

COUNCIL SUMMONS

You are hereby summoned to attend a Meeting of the COUNCIL OF THE CITY AND COUNTY OF SWANSEA to be held in the Council Chamber, Civic Centre, Swansea on Tuesday, 4 November 2014 at 5.00 pm

The following business is proposed to be transacted:

1. **Apologies for Absence.**
2. **Disclosures of Personal and Prejudicial Interests.** 1 - 2
3. **Minutes.** 3 - 13
To approve and sign as a correct record the minutes of the Ordinary meeting of Council held on 30 September 2014.
4. **Announcements of the Presiding Member.**
5. **Announcements of the Leader of the Council.**
6. **Public Questions.**
Questions must relate to matters on the open part of the Agenda of the meeting and will be dealt within a 10 minute period.
7. **Public Presentation - Gower College Swansea - Swansea, Enterprising Britain Award Winners.**
8. **Report of the Corporate Parenting Forum.**
8.a Corporate Parenting Forum Annual Report 2013-2014. 14 - 41
9. **Report of the Standards Committee.**
9.a Standards Committee Annual Report 2013-2014. 42 - 59
10. **Report of the Director of People and Cabinet Member for Anti Poverty.**
10.a Tackling Poverty Strategy. 60 - 124
11. **Report of the Cabinet Member for Transformation & Performance.**
11.a Membership of Committees. 125 - 126
12. **Report of the Cabinet Member for Wellbeing & Healthy City.**
12.a Proposal to Pass a Resolution Not to Issue Casino Licences and Proposed Amendments to the Council's Gambling Policy. 127 - 149
13. **Reports of the Section 151 Officer.**
13.a Mid Term Budget Statement 2014-2015. 150 - 181
13.b Treasury Management - Mid Year Review Report 2014-2015. (For Information) 182 - 199
14. **Joint Report of the Presiding Member, Monitoring Officer and Head of Democratic Services.**
14.a Amendments to the Council Constitution. 200 - 215

15. Councillors' Questions. **216 - 220**

16. For Information Reports. (Not For Discussion)

16.a Scrutiny Dispatches. **221 - 222**

16.b Written Responses to Questions asked at the Last Ordinary Meeting of Council. **223 - 224**

17. Notice of Motion from Councillors A S Lewis, R C Stewart, C Richards, R Francis-Davies, D H Hopkins, M Thomas, M Child, J A Raynor, J E C Harris, C E Lloyd, W Evans, V M Evans, E T Kirchner, N S Bradley, D W W Thomas, P Lloyd & P M Matthews.

This Council calls on Central Government to introduce legislation to ban the sale of all "Psychoactive Substances", thereby making them illegal. This will enable Local Authorities, in collaboration with the Police, to prosecute High Street Traders, Businesses and Online Companies that provide or sell all products known as "Legal Highs".

'Legal highs' contain one or more chemical substances which produces similar effects to illegal drugs (like cocaine and ecstasy).

'Legal highs' cannot be sold for human consumption. They are often sold as incense, salts or plant food to get around the law. The packaging may describe a list of ingredients but there is no regulation to ensure that this is what the product will contain.

This Council recognises the destructive impact these substances can have on the families of impressionable children and adolescents who are targeted by these companies to consume these highly addictive, psychoactive products. This can in turn cause extreme cases of anti-social behaviour which has a detrimental impact in our communities and on our High Streets with trade being curtailed as shoppers feel intimidated by the unpredictable behaviour of youths under the influence of these toxic products.

We call upon other Welsh Local Authorities, the WLGA and LGA to join us in supporting the introduction of this legislation to empower Councils and the Police to prosecute Traders selling "Psychoactive Substances" and ultimately eliminate these toxic products.



Patrick Arran
Head of Legal, Democratic Services & Procurement
Civic Centre
Swansea

Wednesday, 22 October 2014

To: All Members of the Council

Disclosures of Interest

To receive Disclosures of Interest from Councillors and Officers

Councillors

Councillors Interests are made in accordance with the provisions of the Code of Conduct adopted by the City and County of Swansea. You must disclose orally to the meeting the existence and nature of that interest.

NOTE: You are requested to identify the Agenda Item / Minute No. / Planning Application No. and Subject Matter to which that interest relates and to enter all declared interests on the sheet provided for that purpose at the meeting.

1. If you have a **Personal Interest** as set out in **Paragraph 10** of the Code, you **MAY STAY, SPEAK AND VOTE** unless it is also a Prejudicial Interest.
2. If you have a Personal Interest which is also a **Prejudicial Interest** as set out in **Paragraph 12** of the Code, then subject to point 3 below, you **MUST WITHDRAW** from the meeting (unless you have obtained a dispensation from the Authority's Standards Committee)
3. Where you have a Prejudicial Interest you may attend the meeting but only for the purpose of making representations, answering questions or giving evidence relating to the business, **provided** that the public are also allowed to attend the meeting for the same purpose, whether under a statutory right or otherwise. In such a case, you **must withdraw from the meeting immediately after the period for making representations, answering questions, or giving evidence relating to the business has ended**, and in any event before further consideration of the business begins, whether or not the public are allowed to remain in attendance for such consideration (**Paragraph 14** of the Code).
4. Where you have agreement from the Monitoring Officer that the information relating to your Personal Interest is **sensitive information**, as set out in **Paragraph 16** of the Code of Conduct, your obligation to disclose such information is replaced with an obligation to disclose the existence of a personal interest and to confirm that the Monitoring Officer has agreed that the nature of such personal interest is sensitive information.
5. If you are relying on a **grant of a dispensation** by the Standards Committee, you must, before the matter is under consideration:
 - i) Disclose orally both the interest concerned and the existence of the dispensation; and
 - ii) Before or immediately after the close of the meeting give written notification to the Authority containing:

- a) Details of the prejudicial interest;
- b) Details of the business to which the prejudicial interest relates;
- c) Details of, and the date on which, the dispensation was granted; and
- d) Your signature

Officers

Financial Interests

1. If an Officer has a financial interest in any matter which arises for decision at any meeting to which the Officer is reporting or at which the Officer is in attendance involving any member of the Council and /or any third party the Officer shall declare an interest in that matter and take no part in the consideration or determination of the matter and shall withdraw from the meeting while that matter is considered. Any such declaration made in a meeting of a constitutional body shall be recorded in the minutes of that meeting. No Officer shall make a report to a meeting for a decision to be made on any matter in which s/he has a financial interest.
2. A "financial interest" is defined as any interest affecting the financial position of the Officer, either to his/her benefit or to his/her detriment. It also includes an interest on the same basis for any member of the Officers family or a close friend and any company firm or business from which an Officer or a member of his/her family receives any remuneration. There is no financial interest for an Officer where a decision on a report affects all of the Officers of the Council or all of the officers in a Department or Service.

CITY AND COUNTY OF SWANSEA

MINUTES OF THE MEETING OF COUNCIL

HELD AT THE COUNCIL CHAMBER, CIVIC CENTRE, SWANSEA ON
TUESDAY, 30 SEPTEMBER 2014 AT 5.00 PM

PRESENT: Councillor D W W Thomas (Presiding Member) Presided

Councillor(s)	Councillor(s)	Councillor(s)
J C Bayliss	J E C Harris	P M Meara
J E Burtonshaw	C A Holley	H M Morris
M C Child	P R Hood-Williams	J Newbury
R A Clay	B Hopkins	B G Owen
U C Clay	D H Hopkins	G Owens
A C S Colburn	L James	C L Philpott
D W Cole	Y V Jardine	J A Raynor
A M Cook	A J Jones	T H Rees
S E Crouch	J W Jones	P B Smith
J P Curtice	M H Jones	R V Smith
N J Davies	S M Jones	R C Stewart
A M Day	E T Kirchner	M Theaker
P Downing	A S Lewis	C M R W D Thomas
C R Doyle	D J Lewis	M Thomas
V M Evans	R D Lewis	L G Thomas
W Evans	C E Lloyd	L J Tyler-Lloyd
E W Fitzgerald	P Lloyd	G D Walker
R Francis-Davies	K E Marsh	L V Walton
F M Gordon	P M Matthews	T M White
J A Hale		

89. **ELECTION OF DEPUTY PRESIDING MEMBER OF COUNCIL FOR THE
REMAINDER OF THE 2014-2015 MUNICIPAL YEAR.**

The Presiding Member stated that Councillor D H Hopkins had recently been appointed as Communities and Housing Cabinet Member. As such, Councillor D H Hopkins was no longer able to serve as the Deputy Presiding Member. The Presiding Member thanked Councillor D H Hopkins for his support.

The Presiding Member asked for nominations for the role of Deputy Presiding Member.

A nomination was received for Councillor J P Curtice. The nomination was proposed and seconded.

RESOLVED that Councillor J P Curtice be elected Deputy Presiding Member for the remainder of the 2014-2015 Municipal Year.

90. **APOLOGIES FOR ABSENCE.**

Apologies for absence were received from Councillors P M Black, W J F Davies, D Phillips, I M Richard, C Richards, R J Stanton, D G Sullivan and C Thomas.

91. **MINUTES.**

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

- 1) Ordinary Meeting of Council held on 9 September 2014.

92. **DISCLOSURES OF PERSONAL AND PREJUDICIAL INTERESTS.**

The Deputy Head of Legal, Democratic Services and Procurement gave advice regarding the potential personal and prejudicial interests that Councillors and / Officers may have on the agenda.

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

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

- 1) Councillor R Francis-Davies declared a Personal and Prejudicial Interest in Minute 103 "Dispensation for Councillor Leave of Absence - Councillor W J F Davies" and left prior to its discussion;
- 2) Councillors V M Evans, C A Holley, A J Jones, D J Lewis, C E Lloyd, N M Ronconi-Woollard and M Thomas declared a Personal Interest in Minute 104 "Director of Social Services Annual Report 2013-2014";
- 3) Councillors M C Child, A M Day, E W Fitzgerald, S M Jones, P B Smith and M Thomas declared a Personal Interest in Minute 108 "Notice of Motion from Councillors R C Stewart, C Richards, M C Child, J E C Harris, J A Raynor, D Hopkins, W Evans, R Francis-Davies, M Thomas, C E Lloyd, D W W Thomas, E T Kirchner, V M Evans, A S Lewis, N S Bradley, P M Matthews and P Lloyd".

93. **ANNOUNCEMENTS OF THE PRESIDING MEMBER.**

The Presiding Member had no announcements.

94. **ANNOUNCEMENTS OF THE LEADER OF THE COUNCIL.**

1) **Welcome to the new Cabinet**

The Leader of the Council welcomed the new Cabinet to Council and stated that he would circulate details of their portfolios to Councillors following the meeting.

The Leader of the Council, Cabinet Members and their designated Cabinet Portfolios being:

Rob C Stewart	Leader Finance & Strategy
Christine Richards	Deputy Leader Services for Children & Young People
Mark C Child	Wellbeing & Healthy City
Will Evans	Anti-Poverty
Robert Francis-Davies	Enterprise, Development & Regeneration
Jane E C Harris	Services for Adults and Vulnerable People
David H Hopkins	Communities & Housing
Clive E Lloyd	Transformation & Performance
Jennifer A Raynor	Education
Mark Thomas	Environment & Transportation

95. **CONSTITUTIONAL MATTERS 2014-2015 - CHANGES.**

The Monitoring Officer and Head of Democratic Services jointly submitted a report which informed Council of proposed Constitutional changes which affect those positions that receive Senior Salaries and the list of Council Bodies.

The Leader of the Council stated that there was an amendment to the list printed in the Council Summons and that the list of Member Champions is as follows:

Member Champion Area	Responsible Councillor
Armed Forces	June E Burtonshaw
Biodiversity	Mark C Child
Carers	Paulette B Smith
Children and Young People (Lead Member for Children and Young People's Services – As defined by the Children Act 2004)	Christine Richards
Councillor Support and Development	Clive E Lloyd
Disabled People	Paul Lloyd
Diversity	Erika T Kirchner
Domestic Abuse	Erika T Kirchner
Gender, Gender Reassignment and Sexual Orientation	John C Bayliss
Health and Wellbeing	Jane E C Harris
Healthy Cities	Mark C Child
Language (including Welsh)	Paul M Meara
Older People	Jan P Curtice
Race, Religion, Belief and Heritage	Yvonne V Jardine

RESOLVED that:

- 1) The 4 Executive Support Committees be deleted from the list of Council Bodies;
- 2) The following positions be removed from the list of those paid a Senior Salary:
 - Chair of Executive Support Committees **x 4**;
- 3) The following 5 Cabinet Advisory Committees (CAC's) be established:
 - Business and Administration;
 - Economy and Investment;
 - Engagement and Inclusion;
 - People;
 - Place.
- 4) The following positions be added to the list of those paid a **Senior Salary** commensurate with that of a Band 3 Committee Chair:
 - Chair of Business and Administration Cabinet Advisory Committee;
 - Chair of Economy & Investment Cabinet Advisory Committee;
 - Chair of Engagement & Inclusion Cabinet Advisory Committee;
 - Chair of People Cabinet Advisory Committee;
 - Chair of Place Cabinet Advisory Committee.
- 5) The Terms of Reference of the Cabinet Advisory Committees as listed in **Appendix A** be adopted;
- 6) The Role Description for the Chair of the Cabinet Advisory Committees as listed in **Appendix B** be adopted;
- 7) Councillors be allocated to serve on the 5 Cabinet Advisory Committees in line with the nominations received from the Political Groups;
- 8) The Council Constitution be amended as shown in the Appendix to this report and the Monitoring Officer be authorised to make any consequential amendments to the Constitution required as a result of this report at the close of this meeting of Council.

96. **PUBLIC QUESTIONS.**

A number of questions were asked by members of the public. The relevant Cabinet Member responded accordingly. No questions required a written response.

97. **PUBLIC PRESENTATION - NONE.**

No Public Presentations were received.

98. **REFORMING LOCAL GOVERNMENT.**

The Leader of the Council submitted a report which sought to summarise the key proposals contained within the Welsh Government's White Paper - Reforming Local Government, issued on 8 July 2014 and to outline the response of the Welsh Local Government Association.

He stated that paragraph 1.15 of the report needed to be amended. The amendment being to delete the words "a year" following "...£200 to £400 million".

RESOLVED that:

- 1) The proposals within the paper be noted and considered by Council;
- 2) A Councillors Seminar be arranged in order to discuss the issue of voluntary Council mergers further.

99. **MEMBERSHIP OF COMMITTEES.**

The Transformation and Performance Cabinet Member stated that an amended report had been circulated.

He also referred to the report stating that the Leader of the Council had made the following changes to the Authority's Outside Bodies

Outside Bodies.

- 1) **Armed Forces Reserve Cadets**
Remove Councillor M Theaker. Add Councillor A M Cook.
- 2) **ABMU Community Health Council**
Remove Councillors E T Kirchner and P B Smith. Add Councillors M C Child and G J Tanner.
- 3) **Environment Centre**
Remove Councillor E T Kirchner. Add Councillor N J Davies.
- 4) **Education Otherwise Management Committee**
Remove Councillor W Evans. Add Councillor J A Raynor.
- 5) **Environment Agency (Welsh Region) – WW Area Environment Group**
Remove Councillor J E Burtonshaw. Add Councillor M Thomas.
- 6) **Gower College Swansea**
Remove Councillors D Phillips and M Theaker. Add Councillors J A Raynor and C Richards.
- 7) **Mid and West Wales Fire Authority**
Remove Councillors A S Lewis and C E Lloyd. Add Councillors J C Bayliss and G J Tanner.

- 8) **National Waterfront Museum Swansea**
Remove Councillor S E Crouch. Add Councillor R Francis-Davies.
- 9) **South West Wales Regional Waste Management Committee**
Remove Councillor J E Burtonshaw. Add Councillor M Thomas.
- 10) **South West Wales Regional Waste Planning Group**
Remove Councillor J E Burtonshaw. Add Councillor M Thomas.
- 11) **Spatial Planning Network**
Remove Councillor R Francis-Davies. Add Councillor P Lloyd.
- 12) **Swansea City Waste Disposal Company (LAWDC)**
Remove Councillor J E Burtonshaw. Add Councillor M Thomas.
- 13) **Swansea Bay Racial Equality Council**
Remove Councillor M Theaker. Add Councillor E T Kirchner.
- 14) **Swansea Business Improvement District (BID)**
Add Councillor R C Stewart.
- 15) **Swansea Stadium Management Company (SSMC)**
Remove Councillor J C Bayliss. Add Councillor R Francis-Davies.
- 16) **Swansea Festival of Music and The Arts**
Add Councillor D Phillips.
- 17) **Swansea Waste Forum**
Remove Councillor J E Burtonshaw. Add Councillor M Thomas.
- 18) **Wales National Pool**
Remove Councillor M Theaker. Add Councillor M C Child.
- 19) **Welsh Joint Education Committee**
Remove Councillor W Evans. Add Councillor J A Raynor.
- 20) **Welsh Purchasing Consortium**
Remove Councillor D W W Thomas. Add Councillor C E Lloyd.

RESOLVED that the membership of the Council Bodies listed below be amended as follows:

- 1) **Business and Administration Cabinet Advisory Committee**
Add Councillors J E Burtonshaw, J A Hale, B Hopkins, G Owens, P B Smith, C Thomas, D W W Thomas, L V Walton and T M White.
- 2) **Economy & Investment Cabinet Advisory Committee**
Add Councillors J C Bayliss, N S Bradley, P Downing, C R Doyle, P Lloyd, P M Matthews, B G Owen, G Owens and N M Ronconi-Woollard.

- 3) **Engagement & Inclusion Cabinet Advisory Committee**
Add Councillors J P Curtice, D W Cole, F M Gordon, E T Kirchner, Y V Jardine, A J Jones, D J Lewis, H M Morris and L V Walton.
- 4) **People Cabinet Advisory Committee**
Add Councillors R A Clay, U C Clay, A M Cook, J P Curtice, P Downing, T J Hennegan, A S Lewis, R V Smith and G J Tanner.
- 5) **Place Cabinet Advisory Committee**
Add Councillors A M Cook, D W Cole, C R Doyle, N J Davies, V M Evans, P Lloyd, G Owens, G J Tanner and T M White.
- 6) **Area 2 Development Control Committee**
Remove Councillor R C Stewart. Add Councillor D Phillips.
- 7) **Appointments Committee**
Remove Councillor D Phillips. Add Councillor R C Stewart.
- 8) **Appeals & Awards Committee**
Remove Councillor C Richards. Add Councillor D W W Thomas.
- 9) **Audit Committee**
Remove Councillors R Francis-Davies and J A Raynor. Add Councillors A M Cook and D Phillips.
- 10) **Corporate Parenting Forum**
Remove Councillors W J F Davies and U C Clay. Add Councillors J C Curtice and V M Evans.
- 11) **Chief Executives Appraisal and Remuneration Committee**
Remove Councillors N S Bradley, J E Burtonshaw, S E Crouch and D Phillips. Add Councillors M C Child, C E Lloyd, R C Stewart and M Thomas.
- 12) **Democratic Services Committee**
Remove Councillor R Francis-Davies. Add Councillor J P Curtice.
- 13) **Challenge Panel**
Remove Councillors R Francis-Davies and D H Hopkins. Add G Owens and M Theaker.
- 14) **Gower AONB Partnership Group**
Remove Councillor R Francis-Davies. Add Councillor P Lloyd.
- 15) **Gower AONB Sustainable Fund Panel**
Remove Councillor R Francis-Davies. Add Councillor P Lloyd.
- 16) **Joint Consultative Committee**
Remove Councillors C Richards and R C Stewart. Add C E Lloyd and M Thomas.
- 17) **LDP Advisory Group**
Remove Councillor J E Burtonshaw. Add Councillor P Lloyd.

- 18) Constitution Working Group**
Remove Councillor D Phillips. Add Councillor R C Stewart.
- 19) Community / Town Councils Forum**
Remove Councillors N S Bradley, J E Burtonshaw, S E Crouch, C R Doyle and M Theaker. Add Councillors J E C Harris, D H Hopkins, C E Lloyd, P Lloyd, J A Raynor and M Thomas.
- 20) Gypsy Traveller Liaison Forum**
Remove Councillor J E Burtonshaw. Add Councillor D H Hopkins.
- 21) Swansea Student Liaison Forum (and Operational & Residents Meetings)**
Remove Councillor J E Burtonshaw and M Theaker. Add Councillor M Thomas.
- 22) Scrutiny Programme Committee**
Remove Councillors V M Evans, J E C Harris and M Thomas. Add Councillors R A Clay, S E Crouch and G J Tanner.
- 23) External Funding Panel**
Remove Councillors N S Bradley, C R Doyle and D Phillips (or nominee S E Crouch). Add Councillors W Evans, R Francis-Davies (or nominee N S Bradley) and C E Lloyd.

100. **STATEMENT OF ACCOUNTS 2013-2014.**

The Section 151 Officer submitted a report which detailed the timescale involved in the completion and audit of the Council's Statement of Accounts for 2013-2014. He advised that in accordance with the requirements of the Accounts and Audit (Wales) (Amendment) Regulations 2010, the Council had to approve the Statement of Accounts 2013-2014 on or before 30 September 2014.

RESOLVED that the 2013-2014 Statement of Accounts be approved.

101. **TREASURY MANAGEMENT ANNUAL REPORT 2013-2014. (FOR INFORMATION)**

The Section 151 Officer submitted an information report which detailed the Council's Treasury Management activities during 2013-2014 and compared actual performance against the strategy laid down at the start of the year.

102. **SUSTAINABLE DEVELOPMENT REPORT 2013-2014.**

The Wellbeing and Healthy City Cabinet Member submitted a report which presented a draft of the Sustainable Development Report for discussion.

RESOLVED that:

- 1) A final version of the Sustainable Development Report be included as an unassured appendix in the annex of the Annual Statement of Accounts or published online alongside the accounts;

- 2) Sustainable governance principles and the emerging implications of the Wellbeing for Future Generations (Wales) Bill be integrated into the evolving Single Corporate Plan. Full integration would negate the need for Sustainable Development reporting in future years.

Note: Councillor P M Meara asked the Wellbeing and Healthy City Cabinet Member the following question:

- a) Page 75, Paragraph 36 "Percentage of Procurement Spend on Local Suppliers". Does the amount quoted include spending on the Delegated School Budget?"

The Wellbeing and Healthy City Cabinet Member stated that a written response would be provided.

103. **DISPENSATION FOR COUNCILLOR LEAVE OF ABSENCE - COUNCILLOR WJF DAVIES.**

The Head of Democratic Services submitted a report which sought approval to grant dispensation in accordance with Section 85 of the Local Government Act 1972.

RESOLVED that Councillor W J F Davies be granted dispensation to not attend meetings for the period up to 1 June 2015, in accordance with Section 85 of the Local Government Act 1972.

104. **DIRECTOR OF SOCIAL SERVICES ANNUAL REPORT 2013-2014.**

The Chief Social Services Officer submitted an information report which provided an overview of the performance of Social Services, risks and plans for improvement during 2013-2014.

105. **SCRUTINY ANNUAL REPORT 2013-2014.**

The Chair of the Scrutiny Programme Committee submitted the Scrutiny Annual Report for the 2013-2014 Municipal Year. The report outlined the work of scrutiny during that period.

RESOLVED that the Scrutiny Annual Report 2013-2014 be endorsed.

106. **COUNCILLORS' QUESTIONS.**

1) **Part A 'Supplementary Questions'**

Three (3) Part A 'Supplementary Questions' were submitted. The relevant Cabinet Member(s) responded by way of written answers contained in the Council Summons.

The following question(s) required a written response:

- a) Question 2. The Main Opposition Political Group Leader, Councillor C A Holley the following supplementary question(s):

- "i) Will the Anti Poverty Cabinet Member, circulate the Delivery Plan and related Timescales for the Target Areas?"

The Anti Poverty Cabinet Member stated that a written response would be provided.

- 2) Part B 'Questions not requiring Supplementary Questions'

One (1) Part B 'Questions not requiring Supplementary Questions' were submitted.

107. **SCRUTINY DISPATCHES.**

The Chair of the Scrutiny Programme Committee submitted an information report which provided Council with a progress report on various scrutiny activities.

108. **NOTICE OF MOTION FROM COUNCILLORS R C STEWART, C RICHARDS, M C CHILD, J E C HARRIS, J A RAYNOR, D HOPKINS, W EVANS, R FRANCIS-DAVIES, M THOMAS, C E LLOYD, D W W THOMAS, E T KIRCHNER, V M EVANS, A S LEWIS, N S BRADLEY, P M MATTHEWS & P LLOYD.**

The following motion was proposed by Councillor M C Child and seconded by Councillor J E C Harris.

"Making Swansea a Dementia Supportive Community

The Council notes that:

In the City and County of Swansea over 3,300 people are living with dementia. Across Wales as a whole more than 45,500 people are living with the condition.

Two thirds of people with dementia live in the community, many on their own. One third of people with dementia live in a care home.

Dementia is the fastest growing condition for the over 65's.

One in three people over 65 will die with a form of dementia.

Only 42% of people living with dementia in the Swansea area have received a formal diagnosis.

Diagnosis is the key that unlocks access to both statutory and third-sector support and services.

The financial cost of dementia to Wales was an estimated as being over £1.26billion in 2013.

This Council resolves to:

Work towards making Swansea the first "Dementia Supportive Community" in Wales, a status officially recognised by the Alzheimer's Society.

Appoint an elected member to the position of Dementia Champion and appoint a lead officer for dementia.

Work in partnership with the Dementia Supportive Community Forum, including appointing an officer to represent the Council on the Forum.

Work in partnership with Abertawe Bro Morgannwg University Health Board to continue to develop and improve services for people with dementia.

Encourage staff of the City and County of Swansea to become a 'Dementia Friend', through the Alzheimer's Society 'Dementia Friends' initiative.

Participate in awareness raising activities during Dementia Awareness Week.

Ensure that due consideration is given to people living with dementia and their carers by including them explicitly in Equality Impact Assessments".

RESOLVED that the Notice of Motion as shown above be approved.

The meeting ended at 6.53 pm

CHAIR

Agenda Item 8.a

Report of the Chair of the Corporate Parenting Forum

Council – 4 November 2014

CORPORATE PARENTING FORUM ANNUAL REPORT 2013-2014

Purpose:	To update all Council Members on the activities of the Corporate Parenting Forum during the financial year 2013/14.
Policy Framework:	Swansea Single Plan.
Reason for Decision:	Providing information to raise awareness on the responsibilities of Councillors as Corporate Parents for Looked after children and young people in Swansea.
Consultation:	Child and Family Services, Legal, Finance & Access to Services.
Recommendation(s):	It is recommended that: 1) The Council debate and accept the report.
Report Author:	Deborah Checkland
Legal Officer:	Lucy Moore
Finance Officer:	Paul Cridland
Access to Services Officer:	Catherine Window
Chair of Corporate Parenting Forum	Councillor Jane Harris

1. Introduction

- 1.1. The Corporate Parenting Forum was originally established on 26 February 2009, following a report of the Cabinet Member for Community Leadership and Democracy. The Terms of Reference were subsequently amended following a review of the role of Councillors as Corporate Parents, which reported in November 2010. This report was called 'Care to Help?'
- 1.2. In March 2013, the Chair of the Scrutiny Programme committee wrote to the Chair of the Corporate Parenting Forum informing him that the Scrutiny Committee had agreed to conclude the monitoring of this review and

requesting him to provide a progress report on its recommendations made to the Corporate Parenting Forum.

