m)
Swansea Bay Port Health Authority:-	£0.088m (2021/22: £0.088m)
South West Wales Corporate Joint Committee:-	£0.200m (2021/22: zero)

The Authority is responsible for the collection of Council Taxes on behalf of the South Wales Police Authority. The total collected and paid over to the South Wales Police Authority for 2022/23 was £28.131m (2021/22 £27.060m).

d) Subsidiary, Associates and Joint Ventures

The Authority has an interest in three companies, details of which are shown on the next few pages:-

The National Waterfront Museum Swansea - Joint Venture

The National Waterfront Museum Swansea ("the Company") is limited by guarantee and is a registered charitable trust (charity number 1090512). The Company has seven directors, of which three are appointed by Swansea Council, three by the National Museums and Galleries of Wales, with the seventh director being an independent chairman.

The purpose of the Company was to develop the National Industrial and Maritime Museum at Swansea which opened in Spring 2006. The Company derives its funds from several sources, including the Welsh Government, the National Museums and Galleries of Wales, the former Welsh Development Agency and the Heritage Lottery Fund.

Notes to the Accounts

During the 2002/03 financial year the Authority granted a lease to the Company of a substantial portion of the site on which the new museum has been developed. The lease was granted at a peppercorn rental and constitutes the Authority's commitment to the scheme.

The museum has been leased to the National Museums and Galleries of Wales at a peppercorn rent by the Company. Due to the nature of the Company and its constitution there will be no direct beneficial interest arising to the Authority from its activities.

A contribution of £2,450 was made in 2022/23 (2021/22 £2,325) to National Waterfront Museum Swansea towards 50% of the governance costs of the charitable company. There was an outstanding creditor of £2,112 as at 31st March 2023 (2021/22 zero) . There was an outstanding debtor of £45,112 as at 31st March 2023 (2021/22 zero). The charitable company is deemed to be influenced significantly by the Authority through its representation on the Board of Trustees.

The net assets of the National Waterfront Museum Swansea at 31st March 2023 are £17,515,048 (2021/22 £17,860,063).

Copies of the accounts of the Company are available from the National Waterfront Museum Swansea Project Office, Queens Buildings, Cambrian Place, Swansea SA1 1TW.

The Wales National Pool (Swansea) - Joint Venture

The Wales National Pool (Swansea) ("the Company") is a company limited by guarantee. The purpose of the company is to operate the Wales National 50 Metre Pool which is located in Swansea.

Swansea Council was responsible for the construction of the pool complex, with the bulk of funding being supplied by the National Lottery Sports Foundation. The pool has been constructed on land owned by the University of Wales, Swansea.

The pool complex is leased to the company at a peppercorn rent. Due to the nature of the facility, which is unlikely to show profitability, the development is not thought to have a high commercial value.

The pool complex was opened in April 2003.

Notes to the Accounts

Details of the Authority's transactions with the Company during the year are as follows:-

2021/22 £'000		2022/23 £'000
292	Funding provided by the Authority towards operating costs of the pool	503
53	Sum paid for the free use of the pool by schools and other bodies	47
-920	Recharges of wages, salaries and other costs to the Company	-1,075

The Company has seven directors, of which three are appointed by Swansea Council, three by the University of Wales (Swansea), with the seventh director being an independent chairman.

By agreement with the University of Wales Swansea, the Authority funds 50 per cent of the operational deficit that the Company makes during its financial year which operates from 1st August to 31st July. There are no other guarantees in place that could increase the Authority's liability in respect of the operations of the Company.

There was an outstanding debtor of £175k (2021/22 £160k) and outstanding creditors of £342k (2021/22 £341k) as at 31st March 2023.

The net assets of Wales National Pool (Swansea) Limited at 31st March 2023 were £2,697,000 (2021/22 £3,206,000).

Copies of the accounts of the Company are available from the University of Wales Swansea, Finance Department, Singleton Park, Swansea, SA2 8PP.

Swansea Community Energy & Enterprise Scheme (SCEES) - Associate

In 2017, Swansea Council purchased 100,000 shares of £1 in Swansea Community Energy & Enterprise Scheme. Swansea Community Energy & Enterprise Scheme is a community owned renewable energy company which was established by Swansea Council but is now run independently by a group of local Directors. The company develops and manages renewable energy projects for the benefit of residents in some of the more deprived areas in Swansea.

By agreement with SCEES £5,000 of the initial investment is repaid each year. The balance of shares now owned by the Authority is 75,000 shares of £1 each.

The Company has 7 Directors, one of which is a Cabinet Member of Swansea Council.

There was an outstanding debtor of £5,550 at 31st March 2023 (2021/22 £4,800) and no outstanding creditors at 31st March 2023 (2021/22 zero).

Notes to the Accounts

The net assets of Swansea Community Energy & Enterprise Scheme at 31st March 2023 were £435,435 (2021/22 £458,523).

There has been no consolidation for Swansea Community Energy & Enterprise Scheme due to the immateriality of the Company's results.

Copies of the accounts of the Company are available from Swansea Community Energy & Enterprise Scheme Limited, The Environment Centre, Pier Street, Swansea, SA1 1RY.

e) Other Organisations

Members of the Authority have direct control over the Authority's financial and operating policies.

A relation of a member of the Senior Management Team has provided therapy services to Western Bay Adoption Services via her own business. The amount paid for services provided in 2022/23 was £14,834.50 (2021/22 £6,504). There were outstanding creditors of zero (2021/22 £0). The senior manager's interest in this company was properly recorded in the Register of interests.

A relation of a member of the Senior Management Team has provided artwork and workshops to the Authority via their own business. The amount paid for services provided in 2022/23 was £23,010 (2021/22 £125). There were outstanding creditors of zero (2021/22 £2,400). The senior manager's interest in this company was properly recorded in the Register of interests.

During 2021/22 a member was employed by Graham Evans and Partners. The individual was no longer a member of Swansea Council in 22/23. The amount paid in 2022/23 was £99,523.45 (2021/22 £153,818.30). The member's interest in this company was properly recorded in the Register of members interests.

During 2022/23 a member was employed by The Penllergaer Trust. The amount paid in 2022/23 was £16,452.05 (2021/22 £26,478.73). The member's interest in this company was properly recorded in the Register of members interests which is available on the Authority's public website.

During 2022/23 a member held the position of Treasurer (Trustee) in Pontarddulais Partnership. The amount paid in 2022/23 was £13,742.50 (2021/22 £27,404.57). The member's interest in this company was properly recorded in the Register of members interests which is available on the Authority's public website.

f) Duties imposed on Council Directors

It is important to note that where Councillors are appointed to act as Directors of Companies or as Board Members of Statutory Agencies then they must, when carrying out such appointments, seek to act in the best interests of the Company/Statutory Body when acting in that official capacity.

Notes to the Accounts

g) Pension Fund

Swansea Council acts as administering Authority for the Swansea Council Pension Fund (formerly the West Glamorgan Pension Fund).

Transactions between the Authority and the Pension Fund mainly comprise the payment to the Pension Fund of employee and employer payroll superannuation deductions, together with payments in respect of enhanced pensions granted by Former Authorities.

The Pension Fund currently has 41 scheduled and admitted bodies. Management of the Pension Fund is undertaken by a committee. The committee is advised by the consultancy company, Hymans Robertson LLP.

h) Swansea Bay City Deal

The Swansea Bay City Deal is a £1.3bn investment in nine major projects across the Swansea Bay City Region - which is made up of Carmarthenshire, Neath Port Talbot, Pembrokeshire and Swansea. The Swansea Bay City Deal is being led by the four regional local authorities through a Joint Committee Agreement, together with non-voting partners - Swansea Bay and Hywel Dda University Health Boards, Swansea University, the University of Wales Trinity Saint David. Within the Joint Committee Agreement there is acknowledgement that all partners will contribute £50,000 per annum to support the central and administrative functions of the programme, as well as a 1.5% "Top Slice" being applied to programme/project City Deal grant awards. Swansea Council's partnership contribution is fully paid up to 31st March 2023.

As at 31st March 2023, no City Deal grant funding was awarded to Swansea Council for expenditure incurred in 2022/23 (£4,957,677), due to a delay in funding being awarded by Welsh Government, however it was considered appropriate to include a debtor for the grant income in the accounts to 31st March 2023, along with a debtor interest receivable (£251,562). As such, no associated top slice contribution was expended (£74,365).

In 2022/23 the City Deal grant funding of £4,789,627 was received relating to 2021/22 income accrued.

Under the agreement of the Joint Committee (JC - 9th July 2020) costs in respect of the provision of support services by local authorities to the Swansea Bay City Deal were reincluded within the Joint Committee budget allowing for the recharge of those functions by authorities. As such expenditure was recharged during the financial year by Swansea Council for legal and democratic services in respect of the Joint Committee, but was subsequently transacted post financial year (£63,245). As agreed by the Joint Committee (JC - 11th June 2020) interest accumulated on Swansea Bay City Deal cash balances will be distributed to authorities on a programme/project basis aligned to their alllocated grant.

Notes to the Accounts

30. Group Accounts

The following are the dates of relevant company accounts used for consolidation:

- National Waterfront Museum Swansea - Draft Accounts for the year ending 31st March 2023.
- Wales National Pool Swansea - Management Accounts for the year ending 31st March 2023.

The Wales National Pool Swansea financial year operates from the 1st August to the 31st July. The National Waterfront Museum Swansea financial year operates from 1st April to the 31st March. In the opinion of the Authority the use of the above information is likely to adequately reflect the extent and nature of group income and expenditure and assets and liabilities that exist as at 31st March 2023 and the use of current information would not be significant in relation to the group position as stated.

In accordance with IFRS 5 "Non-current assets held for sale and discontinued operations", all Group activities were classified as 'Continuing' during the year. There were no material acquisitions or discontinuations of services as defined by the Standard.

The total net assets of the Group can be analysed according to the relevant entity to which they relate, as follows:

31st March 2022 £'000		31st March 2023 £'000
1,486,121	Swansea Council (Parent)	1,430,652
8,930	National Waterfront Museum Swansea (Joint Venture)	8,758
14,295	Wales National Pool (Joint Venture)	14,315
1,509,346	Net Assets Employed (exc. Pension Fund) *	1,453,725
-714,623	Net Group Pension Fund Liabilities	-76,193
794,723	Net Assets Employed	1,377,532

* Some of the component Group assets have been valued on a different basis to that used by the Authority. If the Wales National Pool had been valued at depreciated replacement cost then the asset would have a value of £28.664m.

* The Wales National Pool currently has a net book value in the region of £2.7m. Given the material scale of the difference in value the Authority has restated their share of the higher valuation which results in an unrealised gain of £12.97m. It is expected that under the terms of the agreement the final value at the end of the lease (24th December 2023) will be zero. Therefore the difference in book valuations will be fully amortised by the 2023/24 Statement of Accounts.

Swansea Council (the Parent company) does not believe that it will receive a material benefit in the form of income or dividends from the related companies, and does not expect to make any contributions over and above the normal budgeted requirement. Since the related companies are limited by guarantee, any losses to the Authority will be limited to the value of the guarantee in each entity.

Notes to the Accounts

31. Agency Services

The Authority carried out work on an agency basis for other organisations for which it is reimbursed. These amounts are excluded from the Authority's results. The significant agency services provided were:

2022/23

Agency	Description	Expenditure £'000	Grant Income Received £'000	Grant Debtors £'000	Grant Creditors £'000	Total Grant £'000
Welsh Government	Covid-19 Business Support grant	10	-10	0	0	-10
Welsh Government	Covid-19 Business Restrictions grant	0	0	0	0	0
Welsh Government	Covid-19 Carers Payments grant	1,246	0	-1,246	0	-1,246
Welsh Government	Covid-19 Statutory Sick Pay Support grant	308	-308	0	0	-308
Welsh Government	Covid-19 Lockdown Discretionary grant	0	0	0	0	0
Welsh Government	Covid-19 Freelancer grant	0	0	0	0	0
Welsh Government	Covid-19 Business Restrictions Extension grant	0	0	0	0	0
Welsh Government	Covid-19 Self isolation payments	1,178	-1,178	0	0	-1,178
Welsh Government	Winter Fuel payments	0	0	0	0	0
Welsh Government	Covid-19 Covid NDR Business grants	0	0	0	0	0
Welsh Government	Covid-19 Freelancer 2 grant (CRF2)	0	0	0	0	0
Welsh Government	Covid-19 ERF Discretionary Fund grant	0	0	0	0	0
Welsh Government	Covid-19 ERF Discretionary Fund July - Aug grant	0	0	0	0	0
Welsh Government	Covid-19 ERF Discretionary Fund Dec - Feb grant	0	0	0	0	0
Welsh Government	Covid-19 Unpaid Carers payments	1,727	-1,727	0	0	-1,727
Welsh Government	Bus Services Support grant	4,623	-4,623	0	0	-4,623
Welsh Government	Bus Emergency Scheme grant	12,054	-11,054	-1,000	0	-12,054
Welsh Government	Town Centre loans	835	0	0	0	0
Welsh Government	Welsh Government Owner Occupier Loans	63	0	0	0	0
Welsh Government	Welsh Government Landlord Loans	-56	0	0	0	0
		21,988	-18,900	-2,246	0	-21,146

Notes to the Accounts

2022/23 continued

Agency	Description	Expenditure £'000	Grant Income Received £'000	Grant Debtors £'000	Grant Creditors £'000	Total Grant £'000
Balance b/f		21,988	-18,900	-2,246	0	-21,146
Welsh Government	Substance Misuse Action Team Capital grant	46	-46	0	0	-46
Welsh Government	Ukraine Initial Payments	79	-79	0	0	-79
Welsh Government	Cost of Living payments	13,616	-13,616	0	0	-13,616
Welsh Government	Fuel Support payments	5,838	-5,838	0	0	-5,838
UK Government	Energy Bills Support Scheme (Alternative Funding) payments	114	-951	0	837	-114
UK Government	Ukraine Host Payments	348	-348	0	0	-348
UK Government	Additional Fuel payments (Alternative Fund)	1	-136	0	135	-1
		42,030	-39,914	-2,246	972	-41,188

Notes to the Accounts

2021/22 Comparative figures

Agency	Description	Expenditure £'000	Grant Income Received £'000	Grant Debtors £'000	Grant Creditors £'000	Total Grant £'000
Welsh Government	Covid-19 Business Support grant	-386	-180	0	566	386
Welsh Government	Covid-19 Business Restrictions grant	-26	10	0	16	26
Welsh Government	Covid-19 Carers Payments grant	7,397	202	-7,599	0	-7,397
Welsh Government	Covid-19 Statutory Sick Pay Support grant	330	-330	0	0	-330
Welsh Government	Covid-19 Lockdown Discretionary grant	3	-3	0	0	-3
Welsh Government	Covid-19 Freelancer grant	-10	2	0	8	10
Welsh Government	Covid-19 Business Restrictions Extension grant	-170	80	0	90	170
Welsh Government	Covid-19 Self isolation payments	4,770	-4,834	0	64	-4,770
Welsh Government	Winter Fuel payments	2,755	-2,755	0	0	-2,755
Welsh Government	Covid-19 Covid NDR Business grants	4,200	-5,978	0	1,778	-4,200
Welsh Government	Covid-19 Freelancer 2 grant (CRF2)	100	-100	0	0	-100
Welsh Government	Covid-19 ERF Discretionary Fund grant	445	-520	0	75	-445
Welsh Government	Covid-19 ERF Discretionary Fund July - Aug grant	43	-43	0	0	-43
Welsh Government	Covid-19 ERF Discretionary Fund Dec - Feb grant	320	-664	0	344	-320
Welsh Government	Bus Services Support grant	4,534	-4,588	0	77	-4,511
Welsh Government	Bus Emergency Scheme grant	6,380	-10,039	0	3,636	-6,403
Welsh Government	Town Centre loans	2,104	-5,000	0	0	-5,000
Welsh Government	Welsh Government Owner Occupier Loans	109	0	0	0	0
Welsh Government	Welsh Government Landlord Loans	96	0	0	0	0
Welsh Government	Substance Misuse Action Team Capital grant	7	-7	0	0	-7
		33,001	-34,747	-7,599	6,654	-35,692

Covid-19 Business Support grant

There were various rounds of grant support and differing criteria for each grant. Grants were payable to businesses of specific types (e.g. retail, hospitality, leisure) that were liable for Non-Domestic rates. Broad guidance was issued by Welsh Government to aid local authorities in administering each round of grants. Other discretionary grants were also payable in other circumstances not related to liability for Non-Domestic rates.

In 2022/23 there was 1 payment (2021/22 1,701 payments).

Covid-19 Carers Payments grant

There have been three schemes to provide additional payments to Social Care workers during the course of the pandemic. The first two schemes were accounted for in 2020/21. A third scheme was announced in March 2022 and was largely accounted for in 2021/22. The amounts accounted for in 2022/23 are the difference between the Welsh Government estimates of the scheme value and the actual amounts paid. The scheme was administered by the Council.

Covid-19 Statutory Sick Pay Support grant

The statutory sick pay enhancement scheme supports social care workers who only get statutory sick pay when absent or are not eligible for SSP. It provides funding to allow employers to pay eligible workers at full pay if they cannot work due to Covid-19. The scheme ceased in 2022/23.

Covid-19 Freelancer grant

This grant provided support to freelance workers in cultural and creative sectors. There were 434 payments of £2,500 to applicants during 2020/21. There was a small balance of £7,500 due back to Welsh Government in 2021/22. There are no further payments in 2022/23.

Covid-19 Business Restrictions, Lockdown Discretionary and Business Restrictions Extensions grant (all termed Discretionary grants).

Those businesses that were forced to close or materially impacted by the restrictions in place during the various lockdowns and did not qualify for NDR Covid-19 Business Support grants, could apply to the various phased discretionary grants for support. Depending on eligibility criteria these grants were amounts of £1,500 or £2,000 for the firebreak lockdown discretionary grant and a flat £2,000 award for the other discretionary grants listed. The number of payments for 2021/22 were as follows:

Business Restrictions 484, Lockdown Discretionary 483, Business Restrictions Extension 557.