1.3. One of the recommendations was that the Forum reports annually to Council to raise awareness of its work.

1.4. This is the second Annual Report of the Forum.

2. Overview of the Annual Report

2.1. The second Annual Report provides information about the establishment and purpose of the Corporate Parenting Forum; its grounding in statute and national and local policy, and a review of the activity of the Forum between April 2013 and March 2014.

2.2. The report demonstrates a good deal of strengthening of the Forum since the 'Care to Help? – Review of the Role of Councillors as Corporate Parents by the Child and Family Services Overview and Scrutiny Board 2010.

2.3. 2014 also will see Looked After Children and Care Leavers presenting their views directly to a Specially convened Members Seminar prior to the presentation of 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 associated with this report.

Background Papers: EIA

Appendices: Appendix A - Corporate Parenting Forum Annual Report April 2013 – March 2014



CORPORATE PARENTING FORUM

Annual Report

2013 / 2014

DEFINITION OF CORPORATE PARENTING AND THE ROLE OF THE CORPORATE PARENTING FORUM

Corporate Parenting is 'the collective responsibility across services and across local authorities to safeguard and promote the life chances of Looked after Children.' The Terms of Reference for Swansea City and County Council state that the purpose of the Corporate Parenting Forum is to encourage all agencies and individuals to work together to deliver good outcomes for Looked After Children.

The Legal Responsibilities of the Elected Members and the Lead Member

Every elected member of Swansea City and County Council has legal responsibilities under the Children Act 2004, as a corporate parent to the children in the care of the council. It is the responsibility of all Councillors to be satisfied that there is:

- Effective policy in place
- Mechanisms to support the participation of Looked After Children
- Good scrutiny to inform improvement

Lead members are responsible for:

- Overseeing partnerships and plans
- Promoting cooperation between authority and partners
- Leading Improvements in corporate parenting
- Promoting policy innovation and implementation
- Ensuring that Looked After Children are seen as a priority by the authority and planning partnerships

The revised Terms of Reference were approved by Council on the 24 November 2011 and are attached as Appendix 1.

Background

The term 'Looked After' refers to any child or young person for whom the authority has, or shares parental responsibility, or for whom the authority provides care and accommodation to the child or young person on behalf of their parents. Every Council has a legal duty to act as 'corporate parent' for each and every child and young person that is looked after, whether this is a result of a voluntary agreement with their parents or under a care order made by the court.

The history of children and young people's welfare legislation has given rise to a variety of official powers and functions that have failed to ensure the appropriate outcomes for children. The Children's Act of 1989 allocated duties to local authorities, courts, parents and other agencies to ensure children and young people are safeguarded and their welfare is promoted, The subsequent Children's Act of 2004 was intended to bring all local government functions of children's welfare and education together and to better regulate official intervention in the interests of children and young people following a continuing failure to protect children such as Victoria Climbié.

In 2005 guidelines setting out the responsibility of elected members as Corporate Parents were developed with a further review in 2009 and the production of 'If this were my child' . . The Corporate Parenting Forum for Swansea City and County Council was originally established on 26 February 2009 to ensure that there is a joined up, effective and holistic approach to meeting the needs of Looked After Children and Care Leavers in Swansea. The original Terms of Reference were subsequently amended following a review of the role of Councillors as Corporate Parents which was reported in November 2010. Since then the Scrutiny committee has agreed that an annual report by the Chair of the Corporate Parenting Forum should be presented to the Council with a report on progress and recommendations. The relevant legal definitions are attached as Appendix 2.

STATUTORY DUTIES

The relevant statutory responsibilities of the Local Authority relating to the Corporate Parenting, and Children In Need are contained in the following legislation.

The Children Act 1989 provides the basic framework for services for children, and defines Local Authorities' responsibilities towards the care of children. In Part 3 it places a general duty on the Local Authority to provide support for children in need and their families;

- To safeguard and promote the welfare of children within their area who are in need;
- So far as is consistent with that duty, to promote the upbringing of such children by their families;

The Children Act 2004 outlines the importance of co-operation between partners to improve wellbeing. It defines the relevant partners, and requires a plan which sets out the Authority's Strategy for discharging their responsibilities in this area, in improving the wellbeing of children. It provides for Lead Directors and Members who are responsible for co-ordinating and overseeing arrangements for the Local Authority and for Health to ensure effective working together.

These Leads as specified in The Children Act 2004, (Section 27) are as follows;

	Local Authority	Title	ABMU Health Board.	Title
Lead Director for Children and Young People's Services	Chris Sivers,	Director of People	Christine Williams	Acting Director of Nursing
Lead/ Non Officer Member for Children and Young People's Services	Councillor Will Evans	Cabinet member for Learning and skills.	Gaynor Richards	Children's champion for ABMU. (Director, Neath Port Talbot Council for Voluntary Service).

The Children and Families (Wales) Measure 2010 places a number of duties, including action on child poverty, and the participation of children and young people in decision making by the Local Authority. This was strengthened by the **Rights of Children and Young Persons (Wales) Measure 2011** which places a duty on Welsh Ministers to have due regard to the United Nations Convention on the Rights of the Child (UNCRC), and makes a number of other provisions relating to children's rights in Wales. The rights that most apply to Looked After Children include:

- Educational attainment (Article 29)
- Participation (Article 12)
- Confidence (Article 14)
- Health (Article 24)
- Wellbeing (Article 19)

The Mental Health (Wales) Measure 2010 is intended by the Welsh Government to develop an earlier intervention to mental health problems and is supposed to be available to all ages as it is 'age blind' legislation. So far implementation has primarily focused on adult services. The focus for children and young people has been in the provision of Advocacy services for children and young people who become involuntary hospital in-patients.

This year the Corporate Parenting Forum has received a full report on the Response to the Children's Commissioners report, *'Missing Voices'*, which places a number of expectations on the Local Authority in carrying out its duties to looked after children and other groups of children in need. It plans to receive an Annual Report from the Tros Gynnal service, and keep progress under review.

This will fit well as the Council progresses its intention to take Due Regard to the United Nations Convention on the Rights of the Child, particularly Article 12. This states that *children have the right to say what they think should happen, when adults are making decisions that affect them, and to have their opinions taken into account.*

The Forum has also been tasked with maintaining a health check on progress on the Children's Commissioner's report, Lost After Care, and intends to receive regular updates on progress.

NATIONAL POLICY

If This Were My Child, was a joint publication from the Welsh Government and the Welsh Local Government Association (WLGA), and reminded all elected members and officers of the Council of their legal and moral duty encompassing education, health and welfare, leisure and holidays, culture and /or religion and what recognition and praise they receive. It was also stated that:

- Each Looked After Child should have a Personal Education Plan (PEP)
- That the Children Act 1989 places a duty on the NHS, Local Authority housing and education to assist social services with Corporate Parenting
- The Children Act 2004 places a duty on the local authority, the NHS and other key partners to co-operate to improve the wellbeing of children in their area.

- Members should seek to ensure that provision of all public services used by Looked After Children and young people is high quality, 'joined up' and takes account of their need
- Collaboration occurs across a range of council services and key partners such as the health service, early years provision, education settings, further, higher and training providers, YOT, providers of social housing, leisure and youth services, and services contracted out to private providers.
- The Lead Member has a responsibility for improvements in Corporate Parenting
- Planning arrangements should facilitate an effective and holistic approach to meeting the needs of Looked After Children
- Adult services support Looked After Child leaving Care and their families.
- That there is clear political commitment and leadership for Looked After Children expressed in strategic and business plans.
- Members receive accurate information and find out about the basic range and quality of services faced and received by such children in their area.

The Minister's Letter to Elected Members was sent in June 2012, to reinforce the messages from *'If this Were My Child'*, to incoming council administrations and relevant Lead Members

Questions that require answers on a minimum of a yearly basis:

- 1) **How many Looked After Children, care leavers, children at risk and children in need are there? How old are they and what help do they require?**
- 2) **How many Looked After Children are placed out of county and what is the process for placement?**
- 3) **How are these out of area children and young people supported by social care, education, health and their local friends / families?**
- 4) **How many Looked After Children are from ethnic minorities?**
- 5) **How many Looked After Children are disabled and where are they placed?**
- 6) **How many emergency episodes are there and how are they managed?**
- 7) **How many Looked After Children are on the Child Protection Register and for what reason?**
- 8) **How many children and young people are subject to guardianship?**
- 9) **How many times a year are children and young people moved?**
- 10) **How many episodes of being Looked After has each child or young person experienced?**
- 11) **How many Looked After Children are being educated in a PRU?**
- 12) **How many Looked After Children have a PEP and are expected to meet the national qualification?**
- 13) **What is the level of school attendance for Looked After Children?**
- 14) **How many Looked After Children have used the advocacy service**
- 15) **How many Looked After Children have a leaving care plan and at what age did it start?**
- 16) **How many Looked After Children have had the opportunity to develop life skills before leaving care?**
- 17) **How many Looked After Children have been able to stay with their foster carers between the age of 16-18?**

- 18) **How many children and young people maintain contact with social services up to the age of 24?**
- 19) **Are there any problems with recruitment and retention of staff?**
- 20) **What management systems are there in place to support front line staff working with Looked After Children?**
- 21) **What training is available for foster carers and what is the uptake?**
- 22) **How many children and young people have received treatment from mental health services?**
- 23) **Holistic health assessment – including immunisations**

CORPORATE POLICY

Swansea's Strategic Plan for Children and Young People 2011 – 2014 stated that all children and Young People should live in safe, stable and caring families, and that the Corporate Parenting Forum should be strengthened. As Corporate Parents the current indicator is to reduce the number of Looked After Children. This plan was replaced by '**The One Swansea Plan 2013**', published by the Swansea Local Service Board. It can be found at <http://www.swansea.gov.uk/index.cfm?articleid=52292>. The purpose of this plan is to improve the wellbeing of people in Swansea by ensuring that professionals and the public work together on a shared set of outcomes and challenges. Looked after children are mentioned twice in the new single plan; on pages 22 (school readiness) and p27 (school attendance) Care leavers are not mentioned. Swansea Council has been the first to adopt the United Nations Convention on the Rights of the Child

Young people want to have a voice, and a choice, and do not want to be different. The Corporate Parenting Forum has continued to take an active role in listening to Looked After Children and young people, and putting their views at the heart of the work plan. Bi-annual meetings have continued often led by the young people. The Forum has also heard reports of how the service is building in listening to children and young people throughout the service such as

- Restorative Practice,
- Use of Signs of Safety tools for working with children and young people
- Expansion and increasing accessibility of the independent professional advocacy service
- Involving Looked after Children and Care Leavers in the Big Conversations, including the budget consultation, alongside representatives from School Councils, and therefore offering their perspective on the proposals.

- 1) **The Corporate Parenting Forum is concerned to increase the profile for Looked After Children within the Single Plan. To further raise the profile in 2014- 2015 the Corporate Parenting Forum will develop a strategy for Looked After Children** which will focus on how to achieve aspirations for and of children and young people, and additional awareness and training needs, to enable the forum to continue to evaluate against outcomes, and change where necessary.

ARRANGEMENTS TO SUPPORT THE FORUM

The Corporate Parenting Forum is one of a number of special interest Forums in Swansea. It is a permanent body, established within the Constitution to support all agencies and individuals to work together, to facilitate the development of positive relationships, to monitor the delivery of quality services and to identify where there are gaps within and across services that hinder the implementation of good practice and outcomes for Looked After Children. Recommendations are communicated to the Cabinet Member for Wellbeing.

The Looked After Children's Enquiry Panel report of April 2013 was welcomed by the Corporate Parenting Forum as a positive step to deepening strategic knowledge of the needs of Looked after Children. It acknowledged that the prevention of family breakdown was critical and reinforced the view of the Corporate Parenting Forum that the availability of local stable foster placements is crucial. It is important that the existing Wellbeing Scrutiny Panel and the Corporate Parenting Forum work together

The Corporate Parenting Forum meets every two months throughout the year. This is to allow for other pieces of work to take place in the intervening months. Details of meetings and other events held by the Forum are at Appendix 4. The other events are;

- Training for Councillors on Corporate Parenting took place this year and 38 Councillors have now received training.
- Bi-annual Corporate Parenting Challenges were held in July and January of each year. A list of attendance is attached at Appendix 3.

The Forum is supported by an officer from Democratic Services for the administration of its business. Professionally, it is the task of the Planning Officer for Children and Family Services based in the Commissioning Support Unit to provide advice and support. The Children's Rights and Participation Officer has the role of co-ordinating the support for Corporate Parents to listen to the views of the Looked After Children, and care leavers. The Head of Child and Family Services has prioritised his attendance.

BUDGET

The Corporate Parenting Forum currently has no budget. Activities, such as running the Corporate Parenting challenges, and producing the updated Corporate Parenting pages for the Swansea Cares packs, are being funded within the participation budget of Social Services.

The Scrutiny letter on 26th March 2013 required support arrangements to be kept under review, and financial requirements to be established. This letter confirmed that the Scrutiny Programme Committee was happy with progress made, and asked for a progress report. . The response was sent on the 5th June, by the previous Chair, Councillor John Davies. It indicated that more might be done to improve the profile of Corporate Parenting, including the development of a Corporate Parenting Strategy for the Council.

SERVICE USERS

Since its re launch, the Corporate Parenting Forum has been keen to listen to the views of Looked After Children, and Corporate Parenting Forum Challenges have been set up with this in mind. These have taken place in July 2013 and January 2014.

Young people have always told Corporate Parents;

“We need you to have big eyes to take in all the information, big ears to listen and big mouths to speak for us and make the changes we need”.

As a response to the suggestion of the young people, the year has seen the production of additional pages for the Swansea Cares Pack so that improved information on Corporate Parenting will be provided in the handbook for every Looked After Child in Swansea. This includes photographs of the Corporate Parenting Members, advice from the Children and young people about what Corporate Parents should be like, and what they should do.

The Summer challenge was held in Down to Earth, Murton on the 7th August 2013. The consultation morning was part of a weekend of activities for the young people.

Reviews were the focus of this session, in line with Article 25 of the United Nations Convention on the Rights of the Child, which states that children who are looked after by the local authority rather than their parents should have their situation reviewed regularly..11 young people, 3 Independent Reviewing Officers (IROs), and 9 Councillors attended the session, and worked together in 3 mixed groups. They worked through a series of challenges and activities both practical and workshop based. These were designed to give everyone the opportunity to learn informally together and look at better ways of working together and around the issues surrounding the independent review process.

Activities included;

IRO hot seat in which the IRO had three minutes to introduce themselves, tell the group what they believed were the most important parts of their job and what a review was for. Questions were then taken from the group. **Speed dating and priorities** – 2 groups faced each other in a circle and had 1 minute per person to discuss “how to work better with young people in reviews”. A BIG LIST of priorities was voted on and the most important were ranked highest up the list.

The 3 with the most votes were;

- Paper work needs to be better
- Make it more interesting – doodles etc
- Involve young people, during all of review (start – mid – end)

Independent Reviewing Officer (IRO) standards were produced, based upon the Wales Participation Standards. Including Information, It’s your choice, No discrimination, Respect, You get something out of it, Feedback, Improving how we work. Many suggestions were received, and these were developed in a further session in October.

The February 2014 session gave an opportunity for the Corporate Parents to review the various pieces of work done over the last year, which included information from the leaving care and residential settings, the Viewpoint questionnaire, Advocacy, as well as an update on the IRO work. 4 Councillors (including one member of Cabinet), 11 Young People, and 7 Professionals participated. At each station a young person and an adult introduced the work.

Young people's priorities for Corporate Parents were recorded.

1. Young people's emotional health is important
2. Make placing siblings together a priority
3. They should know what children and young people who are looked after think about what needs to be changed
4. Should be more activities for LAC CYPs.
5. They should meet Foster Carers and Residential Care Workers to see they are interested in CYP and know what they are doing.

Quotes;

"Not sure what advocacy is.."

"Not that I'm listened too or anything – I'm just a kid"

"Sometimes you guys don't mix us with the right carers. You should put more thought into it as its not just about the money.

Stop ending placements because they might be too expensive but kids might be settled and happy there!!"

A number of next steps were identified by the group, and they especially wanted to be involved in change as this helps develop trust through regular sessions to work through issues and develop ideas together. There was also emphasis on spreading the message more widely throughout the Council, and keeping the momentum going. They suggested;

- The best advocates for Looked After Children(LAC) and Children and Young People (CYP) are LAC CYP
- Need to create opportunities for LAC CYP to spread the message, and get their voice heard on a bigger scale – council and city wide
- The Corporate Parenting Forum (CPF) need to circulate to a wider council/cabinet audience
- Corporate parents include housing, education, Development and Outreach – whole CCS not just SS and Councillors
- Advocacy needs to be highlighted and awareness raised as a priority for everybody
- Young people present to CPF and full council within next 6 months
- Peer mentors are helping to get messages across to younger people – support from SYHSP.
- Video blogs will be developed for use by young people who do not want to be present
- Need to celebrate the work already done
- Link to rights of the child/ UNCRC need to be better communicated.
- We need to develop the skills of young people so they can help decide on future services.

Discussions are in hand as to how to support the young people to make these presentations.

ACTIVITIES DURING 2013 / 2014

Work plan.

1. The development of a themed approach to bimonthly meetings has been implemented so as to increase understanding and awareness of service developments, and the involvement and observations of all departments and agencies. This process is on-going and will need and should promote improved partnership and ownership.
2. Regular reporting on The Child and Family Services Strategic Delivery Plan Performance Report on Looked After Children, has been regularly augmented by advice from the Head of Service. This report is regularly reviewed, and has recently been amended to include reporting on adoption, and on the Looked After Children Reduction Strategy. Much of the information required by the Corporate Parenting Forum is included in this format.

The Forum is working towards developing a jointly owned strategic direction and work plan in early in the 2014 year. The main focus of the strategy will be:

- **preventative intervention that is promptly and intensively delivered where required and supports families, and the range of local services**
- **improved communication between the Council and Looked After Children**
- **the need to review Councillors job descriptions to ensure responsibility for Looked After Children is clearly articulated**
- **mandatory training on Corporate Parenting for all Councillors.**

Care Leavers

1. This has been a focus for the Forum in 2013, following up on the Scrutiny Committee's report, and Lost After Care from the Children's Commissioner. A detailed report was prepared and considered, and a decision made to follow this up every 6 months.
2. Corporate Parenting Challenges and Training are useful to Councillors as they are able to meet care leavers and understand concerns directly.
3. Swansea has a good record on keeping care leavers in placement at 16 and 17 and is already increasing its conversion foster placements scheme (for care leavers who are stable in placement, and their carer would like them) this is in anticipation that the recommendations of the 'When I am Ready' consultation, will be included in the Social Services and Wellbeing Bill.

Corporate Parenting Training

1. Corporate Parenting Training was held on 25 October 2013, and was attended by 27 Councillors. When added to the attendees from last year, a total of 38 Councillors have attended training, out of 72.

2. An overview was provided by the Head of Service focusing on who are the looked after children in Swansea, what are their needs, who is responsible and how are services organised.
3. Smaller topic workshops were each supported by an information pack, prepared and delivered by multi agency group of staff, including Accommodation Services, Health, Education and young people's views.
4. 18 Evaluation sheets were received, 15 councillors, two officers, and one voluntary sector person. Of those who completed the evaluation form – all felt the course was good or very good, and would recommend it to others with similar roles.
5. Following this evaluation, the Corporate Parenting Forum again recommended that this training be provided as part of the mandatory training to all Councillors, and this will become part of the new strategy for Corporate Parenting. Appendix 5 details the Evaluation Report.
6. The Education department also runs Looked After training for Councillors as School Governors, and has recently produced Guidance on what Councillors can expect on Looked After children in a Head Teacher's Report. Appendix 6 details the Attendance at this training, and includes the details of the Guidance mentioned above. All School Governors should be aware of this training and the Guidance available on their role.

Integrated Family Support Service

A presentation by the Integrated Family Support Service, was provided to the Forum to increase awareness of Preventative services supporting families at risk of breakdown. The Integrated Family Support Service (IFSS) developments, focuses on families whose children are on the cusp of care. In addition to the presentation and discussion, Forum members attended the Launch in the Spring.

Wellbeing

Following on from this, the Principal Officer for Wellbeing provided an update on the forthcoming Social Services and Wellbeing (Wales) Bill, and the wider local arrangements to prevent family breakdown. She reminded the forum that the specialist services provided by social services for children in need rest on the provision of universal services, (such as education and health services), and those provided in the community. This approach has reduced numbers of children becoming reliant on social work. She brought the forum up to date with recent research, and a case study which illustrated many of the points.

As a result of the presentation, the Corporate Parenting Forum endorsed the Looked After Children Reduction Strategy, and sought reassurance of the support for the Strategy by the Children and Young People's Partnership.

Advocacy

The Forum received an update on Advocacy at its March meeting, following the 2014 review of Children's Commissioner's 'Missing Voices' report. They considered the response, and the Action Plan, and endorsed the approach. This requires elected

Members to be well informed about the statutory responsibilities they have to provide advocacy. Members will need information and Training, and the role of the Forum in taking this forward.

Disability

A special meeting was held on the 7th April to allow time to deal with the final topic on the work plan for 2014. This meeting was devoted to a presentation on Looked after Children and Disability. It was led by Social Services, with the support of Education and Health colleagues. It covered the work of the Social Services Child Disability Team, and the looked after Children Health and Education teams, covering their roles and capacity, and drew out some important highlights on the needs and services provided for this specialist group. A number of case examples were used to illustrate. Details of attendance at Corporate Parenting forum events are at Appendix 3 and 4.

NEXT STEPS FOR THE CORPORATE PARENTING FORUM

Having carried out a full work plan for last year, the Forum now feels in a position to review the work of the first 2 years of this administration. This review will be based on the

- Responsibilities outlined in the Deputy Minister's letter
- What looked after children and young people and care leavers have told us about their views.

The focus will be on;

- What is required to be developed across partners to ensure that Looked After Children and Care Leavers in Swansea are able to access a service that meets their needs as identified in the Deputy Minister's letter.
- Review of the Terms of Reference of the Corporate Parenting Forum.
- Review of the Statement of Corporate Parenting.

The outcome of the review will be a Swansea Corporate Parenting Strategy, which will demonstrate that the local authority and its partners are committed to Looked After Children and have a vision about what it wants to achieve. It will provide a focal point for all agencies, staff, and children and young people to understand what the objectives for the service are – and to hold the Council to account if they are not delivered.

As it is important that the strategy is owned locally, the process of drafting, agreeing and reviewing the strategy will be an inclusive one, starting with a workshop for the first meeting of the new Council year. Invitations are planned to a wider range of people than the current membership, to ensure sufficient knowledge is available to the workshop.

APPENDIX 1

1. TERMS OF REFERENCE OF CORPORATE PARENTING FORUM

1.1 Some children and Young People need additional help and support because of their needs and circumstances. In some cases this requires that they are looked after by the Local Authority. The purpose of the Corporate Parenting Forum will be to encourage all agencies and individuals to work together to deliver good outcomes for Looked After Children.

1.2 To do this, the Forum members will:

- Listen and communicate the views of Looked After Children and Young People
- Develop an annual action plan to deliver its purpose
- Establish Task and Finish groups as required
- Raise the profile of issues affecting Looked After Children and Young People.

1.3 Statutory Basis of the group and accountability

Corporate parenting places collective responsibility on authorities to provide good parenting for all children in their care. It requires ownership and leadership at a senior level, this includes all elected members.

The Corporate Parenting Forum will report annually to Council.

Reports will be made available to all interested organisations, including the Cabinet member for Social Services and Child and Family Overview and Scrutiny Board, CYP Overview and Scrutiny Board, and the Health Social Care and Wellbeing Overview and Scrutiny Board.

Specific matters of interest or concern will be forwarded to the appropriate Council Member.

1.4 Membership

- (i) The Chair and Councillor Members will be appointed by the Council. A Vice Chair shall be elected from the representatives present.
- (ii) The Forum will be representative of the Local Authority, Foster Carers, Accommodation Team managers, Looked After Children / Care Leavers, Health, Education and Housing.

1.5 Group Management and Activity

- (i) The Forum will meet bi monthly.
- (ii) Support arrangements will be kept under review; the Forum will be supported by the Principal Officer for Accommodation and the Planning and Commissioning Officer for Child and Family Services
- (iii) The Forum will be serviced by Democratic Services which will draft the agenda
- (iv) The Forum will establish its financial requirements and keep any allocated budget under review
- (v) The Forum will receive monthly performance data on Looked After Children.
- (vi) The Forum will ask Looked After Children and Young People how it can best help them and what they want the relationship to be.
- (vii) These Terms of Reference will be reviewed annually in June.

APPENDIX 2

2. LEGAL DEFINITIONS FOR THE CORPORATE PARENTING FORUM

2.1 Looked After Child

The term 'Looked After' was introduced by the Children Act 1989. Although there are two different groups of children / Young People who may become “looked after”, the Children Act emphasises that the duties owed to them by local authorities are the same.

Section 20; Provision of Accommodation for Children: General

1. Every Local Authority shall provide accommodation for any child in need within their area who appears to them to require accommodation as a result of;
 - (a) There being no person who has parental responsibility for him
 - (b) His being lost or having been abandoned; or
 - (c) The person who has been caring for him being prevented (whether or not permanently and for whatever reason) from providing him with suitable accommodation or care.
2. Before providing accommodation under this section, a Local Authority shall, so far as is reasonably practicable and consistent with the child's welfare;
 - (a) ascertain the child's wishes and feelings regarding the provision of accommodation

and
 - (b) give due consideration (having regard to his age and understanding) to such wishes of the child as they have been able to ascertain.
3. A Local Authority may not provide accommodation under this section for any child if any person who has parental responsibility for him objects.
4. Any person who has parental responsibility for a child may at any time remove the child from accommodation provided by or on behalf of the Local Authority under this section.

Section 31; Care and Supervision

1. On the application of any Local Authority, the court may make an order placing the child with respect to whom the application is made in the care of a designated Local Authority.
2. A court may only make a care order if it is satisfied that the child concerned is suffering, or is likely to suffer, significant harm; and that the harm, or likelihood of harm, is attributable to the care given to the child, or likely to be given to him if the

order were not made, not being what it would be reasonable to expect a parent to give to him; or the child's being beyond parental control.

3. No care order or supervision order may be made with respect to a child who has reached the age of seventeen (or sixteen, in the case of a child who is married). No care order may be made with respect to a child until the court has considered a section 31A plan.

2.2 Care Leavers

The Children (Leaving Care) Act 2000 created new and stronger duties on Local Authorities to support care leavers up to at least 18 with the main aims of ensuring that:

- Young People do not leave care until they are ready.
- They receive more effective support once they have left.

The main purpose of the Act is to help Young People who have been looked after by the Local Authority to move from care into living independently in as stable a fashion as possible. To do this it amends the Children Act (Part 111, introducing new Sections 23 and 24). These now place a duty on local authorities to assess and meet the care and support needs of 'eligible and relevant' children and Young People and to assist those who are 'former relevant' Young People.

'Eligible' can be thought of as Young People who have been in Local Authority care for over 13 weeks when they turn 16 and 'Relevant' refers to this being a full time care responsibility (e.g. not for short breaks where the parent retains all responsibilities) former relevant are over 18 and did meet the above criteria.

Other duties are the duty to keep in touch with all care leavers who qualify the need for Pathway Plans, the new role of the Personal Adviser, and simplified and extended financial support.

APPENDIX 3

Attendance for Corporate Parenting Events 2013 - 2014

	Event	Date	Members	Officers	Foster Parents	Health	Voluntary Sector	Young people
1	Corporate Parenting Forum	17 th April 2013	2	7	0	0	0	
2	LAC Achievement Awards	8 th May 2013						
3	Corporate Parenting Forum	8 th July 2013	8	1	0	1	1	
4	Corporate Parenting Challenge.	7 th August 2013	9	9			4	11
5	Corporate Parenting Forum	9 th Sept 2013	5	10	1	1	1	
6	Corporate Parenting Training	25 th Oct. 2013	27	11		2	1	3
7	Corporate Parenting Forum	11 th Nov 2013	8	8 plus 2 from IFSS,	1	1	1	
8	Corporate Parenting Forum.	13 th January 2014	6	12	0	4	1	
9	Corporate Parenting Challenge.	Sat 26 th January 2014	4, including Cabinet Member	7	0		1	11
10	Corporate Parenting Forum.	10 th March 2014	5	7	0	2	1	
11	Special Corporate Parenting Forum	7 th April 2014	5	13	2	1	0	

APPENDIX 4

Dates of Meetings and Events held by the Corporate Parenting Forum 2013 - 2014 and key topics covered.

Date of Forum meeting	Areas covered	Recommendations progressed
17 th April 2013	<p>This meeting was inquorate, but on advice was able to discuss issues.</p> <p>Presentation of Draft Annual Report of the Corporate Parenting Forum.</p> <p>Discussion on receipt of Scrutiny Letter.</p> <p>LAC Performance report</p> <p>Work plan timetable</p>	<p>To provide the opportunity for Members and officers to review and comment on the Annual report of the Forum.</p> <p>To plan response.</p> <p>To ensure Members are aware of developments in the LAC population.</p> <p>To suggest a thematic approach to the work of the Forum, to allow for increased understanding of the issues.</p>
8 th May 2013	Future Champions LAC Achievement Awards.	
8 th July 2013	<p>Introduction of new Forum Chair, and new Members of the Forum.</p> <p>Notice of Corporate Parenting Training 25th October 2013.</p> <p>Update on Lost After Care Health Check.</p> <p>Review of Terms of reference.</p>	<p>To strengthen the Forum.</p> <p>To inform and involve Members in the development of future plans</p> <p>To act on Scrutiny recommendation that Corporate Parents maintain a health check on Swansea's response to this report by the Children's commissioner.</p> <p>To request further information from the Head of Service for the Care Leavers group.</p> <p>To ensure the Terms of reference are reviewed annually, as required and as part of the Annual report of the Forum to Council.</p>

Date of Forum meeting	Areas covered	Recommendations progressed
	<p>Symud Ymlaen Project.</p> <p>To receive the LAC performance report</p>	<p>To receive an update on this project due to end shortly and is much valued by care leavers.</p> <p>To ensure Members are aware of developments in the LAC population.</p>
5 th August 2013	Corporate Parenting Challenge	<p>Corporate Parents and Looked After Children meet and listen to each other in a Young person friendly venue.</p> <p>To develop awareness and understanding of the right of young people who are looked after away from home to have their cases reviewed, and so improve attendance and ownership by young people of their reviews.</p> <p>To have lunch together.</p>
9 th Sept 2013	<p>Update on Lost After Care Health Check, and Advocacy arrangements.</p> <p>To receive a report on Looked After Children and Offending.</p> <p>To receive the LAC performance report</p>	<p>To provide answers to questions raised at the last meeting,</p> <p>To decide on a bi annual report on care leavers.</p> <p>To write to Health Board re their Advocacy provision.</p> <p>To make the Forum aware of new management arrangements under Western Bay.</p> <p>To gain support of the Corporate Parenting Forum to the principle of joint working on guidance on accommodation issues.</p> <p>To ensure Members are aware of developments in the LAC population.</p>

Date of Forum meeting	Areas covered	Recommendations progressed
25 th October 2013	Corporate Parenting Forum training event.	<ul style="list-style-type: none"> • An overview of Corporate Parenting, and the responsibilities of Councillors. • The Council's statutory responsibilities to children and young people in their care, and information on what we provide for children in need. • Opportunity for looked after children and young people to contribute to training decision makers. . • To explore key issues in relation to the care, health and education for looked after children, and meet key staff, and discuss how elected Members can influence change.
11 th Nov. 2013	<p>Evaluation report on Corporate Parenting Training.</p> <p>Integrated Family support Service Presentation (IFSS)</p> <p>To receive the LAC performance report.</p> <p>Looked After children Education Scrutiny report and Home tuition and higher education bursary grants.</p>	<p>To provide information to assist Members decide on next steps for the Training.</p> <p>To enable Forum members to understand the aims and operation of this key service to prevent family breakdown.</p> <p>To ensure Members are aware of developments in the LAC population.</p> <p>For Information.</p>

Date of Forum meeting	Areas covered	Recommendations progressed
13 th January 2014	<p>Evaluation of the Corporate Parenting Training event. (see below)</p> <p>Further discussion on Western bay</p> <p>Research on LAC funding.</p> <p>Wellbeing Presentation.</p> <p>Update on upcoming Inspections.</p> <p>To receive the LAC performance report</p>	<p>The Task and Finish report recommended that this training be mandatory for all Councillors.</p> <p>Clarification of issues going forward.</p> <p>Contact made with Professor Paul Rees who will update as necessary.</p> <p>The Forum endorsed the LAC reduction Strategy.</p> <p>The need for enhanced links to Prevention and Early Intervention was highlighted.</p> <p>To make Members aware that there is a National Thematic Inspection on Vulnerable Looked After Children at the end of March.</p> <p>To ensure Members are aware of developments in the LAC population.</p>
Sat 26 th January 2014	Corporate Parenting Challenge	<p>Overview of Participation activities for 2013.</p> <p>Developments of a plan for the next steps.</p>
10 th March 2014	<p>Advocacy report</p> <p>Corporate Parenting Forum Annual Report</p>	<p>Endorsement of response to Children's Commissioner's Missing Voices Report.</p> <p>Invitation to Advocacy service provider, Tros Gynnal to update the Forum on their Annual report when produced.</p> <p>Draft for discussion. Members invited to comment.</p> <p>Establishment of a working group to plan Workshop to discuss next years work plan.</p>

	<p>Looked After Children Performance report</p> <p>Good news and Partner Updates</p>	<p>Requests were made for information .</p> <p>Noted</p> <p>Verbal updates from Education, the Youth offending service,</p>
<p>Special Meeting 7th April 2014</p>	<p>To receive a presentation on Looked After Children and Disability.</p>	<p>This Presentation was co-ordinated across the 3 services, Social Services, Education, and Health to give a rounded overview of this specialist area.</p>

APPENDIX 5

Corporate Parenting Training Evaluation.

25th October 2013.

This training was attended by 27 Councillors, plus Councillor Jane Harris, the Chair of the Corporate Parenting Forum, who attended both morning and afternoon sessions.

This adds to the 22 Councillors attending last year, making 50 participants in total, and we are in the process of working out the few double attendees, and who has not received the training in preparation for the 2014 session.

We received 23 evaluation forms from Councillors, and 1 from a senior case worker from an Assembly Member.

13 Councillors found the Training very useful,
8 found it useful,
1 found it not useful.

Comments received included;

- Young People played a big part,
- Very useful especially to hear the voices of young people
- Opens your eyes,
- As a Governor, I will put in place the things I learned today. And will now ask more searching questions.
- I will be better informed in the decisions I take
- Have a better understanding of LAC needs,
- Ask more questions, and have more empathy for situations,
- More focus on young people,
- Hopefully more awareness, compassion and understanding,
- Raise awareness to bring to the forefront within Council Services
- We could have done with more time in each group.
- More detailed discussions with my head teacher,
- To feel free to offer my services and become more involved,
- Knowledge of social services, care system, and views of looked after. Use knowledge when decision making
- I will be finding out how many LAC are in my ward.

21 out of the 23 would recommend the course to others.

Criticisms included that there was too much information in a short time, and the room was crowded and noisy, so it was hard to hear.

One person felt the set up was not so good as last year, requiring more movement from participants, and that the afternoon session was not well enough attended, and should have been cancelled.

Further Training needs identified were;

- More time for greater depth of information and discussion,
- Greater insight into the topic,
- More understanding of systems being implemented,
- Generally more information,
- Would be advantageous in view of legislation,
- Attachment theory as a driver for LAC policy,
- To find out more about the many reasons that make children become looked after,
- Would appreciate courses to update me on changes to policy and Outcomes,
- Training course updated annually and six monthly,

APPENDIX 6

Councillor's attendance at LAC training for school governors and information governors can expect to receive in a head teachers report.

Date of training	No. of Councillors attending	Schools where Councillors are serving as governors
26 th June 2013	0	
18 th October 2013	0	
22 nd November 2013	1	Danygraig Primary St Thomas Community Primary
18 th February 2014	1	Hendrefoilan Primary Olchfa School

Information Governors could expect to receive in a Head Teachers Report in respect of: Looked After Children

The following information has been prepared for Governors to advise them of the type of information they could expect to see in a Head teacher's termly report in relation to Looked After Children (LAC). This information is not conclusive and some head teacher's may wish to include additional information. However, care is urged to ensure the individual identity of children is not divulged in any way.

Policy

All schools need to have a Policy for Looked After Children. This Policy should be reviewed periodically as with all other school policies.

Designated Teacher and Governor

All schools are required to have a designated person with specific responsibility for LAC. This information should be included in the staffing update of the head teacher's report.

With effect from 1st September 2011 all governing bodies are required to have a designated governor with responsibility for LAC.

Report to Include

An update on the numbers of LAC eg currently 10 this has increased from 8 last term due to another two children becoming looked after in the interim period. If children have joined the school as a result of becoming looked after and being placed with foster carers or family in the catchment area this information could also be included.

Confirmation that statutory aged children ie those aged between 5 and 16, have a Personal Education Plan (PEP) in place. Each LAC is required to have a PEP in place within 20 school days of becoming looked after. The Report could include the day/date the PEP was finalised.

How new LAC have settled at the school and any special arrangements the school has put in place to help new children settle eg a buddy system, additional support in classroom, Circle Time etc.

Information on the academic progress of LAC and any additional information eg the number of LAC who have Special Education Needs, Emotional and/or Behavioural Difficulty etc.

If a LAC is attending more than one site or alternative provision eg Pathway, Home Tuition from Looked After Children Project Workers etc.

Update on any liaison with other agencies eg Behaviour Support, or if the pupil's behaviour is a particular cause for concern and they have been excluded from school or could be facing permanent exclusion.

Prepared by: Kathryn Thomas (Manager School, Governor and Student Services)
10th April 2012

Agenda Item 9.a

Report of the Chair of the Standards Committee

Council - 4 November 2014

Standards Committee Annual Report 2013-2014

Purpose:	This report sets out the work of the Standards Committee and Community / Town Councils Standards Sub Committee from June 2013 to May 2014.
Consultation:	Standards Committee, Finance and Legal

FOR INFORMATION

1. Background

- 1.1. The Local Government Act 2000 required the Council to establish a Standards Committee to promote and maintain high standards of conduct and probity in the conduct of elected Members of the City and County of Swansea. The Standards Committee has been in operation since October 2000.
- 1.2. The tenth report of the Standards Committee up to May 2013 was presented to Council on 24 September 2013. This is the eleventh Report of the Standards Committee and covers the period from June 2013 to May 2014.

2. Membership

2.1. Standards Committee

- 2.1.1 During the period covered by this report there were nine members on the Committee. Five of these were independent members and four were Councillors. Adrian Novis and Clive Walton have been Chair and Vice Chair respectively since July 2012. At the Annual Meeting of Council held on 9 May 2013 Councillors were appointed to the Standards Committee, as shown below, together with the Independent Members:

Independent Members:	Councillors:
Jill Burgess	Phil Downing
Jennifer Gomes	Jeff W Jones
Meirion Howells	Clive E Lloyd
Adrian Novis (Chair)	Jennifer A Raynor
Clive Walton (Vice Chair)	

2.1.2 However, at the Council Meeting held on 21 January 2014, the Councillor Membership was amended as Councillor R A Clay and L G Thomas replaced Councillors J A Raynor and J W Jones.

2.2 Community / Town Councils Standards Sub Committee

2.2.1 During the period covered by this report there were seven members on the Community / Town Councils Sub Committee. Four of these were independent members and three were Community / Town Councillors. One vacancy currently remains on the Sub Committee. Clive Walton and Meirion Howells were appointed as Chair and Vice Chair respectively since November 2012. Details of membership are shown below:

Independent Members:	Community / Town Council Councillors:
Meirion Howells (Vice Chair)	Gail John
Jennifer Gomes	Philip Crayford
Adrian Novis	Vacancy
Clive Walton (Chair)	

3. The Standards Committee

3.1 The Standards Committee met seven times during the year on the following occasions: 12 July 2013, 23 August 2013, 15 November 2013, 17 January 2014, 21 February 2014, 18 March 2014 and 4 April 2014.

3.2 Detail of the work undertaken by the Committee this year is set out below.

3.3 Dispensations

3.3.1 Sixteen requests for Dispensation were reported for consideration. The dispensation form has been amended in order to ensure greater clarity of the nature of the dispensation being required.

3.4 The Public Services Ombudsman for Wales Annual Report

3.4.1 The Public Services Ombudsman for Wales (the Ombudsman) has issued his Annual Report for 2013-2014. A link and hard copy to the full report was circulated to the Standards Committee at the meeting on 29 August 2014. <http://www.ombudsman-wales.org.uk/>

3.4.2. Relevant Extracts from this Annual Report are contained in Appendix A. Section 4 of the report deals with Code of Conduct complaints. There had been a reduction in the number of complaints to the Ombudsman by 22% in 2012-2013. The Ombudsman attributed the decline in Code of Conduct complaints to the local resolution arrangements in place and would continue to refer 'low level' complaints to Authorities' Monitoring Officers to deal with locally.

3.4.3 At Annex C of his report the Ombudsman provided a statistical breakdown of outcomes by Local Authority. In relation to County Borough Councils, Swansea had 30 total cases closed of which 22 were closed after initial consideration. In relation to Community / Town Councils of the 115 cases closed 26 related to Mumbles Community Council which were all closed after initial consideration.

3.5 Complaints of Breach of the Code of Conduct

3.5.1 During the period to May 2014 the following matters were reported to the Committee for information:

a) Complaints made but not investigated by the Ombudsman under the provisions of section 69(2)

Seven cases were reported to the Standards Committee where the Ombudsman refused to investigate an alleged breach of the code of conduct following a complaint.

b) Investigations completed by the Ombudsman and reported to Standards Committee for Information where the decision was no evidence of breach or no action taken

Two cases were reported to the Standards Committee this year where the Ombudsman investigated but found that there was no evidence of any failure to comply with the Code of Conduct.

c) Investigations undertaken by the Ombudsman and reported to Standards Committee for Information where the decision was to discontinue the investigation

One case was reported to the Standards Committee 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 Act 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.

No such referrals have been received during the period of this report.

4. Other matters considered by the Standards Committee during 2013-2014

4.1 Revised Guidance from the Ombudsman on the Code of Conduct

- 4.1.1 The Public Services Ombudsman for Wales (PSOW) first published guidance on the code in April 2010. A revised Guidance was issued in September 2012.
- 4.1.2 The Committee were informed that following the High Court Case of Calver – The Adjudication Panel for Wales, the Ombudsman made changes to the Guidance in relation to complaints in respect of a breach of paragraph 4 (b) Treating others with respect and consideration.
- 4.1.3 The Committee has actively contributed to the development of the Ombudsman's guidance, by making extensive representations in relation to consultation papers and guidance.

4.2 Members Indemnity for the Code of Conduct Hearings

- 4.2.1 At the meeting held on 15 November 2013, the Committee considered this matter and decided to recommend to Council that they would consider each application and if indemnity be given it be up to a maximum of £20,000 per case and the form of indemnity be amended to reflect this. Also it was decided that clarity be sought from the Ombudsman regarding the timescale for the review of the indemnity level and procedure in respect of 'equality of arms' approach. The response from the Ombudsman was consequently circulated to Standards Members, which stated that the Ombudsman's own costs would not be allowed to exceed the level imposed by the proposed cap and that at that time no review of the level of indemnity was planned.

4.3 Annual Meeting with Political Group Leaders

- 4.3.1 At the meeting held on 15 November 2013, it was decided that Annual Meetings with the Political Group Leaders and the Chief Executive be held. The framework and expected outcomes were agreed in the following meeting and as a result it was decided that views would be sought regarding:
- How you see the role of the Standards Committee
 - Your understanding of this role
 - How could you help to promote standards and good governance
 - How do you see the future role of the Standards Committee
 - Your views regarding training in respect of the Code
 - How do you consider the dispute resolution process working
 - Your views in respect of the Swansea Pledge
 - Your views regarding the possible merger of the Standards Committee with the Community/Town Council Standards Sub – Committee
 - Do you think that incorporating the Community Council would/could bring benefits

Consequentially the Leaders of the Main Opposition Group, the Independent Group and Conservative Group attended the meeting of the Standards Committee on 18 March 2014. The Chief Executive and the Leader of the Council then attended the meeting of the Standards Committee on 4 April 2014. At this meeting it was suggested that the Chair of a Regulatory Committee and Chair of Scrutiny be also invited.

These meetings are continuing and it is the intention of the Standards Committee to consider all the responses and produce a report setting out their findings and any recommendations for improvement.

4.4 Swansea Councillor Charter & Councillor Pledge on Standards

4.4.1 The Standards Committee were consulted on the notion of a "Swansea Councillor Charter and Councillor Pledge on Standards" prior to the issue being passed to Council for adoption. The Standards Committee recommended to Council that this be formally adopted and be compulsory for all Councillors.

4.4.2 The Head of Democratic Services had subsequently provided an update to the Standards Committee regarding the number of Councillors that had actually signed up to the Pledge. It was agreed that when the Political Group Leaders attend Standards Committee they be questioned regarding this matter.

4.5 Community /Town Council Standards Sub Committee Vacancy and Merger with Standards Committee.

4.5.1 The Committee considered the appointments process regarding the vacancy of the Community Town Council Standards Sub Committee at the meeting held on 12 July 2013. However, at subsequent meetings the consequences of the Sub Committee being merged and the effect of the Standards Committee undertaking this role was considered. No steps have been taken to fill the vacancy at the present time.

4.5.2 A report was submitted to the meeting of the Standards Committee held on 17 January 2014 regarding a possible merger, the process that must be followed, together with the situation with regard to the Standards Committee throughout Wales. It was decided that views of Political Group Leaders be sought when they are invited to the Committee and depending on their views it be recommended to Council that they consider the options of this merger.

4.6 Reports "For Information"

4.6.1 A number of reports were noted by the Committee, including regular updates on the progress of ongoing Ombudsman investigations and the Ombudsman's Annual Report for 2012-2013 and Annual Standards Conference feedback.

5. The Community / Town Councils Standards Sub Committee

5.1 The Community / Town Councils Standards Sub Committee have met on two occasions since June 2013. Dates of Community / Town Councils Standards Sub Committee Meetings were as follows: 24 June 2013 and 10 October 2013.

5.2 Detail of work undertaken by the Committee during the period of this report is set out below.

5.3 Dispensations

5.3.1 There were five applications for dispensation to be considered by the Sub Committee this year.

5.4 Complaints made but not investigated by the Ombudsman under the provisions of section 69(2) and reported for information:

5.4.1 There were five case reported to the Community / Town Councils Standards Sub Committee where the Ombudsman refused to investigate an alleged breach of the code of conduct following a complaint.

5.5 Ombudsman Referral to Monitoring Officer

5.5.1 There were two cases reported to the Community / Town Council Standards Sub Committee where the Ombudsman had referred an allegation of a breach of the Code of Conduct to the Monitoring Officer to determine whether or not local investigations would be appropriate.

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

5.6.1 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 Act 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.

5.6.2 A referral in respect of a former Town Councillor from Gorseinon Town Council was received from the Ombudsman. Full details of the determination in relation to this matter can be found on the internet at:
<http://www.swansea.gov.uk/index.cfm?articleid=53719>

5.7 Appeals to the Adjudication Panel for Wales

An appeal against the decision of the Community/ Town Council Standards Sub Committee was made by a Community Councillor from Mumbles Community Council. The appeal was considered by the Appeal tribunal and

their decision dated 10 June 2013 was reported on their public web site. It was the unanimous decision of the Appeal Tribunal to endorse the decision of the Standards Committee that the Community Councillor had been in breach of the Code and the Community Councillor was suspended for 18 weeks.

6. Terms of Office of Independent Members of the Standards Committee and the Community / Town Councils Standards Sub Committee

- 6.1 The term of office for Independent Members can be for not less than four years and for no more than six years. They can be reappointed for one further consecutive term but that term cannot be for more than an additional four years.
- 6.2 The table below shows the dates of commencement and subsequent expiry dates of membership for all independent member of the Standards Committee.

Standards Committee: Independent Member Appointments

Independent Members	Appointment Terms	
	Start	End
Adrian Novis (Chair)	22 February 2005	21 February 2015
Clive Walton (Vice Chair)	22 February 2005	21 February 2015
Meirion Howells	1 August 2008	31 July 2016
Jennifer Gomes	5 December 2008	4 December 2016
Jill Burgess	12 October 2013	11 October 2019

- 6.3 The table below shows the dates of commencement and subsequent expiry dates of membership of the Community / Town Councillors.

Community Councillors	Appointment Terms	
	Start	End
Gail John	26 February 2008	4 May 2017
Philip Crayford	5 October 2012	4 May 2017

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.

9. Equality and Engagement Implications

- 9.1 There are no equality and engagement implications associated with this report.

Background Papers:

Agendas and Minutes of the Standards Committee and Community / Town Councils Standards Sub Committee during the period June 2013 to May 2014.

Appendix

Extract of Annual Report of the Public Services Ombudsman for Wales Annual Report.

4. Code of Conduct Complaints

Headline figures

- We received 228 new complaints, **down 22%** on 2012/13.
- We referred 6 investigation reports to either a standards committee or the Adjudication Panel for Wales, **down 70%** on 2012/13.
- We closed 229 cases, **down 38%** on 2012/13.
- We had no investigations older than 12 months open at 31 March 2014.

Complaints received

The table below gives a breakdown of the code of conduct complaints received by type of authority.

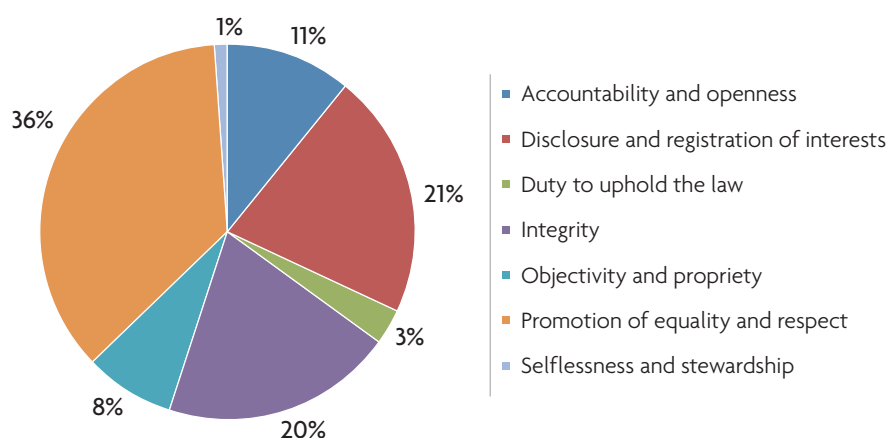
	2013/14	2012/13
Community Council	115	140
County/County Borough Council	111	150
Fire Authority	2	0
National Park	0	0
Police Authority	0	1
Total	228	291

It is particularly pleasing to see that the number of code of conduct complaints have continued to fall. The new local resolution arrangements introduced by local authorities over the past year or so is clearly having the desired effect with the decrease of 22% of complaints to this office compared with the previous year. It is now our practice under these new arrangements to refer 'low level' complaints made by one member against another, such as allegations of failures to show respect and consideration of others under paragraph 4(b) of the code, to authorities' monitoring officers to be dealt with locally.

We have also continued with the approach adopted last year of writing to the local Monitoring Officer when the Ombudsman is minded not to investigate a complaint, or, having commenced an investigation, is minded to close the case. This will arise when it is judged that even if the Standards Committee did find that there had been a breach of the Code, it would be unlikely to apply a sanction. It will then be for the Monitoring Officer to consider the matter. If they take a different view on the likelihood of the Standards Committee applying a sanction should they decide that there has been a breach of the Code, then the investigation is transferred to them for local consideration. During the past year, 16 such complaints were referred to monitoring officers, of which 1 was called in for local investigation.

Nature of Code of Conduct complaints

As in previous years, the majority of complaints received during 2013/14 related to matters of ‘equality and respect’. In 2013/14 this was 36% of the code of conduct complaints received compared to 35% in 2012/13. The next largest areas of complaint related to disclosure and registration of interests (21%), and integrity (20%).



Summary of Code of Conduct complaint outcomes

Of the Code of Conduct cases considered in 2013/14, the majority were closed under the category shown below as ‘Closed after initial consideration’. This includes decisions such as:

- there was no ‘prima facie’ evidence of a breach of the Code
- the alleged breach was insufficiently serious to warrant an investigation (and unlikely to attract a sanction)
- the incident complained about happened before the member was elected (before they were bound by the Code).

Complaint about a public body	2013/14	2012/13
Closed after initial consideration	176	283
Complaint withdrawn	12	12
Investigation discontinued	8	18
Investigation completed: No evidence of breach	10	23
Investigation completed: No action necessary	17	15
Investigation completed: Refer to Standards Committee	5	15
Investigation completed: Refer to Adjudication Panel	1	5
Total Outcomes – Code of Conduct complaints	229	371

(A detailed breakdown of the outcome of Code of Conduct complaints investigated, by local authority, during 2013/14 is set out at Annex C.)