There were no further payments in 2022/23.

Notes to the Accounts

Covid-19 Self isolation payments

Payments of £500 were issued on behalf of Welsh Government to people required to self isolate as a result of contracting Covid-19 or coming into contact with a person with Covid-19. Eligibility for these payments was expanded a number of times after the scheme was implemented and again, Welsh Government provided guidance documents to aid local authorities with their administration.

In 2022/23 there were a total of 2,374 payments (2021/22 6,829 payments).

Winter Fuel payments

Payments of £100 (later increased to £200) were issued to people eligible for a payment under eligibility criteria determined by Welsh Government to help with the rising costs of fuel. Welsh Government provided guidance documents to aid local authorities with their administration.

No payments were made in 2022/23 (2021/22 24,700 payments).

Covid-19 Covid NDR Business grants

Further NDR linked grant payments to support businesses with their immediate cash flow and to help them survive the economic consequences of additional restrictions necessary to control the spread of Covid-19 were made on behalf of Welsh Government. Welsh Government provided guidance documents to aid local authorities with their administration.

In 2022/23 there were no payments (2021/22 1,627 payments).

Covid-19 Freelancer 2 grant (CRF2)

This grant provided support to freelance workers in cultural and creative sectors. There were 40 payments of £2,500 to applicants during 21/22. There were no further payments in 2022/23.

Covid-19 ERF Discretionary Fund grants

Those businesses that were forced to close or materially impacted by the restrictions in place during the period and did not qualify for NDR Covid-19 Business Support grants or ERF funding from Welsh Government, could apply to the various phased discretionary grants for support. Depending on eligibility criteria these grants varied in award from £1k to £5k. The number of payments for 2021/22 was as follows:

ERF Discretionary Fund 176 payments, Discretionary July - August 26 payments, Discretionary December - February 298 payments including 2 which are being finalised and have been accounted for.

There were no further payments in 2022/23.

Covid-19 Unpaid Carers payments

A one-off £500 payment was made available by Welsh Government (administered by Local Authorities) for unpaid carers receiving Carer's Allowance on 31st March 2022. Welsh Government provided guidance documents to aid local authorities with their administration. In 2022/23 3,449 payments were made.

Notes to the Accounts

Bus Services Support grant

This is an annual Welsh Government grant that Swansea Council administers on behalf of the South West Wales region. The grant has two main purposes:

To provide a subsidy to local bus and community transport operators through the Live Kilometre Support Grant (LKSG) and secondly to provide funding to the four local authorities to support local bus and community transport services in their areas through the Local Transport Services Grant (LTSG).

In 2022/23 there were approximately 206 financial transactions (2021/22 approximately 195 financial transactions).

Bus Emergency Scheme grant

This is another grant that Swansea Council is administering on behalf of the South West Wales region. It provides additional funding to local bus operators to make up for the reduction in 'on bus' revenue as passenger numbers have not recovered post-Covid. Since August 2022, it has also been used to:

re-imburse local bus operator shortfalls in concessionary fares re-imburement post-Covid, and shortfalls in Live Kilometre Support Grant as a result of lesser kilometres being operated on local bus services post-Covid.

The 2022/23 grant led to 160 financial transactions (2021/22 175 financial transactions).

Town Centre Loans

This repayable funding is offered for the purpose of reducing the number of vacant, underutilised and redundant sites and premises in town centres and to support the diversification of the town centres by encouraging more sustainable uses for empty sites and premises such as residential, leisure and for key services. Loan terms of up to seven years interest free can be offered and the Authority is tasked with recycling the funding three times prior to the fifteen year award term from the Welsh Government.

Welsh Government Owner Occupier Loans

These are an interest free loan to carry out repairs and improvement to owner occupied properties, subject to an affordability test, repayable in monthly instalments up to a ten year period.

Welsh Government Landlord Loans

These are an interest free loan to bring empty properties back into use or to carry repairs to existing rented properties for landlords, repayable in full in three years if intending to sell the property or five years if letting the property.

Substance Misuse Action Team Capital grants

The Council acts as Banker to enable local organisations to access this Welsh Government scheme. The scheme awards grants to organisations who work in the Substance Misuse sector to improve their premises and IT equipment.

Cost of Living payments

The Welsh Government set up a Cost-of-Living Support Scheme to be administered on its behalf by local authorities and it provided guidance to support the process. The scheme was split into mandatory and discretionary parts. £150 payments were made to eligible households under the main scheme. The Discretionary Scheme could then be used by each local authority to support households it considered to be in need of assistance with their living costs, including households eligible for support under the main scheme. Each local authority determined its use of discretionary support as it deemed appropriate to address known, and identified, local needs.

In 2022/23 127,848 payments were made.

Fuel Support payments

Eligible households could claim a one-off £200 payment from their local authority to provide support towards paying their fuel costs. The payment was available to all eligible households however they paid for their fuel, whether that is, for example, on a pre-payment meter, by direct debit or by paying a bill quarterly and regardless of whether they are using on or off-grid fuel. Welsh Government provided guidance documents to aid local authorities with their administration.

In 2022/23 29,192 payments were made.

Energy Bills Support Scheme (Alternative Funding) payments

The Energy Bills Support Scheme Alternative Funding (EBSS AF) was a one-off £400 non-repayable payment to eligible households who had not received the main EBSS payment automatically (such as park home residents) to help with their energy bills. LAs were responsible for distributing the EBSS AF payments to eligible applicants and guidance was provided by the Department for Energy and Industrial Strategy (BEIS) to support the process.

In 2022/23, 286 payments were made (the scheme continues in 23/24).

Alternative Fuel Payments (Alternative Fund) payments

The Alternative Fuel Payment Alternative Fund (AFP AF) provided a payment of £200 for households that use alternative fuels – such as heating oil, biomass and liquefied petroleum gas (LPG) – as the main source of heating and had not received the main AFP to help with their energy bills as they did not have a direct relationship with an electricity supplier. LAs were provided with guidance by the Department for Energy Security and Net Zero to aid the administration of the scheme.

In 2022/23, 7 payments were made (the scheme continues in 23/24).

Ukraine Initial Payments

Welsh Government has provided a £200 per person payment to refugees recently arrived from Ukraine. This is meant to support citizens with their initial housing costs as they transfer from hosted accommodation.

Notes to the Accounts

Ukraine Host Payments

The UK Government provides £350 per month for those who host Ukrainian refugees for a period of at least six months. These payments are administered by the Council and follow UK Government advice.

32. Capital Expenditure and Capital Financing

The total amount of capital expenditure incurred in the year is shown in the table below, (including the value of assets acquired under finance leases), together with the resources that have been used to finance it. Where capital expenditure is to be financed in future years by charges to revenue as assets are used by the Authority, the expenditure results in an increase in the Capital Financing Requirement (CFR), a measure of the capital expenditure incurred historically by the Authority that has yet to be financed. The CFR is analysed in the second part of this note.

2021/22 £'000		2022/23 £'000
601,973	Opening Capital Financing Requirement	628,973
	Capital investment	
140,865	Property, Plant and Equipment	114,795
293	Heritage Assets	468
0	Investment Properties	0
359	Intangible Assets	226
6,264	Revenue Expenditure Funded from Capital under Statute	8,644
	Sources of finance	
-5,877	Capital receipts	-7,090
-65,737	Government grants and other contributions	-69,777
	Sums set aside from revenue:	
-32,260	Direct revenue contributions	-28,400
-16,907	MRP/loans fund principal	-18,030
628,973	Closing Capital Financing Requirement	629,809
	Explanation of movements in year	
31,490	Increase in underlying need to borrowing	2,206
614	Assets acquired under finance leases	40
-5,104	Other movements in year	-1,410
27,000	Increase/decrease(-) in Capital Financing Requirement	836

33. Termination Benefits

During 2022/23 the Authority incurred significant expenditure in terms of redundancy costs paid to leavers together with costs incurred in compensation payments to the Local Government Pension Fund in respect of early access pension costs.

In particular on 17th November 2011, in order to meet significant budget savings required for the financial year 2011/12 and onwards, the Cabinet authorised officers to seek expressions of interest for voluntary redundancy and/or early retirement from within selected employee groups of the Authority in accordance with the Authority's agreed ER/VR policy. The offer remains extant on a rolling basis.

Costs were incurred relating to redundancy payments and early access to pension costs totalling £1.782m (2021/22 £0.951m) for the year.

These costs include provision for costs for a limited number of employees whose service will be terminated in 2023/24 but who had been offered - and accepted - severance terms as at 31st March 2023.

All costs relating to termination benefits have been included as part of service definitions within the Comprehensive Income and Expenditure Statement.

The above costs include both teaching and non teaching staff.

34. Pension Schemes Accounted For As Defined Contribution Schemes

Teachers employed by the Authority are members of the Teachers' Pensions Scheme, administered by Capita Teachers' Pensions on behalf of the Department for Education. The Scheme provides teachers with specified benefits upon their retirement, and the Authority contributes towards the costs by making contributions based on a percentage of members' pensionable salaries.

The scheme is a multi-employer defined benefit scheme. The scheme is unfunded and the Department for Education uses a notional fund as a basis for calculating the employers' contribution rate paid by local authorities. Valuations of the notional fund are undertaken every four years.

Notes to the Accounts

The scheme has in excess of 12,000 participating employers and consequently the Authority is not able to identify its share of the underlying financial position and performance of the scheme with sufficient reliability for accounting purposes. For the purposes of this Statement of Accounts, it is therefore accounted for on the same basis as a defined contribution scheme. As a proportion of the total contributions into the Teachers' Pension Scheme during the year ending 31st March 2023, the Authority's own contributions equate to approximately 0.3%.

In 2022/23 the Authority paid £21m to Teachers' Pensions in respect of teachers' retirement benefits, representing 23.7% of pensionable pay. The figures for 2021/22 were £19.7m and 23.7%. The March 2023 contributions of £1,773,975 were paid on the 15th April 2023. The contributions due to be paid in the next financial year are estimated to be £21.7m at an employer rate of 23.68%.

The Authority is responsible for the costs of any additional benefits awarded upon early retirement outside of the terms of the teachers' scheme. These costs are accounted for on a defined benefit basis and detailed in Note 35.

The Authority is not liable to the scheme for any other entities' obligations under the plan.

35. Defined Benefit Pension Schemes

Participation in Pension Schemes

As part of the terms and conditions of employment of its officers, the Authority makes contributions towards the cost of post-employment benefits. Although these benefits will not actually be payable until employees retire, the Authority has a commitment to make the payments (for those benefits) and to disclose them at the time that employees earn their future entitlement.

The Authority participates in two post-employment schemes:

- The Local Government Pension Scheme (LGPS), administered locally by the City and County of Swansea - this is a funded defined benefit final salary scheme, meaning that the Authority and employees pay contributions into a fund, calculated at a level intended to balance the pensions liabilities with investment assets.

Notes to the Accounts

- Arrangements for the award of discretionary post-retirement benefits upon early retirement - this is an unfunded defined benefit arrangement, under which liabilities are recognised when awards are made. However, there are no investment assets built up to meet these pension liabilities, and cash has to be generated to meet actual pension payments as they eventually fall due.

The City and County of Swansea pension scheme is operated under the regulatory framework for the Local Government Pension Scheme and the governance of the scheme is the responsibility of the pensions committee of the City and County of Swansea. Policy is determined in accordance with the Pensions Fund Regulations. The investment managers of the fund are appointed by the committee and the committee consist of the Director of Finance, Council members and independent investment advisers.

The principal risks to the Authority of the scheme are the longevity assumptions, statutory changes to the scheme, structural changes to the scheme (i.e. large-scale withdrawals from the scheme), changes to inflation, bond yields and the performance of the equity investments held by the scheme. These are mitigated to a certain extent by the statutory requirements to charge to the General Fund and Housing Revenue Account the amounts required by statute as described in the accounting policies note.

Discretionary Post-retirement Benefits

Discretionary post-retirement benefits on early retirement are an unfunded defined benefit arrangement, under which liabilities are recognised when awards are made. There are no plan assets built up to meet these pension liabilities.

Transactions Relating to Post-employment Benefits

The cost of retirement benefits in the reported cost of services is recognised when they are earned by employees, rather than when the benefits are eventually paid as pensions. However, the charge we are required to make against council tax is based on the cash payable in the year, so the real cost of post-employment/retirement benefits is reversed out of the General Fund and Housing Revenue Account via the Movement in Reserves Statement.

Notes to the Accounts

The following transactions have been made in the Comprehensive Income and Expenditure Statement and the General Fund Balance via the Movement in Reserves Statement during the year:

	Local Government Pension Scheme		Discretionary Benefits Arrangements	
	2022/23 £m	2021/22 £m	2022/23 £m	2021/22 £m
Comprehensive Income and Expenditure Statement				
Net Cost of Services:				
Current service cost	88.57	96.14	0.00	0.00
Past service costs	0.50	0.51	0.00	0.00
Financing and Investment Income and Expenditure				
Net interest expense	16.22	17.70	2.31	1.94
Total Post Employment Benefits Charged to the Surplus or Deficit on the Provision of Services	105.29	114.35	2.31	1.94
Other Post Employment Benefits Charged to the Comprehensive Income and Expenditure Statement				
Remeasurement of the net defined benefit liability comprising:				
Return on plan assets	24.29	-137.09	0.00	0.00
Actuarial gains(-) and losses arising on changes in demographic assumptions	23.83	-22.59	-0.39	-1.22
Actuarial gains(-) and losses arising on changes in financial assumptions	-867.62	-154.24	-16.20	-2.45
Other	139.81	6.41	7.76	0.35
Total Post Employment Benefits Charged to the Comprehensive Income and Expenditure Statement	-574.40	-193.16	-6.52	-1.38
Movement in Reserves Statement				
Reversal of net charges made to the Surplus or Deficit on the Provision of Services for post employment benefits in accordance with the Code	-105.29	-114.35	-2.31	-1.94
Actual amount charged against the General Fund Balance for pensions in the year:				
Employers' contributions payable to the scheme	51.97	46.32		
Retirement benefits payable to pensioners			5.54	5.61

Notes to the Accounts

Pension Assets and Liabilities Recognised in the Balance Sheet

The amount included in the Balance Sheet arising from the Authority's obligation in respect of its defined benefit plans is as follows:

	Local Government Pension Scheme		Discretionary Benefits Arrangements	
	2022/23 £m	2021/22 £m	2022/23 £m	2021/22 £m
Present value of the defined benefit obligation	1,620.29	2,236.61	76.20	88.26
Fair value of plan assets	1,646.12	1,610.24	0.00	0.00
Sub total	25.83	-626.37	-76.20	-88.26
Unrecognised asset	25.83	0.00	0.00	0.00
Net liability arising from defined benefit obligation	0.00	-626.37	-76.20	-88.26

Reconciliation of the Movements in the Fair Value of Scheme (Plan) Assets

	Local Government Pension Scheme		Discretionary Benefits Arrangements	
	2022/23 £m	2021/22 £m	2022/23 £m	2021/22 £m
Opening fair value of scheme assets	1,610.24	1,431.37	0.00	0.00
Interest income	43.71	30.19	0.00	0.00
Remeasurement gain/loss(-):				
The return on plan assets, excluding the amount included in the net interest expense	-24.29	137.09	0.00	0.00
Contributions from employer	51.97	46.32	5.54	5.61
Contributions from employees into the scheme	13.25	11.77	0.00	0.00
Benefits paid	-48.76	-46.50	-5.54	-5.61
Closing fair value of scheme assets	1,646.12	1,610.24	0.00	0.00

Notes to the Accounts

Reconciliation of Present Value of the Scheme Liabilities (Defined Benefit Obligation)

	Funded Liabilities: Local Government Pension Scheme		Unfunded Liabilities: Discretionary Benefits Arrangements	
	2022/23 £m	2021/22 £m	2022/23 £m	2021/22 £m
Opening Balance at 1st April	2,236.61	2,297.22	88.26	95.25
Current service cost	88.57	96.14	0.00	0.00
Interest cost	59.93	47.89	2.31	1.94
Contributions from scheme participants	13.25	11.77	0.00	0.00
Remeasurement gains(-) and losses:				
Actuarial gains/losses arising from changes in demographic assumptions	23.83	-22.59	-0.39	-1.22
Actuarial gains/losses arising from changes in financial assumptions	-867.62	-154.24	-16.20	-2.45
Other	113.98	6.41	7.76	0.35
Past service cost	0.50	0.51	0.00	0.00
Benefits paid	-48.76	-46.50	-5.54	-5.61
Closing balance at 31st March	1,620.29	2,236.61	76.20	88.26

Local Government Pension Scheme assets comprised:

	Fair value of scheme assets	
	2022/23 £'000	Restated 2021/22 £'000
Cash and cash equivalents	9,044	17,529
	9,044	17,529
Pooled Equity Investment Vehicles		
- UK	0	0
- Global *	1,047,932	1,144,885
	1,047,932	1,144,885
Property	56,666	60,230
	56,666	60,230

Notes to the Accounts

	Fair value of scheme assets	
	2022/23 £'000	Restated 2021/22 £'000
Fixed Interest:		
- Fixed Interest	177,565	133,097
- Index-Linked	15,681	20,785
	193,246	153,882
Hedge Funds	34,676	33,512
	34,676	33,512
Private Equity	124,061	108,986
	124,061	108,986
Infrastructure	60,722	47,694
	60,722	47,694
Private Debt	40,063	30,974
	40,063	30,974
Residential Housing	12,836	10,018
	12,836	10,018
Timberland & Farmland	77	73
	77	73
Trade Finance	57,873	0
	57,873	0
Derivatives	6,510	899
	6,510	899
Cash Funds	0	0
	0	0
Cash - Dividends Due	2	166
	2	166
Net Current Assets	2,404	1,412
	2,404	1,412
Total Assets	1,646,112	1,610,260

* Note - The three segregated equity funds with JP Morgan, Aberdeen and Schroders UK were transitioned in January 2019 to the Wales Pension Partnership Global Opportunities Fund, a Pooled Equity Investment Vehicle.