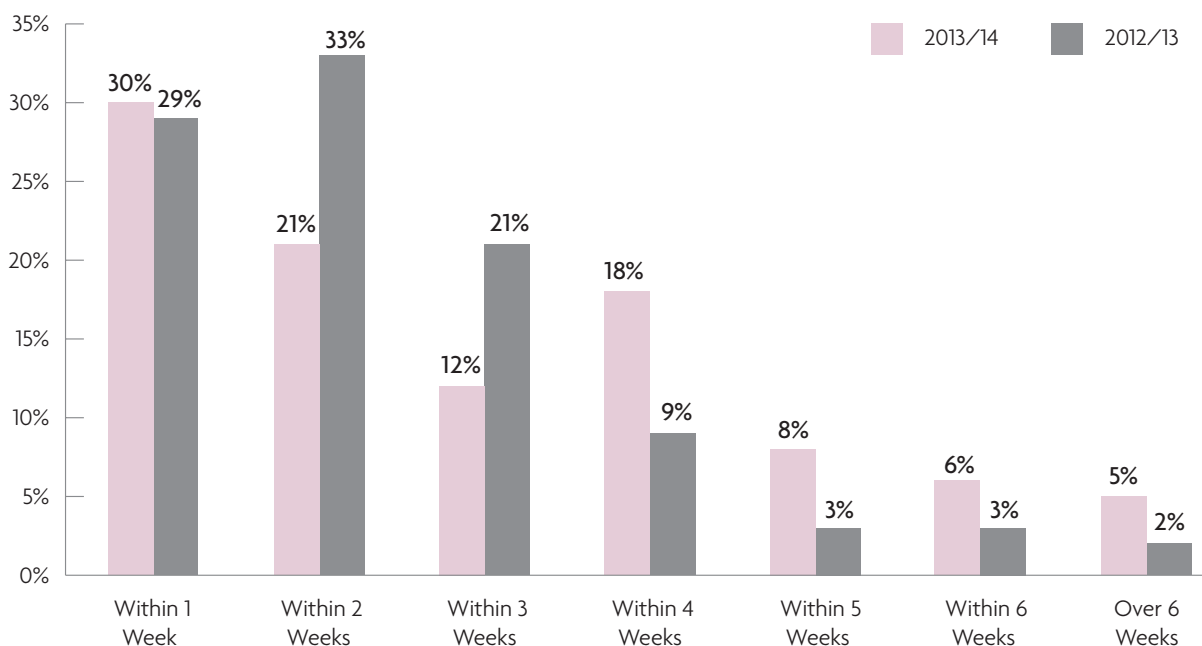
Not only have the number of code of conduct complaints to the office decreased over the past year, notable is the reduction in the number of cases referred to either an authority's standards committee or to the Adjudication Panel for Wales, which fell significantly from 20 in 2012/13 to 6 in 2013/14. This is partly attributable to the effects of the High Court judgement on the Calver case in 2012. The ruling on this case, concerning a member's freedom of expression attracting enhanced protection under the Human Rights legislation when comments made are political in nature, has had an impact on the application of paragraph 4b of the Code of Conduct relating to treating others with respect and consideration. Taking account of the ruling that politicians need to have 'thicker skins, the bar has now been raised on what the Ombudsman refers to a Committee or the Panel.

Decision times

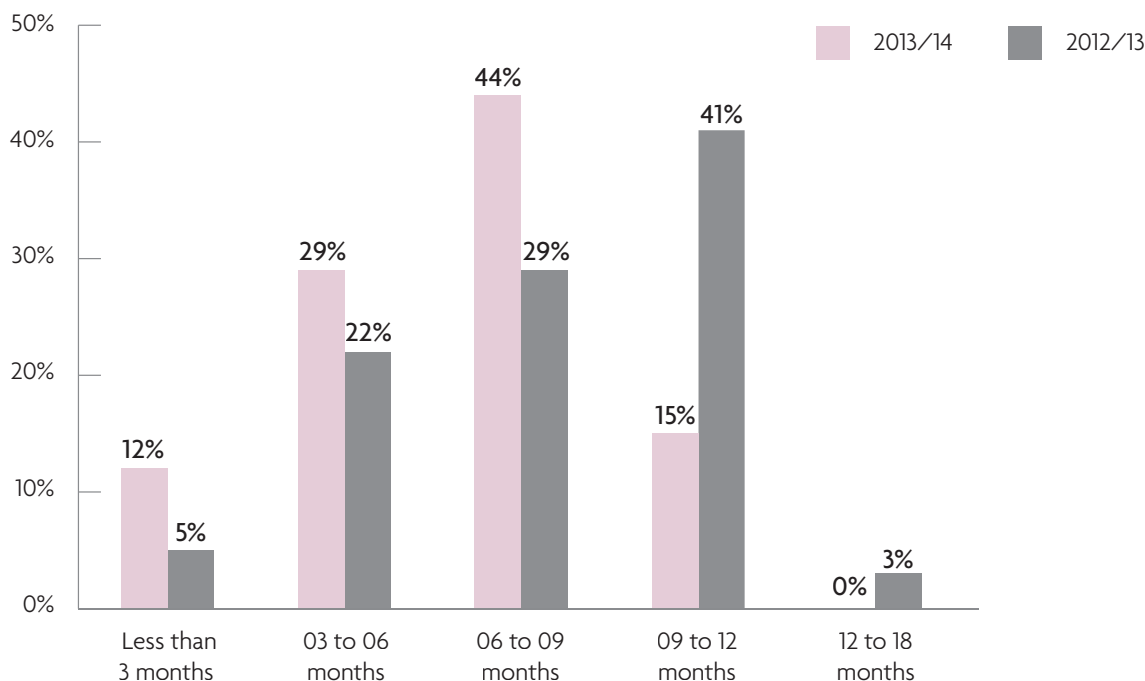
Below are the decision times for code of conduct complaints. The time targets set for code of conduct complaints are similar to those for complaints about public bodies, that is:

- at least 90% of all complainants to be informed within 4 weeks whether Ombudsman will take up their complaint (from the date that sufficient information is received)
- to conclude all cases within 12 months from the point that a decision is made to take up a complaint (that is, to commence investigation of a complaint).

Decision times for informing complainants we will take up their complaint



Decision times for concluding code of conduct investigations



In respect of the first target, we actually achieved this 81% of the time, and it is a little disappointing that we have not been able to achieve the 90% target in respect of code of conduct complaints and that we were unable to sustain our performance in 2012/13. This will be a matter that we will be looking to address in the year to come therefore.

With regard to the second target, and on a much more positive note, we are particularly pleased that we achieved a 100% success rate for completion of code of conduct investigations within 12 months. When looking back on previous Annual Reports it can be seen that our performance on code of conduct cases has been improving year on year. It is especially pleasing when comparing the position to three years ago when only 63% of code investigations were concluded in under 12 months. Against that position, the fact that over the past year 85% of investigations were completed in less than 9 months is even more gratifying.

Standards Committee and Adjudication Panel for Wales's Hearings – Indemnity Cap

The PSOW has previously made clear concerns about the levels of indemnity enjoyed by members who are accused of a breach and the need for this to be addressed. This is particularly of concern when considering the best use of public money, especially when all publicly funded organisations are working within a very difficult financial climate. By having unlimited indemnity, it is possible for cases before tribunals to last for months or even longer, with counsel being engaged at very considerable cost. Following discussions with the WLGA a proposed ceiling of £20,000 was agreed. Good progress

has been made by local authorities in introducing such a cap over the past year or so. However, it is disappointing that a couple of councils who have an insurance arrangement in place for indemnity have stated that they are unable to fall in line due to insurance companies resisting such a ceiling.

Welsh Government Ministers had previously indicated that they may consider addressing this matter through legislation if wholesale voluntary agreement could not be secured. This is a matter which may therefore need to be re-raised in the forthcoming year.

Annex C

Code of Conduct Complaints:

Statistical Breakdown of Outcomes by Local Authority

COUNTY/COUNTY BOROUGH COUNCILS

County/County Borough Councils	Closed after initial consideration	Discontinued	No evidence of breach	No action necessary	Refer to Standards Committee	Refer to Adjudication Panel	Withdrawn	Total Cases Closed
Blaenau Gwent	2		1					3
Bridgend	4							4
Caerphilly	4			2			1	7
Cardiff	5		1				1	7
Carmarthenshire	1						3	4
Ceredigion	2							2
Conwy	1							1
Denbighshire	2						2	4
Flintshire	2	2						4
Gwynedd	4							4
Isle of Anglesey	1			1				2
Monmouthshire	1	2						3
Newport	8							8
Pembrokeshire	3			1		1		5
Powys	1		2					3
Rhondda Cynon Taf	14						1	15
Swansea	22	2	5	1				30
The Vale of Glamorgan							1	1
Torfaen	5			1				6
Wrexham	1							1
Total	83	6	9	6	1	1	9	114

COMMUNITY/ TOWN COUNCILS

Community/ Town Councils	Closed after initial consideration	Discontinued	No evidence of breach	No action necessary	Refer to Standards Committee	Refer to Adjudication Panel	Withdrawn	Total Cases Closed
Aberffraw Community	1							1
Ammanford Town	1							1
Bangor City	1							1
Bargoed Town	1							1
Blaengwrach Community		1		1				2
Blaenrhedol Community	1							1
Bridgend Town	1							1
Brymbo Community	1							1
Caldicot Town	1							1
Cefn Community			1	2				3
Coity Higher	1							1
Colwinston Community					2			2
Connah's Quay Town	1							1
Cowbridge with Llanblethian Town	3							3
Cwmbran Community	1							1
Forden Community		1						1
Glynneath Town	1							1
Goldcliff Community	1							1
Gorseinon Town					1			1

COMMUNITY/ TOWN COUNCILS (CONTINUED)

Community/ Town Councils	Closed after initial consideration	Discontinued	No evidence of breach	No action necessary	Refer to Standards Committee	Refer to Adjudication Panel	Withdrawn	Total Cases Closed
Gresford Community	2							2
Hay-on Wye Town	1							1
Hirwaun & Penderyn Community	2							2
Holyhead Town	1							1
Kidwelly Town	1							1
Killay Community	1							1
Knighton Town	2							2
Laleston Community	1							1
Langstone Community	2							2
Llanbadrig Community	1							1
Llandrindod Wells Town	2			1		1		4
Llandudno Town	3							3
Llanelli Rural							2	2
Llanfaelog Community								5
Llanfynydd Community [Carmarthenshire]	3							3
Llangennith, Llanmadoc & Cheriton Community	2							2
Llangwm Community [Pembrokeshire]	1							1

COMMUNITY/ TOWN COUNCILS (CONTINUED)

Community/ Town Councils	Closed after initial consideration	Discontinued	No evidence of breach	No action necessary	Refer to Standards Committee	Refer to Adjudication Panel	Withdrawn	Total Cases Closed
Llantrisant Community	1							1
Llanwrtyd Wells Town	1							1
Mathry Community	1							1
Montgomery Town	1							1
Mumbles Community	26							26
Nelson Community	2							2
Old Radnor Community	1							1
Old St. Mellons Community Council	1							1
Pembrey & Burry Port Town	1							1
Penmaenmawr Town	1			1				2
Pennard Community	2							2
Porthcawl Town	1							1
Prestatyn Town	8						1	9
Rogiet Community	1			1				2
St Florence Community	2							2
Sully Community					1			1
Talgarth Town	1							1
Trellech United Community	1							1
Total	93	2	1	11	4	1	3	115

Agenda Item 10.a

Report of the Director of People / Cabinet Member for Anti-Poverty

Council – 4 November 2014

TACKLING POVERTY STRATEGY

Purpose:	To provide Council with the final Tackling Poverty Strategy which has taken into account feedback from the consultation
Policy Framework:	Single Integrated Plan; One Swansea Delivery Framework.
Reason for Decision:	To recognise the consultation feedback and approve the final tackling poverty strategy.
Consultation:	Legal, finance and access to services, and a full public consultation from 14 August to the 29 September 2014.
Recommendation(s):	It is recommended that: 1) Council approve the final Tackling poverty strategy 2) Council note the consultation responses
Report Author:	Sarah Crawley
Finance Officer:	Ben Smith
Legal Officer:	Janet Hooper
Access to Services Officer:	Sherill Hopkins

1.0 Introduction

1.1 As outlined in the Council report on the 14 August 2014 Poverty is the Council's and the cities number one priority and issue. The draft tackling poverty strategy was presented to Council, along with a process for consultation.

2.0 Tackling Poverty Strategy – consultation process

2.1 The paper which went to Council proposed that the Council consults on the draft tackling poverty strategy and welcomes all feedback on it.

2.2 The consultation process for the draft tackling poverty strategy ran from 14 August 2014 through to the 29th September 2014. Responses have

been compiled by the Access to Services team by using survey monkey and through the receipt of emails.

- 2.3 The draft strategy outlines the Council's proposed approach to tackling poverty. It contains the main strategy document, action plan, performance management framework, and the poverty profile.
- 2.4 The outcomes of the consultation process have been used to inform the development of this final tackling poverty strategy.
- 2.5 Senior officers presented the strategy to all Ward Members on September 2014.
- 2.6 Communities First cluster teams engaged residents, and SCVS sent it out through their networks.

3.0 Consultation feedback and analysis

- 3.1 28 formal responses were received during the consultation period from a range of people including; individual residents, third sector organisations and Council staff.
- 3.2 A full set of responses is contained within Appendix 1, along with a breakdown of the Equalities information for the respondents.
- 3.3 The responses have been looked at a broken down into themes contained within the table in Appendix 2. Against each response in the table it states whether or not the strategy has changed as a result of their comment or suggestion. These are then reflected in the final strategy attached in Appendix 3.

4.0 Equality and Engagement Implications

Attached in Appendix 4 is a draft Equality Impact Assessment report. This has been informed throughout the consultation process and is being finalised alongside the final tackling poverty strategy being considered by Council. At the time of writing, the EIA itself is undergoing the corporate quality assurance process and any amendments will be made with the advice and support of the Access to Services Team.

5.0 Financial Implications

- 5.1 Whilst there are no immediate financial implications arising from this report, acceptance of this strategy policy could result in additional expenditure or opportunity costs at a future time. There could be indirect costs or opportunity costs arising from the proposed action plans flowing from the strategy. It has been agreed as these are more fully developed the financial implications will be revisited and re-assessed.

5.2 Acceptance of the strategy 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.

6.0 Legal Implications

6.1 There are no legal implications associated with this report.

Background Papers: One Swansea Delivery Framework

Appendices: Appendix 1 – Consultation responses
Appendix 2 – Consultation analysis and feedback
Appendix 3 – Poverty strategy and supporting documents
Appendix 4 – Draft Equality Impact Assessment

Draft Tackling Poverty Strategy Have Your Say

If you require any additional information about this survey or would like to receive the questionnaire in any other format (e.g. large print) please contact 01792 636732 or email consultation@swansea.gov.uk

We would like to seek your views on our Draft Tackling Poverty Strategy. The strategy outlines what action we will take to fulfil the promise to tackle poverty in Swansea.

We would like to invite you to submit your comments on the document during this period of public consultation. Your views are very important so please spare a few minutes to complete this questionnaire

Q1 Have you read the draft tackling poverty strategy? Please cross one box only
 24 (85.7%) Yes
 4 (14.3%) No

Q2 Thinking about the draft strategy, do you agree or disagree with the following...? Please cross one box in each row

	Strongly agree	Tend to agree	Tend to disagree	Strongly disagree	Don't know
The strategy is easy to read	2 (8.3%)	19 (79.2%)	2 (8.3%)	1 (4.2%)	0 (0.0%)
The strategy is easy to understand	2 (8.3%)	18 (75.0%)	2 (8.3%)	1 (4.2%)	0 (0.0%)
The strategy is well laid out	2 (8.3%)	16 (66.7%)	4 (16.7%)	1 (4.2%)	0 (0.0%)
The strategy is informative	0 (0.0%)	16 (66.7%)	5 (20.8%)	2 (8.3%)	0 (0.0%)

Q3 Do you think the strategy covers all the issues required? Please cross one box only

11 (45.8%) Yes
 12 (50.0%) No

Q3ii If No, please explain below

12 (100.0%)

Tackling Poverty Action Plan

Three themes will run throughout the actions that we take to tackle poverty, as outlined in the action plan.

These are:

1. Empowering local people
2. Changing Cultures
3. Targeting resources.

As a Council, we will be making some significant changes to our business to ensure this is not simply another strategy that does not lead to action. We will:

- * Seek to re-direct resources to support this change agenda
- * Allocate one of our top staff members (a Director) to each of the Target Areas to ensure oversight and action
- * Seek to relocate more of our workforce into the Target Areas
- * Introduce a partnership to better coordinate services at local level
- * Introduce high profile opportunities for people who experience poverty to challenge faith, business and civic leaders
- * Devise more opportunities for local people to have greater say on what happens in their area.

Q4	Do you agree or disagree that the approach outlined above is...?					
		Strongly agree	Tend to agree	Tend to disagree	Strongly disagree	Don't know
	Appropriate	7 (25.0%)	11 (39.3%)	5 (17.9%)	2 (7.1%)	1 (3.6%)
	Achievable	4 (14.3%)	9 (32.1%)	10 (35.7%)	2 (7.1%)	1 (3.6%)
	Going to make a difference to the people of Swansea	3 (10.7%)	7 (25.0%)	8 (28.6%)	3 (10.7%)	3 (10.7%)

Q4ii If you disagree with any of the above please explain below. 10 (35.7%)

Additional Comments

Q5 Have you read the draft tackling poverty strategy Action Plan? Please cross one box only

22 (78.6%) Yes
4 (14.3%) No

Q6	If Yes, do you agree or disagree that action plan is...?					
		Strongly agree	Tend to agree	Tend to disagree	Strongly disagree	Don't know
	Appropriate	1 (4.2%)	13 (54.2%)	7 (29.2%)	1 (4.2%)	1 (4.2%)
	Achievable	1 (4.2%)	9 (37.5%)	10 (41.7%)	0 (0.0%)	3 (12.5%)
	Going to make a difference to the people of Swansea	2 (8.3%)	3 (12.5%)	9 (37.5%)	3 (12.5%)	5 (20.8%)

Q6d Is there anything that you feel should have been included in the action plan, please write here: 10 (41.7%)

Additional Comments

Q7 If you have any additional comments about the Draft Tackling Poverty Strategy or the Action Plan please write in here: 17 (60.7%)

Future Involvement

In order for the strategy to be successful this is about everyone getting involved in its delivery. Therefore if you are interested in being involved in the future please indicate this in the relevant box below.

We will be continually reviewing and monitoring the Tackling Poverty Strategy and Action plan. To help us do this we will be setting up a review panel which will allow participants the opportunity to follow the progress of the plan and comment on any developments.

As this is a key strategy for the Council we will be communicating with people regularly therefore if you would like to receive updated information please tick the right box(es) below and provide your details.

Q8 If you would like to be involved in the delivery of the strategy, the review panel or be sent information about the strategy's progress please select the correct option below and provide your contact details

- 5 (17.9%) I would like to be involved in the delivery of the strategy
- 3 (10.7%) I would like to be part of the review panel
- 8 (28.6%) I would like to receive future communications about the plan

Please provide your contact details if you have selected either of the above options

Q8a Full Name
10 (35.7%)

Q8b Address
10 (35.7%)

Q8c Telephone
9 (32.1%)

Q8d E-mail
10 (35.7%)

About You

To improve our services and service delivery to you and consider all your needs we hope you will complete the following questions.

In accordance with the Data Protection Act, any information requested on the following questions is held in the strictest confidence for data analysis purposes only. The information will enable us to determine whether or not our services are equally accessible by everyone.

- Q9 Are you...?**
 6 (21.4%) Male
 19 (67.9%) Female
- Q10 Is your gender the same as that which you were assigned at birth?**
 25 (89.3%) Yes
 0 (0.0%) No
- Q11 What was the year of your birth?** 23 (82.1%)
- Q12 Would you describe yourself as...**
 Please mark all that apply
- | | | |
|--------------------|----------|---|
| 13 (46.4%) British | 0 (0.0%) | Other British (please write in at end) |
| 13 (46.4%) Welsh | 0 (0.0%) | Non British (please write in at end) |
| 1 (3.6%) English | 0 (0.0%) | Gypsy/traveller |
| 0 (0.0%) Irish | 0 (0.0%) | Refugee/Asylum Seeker (please write in current/last nationality at end) |
| 0 (0.0%) Scottish | | |
| Write in here | | |
| | | 0 (0.0%) |
- Q13 To what 'ethnic' group do you consider**
- | | | |
|---|----------|--|
| 19 (67.9%) White - British | 1 (3.6%) | Asian or Asian British - Bangladeshi |
| 1 (3.6%) Any other White background (please write in at end) | 0 (0.0%) | Any other Asian background (please write in at end) |
| 0 (0.0%) Mixed - White & Black Caribbean | 0 (0.0%) | Black or Black British - Caribbean |
| 0 (0.0%) Mixed - White & Black African | 0 (0.0%) | Black or Black British - African |
| 0 (0.0%) Mixed - White & Asian | 0 (0.0%) | Any other Black background (please write in at end) |
| 0 (0.0%) Any other Mixed background (please write in at end) | 0 (0.0%) | Chinese |
| 0 (0.0%) Asian or Asian British - Indian | 1 (3.6%) | Other ethnic group (please write in at end) |
| 0 (0.0%) Asian or Asian British - Pakistani | | |
| Write in here | | |
| | | 2 (7.1%) |

Q14 What is your religion, even if you are not currently practicing?

Please mark one box or write in

- | | | | |
|------------|--|----------|--------|
| 12 (42.9%) | No religion | 0 (0.0%) | Jewish |
| 11 (39.3%) | Christian (including Church of England, Catholic, Protestant, and all other Christian denominations) | 1 (3.6%) | Muslim |
| 0 (0.0%) | Buddhist | 0 (0.0%) | Sikh |
| 0 (0.0%) | Hindu | 1 (3.6%) | Other |
| | Any other religion or philosophical belief (please write in) | | |

1 (3.6%)

Q15 Do you consider that you are actively practising your religion?

- | | |
|------------|-----|
| 9 (32.1%) | Yes |
| 12 (42.9%) | No |

Q16 What is your sexual orientation

- | | |
|------------|-------------------|
| 2 (7.1%) | Bisexual |
| 0 (0.0%) | Gay/ Lesbian |
| 21 (75.0%) | Heterosexual |
| 3 (10.7%) | Prefer not to say |
| 0 (0.0%) | Other |

Please write in

0 (0.0%)

Q17 Can you understand, speak, read or write welsh?

Please mark all that apply

- | | |
|------------|-------------------------|
| 2 (7.1%) | Understand spoken Welsh |
| 0 (0.0%) | Speak Welsh |
| 0 (0.0%) | Read Welsh |
| 0 (0.0%) | Write Welsh |
| 2 (7.1%) | Learning Welsh |
| 20 (71.4%) | None of these |

Q18 Which languages do you use from day to day?

Please mark all that apply

- | | |
|------------|------------------|
| 25 (89.3%) | English |
| 0 (0.0%) | Welsh |
| 0 (0.0%) | Other (write in) |

Please write in

0 (0.0%)

Q19 Do you have any long-standing illness, disability or infirmity?
By long-standing we mean anything that has troubled you over a period of time or that is likely to affect you over time.
This could also be defined Under the Disability Discrimination Act 1995 as:
"Having a physical or mental impairment which has a substantial and long term adverse effect on your ability to carry out normal day to day activities."

4 (14.3%) Yes
22 (78.6%) No

Q20 Does this illness or disability limit your activities in any way?

3 (75.0%) Yes
1 (25.0%) No

Thank you for your participation

Q3ii If No, please explain below	Response	Change or No Change	Q4ii If you disagree with any of the above please explain below.	Response	Change yes or No	Q6d Is there anything that you feel should have been included...	Reponse	Change Yes or No	Q7 If you have any additional comments about the Draft Tackling poverty strategy	Response	Change Yes or No
More focus on supporting people to learn how to manage money effectively needed. More appreciation of in-work poverty especially outside of identified target areas.	This is part of the existing on-going work within the council	Include sentence regarding low income families and poverty.	I can't see how just changing a few things will make an overall difference. It has to be tackled one area at a time and to perfection before any changes will be of any benefit	The strategy outlines a targeted approach to meeting need.	No change				It needs to be written in such a way everyone understands it and not being racist but in a few languages so that everyone's languages are there so that everyone reads it!	The strategy is available on request in different languages	No change
The strategy completely misses the importance of services at the frontlines of tackling poverty specifically helping to maximise incomes of some of the poorest and most vulnerable in community	The strategy is about building on what we already do, which includes benefits maximisation through welfare rights and benefits support	Include a sentence on existing approach regarding maximisation of benefits	The themes above ignore actually getting more money into the pockets of those experiencing poverty, the biggest problems for most people are lack of funds, for many the situation has been greatly worsened by welfare Reform that has cut the incomes of many working and non-working households. The strategy/ action plan makes not one mention of Welfare reform and its impact and the need address/ mitigate it's affects.	Noted	Changed to include mention of welfare reform and existing activity which is on-going to mitigate its impact for residents in the strategy, reference also in the poverty profile.	There is a tendency in both the strategy and action plan to blame those in poverty for their situation and that it's about empowering people to help themselves out of their situation - that would be appropriate if their were the opportunities for well paid work in Swansea for those who can, there is also a failure to recognise that there are many in society who need long term support where work or education/training may not be an option by reason of physical/ mental health or learning disability.	Yes money management is vitally important for people, which is being identified within the Council and its partners preparations for Universal Credit. In work poverty is recognised as a key issue. It is recognised that Poverty exists in multiple areas, and within specific communities	Yes changed to include a reference to in work poverty. It is about taking a targeted approach to meet need.	I am deeply concerned about the reference to the Volunteering commitment of employees in the action plan. I do not think any council strategy should be reliant on it's staff to work for free, many staff outside of work give their time to a variety of organisaions. To give staff time off to do this in my opinion amounts to yet another pay cut.	Many staff do already give their time out of work and this is valued. This is about utilising staff expertise to tackle poverty right across our staff	No change
			The council is facing huge cuts in it's funding which will mean substantial reduction in staff number. Relocating existing staff - will this mean no staff in other areas. People in poverty, do they really want "high profile" opportunities to challenge leaders? Many people are ashamed to be poor. Will the opportunities for local people to have a greater say in their area only be in target areas or across the City.	This could be relocating centrally based staff into areas. It is about people experiencing poverty having a voice to influence decisions and to influence improvements. Offering opportunities to have a say would be across the city & county.	No change				With limited funds not sure we should be funding an Oscar style award ceremony. Also why do you think Staff need incentives for doing their job? Pay a fair wage for a job, employ the right person with a commitment to the job and their reward will be knowing they are doing their job well. Also with staff cuts how can you afford to allow employees time off for community volunteering or is this unpaid leave? If its paid leave it's not really volunteering, more borrowing staff from one area to do a job in another area. If it's unpaid time off how will their work be covered in their absence?	There are no staff incentives included in the poverty strategy.	No change
I cant understand where you are getting money to tackle poverty where as a council you are cutting libraries, schools buses, etc	This is about using existing resources more effectively, whilst funding specific services and projects.		I feel that your action plan is unachievable, you will be wasting money as a lot of the action plans currently out their are a waste of money and not very effective	Noted	No change						
			Unless people obtain higher paid employment they will continue to be in poverty, low paid jobs do not cover living costs and even those on benefits have a better income yet are in poverty.	The strategy recognises the need for a strong economy in Swansea, and references the problems for low income households, see also the poverty profile	Change referencing Swansea's economic strategy and low income households in the main strategy document						
the focus on most marginalised people is missing e.g. social isolation amongst older people, community cohesion issues in the most deprived area, growing far right influence in the city due to poverty, targeted intervention such as people with protected characteristics directly engaging in the decision making foras etc. Immigration, Gypsy and Traveller community and those who have been trafficked to the city, across region, sex workers etc.	This work is included in the Council's community cohesion delivery plan and therefore not included in the strategy.	Reference will be made in the strategy to communities of interest which can be more severely effected by Poverty - see paragraph 1.2 in the main strategy document				It should be more targeted and with very clear focus that what difference it will make with key milestones..	There is an action plan and a performance management framework which are both clear and targeted, which state milestones for delivery.	No change	i really don't think it will make any difference at all. people are too set in their ways to change it will be very difficult to change their culture	Noted	No change
									The draft strategy is very wide in its scope. There is a need to focus on few but more challenging issues and targeted group of people.. We need to take those families out of poverty who are struggling the most.. The approach should be more gradual..	Existing work will continue looking at individuals and families with high level needs and tailoring support	No change