Notes to the Accounts

Basis for Estimating Assets and Liabilities

Liabilities have been assessed on an actuarial basis using the projected unit credit method, an estimate of the pensions that will be payable in future years dependent on assumptions about mortality rates, salary levels, etc. Both the Local Government Pension Scheme and discretionary benefits liabilities have been assessed by Aon Hewitt Limited, an independent firm of actuaries, estimates for the Fund being based on the latest full valuation of the scheme as at 31st March 2022.

The significant assumptions used by the Actuary have been:

	Local Government Pension Scheme		Discretionary Benefits	
	2022/23	2021/22	2022/23	2021/22
Mortality assumptions:				
Longevity at 65 for current pensioners: (years)				
- Men	22.2	22.1	22.2	22.1
- Women	24.7	24.2	24.7	24.2
Longevity at 65 for future pensioners: (years)				
- Men	22.9	23.2		
- Women	25.8	25.7		
Rate of inflation %	2.7	3.0	2.7	3.0
Rate of increase in salaries %	4.2	4.5		
Rate of increase in pensions %	2.7	3.0	2.7	3.0
Rate for discounting scheme liabilities %	4.7	2.7	4.7	2.7

The estimation of the defined benefit obligations is sensitive to the actuarial assumptions set out in the table above. The sensitivity analyses on the next page have been determined based on reasonably possible changes of the assumptions occurring at the end of the reporting period and assumes for each change that the assumption analysed changes while all the other assumptions remain constant. The assumptions in longevity, for example, assume that life expectancy increases or decreases for men and women. In practice, this is unlikely to occur, and changes in some of the assumptions may be interrelated. The estimations in the sensitivity analysis have followed the accounting policies for the scheme, i.e. on an actuarial basis using the projected unit credit method. The methods and types of assumptions used in preparing the sensitivity analysis below did not change from those used in the previous period.

Notes to the Accounts

	Impact on the Defined Benefit Obligation in the Scheme	
	Increase in Assumption £m	Decrease in Assumption £m
Longevity (increase or decrease in 1 year)	1,576.54	1,664.04
Rate of increase in salaries (increase or decrease by 0.1%)	1,625.15	1,615.43
Rate of increase in pensions (increase or decrease by 0.1%)	1,644.59	1,597.61
Rate for discounting scheme liabilities (increase or decrease by 0.1%)	1,592.75	1,649.46

Asset and Liability Matching (ALM) Strategy

The pensions committee of the City and County of Swansea has agreed to an asset and liability matching strategy (ALM) that matches, to the extent possible, the types of assets invested to the liabilities in the defined benefit obligation. The fund has matched assets to the pensions' obligations by investing in long-term fixed interest securities and index linked gilt edged investment with maturities that match the benefits payments as they fall due. This is balanced with a need to maintain the liquidity of the fund to ensure that it is able to make current payments.

As is required by the pensions and investment regulations the suitability of various types of investment has been considered, as has the need to diversify investments to reduce the risk of being invested in too narrow a range. A large proportion of the assets relate to equities (70.8% of scheme assets) and bonds (0.9%). These percentages are materially the same as the comparative year. The scheme also invests in properties as a part of the diversification of the scheme's investments. There is a limited use of derivatives to manage the bond risk for the shorter-term instruments. The ALM strategy is monitored annually or more frequently if necessary.

Impact on the Authority's Cash Flows

The objectives of the scheme are to keep employers' contributions at as constant a rate as possible. The Authority has agreed a strategy with the scheme's actuary to achieve a funding level of 100% over the next 25 years. Funding levels are monitored on an annual basis. The next triennial valuation is as at 31st March 2025.

Notes to the Accounts

The scheme will need to take account of the national changes to the scheme under the Public Pensions Services Act 2013. Under the Act, the Local Government Pension Scheme in England and Wales and the other main existing public service schemes may not provide benefits in relation to service after 31st March 2014. The Act provides for scheme regulations to be made within a common framework, to establish new career average revalued earnings schemes to pay pensions and other benefits to certain public servants.

The Authority expects to pay £46.25m contributions to the scheme in 2023/24.

The weighted average duration of the defined benefit obligation for scheme members is 17.5 years (2021/22 20.8 years).

36. Contingent Liabilities

The Authority has identified a number of contingent future liabilities arising from current and past activities.

Nature of Liability	Potential Financial Effect £'000	Comment	Timing
Personal Social Services	Unknown	Relates to potential negligence claims relating to those cared for by the Council or its contractors. The Authority is not currently aware of any major claims although court ruling against UK government covid discharge policies may increase the future risk of claims.	Unknown
Infrastructure and retaining walls	Unknown	There are potential claims regarding infrastructure and retaining walls which may be taken against the Authority - such claims will be rigorously defended through the Authority's insurers and any successful claims will be met from future capital or revenue funding.	Unknown
Retention or Clawback on Grant and Contract Claims	Unknown	The Council undertakes a range of activities under which payment is made specifically on evidenced performance over an extended period. Full receipt is not guaranteed until the end of the grant or contract period. There is potential risk that grant clawback may arise if not all grant terms and conditions are fulfilled.	Unknown

Notes to the Accounts

Nature of Liability	Potential Financial Effect £'000	Comment	Timing
Landlord / Tenant Liability Claims	Unknown	There is potential risk around lease/HRA properties where there are disputes as to whether it is a tenant or landlord property maintenance obligation.	Unknown
Flooding	Unknown	There are potential claims regarding flooding which may be taken against the Authority - such claims will be rigorously defended through the Authority's insurers and any successful claims will be met from future capital or revenue funding.	Unknown
Legal and Insurance related matters	Unknown	The Council is regularly challenged on a range of issues that are either subject to litigation or insurance claims. The Council at all times will vigorously defend such claims, and in cases where claims are identified, the result can be anticipated and the potential financial effect evaluated then adequate provision is made with the Accounts for any such liabilities. There remains the possibility however of future claims arising as a result of past actions that are either unknown at the Balance Sheet date or where the outcome is so unpredictable in terms of outcome or financial liability that no reliable estimate of liability can be made.	Unknown
City Deal	Circa £5-£10m	The Council has progressed a range of regeneration and redevelopment schemes within the City Centre using a mix of its own funds and Welsh Government support and significant City Deal monies have now started to arrive. There is however a residual risk that if the required private sector funding is not delivered there is a small risk of grant clawback if the overall outcomes are not achieved. This risk is partly minimised by the fact that funding agreements are now in place between the Council and the two universities for their element of the City Deal delivery and direct control will be retained for the regional aspects of the City Deal carried out in Swansea.	2023/24 and beyond

Notes to the Accounts

Nature of Liability	Potential Financial Effect £'000	Comment	Timing
Client care costs	Circa £1-£5m	The interface between local authority social care, and to a much lesser extent some specialist education provision, and local health boards and other local authorities is a complex one involving discussion and decisions on lead responsibility for payment of client care costs, and in some cases appropriate sharing of costs.	Ongoing
WEFO grant	Circa £6m	In 2017, the Council was awarded a grant of £4.5m split between capital and revenue. This amount was subsequently increased to £6m in total. As at year end 2022/23 some of the grant conditions had not been met although the associated projects had advanced and incurred significant expenditure. Due to some of the expenditure possibly not meeting the grant terms, there is a possibility that some of the grant might have to be paid back. At present there is ongoing discussions with the grant awarder to resolve this. Once these discussions are concluded the next steps will be clear and this contingent liability can then be removed. As yet the exact amount that could be paid back and timing of when payment would be made are uncertain.	Unknown

37. Council Tax

Council Tax income derives from charges raised according to the value of residential properties, which have been grouped into nine valuation bands using 1st April 2003 values for this specific purpose. Charges are calculated by taking the amount of income required for the Council, South Wales Police Authority and community councils for the forthcoming year and dividing the amount by the Council Tax base.

The Council Tax base is the number of properties in each band adjusted by a multiplier to convert the number to band 'D' equivalent and adjusted for discounts. The base was 93,114 in 2022/2023 (94,051 in 2021/2022).

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Council Tax bills are based on multipliers for bands A to I. The following table shows the multiplier applicable to each band together with the equivalent number of Band 'D' properties within each band. In addition there is one lower band (A*) designed to offer the appropriate discount in respect of disabled dwellings where legislation allows a reduction in banding to that one below the band in which the property is actually valued.

The band 'D' numbers shown have been adjusted for an assumed collection rate of 96.5% (97% in 2021/22) to arrive at the Council Tax base for the year.

Band	A*	A	B	C	D	E	F	G	H	I
Multiplier	5/9	6/9	7/9	8/9	9/9	11/9	13/9	15/9	18/9	21/9
Band 'D' Number	19	9,450	18,845	19,103	14,734	14,037	10,797	6,118	2,275	1,114

Analysis of the net proceeds from Council Tax:

2021/22 £'000		2022/23 £'000
165,026	Council tax collectable	168,099
-4,157	Less:- Provision for non payment of Council Tax	-2,097
-23,138	Less:- Council Tax Support Scheme	-22,577
137,731	Net proceeds from Council Tax	143,425

Application of Council Tax proceeds:

2021/22 £'000		2022/23 £'000
164,600	City & County of Swansea precept	164,273
1,640	Community Council precept	1,697
166,240	Council Tax requirement	165,970
-23,138	Less:- Council Tax Support Scheme	-22,577
-5,371	Transfer to reserves (Surplus/Deficit)	32
137,731	Net application of proceeds	143,425

38. Non-Domestic Rates (NDR)

NDR is organised on a national basis. The Welsh Government specifies an amount of the rate per pound of rateable value which for 2022/23 was 0.535p (0.535p in 2021/22) and, subject to the effects of transitional arrangements, local businesses pay rates calculated by multiplying their rateable value by that amount. The Council is responsible for collecting rates due from ratepayers in its area but pays the proceeds into the NDR Pool administered by the Welsh Government. The Welsh Government redistributes the sums payable back to local authorities on the basis of a fixed amount per head of population. The rateable value for 2022/23 was £179.055m (2021/22 £184.554m).

39. Nature and extent of risks arising from Financial Instruments

The Authority's activities expose it to a variety of financial risks, including:

- credit risk - the possibility that other parties might fail to pay amounts due to the Authority.
- liquidity risk - the possibility that the Authority might not have funds available to meet its commitments to make payments.
- market risk - the possibility that financial loss might rise for the Authority as a result of changes in such measures as interest rates and stock market movements.

The Authority's overall risk management programme focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the financial resources available to fund services. Risk management is carried out by a central treasury team, under policies approved by the Council in the Annual Treasury Management Strategy. The Council provides written principles for overall risk management, as well as covering specific areas, such as interest rate risk, credit risk and the investment of surplus cash.

Credit Risk

Credit risk arises from deposits with banks, building societies and other local authorities as well as credit exposures to the Authority's customers.

The risk is minimised through the Annual Investment Strategy which outlines the minimum credit criteria required for the Authority. The full details of the credit criteria are outlined in the previously published Treasury Management Strategy report available on the Council's website.

Credit Risk Management Practices

The Authority's credit risk management practices are set out in the Annual Treasury Management Investment Strategy presented to Council in March 2023.

Notes to the Accounts

Amounts Arising from Expected Credit Losses

The changes in the loss allowance during the year are as follows:

Loss allowance by Asset Class

Asset Class (amortised cost)	12-month expected credit losses £'000	Lifetime expected credit losses – not credit impaired £'000	Lifetime expected credit losses – credit impaired £'000	Lifetime expected credit losses – simplified approach £'000	Purchased or originated credit impaired financial assets £'000	£ Total £'000
Opening balance as at 1 April 2022	0	0	0	7,730	0	7,730
Transfers:						
• Individual financial assets transferred to 12-month expected credit losses	0	0	0	0	0	0
• Individual financial assets transferred to lifetime expected credit losses	0	0	0	0	0	0
• Individual financial assets transferred to lifetime expected credit losses credit impaired	0	0	0	0	0	0
New financial assets originated or purchased	0	0	0	0	0	0
Amounts written off	0	0	0	-607	0	-607
Financial assets that have been derecognised	0	0	0	-1,633	0	-1,633
Changes due to modifications that did not result in derecognition	0	0	0	0	0	0
Changes in models/risk parameters	0	0	0	0	0	0
Other changes	0	0	0	0	0	0
Balance as at 31 March 2023	0	0	0	5,490	0	5,490

Notes to the Accounts

Loss allowance by Asset Class - Comparative year information

Asset Class (amortised cost)	12-month expected credit losses £'000	Lifetime expected credit losses – not credit impaired £'000	Lifetime expected credit losses – credit impaired £'000	Lifetime expected credit losses – simplified approach £'000	Purchased or originated credit impaired financial assets £'000	Total £'000
Opening balance as at 1 April 2021	0	0	0	7,278	0	7,278
Transfers:						
• Individual financial assets transferred to 12-month expected credit losses	0	0	0	0	0	0
• Individual financial assets transferred to lifetime expected credit losses	0	0	0	0	0	0
• Individual financial assets transferred to lifetime expected credit losses credit impaired	0	0	0	0	0	0
New financial assets originated or purchased	0	0	0	621	0	621
Amounts written off	0	0	0	-169	0	-169
Financial assets that have been derecognised	0	0	0	0	0	0
Changes due to modifications that did not result in derecognition	0	0	0	0	0	0
Changes in models/risk parameters	0	0	0	0	0	0
Other changes	0	0	0	0	0	0
Balance as at 31 March 2022	0	0	0	7,730	0	7,730

Notes to the Accounts

Credit Risk Exposure

The Authority has the following exposure to credit risk at 31 March 2023:

	Credit risk rating	Gross carrying amount £'000
12-month expected credit losses	PPP	0
	PP	0
	P	0
Significant increase in credit risk since initial recognition	QQQ	0
	QQ	0
	Q	0
Credit-impaired at 31 March	RRR	0
	RR	0
	R	0
Simplified approach	SSS	0
	SS	0
	S	0

Liquidity Risk

The Authority has a cashflow management system to ensure cash is available when needed. If unexpected movements happen, the Authority has ready access to the money markets and the Public Works Loan Board. There is no significant risk that it will be unable to raise finance to meet its commitments under financial instruments. Instead, the risk may be bound to replenish a proportion of its borrowings at times of unfavourable interest rates. The Authority sets limits on the proportion of its fixed borrowing during specific periods and seeks to ensure an even maturity profile through a combination of planning when to take new loans and where economic when to make early repayments.

The maturity structure of financial liabilities at nominal value is as follows :

On 31 March 2022 £'000	Loans outstanding	On 31 March 2023 £'000
90,202	Less than 1 year	71,377
508	Between 1 and 2 years	5,508
20,523	Between 2 and 5 years	34,523
62,807	Between 5 and 10 years	55,688
603,634	More than 10 years	596,269
777,674	Total	763,365

All trade payables are included in less than one year.

Notes to the Accounts

Market Risk

Interest rate risk

The Authority is exposed to risk in terms of its exposure to interest rate movements on its borrowings and investments. Movements in interest rates have a complex impact on the Authority. A rise in interest rates would have the following effects:

- borrowings at variable rates - the interest expense charged to the Surplus or Deficit on the Provision of Services will rise
- borrowings at fixed rates - the fair value of the liabilities borrowings will fall
- investments at variable rates - the interest income credited to the Surplus or Deficit on the Provision of Services will rise
- investments at fixed rates - the fair value of the assets will fall

Borrowings are not carried at fair value, so nominal gains and losses on fixed rate borrowings would not impact on the Surplus or Deficit on the Provision of Services or Other Comprehensive Income and Expenditure. However changes in interest payable and receivable on variable rate borrowings and investments will be posted to the Surplus or Deficit on the Provision of Services and affect the General Fund balance.

The Authority has a number of strategies for managing interest rate risk. The policy is to have up to a maximum of 40% of its borrowings in variable rate loans. During periods of falling interest rates, and where economic circumstances make it favourable, fixed rate loans will be repaid early to limit exposure to losses.

The treasury management team has an active strategy for assessing interest rate exposure that feeds into the setting of the annual budget and which is used to inform budget monitoring during the year. This allows any adverse changes to be accommodated. The analysis will also advise whether new borrowing taken out is fixed or variable.

According to this assessment strategy, at 31 March 2023, if interest rates had been 1% higher than market rate with all other variables held constant, the financial effect would be:

	2022/23 £'000
Increase in interest payable on variable rate borrowings	580
Increase in interest receivable on variable rate investments	0
Increase in government grant receivable for financing costs	233
Impact on Surplus or Deficit on the Provision of Services	813
Share of overall impact debited to the Housing Revenue Account	145
Decrease in fair value of fixed rate investment assets	0
Impact on Other Comprehensive Income and Expenditure	0

Notes to the Accounts

	2022/23 £'000
Decrease in fair value of fixed rate borrowing liabilities (no impact on the Surplus or Deficit on the Provision of Services or Other Comprehensive I&E)	-77,452

The impact of a 1% fall in interest rates would be as above but with the movements being reversed.

Price Risk

The Authority does not generally invest in traditional equity shares.

Foreign Exchange Risk

The Authority has no financial assets or liabilities denominated in foreign currencies and thus has no exposure to loss arising from movements in exchange rates.

40. Leasing

Council as Lessor

Operating Leases

The Council was committed as at 31st March 2023 to receive income of £289,169 million (£284,851 million as at 31st March 2022) under operating leases for land & buildings comprising the following elements:

	31st March 2022 £'000	31st March 2023 £'000
Minimum Income		
Not later than one year	5,428	5,902
Later than one year and not later than five years	18,682	19,035
Later than five years	260,741	264,232
	284,851	289,169

Housing Revenue Account Income and Expenditure Statement

The HRA Income and Expenditure Statement shows the economic cost in the year of providing housing services in accordance with generally accepted accounting practices, rather than the amount to be funded from rents and government grants. Authorities charge rents to cover expenditure in accordance with the legislative framework; this may be different from the accounting cost. The increase or decrease in the year, on the basis on which rents are raised, is shown in the Movement on the Housing Revenue Account Statement.