Council mismanaged the cities money	Noted	No change	Your not doing this for the people just making excuses to give your top earners more job with they will mess up as an excuse to pay them even more money again and wasting away the people's money	The poverty strategy does not suggest an increase in pay for any Council staff	No change	That your going to cut the salary of top earners	Noted	No change	Stop wasting the people's money to line your own pockets	Noted	No change
									I think that an opportunity has been missed for the council to set an example as a model employer in Swansea. This would involve ? Paying above the living wage ? Doing away with zero contract hours ? Ensuring that more than lip service is paid to flexi so that it really is family friendly and supports all parents to work and look after their children/care for their elderly relatives ? Examining the absence and sickness policy to ensure that staff are more fully supported when they, their children or their parents are ill. ? Ensuring that work from home is a real option for staff ? Implementing crèche and holiday child care ? Running apprentice schemes that really will lead to jobs ? Stopping levying additional taxes on low paid staff such as parking charges/ and avoid taking away key facilities for staff such as shuttle bus and canteens ? Committing to paying for professional development of staff	Noted	No change
									From what I see the Governments promise that those who do some work are better off than those who don't is not so. My friend has 0 hours work and if she goes over her 16 hrs in one week benefits are stopped yet next week she has 0 hours, in the mean time she has to re-apply and suffer financial loss as a result which keeps her in poverty. What will be done if anything? I agree with the strategy as there are too many families facing difficult futures in Swansea.	The strategy references low income households being in poverty	No change
			Huge amounts of resources and time have already been spent with very little achieved. If more resources are directed to this small section of the Swansea population other areas and services will suffer.	The strategy is focussed on tackling poverty whether that is geographical or within communities of interest. The focus will be addressing need and inevitably that is higher within specific areas of the city and county.	No change	There is nothing in there about the people and families who are being targeted taking responsibility for their own lives and actions . The council, workers etc are still going to be doing things for them. Aid agencies have realised that giving aid fosters a dependency culture ;the same is happening here. there is no exit strategy or long term sustainability built in.	There is under involvement and participation in the strategy a section on responsibilities	No change	What has gone before hasn't worked and i am not sure this approach will either. There is no personal responsibility or accountability being fostered here. Communities and people deserve a second chance and help but not to the detriment of others. I also worry about the staff volunteering , how will this be managed with staffing at a minimum already. I would also question those in areas of deprivation making decisions on funding, services etc. There is usually a reason they are deprived ;they have poor basic skills, poor financial knowledge , poor communication skills, dependencies etc Either poor decisions will be made by the community or officers will carry on as usual paying lip serve to community involvement. promotion of credit unions council to stop leasing premises to pay day lenders to stop granting licences to every corner shop to sell alcohol reduce the amount of fast food outlets in a community - there are more Chinese, Indian, pizza, kebab, fried chicken and chip shops than proper shops (butchers/grocers/green grocers). By reducing the availability of fast food, people would have to cook again which would also impact on obesity levels. by encouraging families to cook and eat at the same time would also encourage family meal times, whereby families can talk and interact with each other. Subsidise bus fares so that buses are cheaper than taxis, encouraging people to use public transport will benefit the environment and will impact on people's obesity and fitness levels as they will have to walk to bus stops	Community involvement and leadership is contained within the strategy under shared Leadership	No change
more attention to payday lenders	The Council already has a financial inclusion officer post which is targeting high interest lenders, along with a financial inclusion steering group	No change	will you really put enough resources in to make a tangible difference?	The difference the strategy makes will be measured through the performance framework with targets for 2017 and 2021.	No change	eradication of "legal" pay day lenders e.g. brighthouse and other similarly unscrupulous lenders	Noted	No change	promotion of credit unions council to stop leasing premises to pay day lenders to stop granting licences to every corner shop to sell alcohol reduce the amount of fast food outlets in a community - there are more Chinese, Indian, pizza, kebab, fried chicken and chip shops than proper shops (butchers/grocers/green grocers). By reducing the availability of fast food, people would have to cook again which would also impact on obesity levels. by encouraging families to cook and eat at the same time would also encourage family meal times, whereby families can talk and interact with each other. Subsidise bus fares so that buses are cheaper than taxis, encouraging people to use public transport will benefit the environment and will impact on people's obesity and fitness levels as they will have to walk to bus stops	There is already work going on to encourage and train people to lead a healthier lifestyle, particularly cooking fresh food. Transport is already subsidised in some areas.	No change
very little about the the appearance and resources available in local communities. Lacks evidence of 'joined-up' thinking		No change				more appropriate and less numbers orientated targets	Noted	No change	I'd like to see a much more sophisticated analysis of why some areas experience enduring deprivation, and a strategy and action plan that recognises causes and offers evidence based solutions	Noted	No change

Page 71	Everything is about cash etc. against norms. Poverty will also occur where there is a lack of social amenities within the locality.	The definition of poverty includes a lack of access to services, and a lack of aspiration which this strategy is addressing	No change	If this is going to be a scheme through Communities First then it will fail miserably. The Council must show that they mean to follow through on things for all areas. Communities First is for very narrow select areas. The Council is not known for being open and this idea needs to be advertised so that everyone will know what is going on and what is being done and what targets have been met. Things need to be recognised visually rather than figures and yet more figures and norms.	Communities First is one of many programmes and activities provided by the Council. The performance management framework is a transparent document which will be used to judge our progress.	No change			Everything must be transparent at all times. No hidden agendas		
	it does not consider older people who also can be living in poverty	The strategy does not list all communities of interest or protected characteristics	The strategy will make a stronger reference to communities of interest and the impacts of poverty on particular communities - poverty strategy document						consider the needs of older people -who are also struggling	Noted	No change
									Shame no one proof read it before putting it on the website - the summary last page which is not meant for public view I would guess	All documents which went up on the website were for public viewing including the report to Council	Changed
	More details of policies and proposed actions	These are contained within the action plan	No change						I am a resident of the Elba estate. Swansea Council propose raising the annual land rent on my property from £50 pa to £925 pa, a rise of 1,850%, or 18.5 fold. I am a young first-time buyer on a very moderate income and I purchased my home only a year ago. When I budgeted for my house purchase I expected the land rent review to raise the annual rent, but not by this massive amount. This added burden pushes me to the brink of affordability for my home. I do not want to have to lose my home or go into debt. If would are looking to tackle poverty in Swansea, I think this is where you should start.	Noted	No change
If anything the Summary is better in terms of the areas for priority and how it reads. As a strategy it does not give the starting point (even though it refers to data in the poverty profile). The strategy is more about ensuring resources owned by the County are recognised as reducing and therefore the priorities rather than starting from the stance of we need to tackle poverty generally regardless of whether all the resources are currently in place.	Noted	No change	You cannot make people empowered simply by telling them they have a voice. There needs to be a shift to finding out what matters to people, what they want for a good life - rather than offering a menu of services that people have to fit into. There are of course many arguments around the County that resources already go into two main areas whereas there is hidden and pockets of poverty all across the county where people feel neglected. A fostering of community initiatives has to be essential to this - taking an enabling and facilitating role rather than a top down role. Are we asking local people what they can contribute, what their skills are - ie. an asset based approach rather than a them and us/dependency approach.	The strategy itself won't empower people it is the work done within the action plan which will enable this. The approach has to be one of people utilising their skills and directing and developing their own solutions.	No change	Again the action plan is predicated on a 'the local authority' knows best and will coordinate everything rather than looking at what is happening now and seeing whether there are voluntary efforts happening e.g. food banks being set up independently or church organisations setting up facilities etc. Why should council resources move to the target areas - what benefit will there be in that and why do incentives have to be given to staff to take notice of poverty initiatives. The council can commit to its own roles - making sure their housing benefit/council tax reduction services run effectively; be committed as an employer to the living wage etc - i.e. set an example but a lot of the other stuff should be done by other organisations - organisations that people will trust and feel confident and comfortable with engaging.	The poverty strategy and action plan are about building on what is already happening. There is no mention in the poverty strategy about staff incentives. The poverty strategy is part of a wider programme of efficiencies and service improvements within the Council's improvement programme - Sustainable Swansea - Fit for the future.	No change	Think this needs to be rethought fundamentally. Pitch the summary, yes, ditch the strategy and action plan, yes for now. Needs much wider engagement and input from local communities. Have a look at the stuff that Coastal Housing Association are doing around asking people what is a good life for them? and what can people themselves contribute by way of skills etc to help themselves and others. The Poverty Profile as always is a useful document - but could be helping to shape priorities without attaching who at this stage is expected to address them.	The poverty strategy summarises the Council's intentions. The action plan will be delivered in partnership with communities and partner organisations.	No change

Swansea's Tackling Poverty Strategy

The Challenge

Swansea Council is committed to reducing poverty and the impacts of poverty. Poverty limits aspirations, damages relationships and ensures a loss of life chances. The City cannot afford to continue to work in the same way and allow this to continue. We need everyone to be living and achieving to their full potential. Swansea faces particular challenges in relation to educational achievement, employment rates, debt and early mortality. Swansea has an above average share of its neighbourhoods featuring in the top 10% most deprived in Wales. The Poverty Profile at the end of this document provides more information on how Swansea compares with Wales and the rest of the UK in these key areas. More detailed profiles are available in the Swansea Needs Assessment.

Tackling poverty is one of the Council's top priorities. By 'poverty' we mean this both in terms of populations of people – children, families, people with disabilities, asylum seekers and refugees and black and minority ethnic groups, for example, as well as geographical areas. The Council has previously categorised its work in the key geographical areas as follows:

Tier 1 – represents the two most deprived areas namely Townhill (including parts of Castle) and Penderry. These are virtually synonymous with the Communities First Clusters. The population in the Townhill cluster is 11,731. The population in the Penderry cluster is 13,622. These two Target Areas therefore contain around 10% of the city's population.

Tier 2 – represents the other three Communities First clusters. The South Cluster (the remainder of Castle ward, Landore and Sketty Park) which has a population of 11,700. The East Cluster (Bonymaen, Llansamlet and St Thomas) has a population of 11,621. The North East Cluster (Morrison, Mynyddbach and Clydach) has a population of 10,496. Together Tier 1 and 2 represent around a quarter of the city's population.

This strategy outlines what action will be taken to fulfil the promise to tackle poverty and prioritise services where they are most needed. In essence, it means that we will prioritise investment and transformational change in these geographical areas and with these communities of interest, over and above other investment in other areas. However, a significant proportion of the resources that the Council has are spent in these areas due to the population presenting with higher levels of need. Budgets in areas such as children's social care, housing, early intervention and others are already disproportionately allocated in these geographical areas, because they are based on need, and the people who need these services are more likely to live in a concentrated area. For other services that are available to all, we will continue to provide these universally, although this may be at a reduced level.

We recognise that poverty is not confined to those living in particular neighbourhoods, and indeed there are pockets of poverty in a very small neighbourhood within relatively more affluent areas. Indeed many people experience poverty in their later life, with assets in property, but not ready cash. In addition, in-work poverty is now a more significant challenge with more people in Wales in in-work poverty than out of work poverty. This tackling poverty strategy recognises that poverty can exist in any geographical location, and its actions are focused on targeting resources where there is the most need – whether this is with communities of interest or those living in a particular area.

Generational Change

We recognise that in many neighbourhoods the poverty is multi-generational and has existed for many years. The impacts of poverty can last a lifetime, and some interventions can take a lifetime to manifest themselves in changed situations. For example, the difference in healthy life expectancy in Swansea between the poorest and most affluent areas is 23 years for men and 15 years for women. The actions to address this – getting people into employment, reducing smoking, lowering obesity rates can impact immediately, but the full impacts are not necessarily felt for many years, particularly the impact on one or more generations of children. Evidence tells us that experience in the first three years of a child's life sets the pattern for the rest of their life – whether in education, behaviour or health. If the Council directs its investment in those three years, impacts on education might be seen within five years, impacts on employment might be seen in 15 years and impacts on health may not be fully seen for forty years or more. There is recognition that tackling poverty takes time.

Early Intervention and Prevention

Some might say that given the reductions in local government budgets, we cannot afford to invest in poverty reduction, and given that many of the actions are not required by law, it may be more financially prudent to maintain investment only where legally required to do so. We believe this is a false economy and that investment in early intervention is the best option to ensure a more sustainable future. Much of the Council's spend is in activities to provide support once things have gone wrong and many of our legal requirements are not in relation to early intervention or prevention. For example, many Councils are seeking to reduce their preventative services in relation to children and families, as there are fewer legal requirements to provide these services. Most of our legal requirements are in relation to children who are at risk or in need. But what if we turned investment on its head and put resource into putting things right before they go wrong instead? This is not only cheaper, but also provides better outcomes for individuals, families and communities. For example, through the Flying Start scheme, we supported 2149 families in 2013/14 with childcare, health advice and support for children with additional needs. The scheme is only a few years old, but already schools are telling us that they can tell which children have taken part in the

scheme – they are better prepared for school, better behaved and more ready to learn. The impact of this in future years has yet to manifest, but the idea of early intervention is clear.

Another example is the support we give to those experiencing domestic abuse. Not only does domestic abuse have a devastating impact on the individuals involved and their emotional wellbeing, in extreme cases it can also lead to children being taken into care, a generation of children accepting violence within relationships that leads to further problems in the future. Our investment in support for victims of domestic abuse is relatively small, but we know that the costs of supporting a child in residential care are between £156,000 – £260,000 per year, and if our support prevents even two children being taken into care, then it may pay for itself.

We know that this investment in early intervention and prevention works, because we have seen improvement in some key areas where we have seen it adopted – such as work with young people not engaged in employment or training, youth offending and unemployment rates in parts of the city and county. A strong example is how some schools have made use of pastoral programmes to provide additional support to young people with behaviour issues, which in one case have improved attendance from 83.4% to 90.9%. There is a strong evidence base for the early intervention approach, which has been popularised in public health through the work of the Marmot Review. This evidence base has been adopted in the development of the One Swansea Plan, as quoted below.

A. Children Have a Good Start in Life

“The foundations for virtually every aspect of human development – physical, emotional – are laid in early childhood.” **The Marmot Review (Fair Society Healthy Lives, 2010)**

B. People Learn Successfully

“Inequalities in education outcomes affect physical and mental health as well as income, employment and quality of life.” **The Marmot Review**

C. Young People and Adults Have Good Jobs

“Being in good employment is protective of health. Conversely, unemployment contributes to poor health. Getting people into work is therefore of critical importance for reducing health inequalities. However, jobs need to be sustainable and offer a minimum level of quality, to include not only a decent living wage, but also opportunities for in-work development, the flexibility to enable people to balance work and family life, and protection from adverse working conditions that can damage health.” **The Marmot Review**

D: People have a decent standard of living

“Income inequalities affect the way that people live their lives. Having a healthy standard of living will contribute to people having more control over their lives and will have a positive influence on their health and wellbeing.” **The Marmot Review**

E. People are healthy, safe and independent

“Many of the key health behaviours significant to the development of chronic disease follow the social gradient: smoking, obesity, lack of physical activity, unhealthy nutrition.” **The Marmot Review**

F. People have good places to live and work

“Communities are important for physical and mental health and well-being. The physical and social characteristics of communities, and the degree to which they enable and promote healthy behaviours, all make a contribution to social inequalities in health.” **The Marmot Review**

In some cases, the evidence base is not yet strong enough, and as a part of our work to develop the approach outlined in this strategy, we will seek to develop such evidence.

This approach is outlined in our forward strategy, Sustainable Swansea – Fit for the Future, which recognises that balancing the Council’s budget is not solely a question of balancing it in one year, but ensuring that budget decisions taken each year are delivering a sustainable approach for the Council in future years. In this way, the anti-poverty work outlined here is an issue not just for those in poverty, but by addressing poverty now, the Council can over time reduce its spend in areas of remedial action, therefore creating a more sustainable financial position for the Council in the longer term.

Involvement and Participation

Poverty is a multi-faceted concept, and our definition of poverty is not one relating solely to income, but to poverty of opportunity, aspiration and access to services. As such, addressing the issue of poverty is not solely an issue for the Council, but a matter of concern for all agencies, whether they be private sector, public sector or voluntary sector. The impact of poor health, for example, also impacts on people’s ability to work and to learn, and if they are involved in crime they are more likely to be involved with drugs and abuse alcohol. These issues are not for one organisation to address alone.

But more importantly, poverty is an issue for the people of Swansea themselves to take to heart. The Council can arrange an early intervention initiative, but unless and until individuals make changes in their own lives, there will be no wide-scale or long-term change. That is why in the strategy outlined here, the involvement and participation of people who themselves are affected by poverty is crucial. Without them, there is no delivery.

Building on Experience

It is important to recognise that there is already much good work taking place to tackle poverty and we are not starting with a blank sheet of paper. At a Wales-wide level tackling poverty has been a key priority for Welsh Government, with a focus on three areas: preventing poverty, helping people out of poverty and action to mitigate the impact of poverty. Welsh Government has invested locally in key programmes such as Communities First, Families First, Pupil Deprivation Grant and Flying Start, which have constituted a

significant set of programmes to support this agenda. The Welsh Government strategy is available on

<http://wales.gov.uk/docs/dsjlg/publications/socialjustice/120625tackpovplanen.pdf>

The Council continues to deliver a programme of activities with these resources, delivering the priorities of the Welsh Government at local level.

In 2011, the Council's Chief Executive established a monthly Poverty Forum, through which efforts to tackle poverty are coordinated, through addressing five themes:

1. Income & debt
2. Employment
3. Health
4. Education
5. Family support

This Forum has enabled the Council to be more coordinated in its work in this area, and to reduce duplication and identify new opportunities for action. This Forum has also undertaken to produce the Poverty Profile included at the end of this document. The key actions from each of the work stream action plans are identified in the Performance Framework Key Actions section.

The Council recognises that the best way to address poverty is to ensure that there are jobs for local people to access. The work the Council does with other partners to ensure that Swansea plays the lead role in developing the City Region is underway, and a Regional Economic Strategy has already been agreed.

In addition, the Council already has a number of services and partnerships that are primarily targeted at tackling poverty, such as

- Digital inclusion project
- Customer services strategy, with a focus on community access in Target Areas
- Beyond Bricks and Mortar
- Preparations for the introduction of Universal Credit through the Welfare Reform Working Group
- Workways – employment support
- Passport to Leisure
- Introduction of the Living Wage for Council employees
- Provision of housing support for vulnerable people
- Delivery of the Welsh Quality Homes Standard for Council housing
- Delivery of adult basic skills programmes
- Operating a 're-use' shop
- Keeping in Touch (KIT) schemes for young people, supporting those at risk of becoming NEETs
- Welfare Rights and benefits training programme for staff and partners
- Expansion of community transport schemes

Hence, the Council is building on strong experience of delivering programmes that tackle poverty, which will help to inform the next stages of action in this area.

The Swansea Approach

Our vision is that Swansea citizens will be aspirational and have the confidence and resources to make their aspirations a reality. We want everyone, regardless of who they are or where they live, to live in a vibrant, supportive place, where they feel proud to belong to their community. We want people to have aspirations for their communities and families that are challenging, rewarding and uplifting. We want to have communities of ambition, where young people strive for a better future, and get the help and support they need to make it a reality. We want to provide strong role models for children and adults, from whom they can learn and with whom they can try out new options for themselves, which may have been beyond their wildest dreams. We want people to see that richness comes in many forms – family relationships, intelligence, community feeling – and not just in monetary terms. Most of all, we want people to be proud to be a part of the place that is Swansea.

This is a long term ambition and will take time to realise. To reflect this long-term vision, the work will be categorised into phases, to enable us to show progress towards the ultimate vision. One of the first tasks, for example, is to organise our services more effectively to meet local needs in Target Areas; in the longer term a multi-agency Area Board may be useful, but until we have a better understanding of how we might organise this, we will develop a Public Sector Board to coordinate services more effectively, whilst we work towards a model of community involvement that can provide a more sustainable approach.

Shared Leadership

Given this focus on longer term change, we also recognise that communities and neighbourhoods are in different stages of development – some have strong community involvement and in some areas it is less strong. In areas where there is little involvement or sense of belonging, we will start small, recognising that these small steps can build on one another in a continuum of activity. For example, a community clean up may involve a relatively small number of people from a neighbourhood, but once it is clean, more people will want to keep it looking nice, and will be less accepting of those who litter or dump waste or paint graffiti. Over time, this raising of aspirations makes people prouder of the area in which they live. Each area will be analysed to identify what might work best in that neighbourhood.

We are approaching our anti-poverty work in the spirit of shared leadership. That has a number of implications, which are outlined below.

A belief that resources exist in communities and families – The Council and other agencies are only one part of the picture. Individuals have many resources

themselves, and communities are full of them – we will support people to develop these further.

Social networks are crucial – Within any community, there are networks of people who make things happen. It might be based around a community centre, or a school, or a mosque or church, or the rugby club. Evidence tells us that these networks have a value; where social networks are strong, people are more likely to be employed, they are better educated, have better health and are happier. We will recognise these networks and support their development.

Together we know best – Top-down approaches to support often don't provide effective support. Professionals know things, but so do communities themselves. We will work collaboratively with our communities to tailor support, recognising that sometimes, the best support we can give is to get out of the way and let people develop their own solutions. A dependency culture does not help anyone.

Work with existing leaders – We will work with existing leaders in communities. In every community there are a number of people who make everything happen. They may not be 'official' leaders in the sense of having a position of authority, but they have the ability to get people together. Instead of imposing solutions from the outside, we will work with these leaders to make sure our actions are appropriate, and to get greater involvement.

Engagement with what? – We will work with leaders and others in communities to devise a model of involvement that is appropriate for each area. Many Local Authorities throughout the UK have trialled neighbourhood management approaches that have had mixed results in terms of involvement in local decision making. We are not seeking to involve only the traditional leaders in local decision making, but a wider group of people and will take the time to work in localities to make this a reality.

A cadre of champions – The actions outlined here represent a real change for Swansea Council. In order to make these changes happen, we will work with staff at different levels of the organisation to champion this agenda, and to act as agents of change. We will provide them with support and training to carry out their role.

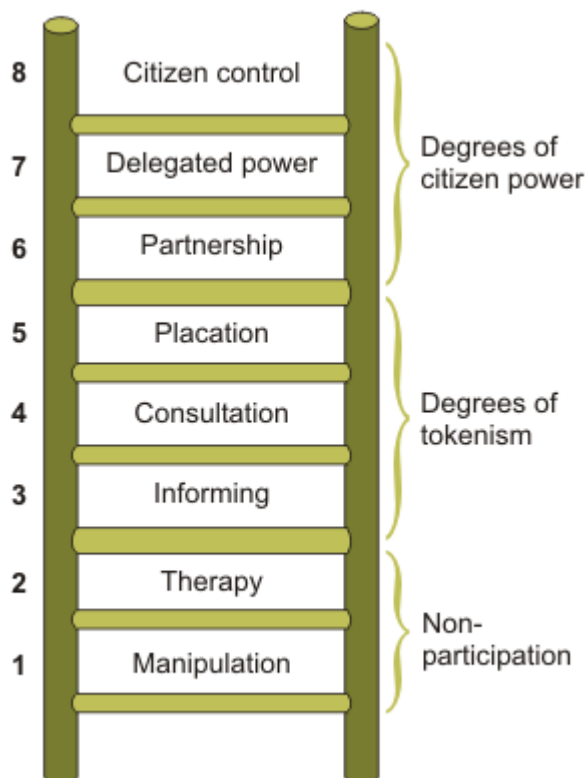
Change starts with us – As Ghandi once said, 'Be the change that you want to see in the world.' We will need to change the culture of the Council to meet these actions, providing a more flexible approach to decision making, with involvement of a wide range of staff. All of our employees will have a role, whether it is directly, or through release to volunteer or simply encouraging flexibility within their team.

Cede power – Empowerment explicitly means that others become more powerful – in this case, those who are affected by poverty. In order to provide space for opportunity, Council staff and councillors will need to recognise that they do not always know best, or that they are not always in the best position to make a decision, and that others will take a different a view about their future.

‘No you can’t’ – Councils on the whole are extremely risk averse and we recognise that this will need to change. We need to move from a culture of explaining why we cannot do things to one of ‘Yes, we can’, where we take a more balanced approach to risk. This means that sometimes staff or communities will make mistakes, or things won’t work out the way originally intended, but the important point is that we learn from the experience, and that we share that learning with others.

Ward councillors – Local elected Members have an absolutely critical role to play in this strategy. We are moving away from a Council focused on the Civic Centre/County Hall to one that is focused on local areas and creating action in those areas. Local councillors are often the best connected in their areas, and in many cases are some of the strongest community activists in the city and county. We will do more to recognise and facilitate this role, as they are both a source of intelligence, but also of action.

As a Council we are interested in exploring how we can move towards greater participation of local people in our decision making. We recognise that there are different types of participation and engagement, and that **how** we engage with people is often as important as the **what** we engage with them about. As we become more sophisticated with our engagement work, we will seek to increasingly involve local people in decision making, rather than simply asking them to comment on our plans. This type of progressive engagement is sometimes referred to as a Ladder of Participation (*A Ladder of Citizen Participation*, S Arnstein, 1969) in order to identify the degree of power that resides with both the ‘engager’ and the ‘engagee’. An example of such a model is provided below.



In some cases, we recognise that there is latent capacity that we will need to connect with before we are able to fully engage in this way, and we are committed to taking the time needed to build that capacity for full engagement.

We will provide opportunities to work with communities and move towards greater involvement in decision making, particularly with communities with greater needs.

Tackling Poverty Action Plan

These ideas will run throughout the actions that we take to tackle poverty, as outlined in the attached action plan. The Action Plan is not intended to be a full list of everything the Council is doing to address poverty. The Action Plan is focused on what action we will take additionally to that we are already doing. The Action Plan will focus on three themes:

1. Empowering local people
2. Changing Cultures
3. Targeting resources.

As a Council, we will be making some significant changes to our business to ensure this is not simply another strategy that does not lead to action. We will:

- Seek to re-direct resources to support this change agenda
- Allocate a Director to each of the Target Areas to ensure oversight and action
- Seek to relocate more of our workforce into disadvantaged areas
- Introduce partnerships to better coordinate services at local level
- Introduce high profile opportunities for people who experience poverty to challenge faith, business and civic leaders
- Devise more opportunities for local people to have greater say on what happens in their area.

The Council has a critical community leadership role in developing Swansea, and it will provide a lead on tackling poverty, as outlined in this strategy. However, we recognise that it will require the efforts of a wide range of organisations and agencies delivering services in the City and County, and therefore we will be seeking to influence other agencies to develop their own action plans to mirror this Council Plan. We will work with the Local Services Board to ensure that organisations accord sufficient priority to this area, and to hold them to account for delivery on their plans.

Resourcing

There is already much work taking place to address poverty in Swansea. Indeed, most of the strategies of the Council reflect this priority and some have specific programmes for key communities. Communities First and Families First, for example, provide the Council with resource from Welsh Government that we can align to this strategy to have greater impact. In addition, the Council will be seeking to redirect resources to this agenda to create additional capacity. This is a challenging ambition, given the high level of reductions in

spending that will need to be made to the Council's budget, and reflect the degree of importance attached to this strategy.