2021/22 £'000		Note	2022/23 £'000
15,466	Repairs and maintenance		19,351
16,476	Supervision and management		16,188
1,125	Rent, rates, taxes and other charges		1,065
5,541	Depreciation and impairment of non-current assets	3	35,920
87	Debt management costs		92
38,695	Total Expenditure		72,616
-65,757	Dwelling rents		-68,251
-110	Non-dwelling rents		-114
-3,170	Charges for services and facilities		-3,302
-1,155	Contributions towards expenditure		-1,353
-70,192	Total Income		-73,020
-31,497	Net cost of HRA services as included in the Comprehensive Income and Expenditure Statement		-404
867	HRA services' share of Corporate and Democratic Core		852
-30,630	Net cost for HRA services		448
	HRA share of the Operating Income and Expenditure included in the Comprehensive Income and Expenditure Statement:		
6,864	Interest payable and similar charges		6,344
-61	Interest and investment income		-434
852	Impairment Losses		414
982	Net interest on the net defined benefit liability/asset(-)		926
-10,357	Capital grants and contributions receivable		-18,157
-32,350	Surplus(-)/Deficit for the year on HRA services		-10,459

Movement on the Housing Revenue Account Statement

2021/22 £'000		2022/23 £'000
6,244	Balance on the HRA at the end of the previous year	5,239
32,350	Surplus or deficit(-) for the year on the HRA Income and Expenditure Statement	10,459
-33,355	Adjustments between accounting basis and funding basis under statute	-5,290
-1,005	Net decrease before transfers to or from reserves	5,169
0	Transfers to/from(-) earmarked reserves	0
-1,005	Increase or decrease(-) in the year on the HRA	5,169
5,239	Balance on the HRA at the end of the current year	10,408

Adjustments between accounting basis and funding basis under statute

Adjustments to Revenue Resources

Amounts by which income and expenditure included in the Comprehensive Income and Expenditure Statement are different from revenue for the year calculated in accordance with statutory requirements:

3,278	Pension costs (transferred to (or from) the Pensions Reserve)	2,570
0	Financial instruments (transferred to the Financial Instruments Adjustment Account)	0
-35	Holiday pay (transferred to the Accumulated Absences Reserve)	-117
-4,817	Reversal of entries included in the Surplus or Deficit on the Provision of Services in relation to capital expenditure (these items are charged to the Capital Adjustment Account):	17,763
-1,574	Total Adjustments to Revenue Resources	20,216

Adjustments between Revenue and Capital Resources

-3,657	Statutory provision for the repayment of debt (transfer from the Capital Adjustment Account)	-3,715
-28,124	Capital expenditure financed from revenue balances (transfer to the Capital Adjustment Account)	-21,791
-31,781	Total Adjustments between Revenue and Capital Resources	-25,506

-33,355	Total Adjustments	-5,290
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Notes to the Housing Revenue Account

1. Housing Stock

As at 31st March 2023 the Authority owned a total of 13,723 properties, made up of different types of dwelling including detached houses, semi-detached houses, bungalows, low level flats, high rise accommodation and sheltered accommodation.

The change in stock numbers can be summarised as follows:

31/03/2022		31/03/2023
Units		Units
13,577	Stock at 1 st April	13,637
55	Additions (operational dwellings)	86
5	Additions (non-operational dwellings)	0
13,637	Stock at 31st March	13,723

2. Capital expenditure

During 2022/23 £39.948m (2021/22 £44.777m) was spent on HRA Properties.

This was financed as follows:-

2021/22		2022/23
£'000		£'000
9,271	Grants – Major Repairs Allowance	9,283
2,282	Grants - Other	8,874
0	Capital Contributions	0
28,124	Revenue and Balances	21,791
5,100	Borrowing	0
44,777	Total	39,948

The Major Repairs Allowance was used in full in 2022/23 and 2021/22.

Notes to the Housing Revenue Account

3. Depreciation charges and impairment

The total charge for depreciation and impairment made to the HRA for 2022/23 amounted to £35.920m (2021/22 £5.541m) and is analysed as follows:-

2021/22 £'000		2022/23 £'000
	Depreciation on operational assets	
7,176	- dwellings	9,243
36	- other property	32
94	Depreciation on non-operational assets	27
	Revaluation Gains (-) and Losses on operational assets	
-2,381	- dwellings	26,615
25	- other property	0
555	Revaluation Losses on non-operational assets	3
	Impairment	
0	- dwellings	0
36	- other property	0
5,541	Total	35,920

The depreciation charge in respect of HRA assets is not an actual charge against the HRA Balance. It is reversed out in the Movement on the HRA Statement, and replaced with HRA Minimum Revenue Provision specified in the Item 8 Determination, via a transfer to or from the Capital Adjustment Account.

1. Scope of Responsibility

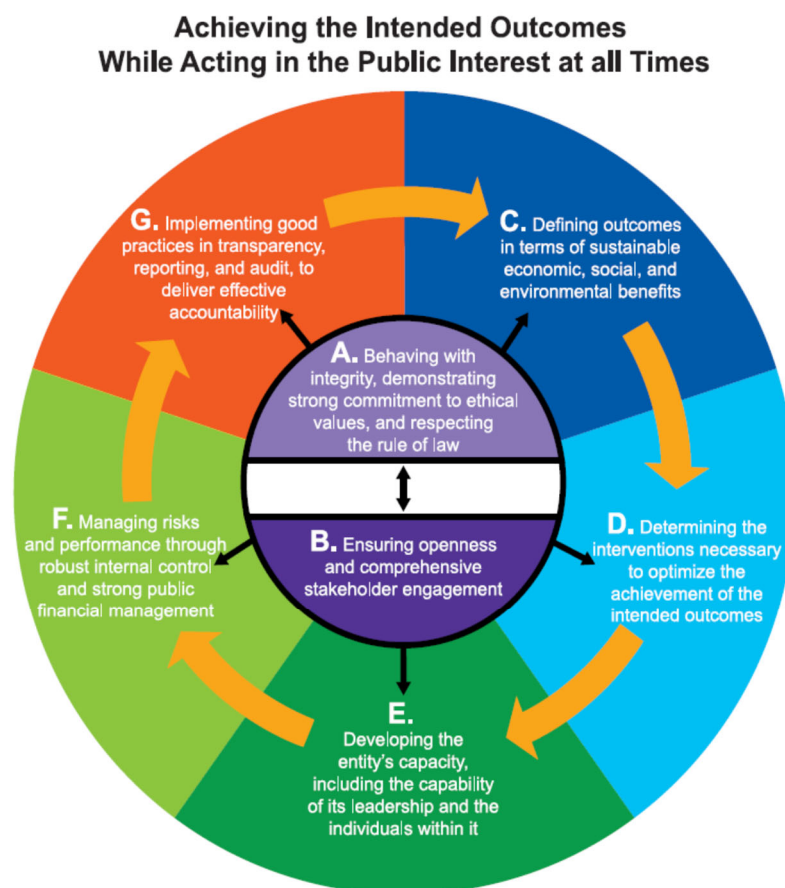
- 1.1 The City and County of Swansea is responsible for ensuring that its business is conducted in accordance with the law and proper standards, and that public money is safeguarded and properly accounted for, and used economically, efficiently and effectively. The Authority also has a duty under the Local Government (Wales) Measure 2009 to make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness.
- 1.2 In discharging this overall responsibility, the City and County of Swansea is responsible for putting in place proper arrangements for the governance of its affairs, facilitating the effective exercise of its functions, which includes arrangements for the management of risk.
- 1.3 The City and County of Swansea adopted a Code of Corporate Governance on 24 August 2017, which is consistent with the principles of the new CIPFA/SOLACE Framework '*Delivering Good Governance in Local Government 2016*'. A copy of the Code can be found on the Council's website.

2. The Purpose of the Governance Framework

- 2.1 The governance framework comprises the systems and processes, culture and values, by which the Authority is directed and controlled and its activities through which it accounts to, engages with and leads the community. It enables the Authority to monitor the achievement of its strategic objectives and to consider whether those objectives have led to the delivery of appropriate services and value for money.
- 2.2 The system of internal control is a significant part of that framework and is designed to manage risk to a reasonable level. It cannot eliminate all risk of failure to achieve policies, aims and objectives and can therefore only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an ongoing process designed to identify and prioritise the risks to the achievement of the Authority's policies, aims and objectives, to evaluate the likelihood and potential impact of those risks being realised and to manage them efficiently, effectively and economically.
- 2.3 The governance framework has been in place at the City and County of Swansea throughout the year ended 31 March 2023 and up to the date of approval of the Statement of Accounts.

3. The Governance Framework

3.1 The Council has adopted a Code of Corporate Governance based on the “*Delivering Good Governance in Local Government*” framework published by CIPFA and SOLACE in 2016.



3.2 This Statement explains how the Council has complied with the Governance Framework and meets the requirements of the Accounts and Audit (Wales) Regulations 2014 (as amended by the Accounts and Audit (Wales) (Amendment) Regulations 2018). The Council aims to achieve a good standard of governance by adhering to the 7 key principles of the CIPFA/Solace 2016 Guidance.

3.3 The 7 key principles are:

- A) Behaving with integrity, demonstrating strong commitment to ethical values, and respecting the rule of law.
- B) Ensuring openness and comprehensive stakeholder engagement.
- C) Defining outcomes in terms of sustainable economic, social and environmental benefits.
- D) Determining the interventions necessary to optimise the achievement of the intended outcomes.
- E) Developing the entity's capacity, including the capability of its leadership and the individuals within it.

- F) Managing risks and performance through robust internal control and strong public financial management.
 - G) Implementing good practices in transparency, reporting and audit to deliver effective accountability.
- 3.4 The application of the principles of good governance is summarised below which sets out supporting information for the 7 key principles.
- 3.5 **Note - The issues set out within the Governance Statement have been materially affected by the COVID-19 pandemic, although the impact from the pandemic had lessened during the course of 2022/23. However, it should be noted that the Statutory Governance Chief Officers and CMT continued to maintain corporate grip to ensure that sufficient governance was maintained throughout this unprecedented crisis and during the recovery.**

Principle A

Behaving with integrity, demonstrating strong commitment to ethical values, and respecting the rule of law

Sub Principles:

Behaving with Integrity

Demonstrating strong commitment to ethical values

Respecting the rule of law

How we do this:

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- The behaviour and expectations of officers/members is set out in the Constitution, Officer and Member Code of Conduct and Protocol.
- The Monitoring Officer provides training on the code of conduct and ensures the highest standards of conduct by the authority, members and officers – including use of Council email protocol.
- The Standards Committee is responsible for monitoring and scrutinising the standards of Members.
- Member led authority principles with training to senior officers and Cabinet members.
- Compliance with a suite of policies/rules set out in the Constitution.
- The Constitution sets out requirements as to gifts and hospitality and there are regular reminders circulated to both officers and members.
- Adoption of Member Dispute Resolution Protocol.
- Officers/members declarations of interest.
- Officer Secondary Employment Policy.

- The Council's appraisal and recruitment system based on competencies, training and objectives underpin personal behaviours with ethical values.
- Commitment to working to promote high standards of performance based on the Nolan principles.
- Adoption of Welsh Government ethical ways of working.
- The Swansea Pledge.
- The Constitution contains comprehensive Procurement and Financial Procedure Rules.

- The Statutory officers and Members ensure compliance with legislative and regulatory requirements via a robust framework including the scheme of delegation, induction training, standing procedures and rules set out in the Constitution.
- Reports to Committees have legal/finance clearance.
- Robust Scrutiny and Call-In function.
- Robust audit challenge.
- External challenge from auditors, Ombudsman and other external agencies.
- The Monitoring Officer ensures the Council complies with statute and reports on any maladministration.
- An effective anti-fraud and corruption framework supported by a suite of policies i.e. whistleblowing.

Principle B

Ensuring openness and comprehensive stakeholder engagement

Sub Principles:

Openness

Engaging comprehensively with institutional stakeholders

Engaging stakeholders effectively, including individual citizens and service users

How we do this:

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- The Council is committed to ensuring an open culture evidenced by open meetings and publication of agendas and minutes.
- A Forward Plan showing key decisions to be made by Council and Cabinet is published.
- There is appropriate Consultation and Engagement supporting the decision making process including annual budget consultation, co-production, engagement with trade unions and engagement with Disability and LGBT communities.
- There are Public questions at Council and Cabinet.
- There is engagement with children and young people to meet the requirement of the UNCRC.
- There is pre-decision scrutiny of Cabinet decisions and Call-In procedure
- Corporate risks are published.

- The Council adopts a Team Swansea approach working as a whole Council and effectively engages with stakeholders to ensure successful and sustainable outcomes by:
 - targeting communications;
 - effective use of social media;
 - formal and informal meetings with key stakeholder groups i.e. External auditors, Welsh Government, Health board.
- The Council has an extensive range of partnerships to support the delivery of the Council's objectives including:
 - The Public Services Board.
 - The Safer Swansea Partnership.
- The Council has adopted the Community/Town Council Charter and facilitates the Community/Town Council forum meetings with the 24 Councils.

- The Council has appropriate structures in place to encourage public participation which is used to inform proposals and key decisions including:
 - A Consultation and Engagement Strategy.
 - A Co-production Framework.
 - "Have your Say" consultations on website.
 - The Scrutiny Programme Committee invites stakeholder contributions and participation.
 - A Staff Survey with responses considered by CMT/Senior Management.
 - A Complaints Policy and Annual Report to assess organisational learning and change.
 - The appointment of Councillor Champions who provide a voice for under-represented groups.
 - An Integrated Impact Assessment to assess the equality, socio-economic and sustainability impacts on people with protected characteristics and future generations.

Principle C

Defining outcomes in terms of sustainable economic, social and environmental benefits

Sub Principles:

Defining outcomes

Sustainable economic, social and environmental benefits

How we do this:

- The Council has a clear vision which is set out in the Corporate Plan *Delivering a Successful & Sustainable Swansea* which prioritises 6 Well-being Objectives.
- Delivery of the Corporate Plan is monitored through the Council's Performance Management Framework with quarterly and annual performance monitoring by CMT/Cabinet.
- There is an Annual Performance Review.
- Annual Service Plans address the sustainability of service delivery along with key corporate priorities.
- There is monthly Performance and Financial Monitoring meetings held for each Directorate.
- There is a Corporate Risk Management Policy ensuring consistent application of risk registers and terminology and audit scrutiny.

- The Council takes a long term and sustainable view and balances the economic, social and environmental impact of policies and plans by:
 - Medium Term Financial Planning covering 3 financial years approved annually by Council.
 - Refresh of the Corporate Plan annually
 - Annual service planning.
- The Council's Corporate Transformation Plan to modernise and transform the council to meet the longer term challenges and ensure sustainable provision of services.
- There is public and stakeholder engagement.
- Council has passed a motion on tackling the climate emergency and has set a target and means to achieve net zero carbon emissions by 2030, including expanding our fleet of green vehicles, increasing tree cover, installing solar panels and improving energy efficiency.

Principle D

Determining the interventions necessary to optimise the achievement of the intended outcomes

Sub Principles:

Determining interventions

Planning interventions

Optimising achievement of intended outcomes

How we do this:

- The Council ensures that decision makers receive objective and rigorous analysis of options with intended outcomes and risks by:
 - written reports from Officers;
 - report clearance by legal, finance and Access to Services officers;
 - embedding of impact assessment in decision making process;
 - clear option appraisals reflected in reports detailing impact, risk and any best value considerations.
- The results of consultation exercises are fully considered by decision makers with consultation responses set out in report.
- Consultation on budget proposals is extensive and includes roadshows with staff.
- The Council has a Corporate Risk Management Policy.

- The Council has established robust planning and control cycles covering strategic and operational plans, priorities and targets which is achieved through:
 - A timetable for producing and reviewing plans on an annual basis.
 - Working with a consultation and engagement strategy.
 - Quarterly and annual performance monitoring including achievement of national and local performance indicators.
- There is robust Medium Term Financial Planning.
- There is an Annual budget setting process in place including an extensive consultation exercise.

- The Council ensures the Medium Term Financial Strategy integrates and balances service priorities, affordability and other resource constraints by setting out any shortfall in resources and spending requirements in the context of service priorities.
- To ensure that the budget process is all inclusive there is regular engagement with members with robust scrutiny by the Service Improvement & Finance Scrutiny Performance Panel.
- Corporate Transformation Plan.
- The Council ensures the achievement of “social value” through the effective commissioning of service in compliance with CPR’s e.g. Beyond Bricks and Mortar (community benefit clauses in council contracts).

Principle E

Developing the entity’s capacity, including the capability of its leadership and the individuals within it.

Sub Principles:

Developing the entity’s capacity

Developing the capability of the entity’s leadership and other individuals

How we do this:

- The Council aims to ensure that Members and Officers have the right skills, knowledge and mind set to operate efficiently and effectively to achieve intended outcomes by:
 - adopting a comprehensive induction training programme for members and officers;
 - a Councillor Training Programme based on a Training Needs Assessment;
 - annual performance review of staff;
 - adoption of a mentoring scheme.
- Operational capacity is supported by the Transformation & Future Council objective to help tackle rising demand and reducing revenue budget.
- The Organisational Development Strategy aims to develop the right staff with the right skills to work in a sustainable way.
- There is engagement with benchmarking groups such as APSE, CIPFA.
- There is collaborative and partnership working including the Public Service Board, Regional Partnership Board, Partneriaeth.

- Effective shared leadership and understanding of roles and objectives is supported by:
 - The Leader and Chief Executive have clearly defined leadership roles.
 - The Chief Executive Appraisal and Remuneration Committee have responsibility for the appraisal of the Chief Executive.
 - There has been member led training with both senior officers and cabinet members.
 - There are regular 1-2-1 meetings with the Leader, Cabinet members, Chief Ex, CMT and Heads of Service.
 - The Transformation and Future Council objective and the Organisational Development Strategy.
- The Constitution sets out the Scheme of Delegation which is regularly reviewed.
- Annual appraisal and performance review.