The Council has already restructured its staffing arrangements to align some key services under a new Poverty and Prevention Service, and this service will have a crucial role in delivering the strategy. The Director of People will have overall responsibility for delivery, working with the Officer Poverty Champion, the Chief Executive, and the Cabinet Member Poverty Champion, the Leader of the Council. The effective delivery of the strategy, however, will involve every employee and every Council Member; together this represents a significant resource for change.

A risk of any strategy is that it consists of nice words, but nothing that will actually change anything. All of the partner organisations at the Local Service Board have confirmed poverty as a priority, and this strategy is a step in embedding that commitment into action. The Swansea Partnership Poverty Forum will produce an action plan that will accompany this strategy. The Council's Action Plan is attached at the end of this document. The Forum will review these actions on an annual basis, with a full review of the strategy after three years.

Swansea Local Service Board Performance Management Framework

Our vision: Swansea citizens will be aspirational and have the confidence and resources to make their aspirations a reality. The Local Service Board is the Swansea-wide multi-agency partnership that will deliver the wider strategy on poverty, and its actions and performance framework is outlined in the Single Integrated Plan (SIP). The Outcomes Framework included below is based on the same set of population challenges as outlined in the SIP. In addition, we have a new outcome related to community resilience and wellbeing that will be populated.

Outcomes Framework

We will work to ensure that our communities have:

Active people – young and old

Active citizens

Active parents

Pride in the Community

Our long term aim is to be the best in class, not just in Wales or in the UK, but the very best practice and outcomes that can be seen. We will make use of evidence and good practice, and will chart a trajectory to show progress over time. As previously recognised, change on this scale may be generational and we will ensure that our performance framework reflects this long term vision. Swansea's key indicators and actions are outlined below.

Many of these targets will need to be agreed jointly with partners, as they have joint or lead responsibility for delivery in these areas. We will work with them to set challenging targets to achieve the outcomes listed.

Children have a good start in life

Key Outcomes	How we'll measure success	Current performance	By 2017	By 2021	Key actions
Children are ready	% of children	81.7% achieved	Tbc jointly with	To significantly	Readiness for school strategy and

for school and ready to learn	starting school assessed on the Child Development Assessment Profile at Step 1 or higher in each area of development	Step 1 or higher (Children starting school in 2012/13)	partner agencies	improve children's readiness for school	action plan Delivery of the Council's Child Rights Scheme Expansion of the Flying Start scheme Develop a Parent's Network as a mutual support mechanism
Children are healthy at birth	% singleton live births with a low birth weight	6.3% (2012)	Tbc jointly with partner agencies	To reduce the number of singleton babies born under 5.5 lbs (2500g) in the most deprived fifth of the population by 19% by 2020	Readiness for school strategy and action plan
Incidence of domestic abuse are reduced and victims are well supported	Repeat victimisations Notification rate	Notification rate 14.4 (2012/13) Repeat Cases (MARAC) 31%	Tbc jointly with partner agencies	To more rapidly reduce the level of domestic abuse and its impact upon children	Delivery of the Swansea Domestic Abuse Action Plan
There are fewer teenage pregnancies	Teenage conception rate	tbc	Tbc jointly with partner agencies	Tbc jointly with partner agencies	Delivery the partnership strategy for reducing teenage pregnancy

People learn successfully

Key Outcomes	How we'll measure success	Current performance	By 2017	By 2021	Key Actions
All children achieve well at school	The achievement gap between those receiving and those not receiving free school meals	31.9% (2011/12)	Tbc jointly with partner agencies	To narrow the attainment gap between those receiving and not receiving free school meals	Provide opportunities for schools to share practice in use of PDG Develop enterprise education opportunities
Swansea schools deliver excellent education	All school inspections in Target Areas are good or better	tbc	Tbc jointly with partner agencies	Tbc jointly with partner agencies	Implement the ERW School Improvement model
Adults are well qualified and skilled	Proportion of working age population with no qualifications	10.7% (2012)	Tbc jointly with partner agencies	To outperform the UK in reducing the proportion of working age population with no qualifications	Deliver actions for Swansea Learning City 2014

Young people and adults have good jobs

Key Outcomes	How we'll measure success	Current performance	By 2017	By 2021	Key Actions
Young people are in work	% of people aged 18-24 claiming	5% (2013)	Tbc jointly with partner agencies	Outperform the UK in decreasing the %	Develop a Swansea Skills Campus Deliver NEETs Action Plan

	Jobseekers Allowance			of 18-24 year olds claiming Jobseekers Allowance	Expand opportunities for apprenticeships within the Council Review all support for young people to reduce duplication and introduce key worker model Provide additional work experience opportunities and increase their profile amongst young people
People are economically active	Economic inactivity rates	28.4% (2012/13)	Tbc jointly with partner agencies	Overall reduction in economic inactivity rate in Swansea	Develop Inform Swansea as an e-portal opportunity for employers
People are in jobs that pay well	Full-time weekly average earnings compared to UK average	£470.50 (2013)	Tbc jointly with partner agencies	Match the UK's average earnings growth rate	Support other LSB organisations to develop as Living Wage employers

People have a decent standard of living

Key Outcomes	How we'll measure success	Current performance	By 2017	By 2021	Key Actions
Swansea has a healthy local economy	GVA per head	£15,933 (2011)	Tbc jointly with partner agencies	Match the UK's GVA per capital growth rate	Deliver Swansea's Economic Regeneration Strategy Deliver Swansea Bay City Region strategy Delivery of Realising the Potential programme to regenerate the city

					centre
Fewer children live in poverty	Percentage of children living in low-income households, compared with the UK average	10,880 children, 22.8% (2011)	Tbc jointly with partner agencies	To reduce the percentage of children in Swansea living in low-income households	Deliver Financial Inclusion Action Plan Universal Credit Steering Group and action plan developed Awareness raising plan on payday loans Promote good practice in school to school work on challenging stereotypes of poverty
A smaller gap between wealthy and disadvantaged families	Gap in disposable income between wealthiest and most disadvantaged wards	tbc	Tbc jointly with partner agencies	Reduce the gap in disposable income between the wealthiest and most disadvantaged wards in Swansea	Develop specific proposals to ensure black and minority ethnic communities are able to access services

People are healthy, safe and independent

Key Outcomes	How we'll measure success	Current performance	By 2017	By 2021	Key Actions
People from disadvantaged areas live longer	Gap in life expectancy Gap in preventable early deaths	tbc	Tbc jointly with partner agencies	Close the health gaps between those living in the most deprived communities and	Acquire Healthy City Phase 6 status Deliver the Swansea Healthy City plan

				more affluent ones by 2.5%	
Older people are able to live more independently	Needs an indicator to be agreed	Tbc jointly with partner agencies	Tbc jointly with partner agencies	The proportion of older people supported by Social Services in their own homes is at least 85%	Revise the indicator to reflect independence Develop an LSB Older People strategy Reform Social Services Older People Services following wide consultation and review
Fewer people are misusing drugs	Needs an indicator to be agreed	Tbc jointly with partner agencies	Tbc jointly with partner agencies	Tbc jointly with partner agencies	Greater promotion of drugs projects and advice
Fewer young people are involved in crime	Needs an indicator to be agreed	Tbc jointly with partner agencies	Tbc jointly with partner agencies	Tbc jointly with partner agencies	Maintain and develop the partnership working with the Police and criminal justice agencies
The top performing Community Safety Partnership in the UK		Tbc jointly with partner agencies	Tbc jointly with partner agencies	To be in the top 5 performing Community Safety Partnerships within our 'Most Similar Group' for recorded crime	Maintain and develop the partnership working with the Police and other partners through Safer Swansea Partnership
Fewer people affected by anti-social behaviour		Tbc jointly with partner agencies	Tbc jointly with partner agencies	Tbc jointly with partner agencies	Working in partnership through the Safer Swansea Partnership

More people from disadvantaged areas are involved in physical activity		Tbc jointly with partner agencies	Tbc jointly with partner agencies	Tbc jointly with partner agencies	Review Active and Healthy Swansea strategy
Fewer people from disadvantaged areas are obese		Tbc jointly with partner agencies	Tbc jointly with partner agencies	Tbc jointly with partner agencies	Review Active and Healthy Swansea strategy

People have good places to live and work

Key Outcomes	How we'll measure success	Current performance	By 2017	By 2021	Key Actions
People have access to good public transport	Percentage of households with access to hourly or better weekday daytime bus services or alternative provision	Tbc jointly with partner agencies	Tbc jointly with partner agencies	Maintain percentage of households with access to hourly or better weekday daytime bus services or alternative transport provision	Review the indicator for suitability on the poverty agenda Develop an overall Council Transport Strategy, with a focus on access issues for people experiencing poverty

People live in resilient communities

Key Outcomes	How we'll measure success	Current performance	By 2017	By 2021	Key Actions
People across Swansea believe they live in a good place	Rating of a 'very good' place to live in survey	69% in South West Swansea 24% in Central and East Swansea (Swansea Voices, 2012)	Tbc jointly with partner agencies	Tbc jointly with partner agencies	Review research methodology for suitability
People believe that they can take part in decisions	Number of those rating 'agree' in survey question: by cooperating with other people in your neighbourhood you can influence designs affecting it	65% agree in South West Swansea 46% agree in Central and East Swansea (Swansea Voices, 2012)	Tbc jointly with partner agencies	Tbc jointly with partner agencies	Review research methodology for suitability
People live in places where there is a strong sense of community	Number of those giving a positive response in survey question: strongly agree their neighbourhood has a strong sense of community and they feel a part of the community	tbc	Tbc jointly with partner agencies	Tbc jointly with partner agencies	Review research methodology for suitability

People from different cultures get on well together	Number of those giving a positive response in survey question: it is a place where cultures can live well together	tbc	Tbc jointly with partner agencies	Tbc jointly with partner agencies	Review research methodology for suitability
Additional measures	Tbc jointly with partner agencies	Tbc jointly with partner agencies	Tbc jointly with partner agencies	Tbc jointly with partner agencies	Review and analysis of the Five Ways to Wellbeing and other options for collation of individual wellbeing data

City and County of Swansea Council Action Plan

The programme of actions below relate to how the Council will target its resources to tackle poverty. These actions particularly relate to the Council's role and it is recognised that in order to influence other partners, The Council will need to show a strong community leadership role.

Action	Responsibility	Milestones	Dates	Comment
Empowering local people				
Develop a Community Action Learning programme for local people	Director of People	-Develop and run a learning programme to support people to take action in their area	Programme developed by March 2015 Roll out of programme from May 2015	
Devise action plans to develop social capital across Council Services	Director of People	-Develop a programme of activity for people to enhance social networks both within and across communities and neighbourhoods, promoting activities such as Big lunches	Action Plans developed by February 2015, then revised annually	
Embed community development in ward member roles	Head of Legal and Democratic Services	-Develop Pathfinder training -Develop a full training programme as part of Member training programme	March 2015 Agreed for implementation from September 2015	
Awards for communities	Head of Poverty and Prevention	-Oscars-style programme -Mentoring from role models scheme developed	Options developed by February 2015 Annual programme from April 2015	
Strategy for use of Community Buildings	Chief Operating	-area based approach to be rolled out across all areas	By November 2015	This is a workstream

	Officer			within the Council's Sustainable Swansea strategy and action plan.
Changing Cultures				
Create a cadre of champions to develop the work	Director of People	-Revise role of Council's Poverty Forum to align work to this strategy -Provide training programme for champions	Poverty Forum revised by December 2014 Training delivered by April 2015	
Incentives for staff	Head of Human Resources	-Devise new reward scheme and culture so that progress to the strategy outcomes are rewarded	Embed in Innovation programme review and the new strategy from July 2015	This is part of the Workforce Strand of Sustainable Swansea – to review our current reward strategies
Employee Pledge on volunteering	Head of Human Resources / Head of Poverty and Prevention	-Develop a volunteering scheme for every employee aligned to priorities for support in communities -Arrange for all staff to have time off to support these actions -arrange a programme of volunteering to support anti-poverty action	August 2015	

Change to job descriptions	Head of Human Resources	-Change job descriptions to reflect the priority attached to this strategy	Undertake negotiations with trade unions, with a view to implementation from August 2015	
Develop schools as a community resource	Director of People	Develop and sign Education Charter	Charter developed and agreed by April 2015 Action plan for implementation from April 2015	
Learning for Council leaders	Director of Corporate Services	-Arrange visits to other authorities to learn different neighbourhood management approaches -Training and development in facilitation skills	As part of the Innovation Programme, undertake initial research by April 2015 Develop a best practice toolkit by September 2015	
Relocate workforce	Head of Human Resources / Chief Operating Officer	-Make arrangements to relocate the Council's workforce into the community	Develop a service management plan by April 2015 Change proposal by July 2015 Begin phasing to move staff by September 2015	
Lead Directors identified for each Target Area	Director of People	-define the role for Lead Directors -Lead Directors allocated to Target Areas	By December 2014	
Lead HoS identified for each area	Director of People	-define the role for Lead Head of Service -Lead Head of Service allocated to Target Areas	By February 2015	

Targeting Resources				
Resource investment	Director of People / Head of Finance	Develop a proposal for re-directing resources to this agenda	Proposal by April 2015	
Establish Public Service Coordination Board for Target Areas	Director of People		Public Service Coordination Board established by April 2015 Action Plan for the PSCB by July 2015	
Introduce Poverty Challenge	Director of People	Local people share their experience of poverty and identify challenges for civic and community leaders to address	Methodology agreed by Cabinet and Partnership Poverty Forum by April 2015 Challenges taking place from September 2015	
Ensure development of an evidence base and performance tracking where this doesn't already exist	Director of People		Finalise performance framework by April 2015	
Revise workplans to reflect target area priority	Chief Operating Officer	Operational Areas Culture and Tourism	To be built in from 2015/16 budget process	

Poverty Profile July 2014

CONTENTS

Introduction	_____	2
Defining Poverty	_____	3
INCOME & DEBT		
The % of children (0-18) in households on income related benefits	_____	8
The % of children living in workless households	_____	
The individual insolvency rate per 10,000 adult population	_____	
EMPLOYMENT		
The % of working age adults with no qualifications	_____	11
The rate of people aged 18-24 claiming JSA – 11	_____	
The % of 16 & 17 and 18-24 year olds NEET	_____	
Economic inactivity rate (working age)	_____	
HEALTH		
The % of the population with a long-term limiting illness	_____	14
Under 16 conception rate	_____	
The % of children living in Flying Start areas reaching health, social and cognitive development milestones when entering formal education	_____	
Dental caries at age 5 and 12	_____	
The % of live singleton births weighing less than 2.5kg	_____	
Premature mortality from all causes	_____	
Life expectancy at birth	_____	
EDUCATION		
Key Stage 2/3/4 results (See Appendix 2)	_____	18
Primary and secondary school absence rate	_____	
The % of learners eligible for free school meals who achieve level 2 threshold including English/Welsh and Maths at KS4	_____	
FAMILY SUPPORT		
The % of homeless households which include dependent children	_____	20
The rate of looked after children per 10,000 of population under 18	_____	
Number of domestic abuse referrals involving children	_____	

Poverty Profile March 2014

Introduction

The last full Poverty Profile of Swansea, produced in 2008 (updated in 2009 and 2011), was structured around the themes of the UK's National Action Plan on Social Inclusion, two-year plans demanded of each EU member state, setting out their intentions to tackle social exclusion and poverty.

As ever, the intervening years have been full of change, resulting in new policies, strategies and structures which inform the shape of this report.

Nationally, the Welsh Assembly Government launched a Tackling Poverty Action Plan for 2012-2016, arranged in three sections:

- Section 1: Preventing poverty
- Section 2: Helping people out of poverty
- Section 3: Action to mitigate the impact of poverty

With a final section on *Joining up Across Government*.

Locally, the One Swansea Plan was produced for the first time in 2013, replacing a number of previous plans including those for Health, Social Care & Well Being, Children & Young People and Community Safety. Tackling poverty is at the heart of the Plan, which sets out how the Local Service Board intends to achieve six population outcomes:

- A. Children have a good start in life
- B. People learn successfully
- C. Young people and adults have good jobs
- D. People have a decent standard of living
- E. People are health, safe and independent
- F. People have good places to live and work

Organisationally, within the City & County of Swansea, since 2011 the Chief Executive has held a monthly Poverty Forum at which efforts to tackle poverty are discussed and targeted under the five themes:

- 1. Income & debt
- 2. Employment
- 3. Health
- 4. Education
- 5. Family support

This Poverty Profile will look at key indicators under these five themes, comparing the situation now with that in recent history to indicate trends and set future direction. Many indicators also appear in the *One Swansea* Single Integrated Plan, or in the Strategic Needs Assessment which informs it.

Most indicators also include some comparison to Wales national averages. Data down to LSOA level is available for many indicators and could form a later more detailed report.

Defining Poverty

Arguably, relative poverty is more of a moral question than a mathematical one, about standards of living in any particular society at a given point in time. The Joseph Rowntree Foundation has sought for many decades to maintain an up-to-date overview of goods, services and experiences considered “necessities” of modern UK life, showing changes in cultural expectation over time. Refrigerators, TV sets, telephones and microwave ovens have all moved from the “luxury” to “essential” category. The most recent update of this research shows that for the first time, a family living in an urban setting outside of London is deemed to require a car as a necessity. (<http://www.jrf.org.uk/publications/MIS-2012>)

Household Car or Van Access	Swansea 2001 %	Swansea 2011 %	Wales 2001 %	Wales 2011 %
No car or van	28.5	25.8	26.0	22.9
1 car or van	45.6	43.3	45.5	43.0
2 cars or vans	21.1	23.7	22.9	25.8
3 cars or vans	3.7	5.3	4.3	6.1
4 or more cars or vans	1.1	1.8	1.2	2.2

(Census data: 2001 and 2011)

With childcare and transport still such frequently cited obstacles to employment and training, lack of access to a car can be a poverty trap. Over a quarter of Swansea households have no car or van, slightly more than the Welsh average.

Income Thresholds: The Poverty Line

In monetary terms, the EU defines “income poverty” or “low income” as **household income below 60% of the median national income, after housing costs**. The actual figure varies according to household type.

However, setting a proportion of the median income as a “poverty line” does not adequately reflect the real experience of deprivation, because there is no analysis of what such an income can buy in today’s economy; of whether a household earning the median – or any figure in relation to it – is able to afford a decent standard of living.

Income Thresholds: Minimum Income Standards

The Joseph Rowntree Foundation has expanded its aforementioned research into the area of Minimum Income Standards, currently funding the Centre for Social Policy Research at Loughborough University to continue the programme aiming “to define an ‘adequate’ income...based on what members of the public think is enough money to live on, to maintain a socially acceptable quality of life” (www.jrf.org.uk/topic/mis) While the “poverty line” is 60% of the median, most household types actually require nearly **75% of median income** to have an acceptable standard of living in the UK.

Full-time work on Minimum Wage does not bring someone above the threshold for a generally accepted, basic standard of living.

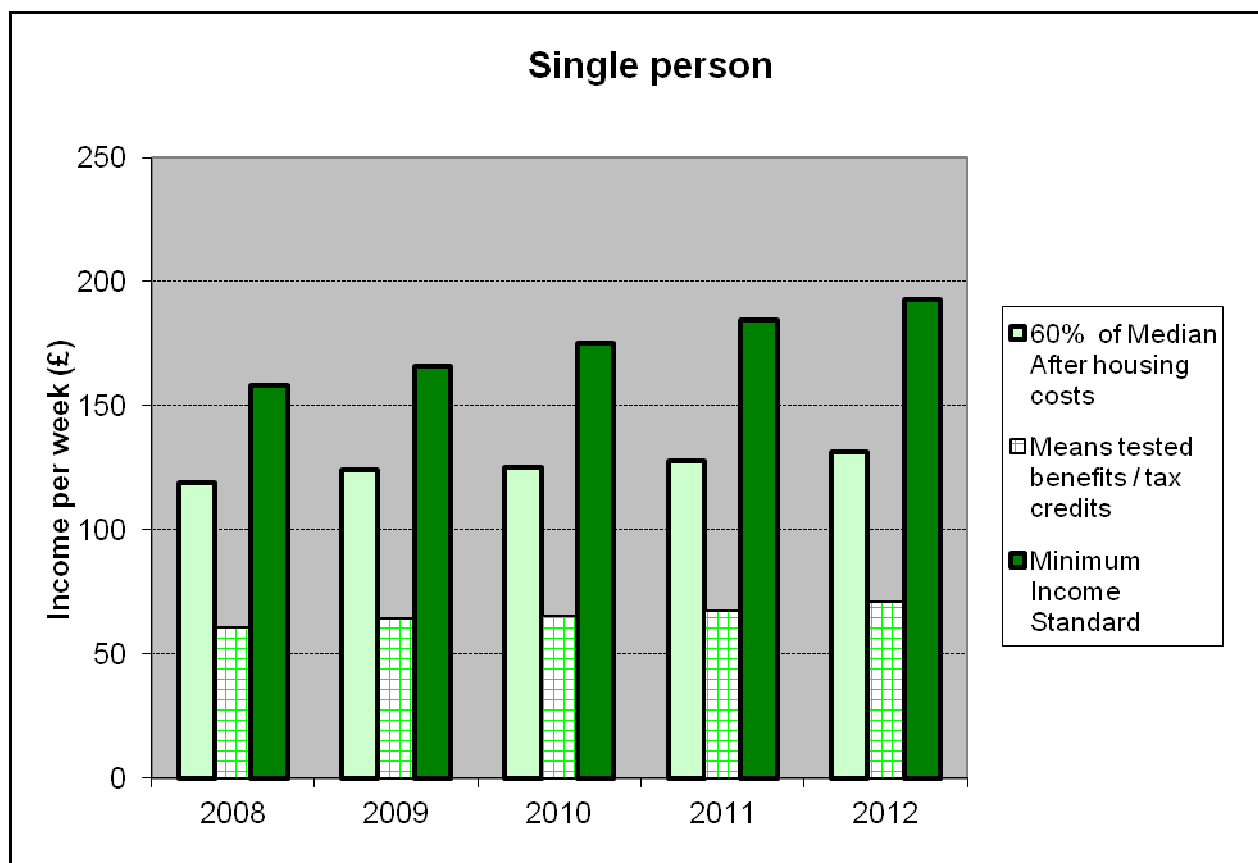
The proportion of people living in households below the Minimum Income Standard (MIS) increased by a fifth between 2008/9 and 2011/12. Most of the increase came in the final year of this period. (www.jrf.org.uk/sites/files/jrf/household-income-standards-full_0.pdf)

The graphs below show – regrettably only as recently as 2012 - the weekly household “poverty line” income (from the DWP’s Households Below Average Income data) and compare this to benefit entitlements (from CPAG manuals for each year), showing the shortfall between benefit income and the designated poverty line. The graphs also compare these amounts with the Minimum Income Standard (www.lboro.ac.uk/research/crsp/mis), showing that the poverty line – which benefits fall well short of – is in any case not enough to actually live on.

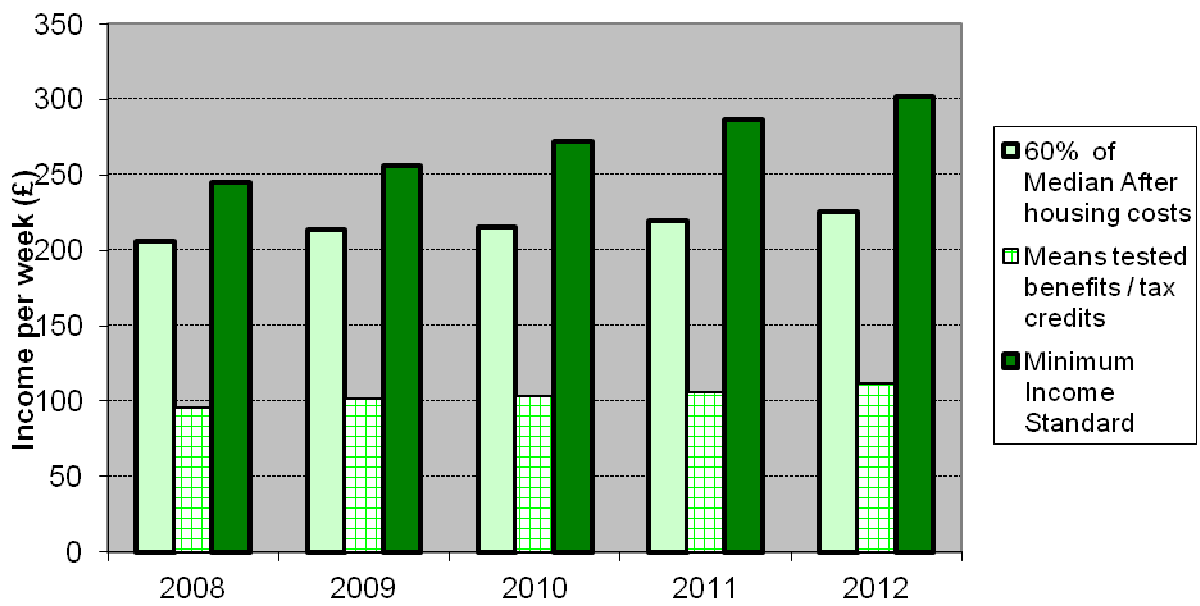
For example, in 2012:

- Benefits provided a single parent with two children with almost enough to meet the poverty line, but having half as much again would still not have given them an adequate minimum income.
- Benefits for a couple with two children provided nearly £60 per week less than the poverty line, and nearly £200 per week less than a minimum adequate income.
- A childless couple received not even half of a poverty-line income from benefits. Their income would have to be almost 3 times that of benefits to be adequate.

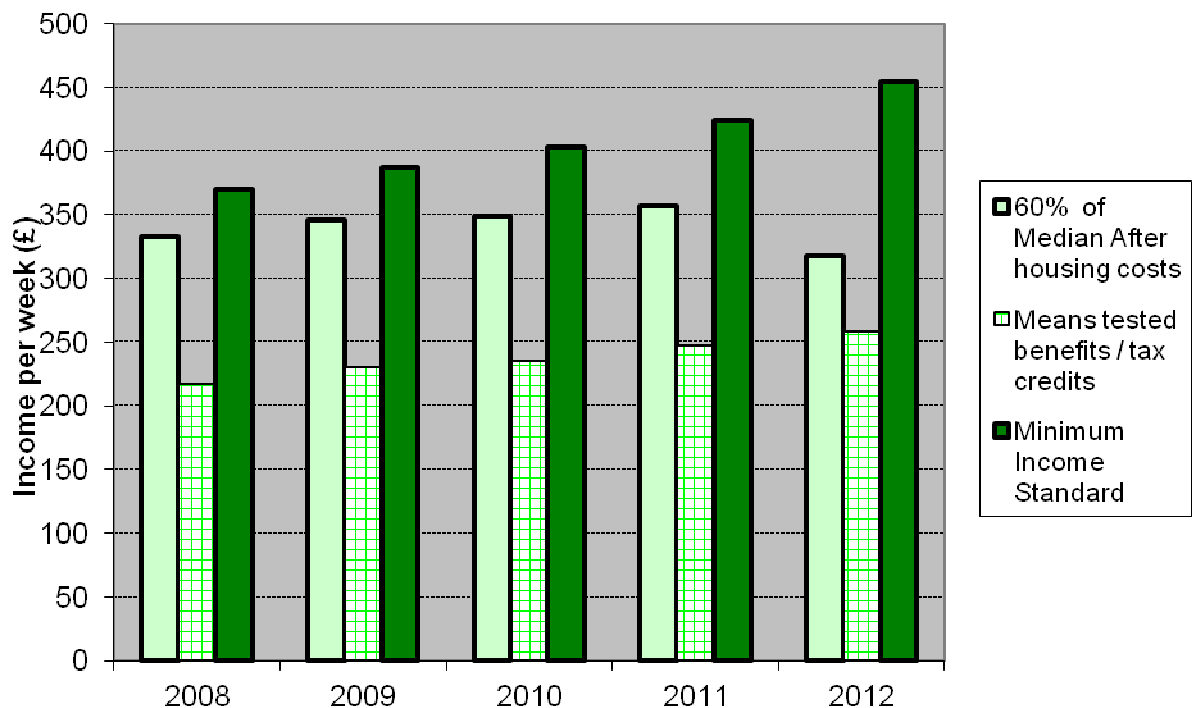
Tables showing actual income figures are included as Appendix 1.