Principle F

Managing risks and performance through robust internal control and strong public financial management

Sub Principles:

Managing risk

Managing performance

Robust internal control

Managing data

Strong public financial management

How we do this:

- Risk management is an integral part of decision making supported by:
- A Corporate Risk Management Policy with clear nominated officer responsibility.
- New risk register application.
- Monthly review of risks by CMT.
- Monthly review of Directorate Risks at PFM meetings.
- The publication of Corporate Risks allowing greater scrutiny.
- The Governance & Audit Committee regular review of risks (see paras 8.34 & 9)

- There are quarterly performance monitoring reports to Cabinet.
- Each Head of Service produces an Annual Service Plan setting out clear objectives and SWOT analysis of their service.
- There are regular reports as to performance indicators and milestones against intended outcomes.
- There is robust scrutiny challenge by pre decision scrutiny, inquiries and Call-In.
- Monthly Directorate Performance and Financial Monitoring meetings.

- CIA provides independent assurance on the adequacy of internal control through the IA plan approved by the Governance & Audit Committee.
- The Governance and Audit Committee provides independent assurance of the adequacy of the risk management framework, the internal control environment and the performance assessment of the Council.
- The Council is dedicated to tackling fraud and corruption and has an Anti-Fraud and Corruption Policy and Whistleblowing Policy
- The Governance & Audit Committee receives an annual report on the fraud function and Anti-Fraud Plan.
- The Internal Audit Plan is approved by Governance & Audit Committee.

- The Council demonstrates effective safeguarding of personal data and information by:
 - The appointment of a Data Protection Officer.
 - The adoption of a Data Protection Policy.
 - An Information Governance Unit and Senior Information Risk Officer.
 - An information asset register
 - The Council is signed up to the Wales Accord for Sharing Personal Information (WASPI).
 - Data Protection training is mandatory.

- The Council ensures both long term achievement of outcomes and short term performance through the delivery of the Medium Term Financial Plan.
- Financial management is integrated at all levels of planning and control by:
 - financial implications are included in all decision making reports;
 - there is a specific Corporate risk around Financial Control and MTFP owned by the S151 officer.

Principle G

Implementing good practices in transparency, reporting and audit to deliver effective accountability

Sub Principles:

Implementing good practice in transparency

Implementing good practices in reporting

Assurance and effective accountability

How we do this

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- The Council aims to present understandable and transparent reports for both stakeholders and the public which is supported by:-
 - A Report Authors Protocol which ensures consistency in reports.
 - A Clear Writing guide for Officers.
 - All reports are signed off by Cabinet Member, legal, finance and Access to Services officers.
 - The Council has a Publication Scheme which is available on the website.
 - Where possible exempt reports are split so that the main report can be heard in public with confidential information being a separate exempt report.
 - Publication of delegated decisions.
 - Reports are published on the website and agendas are published in the Welsh Language.

- The Council reports at least annually on performance as evidenced by:
 - Quarterly and annual reports to Cabinet on performance.
 - An annual Review of Performance report setting out how the Council has performed in meeting its Corporate Objectives.
 - The Annual Statement of Accounts audited by external auditor and approved by Council and published demonstrates how the Council has achieved performance, value for money and the stewardship of resources.
- Senior Managers complete Self-Assessment & Management Assurance Statements (SMAS) reflecting performance against governance, risk management and internal control. The SMAS contribute to the Annual Governance Statement.
- The Council have adopted the Code of Corporate Governance based on CIPFA framework.

- Through the assurance mechanisms set out below the Council can demonstrate effective accountability:
- The Internal Audit work plan provides assurance on the council's control mechanisms, risk management and governance arrangements which is monitored by the Governance & Audit Committee.
- All agreed actions from Internal Audit reviews are monitored.
- Reports and plans to implement Audit Wales and Internal Audit recommendations reported (as relevant) to Scrutiny and Governance & Audit Committee.
- Peer Review and inspection from regulatory bodies and external compliance reviews which are reported to CMT/Cabinet and used to improve service delivery.
- There is Scrutiny and audit review of Audit Wales reports and action plans.
- Assurance on risks associated with delivery of services through third parties is achieved by:
 - Commissioning and monitoring arrangements and compliance with Contract Procedure Rules.
 - SMAS reflect risk assessments in relation to partnership/third party working.

Internal Assurance

External Assurance

Annual Governance Statement

Council/
Cabinet/
Committee

Internal Audit

External audit

External Regulators/
Inspections

Monitoring
officer/S151
officer

Statutory
Inspections

CMT -SMAS

Governance &
Audit
Committee

Scrutiny

Page 401

4. Review of Effectiveness

- 4.1 The City and County of Swansea annually reviews the effectiveness of its governance framework including the system of internal control.
- (a) Statements from Corporate Management Team (CMT), Statutory Officers, the Internal Audit Manager and the Audit Committee.
 - (b) External organisations i.e. Audit Wales and regulators.
 - (c) Core evidence mapped to Council, Cabinet and Committees.
- 4.2 The following highlights the review of the governance framework in order to compile the Annual Governance Statement and sets out the assurance of CMT, officers and external organisations.

INTERNAL SOURCES OF ASSURANCE

5. Corporate Management Team/SMAS

- 5.1 The Senior Management Assurance Statements (SMAS) form part of the governance assessment framework. Through the SMAS each Director responds to 15 good governance statements covering:
- Risk Management.
 - Partnership/Collaboration governance.
 - Compliance with Policies/Rules/Legal & Regulatory requirements.
 - Programme and Project Assurance.
 - Budget Monitoring.
 - Planning and Decision Making.
 - Internal Control Environment.
 - Fraud & Financial Impropriety.
 - Performance Measurement & Management.
- 5.2 The Directors assess assurance using a 5 point maturity scale for their areas of responsibility ranging from “Not in place” to “Embedded”. Directors are expected to consult with their Heads of Service to support a directorate approach to each statement.
- 5.3 The assurance statements summarised by 9 categories showed overall in 2022/23 that there were no categories that were deemed as being “Not in place” and 1 (1.4%) with “Limited Application” (Performance Measurement & Management - Performance Reviews). A small number 8 (11.4%) of categories were regarded as showing “Mixed Application”. These categories were: Compliance Improvement (3); Planning and Decision Making - Service Planning (1); Planning and Decision Making - Future Generations & Equality (1); Performance Measurement & Management (1); Performance Measurement & Management - Performance Reviews (3). These will be captured in the significant governance risks for 2022/23 where relevant.

However, 39 (55.7%) demonstrated “Strong Application” and 22 (31.4%) were described as “Embedded.”

- 5.5 The Council established an Annual Governance Group for the purpose of challenging the SMASs and assisting and overseeing the development of the Annual Governance Statement. The Group is chaired by the Interim Director of Corporate Services and members include the Council’s Section 151 Officer and Monitoring Officer, as well as the Strategic Delivery & Performance Manager and a member of the Governance & Audit Committee. The Chief Internal Auditor attends in an advisory capacity. The Annual Governance Group met on 15th March 2023 to review the draft SMAS submitted by each Director. CMT reviewed the draft SMAS and the findings from the Annual Governance Group on 29th March. The Annual Governance Group reviewed the revised SMAS and the draft Annual Governance Statement on 19th April 2023. The Significant Governance Issues for 2023/24 as identified by CMT after reviewing the draft Annual Governance Statement on 26th April 2023 are those listed in the table on pages 193 – 196.

6. The Monitoring Officer

- 6.1 The Chief Legal Officer is the Monitoring Officer with a specific duty to ensure that the Council, Officers and Members maintain the highest ethical standards of conduct. The Standards Committee has the responsibility for monitoring the ethical standards of conduct and to deal with any breaches of the Code referred to the Committee by the Public Service Ombudsman (PSOW).
- 6.2 During 2022/2023 the Monitoring Officer was notified of 12 complaints relating to members conduct by the PSOW. The PSOW decided not to investigate 11 of those complaints. 1 complaint is being investigated and is still outstanding. In relation to complaints reported to the PSOW the Committee receive regular updates as to the status of complaints. Regular PSOW bulletins are circulated to all councillors as to Code of Conduct issues when issued.
- 6.3 The Local Government and Election (Wales) Act 2021 brought in new duties for Standards Committees and Group Leaders in Wales from May 2022. The Committee considered changes to their Terms of Reference on 9 March 2022 so as to comply with the legislation. Council approved the changes to the terms of reference on 24 May 2022.
- 6.4 The Chair presented the Standards Committee Annual Report 2021/22 to Council on 7 July 2022. The Report reflected the Committee’s view that generally the conduct of members was high..
- 6.5 In February and March 2023 the Standards Committee interviewed the Leader and all Leaders of the Opposition Groups. The discussion with group leaders focused on their new duties under the legislation and how they would meet that duty. The Monitoring Officer is therefore of the view that the Authority is in a good position to comply with the new legislative requirements.

- 6.6 The Monitoring Officer has not had to issue any statutory Section 5 Local Government and Housing Act 1989 reports during 2022/23
- 6.7 Members and co-opted members are required to register their personal interests in any business of the authority and to comply with the rules set out in the Members Code of Conduct. Members must also comply with the rules around Gifts and Hospitality.
- 6.8 All staff are required to disclose any personal interests which actually or potentially conflict with their duties to the council and to register any secondary employment.
- 6.9 Substantial work on the Council Constitution has been progressed with some major amendments being made at the Annual Meeting of Council on 24 May 2022 following the implementation of the Local Government and Elections (Wales) Act 2021. These included a Multi-Location Meeting Policy, a Petition Procedure and an index to the Constitution. Further constitutional changes will be progressed during 2023/24.

7. The S151 Officer

- 7.1 Quarterly **Financial Monitoring Reports** were presented to Cabinet throughout 2022/23. The third quarter report identified a net £8.995m of shortfall in service revenue budgets, almost entirely in relation to the recently accepted 2022/23 pay award together with anticipated costs/loss of income as a result of COVID19 which when combined with a forecast £2.0m shortfall in Council Tax collection leads to a total shortfall of £10.995m. To date the amount actually claimed in relation to COVID related additional costs/loss of income is £9.3m. It is assumed that all the TTP costs will also be recovered and for 2022/23 some additional grant is £3.8m. It is also possible that Council tax losses, or part of them at least, will be met by future WG grant support, but this is yet to be assured. In addition as identified above further mitigation is anticipated from the Apprenticeship/Inflation provision of £3.13m and Contingency fund of £5.457m. Taking account all of these mitigations and including the shortfall in Council Tax collection this results in a net forecast underspend for the council of £1.345m (after contingency and other reserve draws). Ongoing uncertainty over NDR receipts (after a succession of complicated interim relief schemes may likely need to utilise this residual under spend after reserve draws).
- 7.1.1 The current indication is that, for 2022/23, and for 2023/24 there needs to be continued targeted mitigating action and delivery of savings proposals to help reduce the overall overspend or likely future overspends. It looks inevitable major some significant draws from contingency and earmarked reserves will be needed to achieve a fully balanced budget for the year but this was somewhat anticipated throughout the year. Any inroads to net spending will reduce the necessary draw from reserves and preserve the amount of reserves available to carry into 2023/24 and the anticipated need for a repeat

of the mitigation strategy given our biggest cost driver, local government and teacher pay, remains far from resolved, agreed or fully funded.

- 7.2 A verbal **Mid Term Budget Statement 2022/23** was presented to Council in December 2022 given the substantially delayed settlement. The written report on the **Review of Reserves** was presented to Council on 06/10/22, which provided a strategic and focussed assessment of the current year's financial performance and an update on strategic planning assumptions over the next 3 financial years.
- 7.2.1 The conclusion of the Statement was that the Council could potentially struggle to deliver within the overall resources identified to support the budget in 2022/23 and beyond unless the local government settlement was continued to be permanently much enhanced and preferably routinely multi-year (the quantum was duly confirmed much enhanced by March 2022 and pleasingly was a three year settlement albeit heavily front loaded then dropping off significantly). The likely projected outturn was dependent upon the ability of the Council to reduce and restrict ongoing expenditure across all areas, its ability to recover expenditure and lost income from Welsh Government and continued reliance on active capital financing strategies to maximise the short term savings to enable the capital equalisation reserve to be bolstered for the medium to long-term recognising the major future capital commitments already irrevocably made by Council decisions on the size of the capital programme and associated borrowing.
- 7.2.2 The Revenue and Capital Budgets were approved by Council on 02/03/23. They continued to set out an ongoing ambitious programme of approved capital spending plans and future capital spending plans (partly financed by the Swansea Bay City Deal but predominantly by unsupported borrowing now fully externalised at fixed rates for up to 50 years de-risking general fund exposure to future interest rate movements) which would require modest budget savings to be delivered to help facilitate that major capital investment and economic regeneration stimulus. Future capital spending plans of up to a further £50m are nominal only at present and require financing from capital borrowing and revenue headroom to be yet created with only a temporary and interim reserve funding solution. These plans are likely to still be affected by ongoing ripple effects of COVID-19 and much wider economic aftershocks. It remains entirely unclear as to the scale of additional spending, the loss of income, and the funding arrangements for reimbursement in part, or in full, that the Authority faces in responding both locally, with partners, and supporting the national strategic response to COVID-19 and the economic outlook.
- 7.2.3 The impact will be very financially material on the 2022/23 accounts but the prioritisation of the response to COVID-19 and wider economic crises may have impaired our ability to fully prepare the accounts to our normally exceptionally high standards (and timeliness) in line with accounting standards. Any necessary deviation caused will be disclosed separately throughout these accounts.

- 7.3 The **Medium Term Financial Plan 2024/25 – 2026/27** was approved by Council on 02/03/2023. The Plan outlined the range of options around funding faced by the Council over the period, the key reliance on the scale and value of future local government finance settlements and the strategy to be adopted to address the various scenarios as well as the inherent risks to the success of the adopted strategy.
- 7.3.1 All spending and funding assumptions were set before the ongoing economic scale of the repayment of costs incurred during COVID-19 pandemic was fully apparent, exacerbated by the late nature of the UK and Welsh government budget setting processes. Whilst the Authority will consider future spending plans in line with projected funding announcements there is no indication at present that any of the assets of the Authority may be impaired as a result of a need to close facilities and reduce the level of service provision.
- 7.4 Each Corporate Director held monthly **Performance and Financial Monitoring** meetings where Chief Officers and Heads of Service reported on progress in terms of continuous improvement and budgets.
- 7.5 **Audit Wales Annual Audit Summary 2023.** Audit Wales outlined that given the continuing slippage arising from the COVID-19 pandemic and national issues relating to the disclosure of infrastructure assets, the Welsh Government provided flexibility for both the accounts preparation and the audit deadlines, extending the latter from 30 November 2022 to 31 January 2023. The draft accounts were presented on 16 November 2022 and the Auditor General gave an unqualified true and fair opinion on the Council's financial statements on 31 March 2023
- 7.5.1 The Auditor General certified that the Council had met its remaining Local Government (Wales) Measure 2009 duties for the financial year 2021-22, as saved by an order made under the Local Government and Elections (Wales) Act 2021.
- 7.5.2 Audit Wales reviewed the arrangements the Council has put in place to secure value for money in the use of its resources. Their work was focussed on the Council's arrangements on implementing the Local Government and Elections Act (Wales) 2021, carbon reduction plans and the financial position; the outcome from this work were reported to Governance & Audit Committee on 27th September 2022, 9th February 2023 and 8th March 2023 respectively. Audit Wales also carried out studies across the local government sector to make recommendations for improving value for money.
- 7.6 The Council is the Administering Authority for the City and County of Swansea Pension Fund (the Pension Fund) and Swansea Bay Port Health Authority (SBPHA). The governance arrangements detailed in this Annual Governance Statement apply equally to the Council's responsibilities to the Pension Fund

and SBPHA. There are further specific requirements for the Pension Fund which are to produce:

- Investment Strategy Statement.
- Governance Compliance Statement
- Internal Dispute Resolution Process.
- Funding Strategy Statement.
- Administration Strategy Statement.
- A full actuarial valuation to be carried out every third year.
- Communications Strategy Statement.

7.6.1 In 2022/23, the SBPHA reviewed and implemented a revised model of service delivery.

8. Chief Auditors Opinion

8.1 System of internal control are designed to help the Council manage and control the risks which could affect the achievement of the Council's objectives. However it is not possible to eliminate all risks completely.

8.2 As a result, Internal Audit can only provide 'reasonable' assurance that the systems of internal control within the areas of the Council reviewed are operating adequately and effectively.

8.3 The Internal Audit Section awards an assurance level for all audits undertaken.

8.4 The table below provides a summary of the assurance levels awarded to the audits completed in 2022/23:

Audit Assurance Results 2022/23		
Total Number of Audits Finalised	73	
Assurance Level	Number	%
High Assurance	27	37
Substantial Assurance	40	55
Moderate Assurance	6	8

8.5 As can be seen in the table above, the outcome of 67 of the 73 audits completed (92%) was positive with the audits being awarded either a High or Substantial assurance level.

8.6 Six audits received a Moderate level of assurance in the year. A summary of the key issues that result in Moderate assurance ratings being awarded are presented to the Governance & Audit Committee as part of the Chief Auditor's Quarterly Monitoring Reports, together with the outcome of the follow-up reviews undertaken to assure the Committee that action has been taken by management to address the issues identified.

- 8.7 In total there are 14 audits which are classed as Fundamental audits. The Fundamental audits are the core financial systems that are considered to be so significant to the achievement of the Council's objectives that they are audited either annually or bi-annually. Following the audits completed in 2022/23, 10 of the 14 Fundamental audits were awarded a High level of assurance and 3 were awarded a Substantial level of assurance (Accounts Payable, Business Rates and Employee Services).
- 8.8 The Fundamental Accounts Receivable audit was awarded a Moderate assurance level in 2022/23, as has also been the case in the previous four financial years. The Governance & Audit Committee has received several updates from the relevant managers within the service in relation to the work that is ongoing to address the issues that have been identified. The Committee will continue to receive updates on this during 2023/24 as required.
- 8.9 It is disappointing that the Accounts Receivable audit received a Moderate assurance rating once again in 2022/23. As detailed in updates provided to the Governance & Audit Committee from the service management, the reasons for the weaknesses identified in this area are primarily in relation to reduced staff resources. As noted in previous annual reports, continuity and maintenance of core grip with changing, and more often diminishing resources was a recognised clear challenge across the Council, and this continued to be the case in 2022/23 and going into 2023/24.
- 8.10 Despite this, as stated previously it should be noted that of the 14 fundamental system audits, 10 have a High assurance level and 3 have a Substantial assurance level. In addition, the results of the work undertaken in 2022/23 shows that 92% of all audits completed in year were awarded either a High or Substantial assurance level. This provides reasonable assurance that the systems of internal control are operating effectively across the Council.
- 8.11 The Internal Audit Team has continued to operate in a very challenging environment throughout 2022/23. Approximately 500 days were lost to sickness absence and vacancies. As a result, approximately 35% of the original 2022/23 Audit Plan had to be deferred. However, I wish to express my gratitude the Internal Audit Team who have worked tirelessly throughout the year to complete as much audit work as possible.
- 8.12 The Audit Plan for 2022/23 contained 131 separate audit activities. As at 31 March 2023, 80 activities (61%) had been completed, with one additional activity (1%) substantially complete with a draft report issued. As a result, 81 activities had been completed to at least draft report stage (62%). An additional 4 activities were in progress at year end (3%). As a result, approximately 65% of the audit activities included in the 2022/23 Audit Plan had either completed or were in progress at year end. The team also successfully completed all of the Fundamental audits. This is a positive result given the resources available in the Team during the year. It is also pleasing

to note the overall positive outcomes of the work that has been completed in year as highlighted above.

- 8.13 Throughout the year, a significant amount of effort has continued to be directed at further strengthening the systems of risk management across the Council. The Governance and Audit Committee has received regular update reports from the Strategic Delivery and Performance Manager outlining the status of key risks from the Corporate Risk Register. The Corporate Management Team and Risk Owners have also reviewed the risk register entries regularly throughout the year to ensure the register is up to date. The new Risk Management System has also been further embedded in the year which has continued to improve the monitoring and control of risks. The introduction of the new Risk Management System has facilitated greater scrutiny of the risk management arrangements in place by the Governance and Audit Committee, and detailed reports from the new system have been presented to the Committee throughout the year.
- 8.14 At the time of writing this opinion, it is unclear as to the scale of additional spending the Council faces, from persistent relatively high inflation across both revenue and capital and demands on our services post pandemic whilst also in the midst of a cost of living crisis. The Director of Finance & Section 151 Officer has advised that his view is that there is adequate assurance of sufficient budget cover for 2023/24, but the future budget outlook remains extremely challenging in real terms. In March 2023, the Leader of the Council set out the Council's intention to continue with utilising the residual part of the locally funded Covid-19 Economic Recovery Fund during 2023/24. This will in part may mitigate the known certainty of the expected significantly reduced real terms Government funding increases in future years. This may also assist with dealing with some, but not all, of the immediate inflationary effects, which means future real terms reductions seem inevitable. However, this is pending formal certification of the final outturn and statement of accounts by the Section 151 Officer and Council.
- 8.15 The work undertaken by the Internal Audit Team in the year did not uncover any significant concerns in relation to governance and overall management control across the areas of the council that were subject to internal audit review. Despite the ongoing period of upheaval and change, officers have continued to adapt speedily and effectively to the move out of the pandemic.
- 8.16 Given the completion rate of the 2022/23 Audit Plan noted previously, and the fact that the Internal Audit Team has completed all of the planned Fundamental audits in year, the Chief Auditor feels that no impairment to the Chief Auditor's opinion is required. Assurance can be provided across a range of Council services as a result of the audits completed and other assurance work undertaken in the year.
- 8.17 In addition, for the reasons set out previously, the Chief Auditor is of the opinion that governance arrangements across the Council have proved to be robust and resilient throughout the continuing period of challenge and change

that the Council has faced over the past year in the transition out of the pandemic.

8.18

Chief Auditors Opinion for 2022/23

Based on the programme of audit work undertaken in 2022/23, the Chief Auditor's opinion on the overall adequacy and effectiveness of the Council's framework of governance, risk management and internal control is effective with no significant weaknesses identified in 2022/23 which would have a material impact on the Council's financial affairs or the achievement of its objectives.

9. The Governance & Audit Committee

- 9.1 This report prepared by the Chief Auditor and Democratic Services reflects on the work of the Governance & Audit Committee. The report provides an overview of the Governance & Audit Committee's work in the municipal year 2022/23. On 31st May 2022 the Governance & Audit Committee considered the election of Chair for 2022/23 Municipal Year where it was resolved that Paula O'Connor be elected Chair. At the same meeting Councillor P R Hood-Williams was elected Vice-Chair for the 2022/23 Municipal Year.
- 9.2 The full Council agreed that the Governance & Audit Committee would be set at 15 members with one third of those being Lay Members to comply with the requirements of the Local Government and Election (Wales) Act. This resulted in the Council recruiting a further three Lay Members. By May 2022 an additional two new Lay Members were successfully recruited – Mr Phillip Sharman and Mr Gordon Anderson. In March 2023 the Council were successful in appointing the fifth Lay Member Mr David Roberts who assumed his position in April 2023 thus being fully compliant with legislative requirements.
- 9.3 In addition, Cllr Lesley Walton was elected by the Governance & Audit Committee to be the Representative on the Governance Group. This Group ensures that the Annual Governance Statement is complete and accurate and is in harmony with the work of the Governance & Audit Committee. The Annual Governance Statement was presented together with this Annual Report of the Governance & Audit Committee at the May 2023 meeting.
- 9.4 A formal Training Programme has been in place throughout the year to ensure the Committee Members understand their roles and responsibilities. This also provides a clear understanding of the roles of Performance and Scrutiny.

- 9.5 The Local Government and Election (Wales) Act requires careful coordination between Governance & Audit Committee and the Scrutiny Committee. To aide this, the Work Programme of both Committees are appended to every meeting of the Governance & Audit Committee.
- 9.6 In addition, the Chair of Scrutiny attends the Governance & Audit Committee to present the Annual report. Similarly, the Council's Performance Report was brought to the attention of the Governance & Audit Committee on 14th December 2022 by Cllr Chris Holley, Chair of the Service Improvement & Finance Scrutiny Panel in order to give assurance to the Committee that it had been subject to review and challenge by the Panel.
- 9.7 The Chair has assured the Council that every effort will be made to gain maximum effectiveness in the work of scrutiny and audit in order to avoid stepping outside of the remits of their terms of reference. More recently, on 14th March 2023 the Chair attended the Scrutiny Programme Committee to discuss Governance & Audit Committee and Scrutiny relationships to reinforce and clarify those responsibilities. The terms of reference are reviewed annually in conjunction with the Monitoring Officer to ensure that they reflect the most up to date legislation. The Committee terms of reference forms part of each Agenda as an aide to ensure that Members are sighted of its role.
- 9.8 The Chair would note that the South West Wales Corporate Joint Committee was established early 2022 to meet the requirements of Part 5 of the Local Governance and Elections (Wales) Act 2021. Further insight was given to Members as to the current status and progress of the CJC at the September 2021 Governance & Audit Committee and then in December 2021 the Governance & Audit Committee were informed of progress and next steps being taken in establishing a formal governance framework. At that time, it was envisaged that the status and progress of the work of the CJC would be brought back to the Governance & Audit Committee during the early part of 2022 when consideration would be given to any further changes to Terms of Reference of the Governance & Audit Committee. In March 2023 the Committee received a report on the Governance and Assurance Arrangements of Swansea Council's Strategic Partnerships. One of the Partnerships was the South West Wales Corporate Joint Committee. The Chair confirms that the Governance and Audit Sub Committee of this Partnership met on 11 November 2022 to agree Terms of Reference, but no further meetings have taken place since this date. Recent notification indicated that a meeting in July 2023 was being arranged but this meeting was stood down on the basis that, at this particular time, there were no matters which require consideration by the Governance and Audit Sub Committee. As a result, the Terms of Reference for the Council's Governance & Audit Committee will need to be kept under review.
- 9.9 The Governance & Audit Committee have continued to express concern around the absence of the Workforce Strategy and the challenges placed on resources. In February 2022 the Strategic HR&OD Manager confirmed that a

proposed Workforce Strategy has been developed for the financial year April 2022-2025. It was also confirmed that the Strategy took into consideration the Council's Corporate Plan "Delivery a Successful and Sustainable Swansea" as well as the provisions of the Well-Being of Future Generations (Wales) Act 2015. The Strategy was launched during 2022.

- 9.10 Subsequently, a key report was presented to the Committee on 17th November 2022 informing the Committee of the Council's Transformation Goals and Strategy. This report noted that the first two phases of Achieving Better Together strategy and goals ended in May 2022 with the development of the council workforce strategy amongst other activities. However, to deal with the challenges ahead the Council declares that "between 2022 and 2027 the Council will deliver at least the same if not better outcomes for our population and improve our efficiency by making significant changes to the way we work and how our services are designed and delivered". The Governance & Audit Committee will receive future updates.
- 9.11 The Committee noted that a number of key staff changes took place during the year including the departure of the Chief Executive and the Deputy Chief Executive/Director of Corporate Services. As a result, Interim arrangements were put in place, but this did not impact on the access that the Chair had to Senior Officers. The Chair has continued to speak regularly to the new Chief Executive and Director of Corporate Services.
- 9.12 The Chair also highlights that the Committee has previously reported on the shortfall in assurances being received around the Council's Risk Management arrangements. However, the Chair has ensured that the Service Directors have attended the Governance & Audit Committee during the year to provide assurance to the Committee that individual functions are exercised effectively, and there is economic, efficient, and effective use of resources and effective governance. The Director of Corporate Services has been reviewing the risk management system with the aim of enhancing the current reporting to the Committee.
- 9.14 The Governance & Audit Committee terms of reference states that the Committee "oversees internal audit and external audit, helping to ensure efficient and effective assurance arrangements are in place.
- 9.15 In March 2022 the Chief Internal Auditor presented the Draft Internal Audit Plan for 2022/23 and methodology applied. The Chair commented that the Committee was able to support approval of the Plan to Council with the caveat that assurances had been obtained from the Chief Internal Auditor that the Plan was risk based and complied with the Public Sector Internal Audit Standards. The Committee continued to seek further understanding of the scope of the reviews during 2022/23.
- 9.16 The Committee received the 2022/23 Internal Audit Plan and Charter on 8th March 2022 and has received reports regularly during the year from the Chief Internal Auditor. The Chief Internal Auditor explained the staff resource

pressures throughout the year and also advised that at the year-end 62% of the plan would be completed which would be sufficient to provide the Head of Internal Audit Opinion. The Chair has expressed her gratitude to the Chief Auditor and his Team in progressing with the plan during a period of unplanned staff absences. During 2022/23 the Chief Auditor reported a number of Moderate Assurance audit reports that resulted in those responsible attending Governance & Audit Committee to give assurance that appropriate action was being taken where significant weaknesses in control were identified. During the year the Chief Internal Auditor updated the Governance & Audit Committee of those audit assignments that had to be deferred. The final Chief Internal Auditor opinion was presented to the Audit Committee in May 2023.

- 9.17 Audit Wales presented their 2022 Audit Plan to the Governance & Audit Committee on 15th June 2022, and has provided the Committee with regular updates to their work. Their Quarterly update to 30 September 2022 was presented to the December 2022 Committee meeting. Also, the update to 31 December 2022 was presented to the March 2023 Committee meeting. Audit Wales have encountered staffing pressures throughout the year and have kept the Committee and full Council abreast of the situation.
- 9.18 The Committee has repeatedly checked progress with the development of the tracker to give focus to completion of external audit recommendations. Until this tracker is fully developed and put into place the Scrutiny Committee has a role in challenging non implementation of Audit Wales recommendations as well as the Governance & Audit Committee. The Council has also implemented a system whereby they are able to track who was allocated Audit Wales reports for actioning recommendations.
- 9.19 On 13 July 2022 the Committee received the 202/23 Fraud Function Annual Plan. The 2021/22 Anti-Fraud Annual Report was received at the same meeting. In December 2022 the Corporate Counter Fraud Function presented their mid-year update report on progress against the plan. This report identified the Teams limited resources that impacts on their ability to be proactive in certain areas albeit the National Fraud Initiative work is considered proactive.
- 9.20 The Council has continued to face significant challenges during 2022/23. However, Audit Wales has confirmed at the March 2023 meeting that they intend to issue an unqualified opinion on the 2021/22 accounts.
- 9.21 Looking ahead to 2023/24 the Governance & Audit Committee's membership and responsibilities will need to be kept under review to ensure that a Training Programme continues to be in place that reflects the needs of new Councillors and Lay Members. Governance & Audit Committee Members completed an assessment of performance in March 2023 and the outcome of this self-assessment will be considered at the May 2023 meeting. If the self-assessment identifies any additional Member needs, this will be added to the Training Programme.

- 9.22 The Committee's concerns expressed during the 2022/23 Municipal year will be appropriately reflected in the Annual Governance Statement and will include performance against the Transformation Strategy, and the further improvements required to embed the risk management arrangements and enhanced reporting of risk. In addition, for those Moderate or Limited Assurance Internal Audit reports issued during the year the Committee will seek further updates to ensure all internal audit recommendations have been actioned. Also, the Significant Governance issues noted in the Annual Governance Statement will be considered by the Committee and will include Workforce capacity and capabilities (including Agency use and Sickness), Performance Management review, ICT Disaster Recovery and Procurement.

EXTERNAL SOURCES OF ASSURANCE

10. External Auditors

- 10.1 Audit Wales provided their opinion on the financial statements which was an unqualified opinion. Audit Wales Annual Audit Summary outlines that given the continuing slippage arising from the COVID-19 pandemic and national issues relating to the disclosure of infrastructure assets, the Welsh Government provided flexibility for both the accounts preparation and the audit deadlines, extending the latter from 30 November 2022 to 31 January 2023. The draft accounts were presented on 16 November 2022 and the Auditor General gave an unqualified true and fair opinion on the Council's financial statements on 31 March 2023. The Auditor General certified that the Council had met its remaining Local Government (Wales) Measure 2009 duties for the financial year 2021-22, as saved by an order made under the Local Government and Elections (Wales) Act 2021.
- 10.2 Audit Wales reviewed the arrangements the Council has put in place to secure value for money in the use of its resources. Their work was focussed on the Council's arrangements on implementing the Local Government and Elections Act (Wales) 2021, carbon reduction plans and the financial position; the outcome from this work were reported to Governance & Audit Committee on 27th September 2022, 9th February 2023 and 8th March 2023 respectively. Audit Wales also carried out studies across the local government sector to make recommendations for improving value for money.
- 10.3 Audit Wales on behalf of the Auditor General for Wales presented the **Audit of Financial Statements Report 2021/22** to Governance & Audit Committee on 8/3/23 and to Council on 30/03/23. The report highlighted any significant issues to those charged with governance that needed to be considered prior to the approval of the financial statements. The Auditor General issued an unqualified audit report for the financial statements. The report concluded that the financial statements for the City & County of Swansea and the City and County of Swansea Pension Fund, (which was presented separately to the

Pension Fund Committee on the 16/11/22), gave a true and fair view of the financial position of the Council and had been properly prepared.

11. Statutory external inspections/regulators

11.1 Audit Wales, Estyn and CiW recently provided feedback to the Council through a Joint Regulators Assurance and Risk Assessment 2022-23 workshop, which delivered to CMT on 11th January 2023.

11.2 At the workshop, Estyn outlined the following assurances on the Council:

- Swansea's education directorate has an ambitious aspiration for all its children and young people.
- Officers work collaboratively and productively with other services and external organisations on many levels.
- The director and officers promote and support a strong and effective culture of self-improvement amongst Swansea schools.
- Learner well-being and welfare is a priority. A wide range of support and interventions for pupils with behavioural and emotional difficulties ensures that learners succeed and remain in education.
- The number of pupils progressing to Year 11 and remaining in school until the end of the academic year is consistently higher than national averages.
- The directorate has a strong culture of self-reflection and they produce swift and precise improvement plans when appropriate.
- There are well-established monitoring and quality assurance processes in place

11.3 Estyn identified what they perceived as risks:

- Concerns over future budgets and the ability to deliver services effectively across the authority and fulfil proposed capital spending plans.
- The new regional partnership arrangement 'Partneriaeth' is at an early stage of implementation and is too soon to judge its effectiveness.
- Two recommendations from local government inspection: review post-16 provision to ensure that it meets the needs of all learners; strengthen Welsh-medium provision across all ages and areas of the local authority

11.4 CiW described the following overarching assurances on the Council:

- Corporate understanding of & support for post –pandemic position.
- Innovative approach to service delivery and planning.
- Stable, experienced senior management team.
- Workforce strategy / planning.
- Quality assurance becoming more embedded.

11.5 CiW outlined the following assurances on childrens social care services:

- Demonstrable compliance in meeting statutory duties, despite ongoing / significant pressures.
 - Stable / decreasing CLA population.
 - Robust and comprehensive PFM reports.
 - Enhanced multi-agency / partnership working.
- 11.6 The following risks were described by CiW concerning childrens social services:
- Managing increasing scope & complexity of demand.
 - Significant, ongoing recruitment & retention challenges.
 - Recent use of emergency placements, due to lack of availability.
- 11.7 CiW outlined the following assurances on adults social care services:
- Re-structuring led to improvement in some key areas of service delivery, including Safeguarding & DoL's teams.
 - Strengthened integration / positive relationships with health colleagues.
 - Supplementing resource via managed team to help address assessment and reviews.
- 11.8 The following risks were described by CiW concerning adults social services:
- Ongoing fragile position of Domiciliary Care provider market –growing waiting lists / shrinking capacity.
 - Ongoing pressures due to demand in the system.
 - Delays in assessments.
- 11.9 CiW outlined their planned future work for 2022/23 as follows:
- Continue to test and evaluate their revised approach, including assurance checks, improvement checks and PEI's (in conjunction with LAAG and other interested parties).
 - Continuous programme of activity from April 2023 –it is anticipated that all 22 Local authorities will have some activity whether that be an assurance check, a performance evaluation inspection and / or involvement in a national thematic review.
 - Continue with programme of formal meetings with Heads of Service and also the annual meeting with the Director of Social Services
 - National thematic review - to be confirmed.
- 11.10 Audit Wales listed the following assurances on the Council:
- Stable political landscape with continuity of leadership.
 - Council is refreshing much of its corporate framework, including its Corporate Strategy and performance management arrangements to

ensure they are aligned to deliver its ambitions, within the constraints of its developing MTFS.