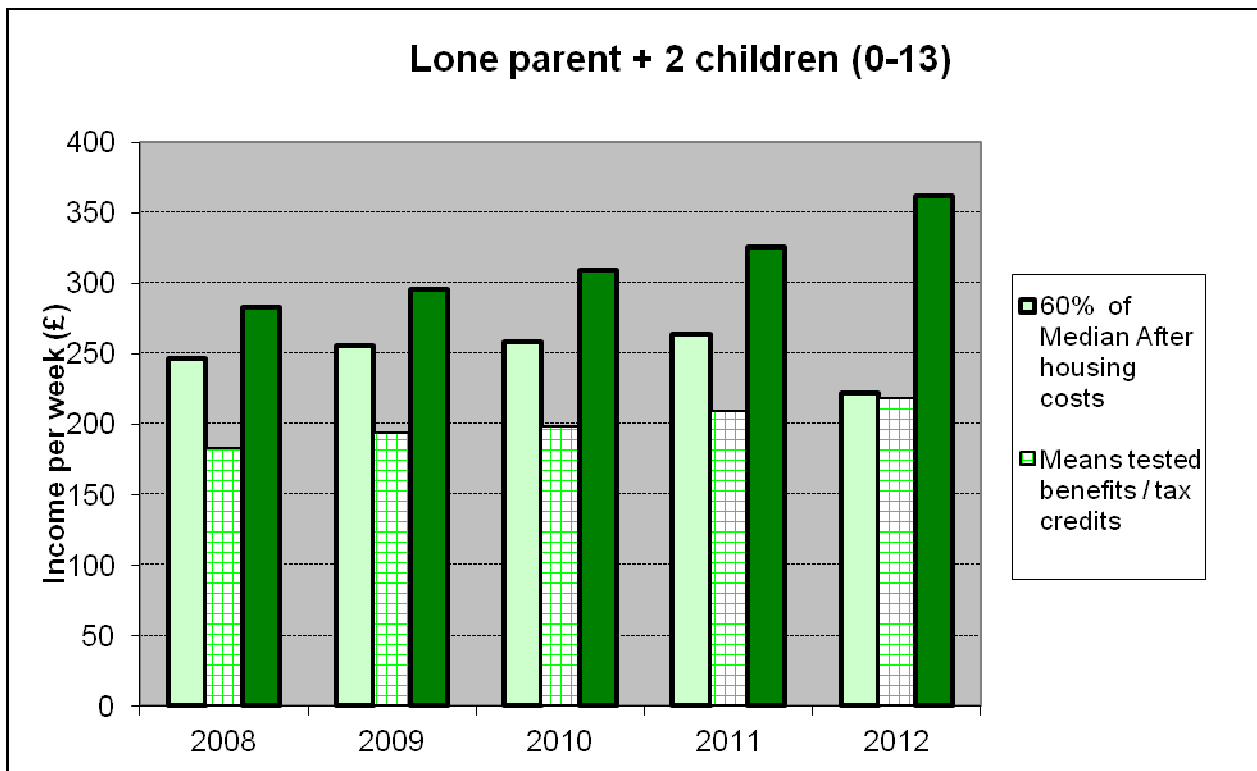


Couple, no children



Couple + 2 children (0-13)





Severe Child Poverty

There is no officially recognised measure of severe child poverty, but Save the Children is calling for one definition which can be used and understood by everyone. Efforts to tackle UK child poverty over the last decade have been criticised for only benefiting those *closest* to the poverty line, who needed the least help to be lifted above it, while those entrenched in deeper poverty have remained so. Save The Children’s proposed definition of severe poverty applies to children in:

“A household with an income of below 50% of the median (after housing costs), and where both adults and children lack at least one basic necessity, and either adults or children or both groups lack at least two basic necessities”.

“Basic necessities” include:

- Shoes
- Being able to decorate the home
- Household contents insurance
- Repairing electrical goods
- Celebrating children’s birthdays
- Having children’s friends round for tea
- Swimming lessons
- School trips

50% median income after housing costs would currently be (2012 amounts):

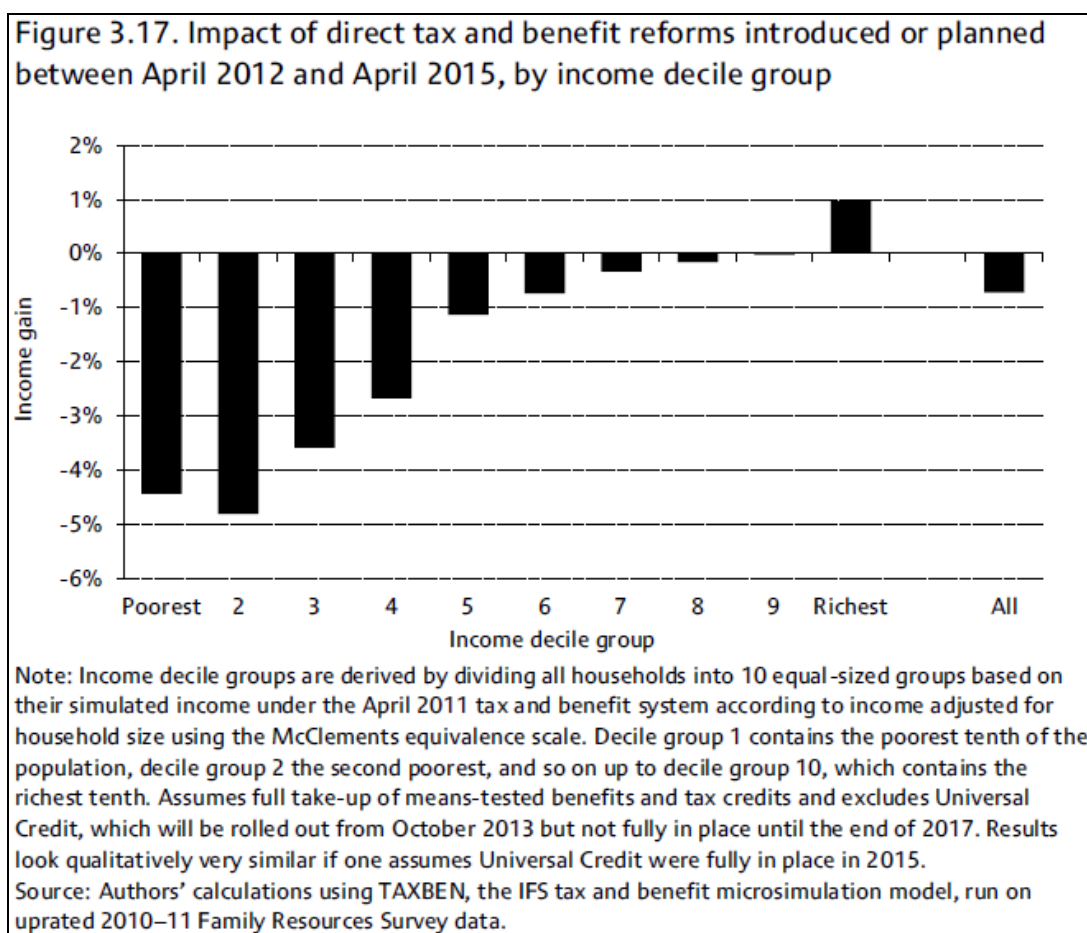
- £220 pw Single parent with two child aged 5 and 14
- £297 pw Couple with two children aged 5 and 14

When last measured by Save the Children in 2011: 14% of children in Wales were in Severe Poverty; more than any of the other UK regions (13% in England; 9% in Scotland and Northern Ireland). Within Wales, Blaenau Gwent had the highest rate of severe child poverty (20%) but Swansea, Torfaen, Caerphilly, and Newport all had at least one in six children in severe poverty.

680,000 of the 1.6 million UK children in severe poverty lived in households where at least one adult worked.

Current UK Context: Increasing Inequality

The Institute of Fiscal Studies, in its Report R81: Living Standards, Poverty and Inequality in the UK, 2013 (<http://www.ifs.org.uk/comms/r81.pdf>), discusses the effect of discretionary changes to tax and benefits, pointing out that, “Only a small proportion of these cuts to social security have so far been seen in the HBAI data. By 2017-18, the government plans to have cut spending on welfare by £12 billion in today’s terms. Of those £21 billion of cuts, only £2 billion were in place in 2011-12” (p.49). The following chart, figure 3.17 from that report, clearly demonstrates the, “inequality-increasing” impact of these policies.



Income & Debt

Low income and debt makes family life more difficult and it becomes harder to manage stressful events. (TPAP 2012 – 2016, p.4) Advice which helps people deal with debt, or get on-line, should be a basis for enabling them to manage their finances sustainably and use new skills to increase their engagement in work and society. (TPAP p.3)

INDICATOR: The % of people receiving income related benefits (i.e. on low income)

	Income-related benefits (% of population) 2008	Income-related benefits (% of population) 2011	Income-related benefits (% of population) 2012
Swansea	16.1	17.8	18.2
Wales	17.3	18.6	18.6

This table shows an increase in the proportion of households receiving income-related benefits, that is, benefits to supplement a low income and bring it up towards the poverty line. This does not tell us whether people are better or worse off. It may be that more people are claiming the benefits they were entitled to, but didn't get, in 2008.

In 2010, CAB and other charities estimated that £16 billion in means-tested benefits and tax credits go unclaimed in the UK each year. There is also a lot of error in the system, causing people entitled to benefits to be wrongly denied.

The estimated median household income for Townhill, based on CACI's 2012 'PayCheck' data, is £14,870; the lowest (of 36 wards) in Swansea and 40.7% below the Swansea median of £25,068. An estimated 55.2% of households had incomes below 60 per cent of GB median income (Swansea average: 34%).

The estimated median household income for Penderry Ward, based on CACI's 2012 'PayCheck' data, is £17,831; the second lowest (of 36 wards) in Swansea. An estimated 48.1% of households had incomes below 60 per cent of GB median income (Swansea average: 34%)

INDICATOR: The % of children (0-18) in households on income related benefits

	2008	2011
Swansea	21.4	25.2
Wales	23.3	26.8

Again, this table shows an increase but this cannot tell us whether the increase is positive (more benefits being received) or negative (more benefits being needed). The limitations are as for "The % of people receiving income related benefits", above.

Additionally, Child Benefit claims (used to determine which households should be included in the above statistic) tend to be incorrectly low for over-19s because blockages in the system make claiming difficult.

INDICATOR: The % of children living in workless households

	2008	2009	2010	2011	2012
Swansea	24.2	26.2	22.5	24.4	19.9
Wales	17.2	20.0	18.8	18.6	17.7

<https://statswales.wales.gov.uk/Catalogue/Business-Economy-and-Labour-Market/People-and-Work/Workless-Households/WorklessHouseholds-by-Area-Variable-HouseholdStatus>

Figures in Swansea have improved and come more in line with the Wales average. However, without any analysis of whether work means families are **actually any better off**, this is not a particularly helpful thing to measure.

In-Work Poverty

The focus on adult economic inactivity / worklessness as a cause of child poverty is fairly meaningless while the problem of low pay is overlooked, and is considered by commentators to be a major failing in child poverty strategies. In 2008, *nearly* half the UK’s children in income-poor household lived with at least one adult in paid work. By 2010 this was *more than* half, and by 2012, there were more adults *and* children in income-poor households in Wales that were working than not. (<http://www.irf.org.uk/publications/monitoring-poverty-wales-2013>)

Data on Working Tax Credit claims could be a useful indicator of in-work poverty. Unfortunately, at this time the only publicly available data we can find from HMRC combines Working Tax Credit claims with Child Tax Credit claims, and also with equivalent child-support amounts included in benefits for unemployed parents. This creates an accurate report of the amount of support going from the public purse to parents on low incomes for various reasons, but entirely obscures the particular element of in-work poverty we would like to examine.

Part-Employment

In Swansea, nearly a quarter (24.7%) of children currently live in households with “mixed” employment, where some people aged 16-64 are working and others are not. Part-employment is a problem: the [Joseph Rowntree Foundation](#) points out that part-timers earn less per hour (£7.60 average) than full-timers (£11.55 average), and that increases in both hours and pay rates are needed to tackle poverty.

INDICATOR: The individual insolvency rate per 10,000 adult population

	2008	2009	2010	2011	2012
	Rate per 10,000 adult population	Rate per 10,000 adult population	Rate per 10,000 adult population	Rate per 10,000 adult population	Rate per 10,000 adult population
Swansea	25.0	31.8	32.1	27.6	24.3
Wales	23.5	31.4	32.6	28.7	26.5

These figures represent the total of Bankruptcy Orders, Individual Voluntary Arrangements (IVAs) and Debt Relief Orders (DROs), expressed as a rate per 10,000 adults (aged 18 & over). Rates are available for local authorities and regions within England & Wales. The figures are published by the Insolvency Service, an agency of the government Department for Business, Innovation and Skills (BIS).

Monitoring actual levels of active debt is difficult. The term “insolvent” applies to borrowers who are unable to repay their debts, not to those who do manage to meet repayments, however much they may struggle to do so, nor to people with unmanageable debts who have not signed up to one of the above statutory debt solutions. In some respects, insolvency rates are something of a red herring, since many people declared insolvent no longer have unmanageable debt hanging over them. We do not currently have a way to quantify the people who still do.

The increase between 2008 and 2009 is due to the introduction of Debt Relief Orders (DROs), a solution for people, “who do not own their own home, have little surplus income and assets and less than £15,000 of debt” ([The Insolvency Service](#)). Since then, an increase in DROs has seen a corresponding drop in bankruptcies.

Employment

Growth and sustainable jobs are at the heart of the Programme for Government and jobs and the economy are the Welsh Government's overriding priorities. TPAP p.13

INDICATOR: The % of working age adults with no qualifications

	2008	2009	2010	2011	2012
Swansea	15.0	16.0	14.5	12.4	10.7
Wales	15.3	14.8	13.3	12.3	11.4
UK	13.7	12.6	11.6	10.9	9.9

Qualifications are visible evidence of the cycle of poverty, with children from low-income families, where parents are less likely to have qualifications, being in turn less likely to get any themselves, and thus more likely to remain in unskilled employment. Employers have been found to be more likely to invest in increasing the qualifications of employees who already have some to begin with, thus they can be an important springboard to better financial well being. The trend demonstrated in the above table is generally positive and suggests there would be merit in closer examining the factors that are making a difference.

- 42.6% of all residents aged 16 and over in Penderry Ward have no qualifications (WIMD 2011)
- 52.41% of adults aged 25 – 59/65 in Townhill have no qualifications (WIMD 2011)

INDICATOR: Youth Unemployment: The rate of people aged 18-24 claiming JSA

18-24 year old JSA Claimant Count as a % of all 18-24 year olds

	2008	2009	2010	2011	2012
Swansea	4.7	7.7	5.8	7.1	5.9
Wales	6.2	9.6	8.1	9.2	8.5
UK	5.2	8.4	7.2	8.2	7.5

The Claimant Count does not give annual totals but a monthly snapshot. These figures are calculated in-house using Claimant Counts from **September** of each year, which is hopefully less influenced by seasonal work than other months, as a proportion of the 18-24 year old population, based on Office for National Statistics mid-year population estimates.

As ever, the usual caveat about under-claiming applies. Young people newly of working age may be particularly daunted by the claiming system, optimistic about finding a suitable employment or training position soon, and still supported by parents able to do so. Such young people Not in Education Employment & Training would be unknown as such, and absent from the Claimant Count.

The Joseph Rowntree Foundation's October 2012 Report, [The challenges for disadvantaged young people seeking work](#) lists the compound problems of low pay, high competition, reliance on public transport and digital exclusion as particular barriers.

INDICATOR: The % of 16 & 17 and 18-24 year olds who are Not in Education, Employment or Training (NEET)

Data on these two age ranges is from two different sources; therefore this section has been split to cover the full range of the indicator.

The % of 16 and 17 year olds NEET

	2008	2009	2010	2011	2012
Swansea	5.8	6.4	4.2	3.1	3.2
Wales	7.1	7.1	5.4	4.4	4.2

This data is from Careers Wales, who also record the number of “unknowns”: young people whose destinations are not certain and are therefore considered likely to be NEET. Unknowns in Swansea have decreased from 1.1% in 2008 to 0% in 2010, 11 and 12. Unknowns in Wales have decreased from 1.6% in 2008 to 0.7% in 2012.

As explained above, the employment rate itself is unhelpful as an indicator of economic well being, due to the problem of low pay. There is no way of knowing whether a drop in NEETs is a good thing, financially speaking. Students on a pre-planned Gap Year, with a deferred University place awaiting their return, do not appear in NEET figures. Young people taking some time to weigh up their options, supported by parents would still be counted as NEET, despite obviously faring financially better than those facing low wages and zero-hour contracts.

- 91% of 18/19 year olds in the North West Communities First Cluster do not enter Higher Education (WIMD 2011).
- 92% of people in Townhill aged 18 /19 do not enter higher education (WIMD 2011)

18 – 24 year olds claiming out-of-work benefits, as a % of all 18-24 year olds

	2008	2009	2010	2011	2012
Swansea	11.9	14.8	12.9	13.3	12.0
Wales	14.0	17.7	15.9	16.8	15.8
GB	11.6	15.0	13.6	14.3	13.5

These percentages are calculated in-house using NOMIS data on numbers of relevant benefit claimants as a proportion of 18-24 year old population, based on ONS mid-year population estimates. The total, “claiming out-of-work benefits” includes “all those benefit recipients who cannot be in full-time employment as part of their condition of entitlement” (NOMIS); the usual caution due to under-claiming is required – anyone entitled but not claiming will not be captured here.

Comparing these rates with those above for Youth Unemployment demonstrates that roughly half the NEET figure for this age range consists of people claiming JSA who are

unemployed and actively seeking work. The other half are unemployed for other reasons, such as ill health, disability or caring responsibilities.

INDICATOR: Economic inactivity rate (working age)

Rate of economically inactive people as a % of the working age population, excluding students

	2008	2009	2010	2011	2012	2013
Swansea	25	24.8	25.6	25	23.6	22.6
Wales	23.5	24.2	23.8	23.2	22.2	21

Figures cited are as at **31 December** each year. It is interesting to compare this with the following table, and notice how many people are economically active through reasons other than unemployment per se (caring responsibilities, ill health, disability).

As above with youth unemployment, it is interesting to compare the total economic inactivity rate with the JSA claimant count (albeit taken at the end of **September** in each year) demonstrating that those available for and actively seeking work make up a surprisingly small proportion of those economically inactive.

JSA Claimant Count as a % of the working age population

	2008	2009	2010	2011	2012	2013
Swansea	2.3	3.9	3.3	3.6	3.6	3.1
Wales	2.4	4.1	3.6	4.0	4.1	3.5

Health

Fairer Outcomes for All is the Welsh Government's strategic action plan for reducing inequities in health. In response to this, all Local Health Boards are required to identify, and take action to address, inequities within their areas. By 2020, we aim to improve healthy life expectancy for everyone and to close the gaps in health inequities between social groups from the most to the least deprived. TPAP p.7

INDICATOR: The % of the population with a long-term limiting illness

	2001	2011
Swansea	24.1	23.4
Wales	22.7	22.7

(Census)

The Wales figure is reportedly the same at each 10 year interval, while in Swansea the figure has dropped slightly, yet remains above the national average.

Also, in terms of the impact on services and resources, population increases mean that while *proportions* have remained static or decreased, *numbers* of people experiencing long-term, limiting illness have risen both nationally (from 650,068 to 695,855) and locally (from 53,044 to 55,718).

The 2011 Census asks about "long-term health problem or disability" and divides into those with:

Day-to-day activities limited a lot: Swansea – 12.6%; Wales – 11.9%

Day-to-day activities limited a little: Swansea – 10.8%; Wales – 10.8%

Thus, the greater proportion of long-term limiting illness in Swansea, as compared with Wales as a whole, is illness which has a significant, not small, impact on daily life.

INDICATOR: Under 16 conception rate

Numbers and rates* of conceptions at aged under 16 and under 18

	Under 16 number	Under 16 rate	Under 18 number	Under 18 rate
2008	23	5.9	158	38.8
2009	29	7.5	161	39.3
2010	28	7.2	147	36.9
2011	12	3.1	115	29.2
2012	14	3.6	104	26.7

*Rates are per 1,000 female residents aged 13-15 (Under 16) or 13-18 (Under 18).

Conception figures are estimated by combining birth registrations and notifications of legal abortions. They do not include miscarriages or illegal abortions.

INDICATOR: The % of children living in Flying Start areas reaching health, social and cognitive development milestones when entering formal education (Schedule of Growing Skills)

In a country needing to improve educational achievement as well as health, “readiness for school” is a concern. The Wales Tackling Poverty Action Plan aims, by 2016, to increase the proportion of 3 year olds receiving Flying Start services that have achieved or exceeded their developmental milestones by 5 percentage points.

Welsh government statistics (<http://wales.gov.uk/docs/statistics/2013/130910-flying-start-summary-statistics-2012-13-revised-en.pdf>) show results for all local authority areas.

For age 2, Swansea’s results in the first column rank badly in comparison with other Welsh Local Authorities, coming third from the bottom, ahead of Neath Port Talbot (73%), Ceredigion and Rhondda Cynon Taff (each 74%), while at the top, Powys and Caerphilly achieve 90%.

For age 3, Swansea ranks rather better in comparison with other Welsh Local Authorities, coming behind 9 other authorities with 88 – 98% in the first column.

The tables show the percentage of children in Flying Start areas reaching, exceeding or within one age band of developmental milestones at ages 2 and 3 2012-13.

AGE 2	Reaching, exceeding or within one age band below developmental norm	Reaching or exceeding milestones	Within one age band below developmental norm
Swansea	77	52	25
Wales	82	55	27

AGE 3	Reaching, exceeding or within one age band below developmental norm	Reaching or exceeding milestones	Within one age band below developmental norm
Swansea	86	64	22
Wales	83	55	28

There is limited comparable historical data. Swansea figures for part of the previous year, May/June 2011 to March 2012, for **Reaching or exceeding milestones are:**

Age 2: 47.78%
Age 3: 53.57%

If these part-year figures are considered comparable to the 2012-13 full-year figures, then some improvement (to 52% and 64% respectively, as in the above tables) is suggested.

Data is not captured in any electronic form, or centrally collated, for non-Flying Start areas. Therefore it is not possible to consider any gaps in achievement between poorer and better off areas, and whether these are closing.

INDICATOR: Dental caries at age 5 and 12

Child dental decay is closely correlated to social deprivation and although inequalities have reduced since 2007-08 across the ABM University Health Board, the mean number of dfmt (decayed, filled or missing teeth) in 2011/12 is 2.5 times higher in the 20% most deprived areas than the 20% least deprived areas.

Analysis by deprivation quintile from the 2011-12 dental survey is not available at a Swansea level, but data from the 2007-08 survey shows a clear social gradient. (2013 Oral Health Profile, Abertawe Bro Morgannwg University Health Board).

The 2011-12 child dental health survey showed some improvement in the dental health of 5 year old children in Swansea from 2007-08, with average dfmt for school year 1 decreasing from 2.2 in 2007-08 to 1.6 in 2011-12.

(<http://www.cardiff.ac.uk/dentl/research/themes/appliedclinicalresearch/epidemiology/oralhealth/>)

INDICATOR: The % of live singleton births weighing less than 2.5kg

There is a strong association between low birth weight and deprivation. Low birth weight is an indicator of infant morbidity and mortality and can lead to chronic diseases in adulthood.

	2008	2009	2010	2011	2012
Swansea	4.9	6.1	5.8	5.5	6.3
Wales	5.4	5.7	5.5	5.4	5.4

INDICATOR: Premature mortality from all causes

Death rates (Age-standardised) below age 75 years per 100,000 of population

	2008	2009	2010	2011
Swansea - Females	247.62	231.97	221.11	241.82
Wales - Females	253.89	239.89	236.33	231.21
Swansea - Males	372.71	459.2	379.93	404.67
Wales - Males	390.4	382.95	367.96	363.23

In line with the rest of the UK, there has been a downward trend in premature mortality (aged under 75 years) from all causes in Swansea. However, the rates of premature mortality in Swansea have remained above the Welsh average.

- 33,564 (Standardised 100,000 of population) suffer with a limiting long term illness in Townhill, 24,357 Swansea and 23,2784 Wales (WIMD 2011)
- 33,407 (standardised per 100,000 population) within the North West Communities First Cluster have limiting long term illness compared to 24,357 in Swansea. (WIMD 2011)
- Rates of premature mortality from circulatory disease are more than 4 times higher in the Castle area than in the Gower area. (Swansea's Health Social Care and Well-Being Strategy 2011 - 2014).

INDICATOR: Life expectancy at birth

Life expectancy at birth, with Swansea's ranking out of 346 UK local authorities

	2008-10	Rank		2009-11	Rank		2010-12	Rank
Swansea Females	82.1	232		82.4	241		82.2	262
Swansea Males	77.2	283		77.1	312		77.6	300

Swansea's ranking is consistently fairly low in the table comparing UK local authority areas. Again, data at a smaller level would help to show inequalities within Swansea.

Education

Education has a fundamental role in helping to lift people out of poverty and in protecting those at risk of poverty and disadvantage. There is a strong link between poor educational attainment, low skills and poor health and wellbeing. (TPAP p4)

INDICATOR: Key Stage 2/3/4 results

Tables of results, showing trends and providing commentary, have been supplied by City & County of Swansea Education Department and are included in Appendix 2.

INDICATOR: Primary and secondary school absence rate

“In conclusion... a great deal of effort is being put into finding solutions to a problem which affects relatively small numbers of pupils a great deal”

Absence from school: a study of its causes and effects in 7 LEAs, 2003

There are some accepted correlations between absenteeism and poor outcomes, summarised in an April 2012 government press release:

- Of pupils who miss between 10% and 20% of school, 35% achieve 5 or more GCSEs at grades A* to C including English and maths. Of pupils who miss only 5% of school, 73% achieve this.
- Children with low attendance in the early years are more likely to come from the poorest backgrounds – which are likely to start school already behind their peers, particularly in their acquisition of language and their social development.
- Persistent absenteeism becomes more problematic as children move up through the school system. Mid-teens are difficult to force to go to school, and at this point educational outcomes can suffer badly.
- In view of the above, positive action is needed from the outset, before it is “too late” to solve an attendance problem.