- Council has high levels of reserves which it is using (estimated £30m for 23/24) to help with its financial sustainability over the short to medium term.
- Has historically had a low cost of borrowing on capital that is now being used to deliver its ambitious regeneration priorities.
- Pension Fund has performed well over the last few years.
- Reviewed achieving better together programme and have developed a refreshed Transformation Programme.
- The Council is reviewing its risk management arrangements and has recently reviewed its Corporate Risk Register and identified a number of new corporate risks, such as: homelessness and cost of living
- The Council has a strong grasp of the scale and complexity of the challenge to achieve net zero by 2030 and has ambitions for the county of Swansea to become net zero by 2050.

11.11 The following emerging risks were described by Audit Wales concerning the Council:

- Positive financial settlement for 2023/24 (£31m uplift). However, future financial pressures remain a risk with a saving target of £25m for 2023/24 and significant saving targets for 2024/25 –2026/27.
- High levels of school reserves which will be reduced in 2023/24 as schools have to find savings of £2.9m and also need to cover this year's pay award–potential risk for 2024/25.
- Net Zero plans are not fully costed and do not identify the funding and resources required to deliver all the identified activity.
- Sustainability of some strategic private sector delivery partners such as those in Leisure.
- Challenges in relation to recruitment and retention in particular sectors such as care and senior posts in education.
- Budget proposals principle is minimal compulsory redundancy – although not ruled out in services areas where the greatest savings are required, potential risk around service delivery.
- Significant historical delays in delivering the new ERP solution Oracle Fusion current system will be unsupported from June 2023.
- Ambitious local and regional economic regeneration plans, however the sustainability of private sector support for this remains a risk in the current economic climate.
- Concerns over the progress being made on some of the largest Swansea Bay City deal projects such as “homes as power stations” of particular significance given the cost of living crisis.
- Recently established Corporate Delivery Committees to support Policy development, however some concerns over duplication with Scrutiny.
- Impact on Transformation Programme of current financial crisis.

- Track record - delivering financial savings, delivering on significant projects such as IT; how is the Council assuring itself that it can prioritise and deliver?
- 11.12 An exercise mapping the Councils corporate risks to those identified by the Audit Wales will be undertaken in the early part of 2023/24 but there appears to be coherence between them. Note that corporate risks in and of themselves are not necessarily governance issues. There can be a distinction between corporate risks, which are mostly dealt with as performance matters, and the process around the management of risks, which is a question for governance.
- 11.13 Swansea's Director of Social Services' Annual Report 2021/22 was presented to full Council in October 2022. The report is an opportunity to show how well Swansea is meeting the new statutory requirements under the Social Services and Well-being (Wales) Act 2014, and how we are applying the five ways of working within the Well-being of Future Generations (Wales) Act 2015. The report has to evaluate the local authority's improvement journey to 2021/22, performance within the six National Quality Standards and contributing the wellbeing outcomes for the citizens of Swansea.
- 11.14 In December 2021, CiW published a National Overview Report of Assurance Checks with Children's and Adult Social Services. This report gives the key finding from the 19 assurance checks carried out across Wales between September 2020 and July 2021, and sets out the future challenges for social services. Future challenges identified within this report can be summarised as:
- Unprecedented increase in demand for social care.
 - Partnership working.
 - Recruitment and retention.
 - Fragility within domiciliary support services.
 - Placement insufficiency within the childcare sector.
 - Advocacy.
 - Support for Carers.
 - Grant funding.
- 11.15 Care Inspectorate Wales (CiW) hold an annual performance review meetings with each local authority social services. Senior management, cabinet members and senior managers are invited to the meeting to share in feedback from recent inspection activity and to discuss progress against the statutory requirements, improvement priorities and against performance measures. Minutes noting the outcome of the meeting are then sent to the Director of Social Services; the most recent meeting notes are dated 16th December 2021.
- 11.16 CIW informed the Director that this meeting marked the end of the 'testing and reviewing' phase of their revised approach. There will be further engagement, in due course, as they move into our consultation phase. Their aim is that a revised approach to performance review of statutory social services (including any revisions to our published code of practice) will be fully implemented for

April 2023. The Chief Inspectors recent report set out the context and national themes, CiW have identified to date: [221020-annual-Report-2021-22-EN.pdf \(careinspectorate.wales\)](https://careinspectorate.wales.gov.uk/221020-annual-Report-2021-22-EN.pdf)

- Unprecedented increase in demand for care and support has created significant pressure on services.
 - Partnership working and a whole system approach has never been more critical if we are to ensure people receive the care and support they require.
 - Recruitment and retention of social care workers remains far from sufficient.
 - There is fragility within domiciliary support services.
- 11.17 The meeting covered four areas: People, Wellbeing. Prevention and Partnerships. Generally positive examples shared in all areas, and some observations for follow up: Key challenges are captured in service improvement plans and ongoing work is being done to align this with the refreshed corporate recovery plan.
- 11.18 The meeting identified that Swansea Social Services challenges are captured in service improvement plans and ongoing work is being done to align this with the refreshed corporate plan. The Directors report this year will reflect more on general issues and not so much on impact of COVID. Swansea has a targeted recruitment strategy for addressing gaps and looking longer term. The amount of legal resource required has been a particular area of challenge (DoLS). Prevention and early help are significantly dependent on grant funding and if they were removed it would pose a significant risk to the provision of preventative work. Partnerships RPB agenda focused on 'big system change', which can make the work harder to measure progress.
- 11.19 CIW's new approach to assurance and review places the voice of the citizen at the centre, and inspectors gather intelligence on performance from a range of sources ahead of the annual review meeting. Regular meetings are held with Heads of Service, and monthly performance reports are made available. Review work for the year ahead includes: child protection (rapid review), public law outline (joint thematic review), Community Mental health national, alongside Council specific reviews. The latest Annual Meeting with CiW was held on 31st January 2023, with notes yet to be made available.
- 11.20 CiW has also recently published two national reports: 'Let me flourish' -a national review of early help, care and support and transition for disabled children in Wales (Nov.2021). The report sets out several actions for local authorities including:
- Obtaining and hearing the voice of each disabled children
 - Working with parent-carers
 - Taking a rights-based approach
- 11.21 More recently published, a national review of the use of Deprivation of Liberty Safeguards (DoLS) in Wales 2021-22 (Feb.2023). The report notes that Swansea continues to report the highest number of DoLS applications in Wales, but numbers have fallen in 2021-22 when compared to previous years.

- 11.22 The Welsh Government are working on the regulations and guidance for the implementation of the new Liberty Protection Safeguards (LPS) set to replace DoLS, following recent consultation, with a date yet to be set.
- 11.23 Estyn conducted an inspection of Local Government Inspection Services in June 2022 and published its findings in September 2022. The inspection report noted many strengths and features of Swansea's education services and that officers work collaboratively and productively with other local authority services and external organisations on many levels. Two case studies were requested, one in relation to strong support for school improvement and quality of support in mainstream schools for pupils at risk of disengagement. Two recommendations were made, one to strengthen Welsh-medium provision across all ages and areas of the local authority, and one to review post-16 provision to ensure that it meets the needs of all learners. Audit Wales led the financial element of the inspection and noted that the authority had prioritised funding for education and worked well with schools through the Schools Budget Forum.
- 11.24 The Local Authority has made effective progress in revising its additional learning needs (ALN) strategy – this was a finding of the Estyn inspection, where 'How well does the local authority support schools and providers to implement the ALNET Act 2018' was a local inspection question. Whilst positive progress has been made, it remains too early to fully measure the impact on a wide scale, as the transfer from the SEN system to ALN system continues in a phased approach.
- 11.25 A wholesale review of specialist provision for learners with ALN has begun, however further work is required to conclude this review and implement changes.
- 11.26 Inspection outcomes had been strong in both primary and secondary schools prior to the pandemic. School inspections resumed in 2022 and the use of outcome judgements are no longer in place. Between April 2022 and 1 March 2023, 16 schools were inspected, with 11 of those reports published. Of the 11 reports published, nine schools have no follow-up, one school is in an Estyn Review category, and one school is in a Special Measures category. Schools that are in an Estyn category receive support from the School Improvement Team. Five schools have been invited to submit case studies of effective practice.
- 11.27 There has been a third tier restructure of the Education Senior Leadership Team, which followed the previous second tier review that resulted in a structure of three Head of Service posts.
- 11.28 The Council continues to take appropriate steps to ensure that the new regional partnership with two other local authorities, Partneriaeth, results in an offer that better suits the needs of schools in Swansea; this is still developing.

- 11.29 School reserves continue to be high, although are decreasing. A delivery plan to realise the aims of the 10-year Welsh in Education Strategic Plan has been agreed by Welsh Government, however the needs of learners and local requirements will need to be kept under review.

CORE EVIDENCE

12. Council & Cabinet

- 12.1 The following provide assurance based on reports covering 2022/23. In some instances reports from 2021/22 are reflected in the Annual Governance Statement as the reports for 2022/23 are not yet available.
- 12.2 Council adopted a revised Corporate Plan 2017/22 *Delivering a Successful and Sustainable Swansea* on 25 October 2018. The Corporate Plan for 2017/22 was refreshed and approved at Cabinet on 19th March 2019 and was refreshed again and approved by Cabinet on 19th March 2020. The five year Corporate Plan was rolled forward into 2021/22 and was refreshed and rolled forward for a further year into 2022/23 until after the local government elections. A new 5-year Corporate Plan has been produced for the 2023/28 period, which was adopted at Council on 30th March 2023. The Corporate Plan sets out the Council's values and principles underpinning the delivery of its six well-being objectives and sets out how the Council will monitor progress through quarterly and annual performance monitoring reports and the Annual Review of Performance, which is the Council's annual self-assessment and well-being report.
- 12.3 Performance on delivery of the Council's well-being objectives is monitored quarterly by Cabinet. The reports contain outturn compliance with performance indicators and an overview of performance for each Objective provided by Directors/Heads of Service. The End of Year Performance Monitoring Report for 2021/22 was presented to Cabinet on 21st July 2022. The report showed that 20 out of 40 (50%) of comparable indicators showed improvement or stayed the same compared to the previous year. Continued disruption from COVID-19 meant that performance targets were not set during 2021/22 and any comparisons to previous performance were appropriately contextualized.
- 12.4 The Annual Review of Performance 2021/22 was approved at Council on 2nd March 2023. The Annual Review of Performance 2021/22 meets the statutory requirements to publish an annual self-assessment report and annual well-being report under Part 6 of the Local Government & Elections Act (Wales) 2021 and Well-being of Future Generations (Wales) Act 2015 respectively. The report showed the results of each performance measure for the 6 Objectives set out in the Corporate Plan 2017/22. The results showed that the Council is effectively delivering its functions; that there is a strong application and effective use of resources, although more mixed around workforce planning and performance management, and; a strong application and

effectiveness of governance, although more mixed around vision, strategy and performance.

- 12.4.1 The Service Improvement and Finance Scrutiny Performance Panel and the Governance & Audit Committee met to discuss the Annual Review of Performance 2021/22 on 8th November 2022 and 14th December 2022 respectively. The Governance & Audit Committee proposed the following, which have been implemented or, where relevant, will be implemented in the 2022/23 Review:
- Consider the methods and methodologies for 2022/23 in parts 1, 2 and 3. This will be addressed in the 2022/23 assessment.
 - Linking the performance and risk assessments for 2022/23. This will be addressed in the 2022/23 assessment.
 - Recognizing improvements that would need to be articulated within the report around stronger analysis. This has been acknowledged within the Review and will be addressed as an ongoing area for improvement starting in 2022/23.
 - Correlation between parts 1, 2 and 3, ensuring they are all in harmony prior to the report being presented to Council and if they are not in harmony, outlining the reasons why. The different parts of the assessment are congruent and there is some cross-over between them, although with differing emphasis.
 - Ensuring the report is proof read prior to being presented to Council. This has been completed.
 - Improving the links between consultation engagement / stakeholder reference. This will be addressed in the 2022/23 assessment.
- 12.5 The Annual Complaints Report 2021/22 was presented to the Service Improvement and Finance Scrutiny Performance Panel Committee on the 14th March 2023. In addition, the Ombudsman's annual report was presented to Cabinet in September 2022. The Annual Complaints Report reflects the continued emphasis on prompt resolution of complaints and includes compliments about services. Some Ombudsman complaints can carry across different financial years. 76 Ombudsman complaints were closed in 2021-22, ten of which received intervention including: six early resolution / voluntary settlement and four which were upheld. There were 73 Ombudsman complaints in 2020-21, nine of which received early intervention including: five early resolution / voluntary settlement and four which were upheld. There were no s16 Public Interest reports during the year.
- 12.6 The Governance & Audit Committee Annual Report 2021/22 was presented to Council on 1st September 2022 and outlined the assurance the Committee had gained over control, risk management and governance from various sources over the course of 2021/22. In particular, the report highlighted the work that had been undertaken throughout the year in line with the Committee's terms of reference.
- 12.7 The Annual Equality Review 2021/22 was reported to Cabinet on 17th November 2022, which highlighted progress against the Council's Equality

Objectives. The report highlighted work linked to the core principles i.e. co-production, engagement and embedding of children's rights.

- 12.8 The Council has continued to be make improvements on implementing the Welsh Language Standards during the year despite the pandemic, with the priority being on Service Delivery Standards as they are greatest in number and are the most visible to the public. Service delivery Standards have been maintained and there was a significant increase in Welsh language calls due to TTP and Swansea Council managing the pan-Wales, Welsh Vaccine Certification Service (WVCS) telephone service. Work continues to develop a new system for the public to complain to the Council, including around compliance with the Welsh Language Standards. The Welsh Language Standards have strengthened the provision of bilingual services in Health and Social Care, and across the Council as a whole. As part of the 'More than Just Words' active offer the Council has extended the offer to social care staff to learn Welsh through work. There have been over 2,156,156 total page views on Staffnet in 2021-2022; 19,003 of these were related to Welsh. The Microsoft Teams virtual 'Cwtsh- Ysgrifennu yn Cymraeg' was available throughout the year for Officers to use virtually. Six Welsh Language complaints were received directly to the Council during the reporting period April 2021 – March 2022. The report concludes that Welsh Language Standards and the promotion of the Welsh language continues to be a priority for Swansea Council through providing additional Welsh lessons and through activities such as 'Cwtsh- Ysgrifennu yn Cymraeg' virtual space and the promotion of Welsh Language Rights Day. The new Standards Officer is now in post to liaise with the Welsh Language Commissioner. Implementation of the Welsh Language Standards on a day-to-day basis is run corporately through the Standards Officer via Heads of Service. Impact on the Welsh Language is now fully embedded in the Councils Integrated Impact Assessment (IIA).
- 12.9 There were a number of key reports presented to Cabinet/Council during 2022/23 including reports relating to Net Zero 2030, UK Prosperity Fund, Digital Strategy, regeneration and capital works amongst others.
- 12.10 The second phase of the Achieving Better Together Programme concluded in May 2022. In November the Cabinet approved a report on the council's transformation strategy and goals and agreed to the development of a new corporate transformation plan. The development and implementation of that plan, which is scheduled for approval by Cabinet in April 2023, will be overseen by a Transformation Delivery Board, chaired by the Cabinet Member for Service Transformation and reporting to Cabinet / CMT three times a year. A formal report on progress against the Corporate Transformation Plan will be presented to Cabinet in April of each year.

13. Committees

- 13.1 The Council's Scrutiny function is carried out by a **Scrutiny Programme Committee**, which delivers an agreed programme of work through Committee

meetings and through **Scrutiny Panels and Working Groups** established by the Committee. Through this range of activity, scrutiny councillors make sure the work of the Council is accountable and transparent, effective and efficient, and help the Council to achieve its objectives and drive improvement, by questioning and providing challenge to decision-makers on issues of concern. This covers a wide range of policy, service and performance issues. The Committee is a group of 13 cross-party councillors who organise and manage what Scrutiny will look at each year, and develop a single work programme showing the various topics of focus and activities that will be carried out. The Committee has questioned Cabinet Members on specific portfolio responsibilities and is the statutory Committee for Scrutiny of Swansea Public Services Board and Crime & Disorder Scrutiny. It also co-ordinates pre-decision scrutiny enabling consideration of specific Cabinet reports and views being brought to the attention of Cabinet ahead of decision-making.

- 13.2 Over the last year the work of Scrutiny has included an in-depth scrutiny inquiry examining the issue of Anti-Social Behaviour, with the key question: How can the Council ensure that it is working with its partners to appropriately and effectively tackle Anti-Social Behaviour in Swansea? In order to ensure ongoing monitoring and challenge to key service areas there have been regular meetings of Scrutiny Performance Panels, looking at Education, Adult Services, Child & Family Services, Development & Regeneration, and Climate Change & Nature, as well as one looking at overall Service Improvement & Finance focusing on corporate performance and financial monitoring and budget scrutiny. One-off Scrutiny Working Groups met to consider the following topics: Road Safety and Co-production, and others are planned including a look at Customer Contact. There has also been collaborative scrutiny with other Local Authorities for topics / issues of shared interest or concern, and models of regional working. Scrutiny activity has continued to be flexible and responsive to organisational pressures following the COVID-19 pandemic, which has affected the delivery of some planned activities. There are also clear processes in place for members of the public to raise issues for scrutiny, or ask questions and contribute views on matters being discussed. A number of public requests were considered over the past year.
- 13.3 Views and recommendations from scrutiny activities are communicated either by reports to Cabinet or letters sent directly to individual Cabinet Members, with responses provided as requested and followed up. The practice of writing 'chair's letters' is well-established way of communicating quickly with Cabinet Members, and letter and responses are monitored to ensure scrutiny is getting a timely response.
- 13.4 The **Scrutiny Annual Report 2021/22** was presented to Council on 1st September 2022. The report reflected on the final year of the 2017-2022 Council term and work carried out, showed how Scrutiny had made a difference and supported continuous improvement for the Scrutiny function. .
- 13.5 Although Scrutiny and Audit have distinctive roles, there are common aims in terms of good governance, improvement in performance and culture, and

financial management, and so a regular conversation is held which helps to ensure we are working together effectively. The Chair of the Scrutiny Programme Committee addressed the Governance & Audit Committee on this in October 2022 and the Committee also heard from the Chair of the Governance & Audit Committee, at the Scrutiny Programme Committee in March 2023. This has made sure there is good awareness of each other's work, avoiding duplication and gaps in work programmes, and the ability to refer issues between Committees.

- 13.6 The **Standards Committee** met on 8 occasions during 2022/23 and the **Standards Committee Annual Report 2021/22** was presented to Council on 7 July 2022. The Committee is chaired by an independent person and is responsible for monitoring the ethical standards of the authority and maintaining the highest standards of conduct by elected councillors. The Committee has been updated as to their new duties under the Local Government and Elections (Wales) Act 2021 and has been consulted on both the statutory guidance in relation to the new duty and their new terms of reference. During 2022-2023 the Committee met with the Leader and all political group leaders to discuss with them how they intend to discharge their new duties to ensure the highest ethical standards within their group. Further informal discussions between the Group Leaders, Chair and Vice Chair of the Standards Committee are planned for 2023-2024.
- 13.7 The **Governance & Audit Committee** met on 11 occasions during 2022/23 and followed a structured work-plan, which covered all areas of the Committee's responsibilities with the aim of obtaining assurance over the areas included in its terms of reference. The Committee includes five lay members, one of which is also the Chair of the Committee. The Committee receive all Audit Wales reports once reported to Scrutiny Programme Committee. The Committee may decide to track or prioritise specific proposals or recommendations in addition to the oversight provided by Scrutiny. This arrangement provides additional assurance that the Council responds and puts in place action plans to address any recommendations. The Committee also receives quarterly updates on the overall status of risk within the Council to give assurance that the risk management process is being followed.
- 13.8 The Local Pension Board was established in 2015/16, in compliance with the Public Service Pensions Act 2013. The role of the Board is to assist the Council (and Pension Fund Committee) as Scheme Manager and Administering Authority to secure compliance with LGPS regulations and other legislation relating to the scheme. Terms of Reference for the Board were established and appropriate Board members were appointed. The Board successfully convened meetings on 4 occasions during 2022/23.
- 13.9 The **Pension Fund Committee** establishes and keeps under review policies to be applied by the Council in exercising its obligations duties and discretions as an administering Authority under the Local Government Pension Scheme (LGPS) Regulations. The Committee is Chaired by a Councillor and

membership consists of six elected Members, including the Chair, and two co-opted members. The Committee met on 4 occasions during 2022/23, and dealt with all issues relating to investment matters, governance and administration of the Pension Fund. The Chair of the Pension Fund Committee also represents the Council on the Joint Governance Committee (JGC) of the Wales Pension Partnership, a collaborative working arrangement between the 8 local government pension funds in Wales.

- 13.10 The **Democratic Services Committee** reviews the adequacy of provision by the authority of staff, accommodation and other resources to discharge Democratic Services functions. The Committee is chaired by a Councillor and, along with the Chair, membership consists of thirteen Councillors. The Committee met twice during 2022/23 and considered the Timing of Council Meetings survey, reviewed the Councillor Training & Induction Programme 2022, Democratic Services Annual Report 21/22, Councillors Annual Reports and the Draft Independent Remuneration Panel for Wales (IRPW Annual Report 2023/24).
- 13.11 The purpose of the **Corporate Delivery Committees (CDCs)** is to drive the development of policy for consideration and adoption by Cabinet and or Council as appropriate. CDCs are aligned to the Council's function of developing policy and are linked to the corporate objectives. Both CDCs and Scrutiny are open to all non-executive Councillors, in developing policy then reviewing its effectiveness.
- 13.12 The CDCs are chaired by a Councillor and, along with the Chair, membership consists of twelve elected Members. There were five Committees meeting in 2022/23: listed here with examples of both completed work and that in progress:
- **Climate Change** – Nature Recovery Plan, Waste Strategy, Renewable Energy, Sustainable Food Policy and Sustainable Products
 - **Economy & Infrastructure** – Residents Rewards App, Tawe Riverside Corridor Strategy & Levelling Up, Local Economic Delivery Plan, Swansea Bay Strategy and Draft Economic Development Strategy Framework.
 - **Education & Skills** – Strengthening School Leaders, Attendance & Inclusion, Strengthened and Effective School Governance.
 - **Organisational Transformation** – Transformation, Reward & Recognition of staff, Agile Working, Recruitment & Selection, Co-production and Illumination Policy.
 - **Safeguarding People & Tackling Poverty** – Swansea Council Volunteering Strategy / Policy, Corporate Debt Policy, Local Area Co-ordination Best Practice Policy / Guide and Social Services Workforce Programme.

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Significant Governance Issues

The following table identifies issues that had been identified in 2021/22 during the review of effectiveness, together with the proposed actions to be taken during 2022/23 to address the issues.

Significant Governance Issue linked to Framework	Action to be taken 2021/22	Update	Status	Action to be taken 2022/23
Lack of workforce capacity, capability and resilience and relying on staff goodwill.	<ul style="list-style-type: none"> Workforce Strategy approved. Action Plan to be adopted in each service area and the groups to be established to lead and monitor actions. End August 2022. 	<ul style="list-style-type: none"> The Workforce Strategy was approved by Cabinet in October 2022. Workforce delivery groups were established to lead and monitor actions, but these will now report through to the Workforce and OD Transformation Programme Board 	<ul style="list-style-type: none"> In progress 	<ul style="list-style-type: none"> Workforce delivery groups lead and monitor actions and report through to the Workforce and OD Transformation Programme Board. Implement the control measures to mitigate the Corporate risk on workforce recruitment and retention. Help cater for effective demand management through robust service planning.
Performance Reviews, i.e. appraisals system / induction training not fit for purpose.	<ul style="list-style-type: none"> Continue to develop a new appraisal solution to be delivered digitally through the new Oracle Cloud 	<ul style="list-style-type: none"> The 'Goals and Performance' module in Oracle Fusion is ready to launch in April 2023 upon go-live of the full system. 	<ul style="list-style-type: none"> Arrangements in place from April 2023 	<ul style="list-style-type: none"> Launch 'Goals and Performance' module in Oracle Fusion in April 2023 upon go-live of the full system.

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	<p>solution in October 2022.</p> <ul style="list-style-type: none"> Develop Corporate Induction training for delivery in 2022. 	<ul style="list-style-type: none"> The 'Learn' module in Oracle Fusion is ready to launch in April 2023 upon go-live of the full system and will include a revised mandatory training offer for induction purposes. 		<ul style="list-style-type: none"> Launch 'Learn' module in Oracle Fusion in April 2023 upon go-live of the full system; include a revised mandatory training offer for induction purposes. Review mandatory training requirements to release frontline staff from some of the mandatory training; for example, Display Screen Equipment for staff that do not use a computer.
ICT Disaster recovery.	<ul style="list-style-type: none"> Resolve through the move to cloud services, particularly Oracle Cloud in October 2022. National performance issues with WCCIS being addressed nationally through a review of continued viability and a local / regional options appraisal being undertaken in 	<ul style="list-style-type: none"> Oracle Cloud going live April 2023. Strategy for cloud and new data centre agreed and in implementation. National performance issues with the Welsh Community Care System (WCCIS) now stabilised. Options appraisal and subsequent action plan completed by Health. Migration of corporate system to Azure started. 	<ul style="list-style-type: none"> In progress 	<ul style="list-style-type: none"> Oracle Cloud going live April 2023. Complete migration of corporate system to Azure.

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	partnership with Health.	<ul style="list-style-type: none"> • Training on Disaster Recovery response held with 3rd party, Digital Services and Emergency Planning. 		
Procurement – Governance around Contracts.	<ul style="list-style-type: none"> • Internal Audit to undertake a review in 2022 on the operation of contracts within CPR and the UK PCR. • Review how advice and support can be given and whether capacity can be increased to assist Schools to consider the full implications from decisions from entering into contract with third parties. • Review the process from sign-off to Contract issued to ensure any risk is removed. • Review Governance arrangements for involvement by 	<ul style="list-style-type: none"> • The Funding and Information Team in the Education directorate have led on a review of the Accounting Instructions for Schools and also the School Procurement Guide. • Training on procurement has been provided to all schools on Teams. • Financial training continues to be provided to school leadership staff, governors and admin officers, which includes a section on contracts. • Training is also offered termly on IR35 (HMRC contracting rules for employees). Similar training has also been provided to EDSLTL. • Following the internal audit review undertaken, a schedule of 	<ul style="list-style-type: none"> • In progress. 	<ul style="list-style-type: none"> • Reinforce and rollout the recommendations outlined in the Chief Auditors Procurement Memo approved on the 25/11/22.

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	commercial services.	recommendations was recommended for implementation in memo from the Chief Auditor which was approved by the S 151 Officer and Head of Commercial Services in 25/11/22.		
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We propose over the coming year to take steps to address the above matters to further enhance our governance arrangements. We are satisfied that these steps will address the need for improvements that were identified in our review of effectiveness. **We will review progress during the course of the year at Corporate Management Team / Leadership Team and will monitor their implementation and operation as part of our next six monthly and annual review.**

Signed Chief Executive

Date

Signed..... Leader

Date

Glossary of Terms

We appreciate that the Statement of Accounts as presented contains a number of technical terms which may be unfamiliar to the lay reader. Wherever possible we have sought to minimise the use of technical terms but in some instances this has not been possible. The following section attempts to explain the meaning of some of those technical terms that are used in the Statements.

Accrual

Sums due to the Authority or payable to external organisations in the financial year irrespective of whether the cash has been received or paid.

Actuary

An actuary is a person who works out insurance and pension premiums, taking into account factors such as life expectancy.

Agency Services

Agency services are services provided for us by an outside organisation.

Amortised Cost

Amortised costs are used to spread the financial impact of depreciation or using an equivalent interest rate or the effect of a premium or discount over a number of years on the income and expenditure account.

Associate

An associate is an entity other than a subsidiary or joint venture in which the reporting authority has a participating interest and over whose operating and financial policies the reporting authority is able to exercise significant influence.

Audit

An audit is an independent examination of our activities.

Balance Sheet

This is a statement of our assets and liabilities at the date of the balance sheet.

Budget

A budget is a spending plan, usually for the following financial year.

Capital Adjustment Account

This Account represents timing differences between the amount of the historical cost of fixed assets that has been consumed by depreciation, impairment and disposals, and the amount that has been set aside to finance capital expenditure.

Capital Expenditure

Capital expenditure is spending on fixed assets. These are assets which will be used for several years to provide services such as buildings, equipment and vehicles.

Glossary of Terms

Capital Receipts

Capital receipts are proceeds from the sale of fixed assets such as land or buildings.

Cash Equivalents

Cash Equivalents refer to short-term, highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

Cash flow Statement

This is a statement that summarises the movement in cash during the year.

Consolidated Balance Sheet

This balance sheet combines the assets, liabilities and other balances of all our departments, at our year end date.

Corporate and Democratic Costs

The corporate and democratic core comprises all activities which local authorities engage in specifically because they are elected, multi-purpose authorities. The costs of these activities are thus over and above those which would be incurred by a series of independent, single-purpose, nominated bodies managing the same services. There is therefore no logical basis for apportioning these costs to services.

Credit Risk

This is the risk of loss due to a debtors inability to make interest or principal repayments on a loan/investment.

Creditor

A creditor is someone we owed money to at the date of the balance sheet for work done, goods received or services rendered.

Current Assets

These are short-term assets which are available for us to use in the following accounting year.

Current Liabilities

These are short-term liabilities which are due for payment by us in the following accounting year.

Debtor

A debtor is someone who owed money to us at the date of the balance sheet.

Depreciation

Depreciation is the theoretical loss in value of assets, which we record, in our annual accounts.

Glossary of Terms

Earmarked Reserves

These are reserves we have set aside for a specific purpose.

Financial Year

This is the accounting period. For local authorities it starts on 1st April and finishes on 31st March in the following year.

Finance Leases

When we use finance leases, we take on most of the risks (and rewards) of owning the assets.

Fixed Asset

These are long-term assets we use (usually for more than one year).

Gilt Edged Stocks

These are investments in government or local authority stocks. They are regarded as risk-free.

Government Grants

Assistance by government and inter-government agencies and similar bodies, whether local, national or international, in form of cash or transfers of assets to an Authority in return for past or future compliance with certain conditions relating to the activities of the Authority.

Housing Revenue Account

This account contains all our housing income and spending.

Investments

A long-term investment is an investment that is intended to be held for use on a continuing basis in the activities of the Authority. Investments should be so classified only where an intention to hold the investment for the long term can clearly be demonstrated or where there are restrictions as to the investor's ability to dispose of the investment.

Joint Venture

A joint venture is an entity in which the reporting authority has an interest on a long-term basis and is jointly controlled by the reporting authority and one or more other entities under a contractual or other binding arrangement.

Leasing

This is a method of financing capital expenditure by paying the owner to use property or equipment for a number of years.

Glossary of Terms

Liability

A liability is an amount payable at some time in the future.

Liquidity Risk

This is the risk that investments cannot be readily turned into cash or realised because there is no ready market for the instrument or there are restrictive clauses in the agreement.

Minimum Revenue Provision (MRP)

This is the amount we have to set aside to repay loans.

Non-Domestic Rates (NDR)

The NDR, or Business Rate, is the charge occupiers of business premises pay to finance part of local authority spending. The NDR is set by Government and is a percentage of the rateable values. The percentage is the same throughout Wales. The total collected is split between individual authorities in proportion to their adult populations.

Net Realisable Value

The selling price of the asset, reduced by the relevant cost of selling it.

Non Distributable Costs

These are costs that relate to past activity costs, such as the cost of redundant assets or information technology, or past service pension that cannot be allocated to services.

Operating leases

These are leases where risks (and rewards) of ownership of the asset remain with the owner.

Precepts

This is the amount we pay to a non-billing authority (for example a community council) so that it can cover its expenses (after allowing for its income).

Provision

A provision is an amount we set aside in our accounts for expected liabilities which we cannot measure accurately.

Public Works Loan Board (PWLB)

This is a Government agency which provides longer-term loans to local authorities. It charges interest rates only slightly higher than those at which Government itself can borrow.

Related party transactions

These are the transfer of assets or liabilities or the performance of services by, to or for a related party no matter whether a charge is made.

Glossary of Terms

Reserves

These are sums set aside to meet future expenditure. They may be earmarked to fund specific expenditure or be held as general reserves to fund non specific future expenditure.

Revaluation Reserve

This reserve represents the difference between the revalued amount of fixed assets in the Balance Sheet and their depreciated historical cost.

Revenue

Income arising as a result of an Authority's normal operating activities.

Revenue account

This is an account which records our day-to-day spending and income on items such as salaries and wages, running costs of services and the financing of capital expenditure.

Scheduled organisation

An organisation whose employees have an automatic right to be members of a pension fund.

Service recipient

A party that has contracted with an Authority to obtain goods or services that are an output of the Authority's normal operating activities in exchange for consideration.

Securities

These are investments such as stocks, share and bonds.

Stocks

Stocks are raw materials we purchased for day to day use. The value of those items we had not used at the date of the balance sheet is shown in current assets in the balance sheet.

Subsidiary

An entity is a subsidiary of the reporting authority if:

- the authority is able to exercise control over the operating and financial policies of the entity, and
- the authority is able to gain benefits from the entity or is exposed to the risk of potential losses arising from this control.

Temporary Borrowing or Investment

This is money we borrowed or invested for an initial period of less than one year.

Transfer value

This is the value of payments made between funds when contributors leave service with one employer and decide to take the value of their pension contributions to their new employer's fund.

Glossary of Terms

Trust Funds

Trust funds hold an individual's or organisation's money on their behalf. Trustees administer the money for the owners.

Unit Trusts

These are investment companies which accept money from many different investors. The money is pooled and used to buy investments.

Venture Capital Units

These are investments we have made in businesses where there is a higher risk but where rewards are also likely to be higher, if the businesses are successful.

Work in Progress

Work in progress is the value of work done on an unfinished project at the date of the balance sheet and which has not yet been recharged to the appropriate revenue account.

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

Which service area and directorate are you from?

Service Area: Accountancy

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

(b) Please name and fully describe initiative here:

Statement of Accounts for Council (for approval). Legislation requires the Council to produce an annual Statement of Accounts in respect of each financial year.

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

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

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

Legislation requires the Council to produce an annual Statement of Accounts in respect of each financial year – does not require engagement.

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

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

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

High risk

Medium risk

Low risk

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

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

No impact

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)**

Narrative below as per narrative that is included in the report –

The Revenue budget of the Council was approved following the application of the corporate Equality Impact Assessment (EIA) process throughout the Budget setting process. This process has since been replaced with IIA's. It is essential where service levels are affected by changes to the Revenue budgets (including savings options) that the IIA process (alongside consultation and engagement as appropriate) is applied to ensure due regard is paid to the potential equality impacts of any proposals prior to decision making. There are no implications in relation to this report.

(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: Amanda Thomas
Job title: Chief Accountant
Date: 11/03/2024
Approval by Head of Service:
Name: Ben Smith
Position: Director of Finance & S151 Officer
Date: 11/03/2024

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