(<https://www.gov.uk/government/news/primary-school-absence-government-adviser-calls-for-crackdown>)

However, research Report RR424 for the Department for Education and Skills in 2003 (<http://dera.ioe.ac.uk/8655/1/RR424.pdf>) concludes with the boxed quote above, noting throughout that concern is about *truants* rather than pupils absent for other reasons, closing with: “the case for early intervention is very strong”.

As the second bullet point above notes, school absenteeism can be part of the patchwork of complications and challenges facing a child growing up in a low income household. It remains debatable whether policy focus should be on school attendance per se across the board, or on working supportively with particular families to overcome problems which may include school attendance – or more specifically, which may underpin or lead to truancy.

Primary Schools: % of half day sessions missed

	2008/09	2009/10	2010/11	2011/12	2012/13
Swansea	7.6	7.7	7.1	6.7	7.0
Wales	6.8	6.9	6.7	6.2	6.3
<i>Swansea rank / 22</i>	19	18	16	17	20

Secondary Schools: % of half day sessions missed

	2008/09	2009/10	2010/11	2011/12	2012/13
Swansea	9.3	9.4	9.0	8.0	7.7
Wales	9.0	8.9	8.6	7.8	7.4
<i>Swansea rank / 22</i>	16	16	16	15	15

INDICATOR: The % of learners eligible for free school meals who achieve level 2 threshold including English/Welsh and Maths at KS4

This indicator hopes to focus on learners eligible, due to low income, for free school meals. In reality it is not those *eligible* for free school meals whose results are captured here, but only those *claiming* them. Swansea's Education Department reports that there appears to be a significant under-claiming problem (in which stigma, preference and health concerns may all play a part), with nearly 40% of pupils coming from areas in the most deprived 30% of Wales (according to the Welsh Index of Multiple Deprivation) but only 20% claiming. A new claim system began this September, aiming to increase claims.

If a family's income is just above the threshold for Free School Meal eligibility, the cost of meals needs to be met out of that income, leaving the family with less in remainder than an equivalent family who does qualify for free school meals.

Nevertheless, these statistics are helpful in demonstrating the correlation between free school meals and educational attainment, particularly when compared with the attainment of those who are not receiving them.

% of pupils achieving level 2 threshold (including English or Welsh, and Maths) at Key Stage 4: All pupils; FSM claimants; Non-FSM claimants.

	2008	2009	2010	2011	2012	2013
% of all pupils who achieved	52.00%	50.30%	53.30%	53.80%	55.30%	55.90%
% of those on FSM who achieved	23.60%	22.70%	22.20%	23.70%	29.30%	27.70%
% of those NOT on FSM who achieved	57.10%	55.30%	58.20%	60.70%	61.30%	62.60%

As ever with low income, the problem is not merely low income. Swansea's Education Department report that more than twice as many FSM pupils than Non-FSM pupils in Swansea have Special Educational Needs.

Family Support

If we are to make a difference in the longer term outcomes for children and families in poverty, we must offer support earlier and sustain that support until families become resilient and self-sufficient...Families in poverty require different levels of support. Families with complex problems, for example substance misuse, need more intensive and acute services. (TPAP p.4)

INDICATOR: The % of homeless households which include dependent children

	2008/9	2009/10	2010/11	2011/12
Swansea: Dependent children as a % of (eligible) homeless households	21.2%	19.6%	25.1%	18.4%

These figures were calculated from Housing Options data, showing the percentage of total households deemed to be eligible and homeless, which include dependent children.

Current efforts in homelessness prevention are concentrated on trying to mitigate the impacts of the Bedroom Tax and the Benefit Cap, amidst the challenge of a lack of smaller housing for under-occupying households to move into.

INDICATOR: The rate of looked after children per 10,000 of population under 18

Looked After Children are exemplar of the poverty cycle. The Joseph Rowntree Foundation estimated in a 2008 report (<http://www.jrf.org.uk/sites/files/jrf/2303-poverty-services-costs.pdf>) that over 2/3 of spending on children's "Personal Social Services", including looked after children, was attributable to poverty.

	2007/8	2008/9	2009/10	2010/11	2011/12	2012/13
Swansea	85.35	93.88	119.48	123.71	118.85	118.96
Wales	72.43	73.45	80.64	84.55	90.66	91.46

These figures are a snapshot from each financial year end: 31 March. Swansea's rate remains well above the Wales rate.

Swansea saw an increase of approximately 200 Looked After Children 2004 – 2009 (Swansea's Health Social Care and Well-Being Strategy 2011 -2014). There is a much greater likelihood of children from Townhill and Penderry entering the care system; "Whilst the number of looked after children is currently about 1% of the total children and young people population in Swansea, about 20% come from each of the Townhill and Penderry wards" (Swansea's Strategic Plan for Children and Young People 2011 - 2014).

INDICATOR: Number of domestic abuse referrals involving children

Domestic abuse can cause numerous problems for children which could impact on their well-being and future success, from disharmony in the home undermining self esteem and

confidence, to major disruption to schooling, relocation involving the loss of friendship groups, other support networks, etc.

These figures are from a relatively new service allowing referrals to be made to a support worker (via form PPD1) if any incident of domestic abuse is reported to police, and children are involved. Referrals are totalled monthly.

Year	Month	No. of PPD1
2012	11	306
2012	12	254
2013	1	409
2013	2	233
2013	3	263
2013	4	330
2013	5	297
2013	6	279
2013	7	366
2013	8	347
2013	9	307
2013	10	291
2013	11	309
2013	12	309
2014	1	337
2014	2	301
2014	3	235

Increasing referrals are not necessarily indicative of an increasing problem. They may be indicative of increasing confidence and trust in the system. The numbers above are for total, not unique, referrals. A referral is made following each reported *incident*. It is possible that the same children appear numerous times in these figures.

Equality Impact Assessment (EIA) Report

This form should be completed for each Equality Impact Assessment on a new or existing function, a reduction or closure of service, any policy, procedure, strategy, plan or project which has been screened and found relevant to Equality and Diversity.

Please refer to the ‘Equality Impact Assessment Guidance’ while completing this form. If you would like further guidance please contact the Access to Services Team (see Guidance for details).

Where do you work?
Service Area: Poverty and Prevention
Directorate: People

(a) This EIA is being completed for a...

Service/ Function <input type="checkbox"/>	Policy/ Procedure <input type="checkbox"/>	Project <input type="checkbox"/>	Strategy <input checked="" type="checkbox"/>	Plan <input type="checkbox"/>	Proposal <input type="checkbox"/>
--	--	-------------------------------------	---	----------------------------------	--------------------------------------

(b) Please name and describe below...

City & County of Swansea’s tackling Poverty Strategy

This contains a strategy document outlining our intentions as a Council in tackling poverty, an action plan, and a performance management framework, along with a Poverty Profile. There are a number of themes in the strategy and action plan which are:

1. Empowering local people
2. Changing cultures
3. Targeting resources

As a council we will be making significant changes to our business to ensure this is not simply another strategy that does not lead to action.

We will:

- Seek to re-direct resources to support this change agenda
- Allocate one of our top managers (Directors) to each of the Target Areas
- Seek to relocate the workforce to the target areas
- Introduce a partnership to better co-ordinate services at a local level
- Introduce high profile opportunities for people who experience poverty to challenge
- Devise more opportunities for local people to have a greater say in what happens in their area/lives.

(c) It was initially screened for relevance to Equality and Diversity on...(24/07/2014)

(d) It was found to be relevant to...

Children/young people (0-18)..... <input checked="" type="checkbox"/>	Religion or (non-)belief <input checked="" type="checkbox"/>
Any other age group (18+) <input checked="" type="checkbox"/>	Sex <input checked="" type="checkbox"/>
Disability <input checked="" type="checkbox"/>	Sexual orientation <input type="checkbox"/>
Gender reassignment <input type="checkbox"/>	Welsh language <input checked="" type="checkbox"/>
Marriage & civil partnership <input type="checkbox"/>	Poverty/social exclusion <input checked="" type="checkbox"/>
Pregnancy and maternity <input checked="" type="checkbox"/>	Carers (inc. young carers) <input checked="" type="checkbox"/>
Race <input checked="" type="checkbox"/>	Community cohesion <input checked="" type="checkbox"/>

(e) Lead Officer

Name: Sarah Crawley
Job title: Head of Poverty & Prevention

(f) Approved by Head of Service

Name:
Date:

Date : 06/10/2014

Section 1 – Aims (See guidance):

Briefly describe the aims of strategy:

What are the aims?

- The Council is committed to reducing poverty and the impacts of poverty and for everyone to be living and achieving to their full potential.
- To prioritise investment and transformational change in targeted areas of need, whether these are geographical in nature or within specific communities.
- Focussing on three themes:
 - Empowering local people
 - Changing cultures
 - Targeting resources

Who has responsibility?

Cabinet Members:

They are responsible for overseeing the delivery of the tackling poverty strategy for the City & County of Swansea.

Ward Members:

In focussing on areas of need within their wards, and supporting action within these areas. Within their existing role as local community activists/champions.

Executive Board:

Allocation of Directors to each of the main areas of need

Directors and Chief Operating officers have responsibility for key areas in the action plan

To advise on the re-direction of resources, including the location of staff

Heads of Service:

The leadership role within their services and across the Council

Specifically the role of the Head of Poverty & Prevention in delivery – performance monitoring (Measuring success)

To lead on the delivery of a number of the actions stated in the action plan

Local Authority Staff

To understand the contribution they can make and the role that they play within all of their jobs to tackling poverty

Taking part in an all council volunteering programme

Development of poverty champions across the council

Who are the stakeholders?

Stakeholders of this policy are Councillors, members, and officers within the City and County of Swansea. Communities and residents within the City & County of Swansea, including communities of interest and identified areas of need geographically e.g. children, young people, families, carers, BME communities, areas which are high in the Welsh Indices of Multiple Deprivation. Also partner organisations such as ABMU HB, CAB, SCVS etc.

Section 2 - Information about Service Users(See guidance):

Please tick what information you know about your service users and provide details/ evidence of how this information is collected.

Children/young people (0-18).....	<input checked="" type="checkbox"/>	Carers (inc. young carers)	<input checked="" type="checkbox"/>
Any other age group (18+)	<input checked="" type="checkbox"/>	Race	<input checked="" type="checkbox"/>
Disability	<input checked="" type="checkbox"/>	Religion or (non-)belief	<input type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	Sex	<input type="checkbox"/>
Marriage & civil partnership.....	<input type="checkbox"/>	Sexual orientation.....	<input type="checkbox"/>
Pregnancy and maternity	<input checked="" type="checkbox"/>	Welsh language.....	<input type="checkbox"/>

What information do you know about your service users and how is this information collected?

In terms of the whole population of Swansea, the Council's Research and Information Unit keep colleagues up to date with statistical/data updates and have developed equality profiles by ward areas to inform service areas.

Customer monitoring across the Council varies by department – many undertake profiling to inform their services, and where necessary these processes are being updated to reflect the legislative changes contained within the Equality Act 2010.

The latest estimate of the population of the City and County of Swansea stands at 240,000 (Mid-Year Estimate, 2013). Swansea now has the second highest population of the 22 Welsh Unitary Authorities, representing almost 8% of the total population of Wales (3,082,400).

Specific information is collected on the income of families across Swansea. The WIMD (Welsh Indices of Multiple Deprivation) evidences the most deprived areas of Swansea.

The Poverty Profile focuses in on themes and statistics for residents in relation to these e.g. teenage pregnancy rates, inequalities across the city in people living with chronic ill health etc.

There are particularly high poverty levels recognised among Asylum Seekers and Refugees, carers, and disabled people.

Also experienced by low income families/households and those claiming out of work benefits.

The Council runs a number of tackling poverty programmes funded by Welsh Government which measure and record feedback from participants and service users e.g. Flying Start, Communities First etc. The is collected through evaluations, feedback forms and equalities monitoring information within programmes, projects and for individuals.

Any Actions Required?

- Not applicable

Section 3 - Impact on Protected Characteristics (See guidance):

Please consider the possible impact on the different protected characteristics. This could be based on service user information, data, consultation and research or professional experience (e.g. comments and complaints).

	Positive	Negative	Neutral	Needs further investigation
Children/young people (0-18)	➔ <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Any other age group (18+)	➔ <input checked="" 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"/>
Gender reassignment	➔ <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership	➔ <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity	➔ <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Race	➔ <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Religion or (non-)belief	➔ <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sex	➔ <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sexual orientation	➔ <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Welsh language	➔ <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Carers (inc. young carers)	➔ <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Thinking about your answers above, please explain in detail why this is the case?

- Children and young people are often the passive recipients of poverty and social exclusion. This strategy looks to involve them in addressing these issues and being part of the solutions
- The strategy will continue to support and expand on the support to children and young people eligible for Free School Meals, aiming to narrow the gap between them and non-FSM pupils.
- The actions outline in the action plan will have an impact on and involve people living in areas of need, and within communities of interest. Therefore there will be active targeting of those people over 18, and under 18 experiencing poverty.
- If the strategy is successful there should be a positive impact felt by those who are disabled due to improvements in access to services, life chances, and involvement in community based activities including learning programmes.
- There are a number of characteristics which the strategy will not have any impact on which are related to gender reassignment, marriage and civil partnership, pregnancy and maternity – as these services are already being supported through existing programmes and activities.
- BME groups and Asylum Seekers and Refugees often experience greater levels of poverty, and are less involved in services. Equalities monitoring data will continue to be used within service areas to target activity where it is most needed.
- Sex, sexual orientation, welsh language, and religion are likely to be unaffected by the strategy as these are commonly not factors which affect poverty levels.
- Carers are more likely to be experiencing poverty due to their inability to work, or only being able to work limited hours in low paid jobs. Carers needs are identified through the carers strategy, but will also be picked up through focussed work in areas with higher numbers of registered carers.

What consultation and engagement has been undertaken (e.g. with the public and/or members of protected groups) to support your view? Please provide details below.

A public consultation took place on the strategy, action plan, performance framework, and poverty profile between mid-august and the end of September 2014. This gathered a number of views regarding the strategy not stating specifically how it was going to support refugees and asylum seekers, disabled people, and older people. Changes have been made to the strategy document as a result.

Any actions required (to mitigate adverse impact or to address identified gaps in knowledge).

- Not applicable

Section 4 - Other Impacts:

Please consider how the initiative might address the following issues.

You could base this on service user information, data, consultation and research or professional experience (e.g. comments and complaints).

Foster good relations between different groups	Advance equality of opportunity between different groups
Elimination of discrimination, harassment and victimisation	Reduction of social exclusion and poverty

(Please see guidance for definitions on the above)

Please explain any possible impact on each of the above.

Foster good relationships between different groups:

The strategy focuses on the role of people experiencing poverty and their empowerment and involvement in the solutions, at a local and City & County wide level.

Elimination of discrimination, harassment and victimisation

The strategy and action plan should assist in the reduction of discrimination against people who are experiencing poverty within the City & County of Swansea, by highlighting their experiences and circumstances and raising people's appreciation and understanding of the difficulties many people are facing.

Advance equality of opportunity between different groups

The strategy and action plan looks to involve all areas of the city and county and all groups. Supporting those experiencing poverty to have a voice and influence decisions that affect them.

Reduction of social exclusion and poverty

The whole strategy is focussed on reducing poverty and social exclusion and its adverse impacts. The action plan focusses on empowering local people, and staff, changing cultures internally within the Council and within communities, and targeting resources for those who are experiencing poverty and social exclusion from society and services.

What work have you already done to improve any of the above?

This is a list offering a range of examples; it is not exhaustive or fully comprehensive.

- The creation of the Poverty & Prevention Service bringing together the Council's tackling poverty programmes for children in their early years, families and communities.
- The Council already implements a Community Cohesion Delivery plan which includes work on Communities First offering activities which people from multiple different groups and backgrounds access.
- Tackling poverty training for staff and managers
- Benefits training for staff
- The provision of a welfare rights service
- Supporting community events and activities within Communities First, and through third sector funding and support.
- Welfare reform mitigation – working group, identification of those affected by Bedroom tax
- Parenting programmes
- Family Information service
- Targeted and universal youth work provision
- Team Around the Family programme
- Engagement with families through family centres
- Tackling high interest lenders
- Grow local grants, and food audits

Is the initiative likely to impact on Community Cohesion (see the guidance for more information)?

Yes this is about need being in any community, or area and not labelling people with a negative perspective. All activities will include people from multiple backgrounds and in multiple situations, e.g. staff volunteering programme focussed on areas of need in the city will open up the eyes of some staff.

How will the initiative meet the needs of Welsh speakers and learners?

Any community based activity or published information will be translated into Welsh Medium.

Actions (to mitigate adverse impact or to address identified gaps in knowledge).

- Not applicable

Section 5 - United Nations Convention on the Rights of the Child (UNCRC):

In this section, we need to consider whether the initiative has any direct or indirect impact on children. Many initiatives have an indirect impact on children and you will need to consider whether the impact is positive or negative in relation to both children's rights and their best interests

Click here (*add hyperlink*) to read the UNCRC guidance before completing this section.

Will the initiative have any impact (direct or indirect) on children and young people?

It is anticipated that the Poverty Strategy will have the following impact on children and young people: -

- Increased numbers of children and young people participating in community led activities
- The number of departments/service areas understanding the impacts of poverty on children and young people, and their role in its mitigation and reduction will increase.
- Attainment, attendance and well-being outcomes for children and young people in Swansea will be improved as a result
- Family income levels should be improved as a result
- Aspirations and opportunities for children and young people should grow through their involvement in delivering the strategy
- Children and young peoples will have a more enhanced moral understanding and positive attitudes toward diversity in society and the reduction of prejudice;
- Children and young people becoming more involved in decision making.

Is the initiative designed / planned in the best interests of children and young people? The strategy is not designed specifically with children and young people in mind. It is designed for the whole population to engage in, including the critical role children and young people play within schools, communities, their families and the life of Swansea.

Actions (to mitigate adverse impact or to address identified gaps in knowledge).

- Not applicable

Section 6 - Monitoring arrangements:

Please explain the arrangements in place (or those which will be put in place) to monitor this function, service, policy, procedure, strategy, plan or project:

Monitoring arrangements:


The Tackling Poverty strategy has a performance management framework which focusses on the delivery of a number of key areas e.g. lowering teenage conception rates

Actions: not applicable

Section 7 – Outcomes:

Having completed sections 1-5, please indicate which of the outcomes listed below applies to your initiative (refer to guidance for further information on this section).

- Outcome 1: Continue the initiative...
Outcome 2: Adjust the initiative...
Outcome 3: Justify the initiative...
Outcome 4: Stop and remove the initiative...

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

For outcome 3, detail the justification for proceeding here:

Section 8 - Publication arrangements:

On completion, please follow this 3-step procedure:

1. Forward this EIA report and action plan to the Access to Services Team for feedback and approval – accesstoservices@swansea.gov.uk
2. Make any necessary amendments/additions.
3. Provide the final version of this report to the team for publication, including email approval of the EIA from your Head of Service. The EIA will be published on the Council's website - this is a legal requirement.

Action Plan:

Objective - What are we going to do and why?	Who will be responsible for seeing it is done?	When will it be done by?	Outcome - How will we know we have achieved our objective?	Progress

* Please remember to be 'SMART' when completing your action plan (Specific, Measurable, Attainable, Relevant, Timely).

Report of the Transformation & Performance Cabinet Member

Council – 4 November 2014

MEMBERSHIP OF COMMITTEES

Purpose:	Council approves the nominations / amendments to the Council Bodies.
Policy Framework:	None.
Reason for Decision:	To agree nominations for Committee Membership.
Consultation:	Political Groups.
Recommendation:	It is recommended that: 1) The amendments to the Council Bodies listed in paragraph 3 be approved.
Report Author:	Gareth Borsden
Legal Officer:	Pat Arran
Finance Officer:	Carl Billingsley
Access to Services Officer:	N/A

1. Introduction

- 1.1 The Annual Meeting of Council on 8 May 2014, agreed membership of the various Committees / Boards as reflected in the lists submitted by the Political Groups.

2. Outside Bodies

- 2.1 The Leader has made amendments to the membership of the following organisations:

Welsh Local Government Association (WLGA)

Remove Councillors J E Burtonshaw & M Theaker
Add Councillors R C Stewart & C E Lloyd

WLGA Co-ordinating Committee

Remove Councillor D Phillips
Add Councillor R C Stewart

West Wales Region of the Valuation Tribunal for Wales

Remove Councillor M Thomas
Add Councillor V M Evans

Visually Impaired West Glamorgan

Remove from the list of Outside Bodies

3. Changes to Council Body Membership

- 3.1 The Political Groups have indicated that they have changes to Council Bodies as indicate below.

Licensing Committee

Remove Councillor C E Lloyd & add Councillor V M Evans

LA Governor Panel

Remove Councillor W J F Davies & add Councillor A M Cook

4. Financial Implications

- 4.1 There are no financial implications associated with this report.

5. Legal Implications

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

Background Papers: Local Government & Housing Act 1989, the Local Government (Committees & Political Groups) Regulations 1990.

Appendices: None

Report of the Cabinet Member for Wellbeing & Healthy City

Council – 4 November 2014

PROPOSAL TO PASS A RESOLUTION NOT TO ISSUE CASINO LICENCES AND PROPOSED AMENDMENTS TO THE COUNCIL'S GAMBLING POLICY

- Purpose:** i) To consider the outcome of the consultation on proposed amendments to the City and County of Swansea's Statement of Principles (Gambling Policy) in respect of a proposal to pass a resolution not to issue casino premises licences;
ii) To make a decision regarding passing a resolution not to issue casino premises licences
- Policy Framework:** Gambling Policy, January 2013 - 2016.
- Reason for Decision:** To comply with the requirements of the Gambling Act 2005 in respect of a resolution not to issue casino premises licences and amendments to the Gambling Policy.
- Consultation:** Extensive consultation on the proposed amendments to the policy has been undertaken involving existing licence holders, representatives of persons carrying on gambling businesses, statutory bodies, representatives of interested parties and City and County of Swansea Members. Legal, Finance, Access to Services have been consulted in respect of this report.
- Recommendation(s):** It is recommended that:
- 1) Council considers the outcome of the consultation on proposed amendments to the City and County of Swansea's Statement of Principles (Gambling Policy) regarding the proposal to pass a resolution not to issue casino premises licences;
 - 2) Council takes into account the matters identified in paragraph 4 of the report and agrees to pass a resolution not to issue casino premises licences;
 - 3) If Council agrees to pass a resolution not to issue casino premises licences:
Council agrees the proposed amendments to the Gambling Policy for publication and specify the date on which the resolution takes effect.

Report Author:	Lynda Anthony
Finance Officer:	Kim Lawrence
Legal Officer:	Lyndsay Thomas
Access to Services Officer:	Phil Couch

1.0 Introduction

- 1.1 On 11th February 2014 a report was submitted to Cabinet seeking agreement for proposed amendments to the Council's Gambling Policy to be issued for consultation. The proposed amendments were in respect of a proposal to pass a resolution not to issue casino licences (a No Casino Resolution). A copy of the report considered by Cabinet is attached at Appendix A.
- 1.2 Cabinet agreed that the proposed amendments to the Gambling Policy be issued for consultation prior to reporting to Council for decision.

2.0 Consultation

- 2.1 Extensive consultation on the proposed amendments to the policy was undertaken involving existing licence holders, representatives of persons carrying on gambling businesses, statutory bodies, representatives of interested parties and City and County of Swansea Members.
- 2.2 The consultation period ended on the 19th May 2014 and no responses were received.

3.0 A No Casino Resolution

- 3.1 The Gambling Act 2005 (the Act) allows a licensing authority to pass a No Casino Resolution and to specify the date on which the resolution takes effect. This decision must be taken by Council and must be published in the authority's Gambling Policy.
- 3.2 Once made the resolution will last for 3 years and the Authority would need to pass a resolution every 3 years to keep the resolution in place. The resolution must specify the date it comes into effect and it may also be revoked by passing a further resolution, subject to further consultation.

- 3.3 A No Casino Resolution will only affect new casinos. It will not have any effect on casino premises that were originally licensed under the Gaming Act 1968, casino premises licences issued before the resolution takes effect or on provisional statements issued before that date. An applicant can apply for a provisional statement in respect of premises that have not yet been constructed, are to be altered or an applicant expects to acquire rights to occupy. A provisional statement allows an applicant to judge if a development is worth taking forward. Once the premises are constructed, altered or acquired the holder of a provisional statement can then apply for a premises licence which can only be refused or the terms agreed modified, if circumstances have changed since the provisional statement was issued.
- 3.4 There are 4 casino licences in force in Swansea. These licences relate to premises that were previously licensed under the Gaming Act 1968. Only one of the premises licensed is currently operating as a casino. There are no provisional statements currently in force.
- 3.5 The Authority was awarded the power to grant a new small casino premises licence on the 19th May 2008. Passing the resolution will affect the issue of this premises licence as the Authority will not be able to grant the licence whilst the resolution is in force.

4.0 Proposal to pass a No Casino Resolution

- 4.1 In making the decision to pass a No Casino Resolution, the Authority may take into account any principle or matter and not just the licensing objectives. The licensing objectives in respect of the Gambling Act 2005 are:
- Preventing gambling from being a source of crime or disorder, being associated with crime or disorder, or being used to support crime;
 - Ensuring that gambling is conducted in a fair and open way;
 - Protecting children and other vulnerable persons from being harmed or exploited by gambling.
- 4.2 The Authority's proposal to pass a No Casino Resolution in February 2014, subject to consultation on the proposed changes to the Gambling Policy and the decision of Council, was based on:
- i) The fact that since the original bid for the new casino licence was submitted there have been changes in the focus of the Authority's priorities and commitments to improving the wellbeing of people in Swansea. Tackling poverty was adopted by Full Council as a top priority for the City and County of Swansea on 26 July 2012.

- ii) Swansea has an above average level of deprivation, with 17 (12%) of its 147 Lower Super Output Areas (LSOAs) now ranked in the top 10% most deprived in Wales, as measured by the Wales Index of Multiple Deprivation 2011. In terms of the overall index, the most deprived LSOAs in Swansea are in Townhill, Penderry and Castle. In response to this, Council adopted the “Target Area Approach” to tackling poverty in February 2013.
- iii) Research on the social impacts of gambling, carried out in Scotland on behalf of the Scottish Executive in 2006 shows that disadvantaged social groups who experience poverty, unemployment, dependence on welfare, and low levels of education and household income are most likely to suffer the adverse consequences of increased gambling. Problem gambling can lead to debt, divorce, crime, depression and also suicide, all of which can have a negative impact on communities, particularly those already experiencing the stresses of life on a low income. This is a particularly important consideration in view of the current economic climate.

4.3 In addition to paragraph 4.2 of this report it was also considered that licensing objective 3, “Protecting children and other vulnerable persons from being harmed or exploited by gambling” was relevant in this case. The term “vulnerable persons” is not defined but the statutory guidance produced by the Gambling Commission states that for regulatory purposes it must be assumed that this group includes people who gamble more than they want to, people who gamble beyond their means and people who are unable to make informed or balanced decisions about gambling.

5. Proposed changes to the Gambling Policy

5.1 An extensive consultation on the proposed changes to the Gambling Policy in respect of the Authority passing a No Casino Resolution was carried out and no responses received. The proposed changes are identified in bold italic type in the extract of the Gambling Policy attached at Appendix B to the report. The information to be removed is identified by striking through the relevant text.

5.2 The amendments proposed are listed below:

- A paragraph to be added stating that the Licensing Authority has passed a resolution not to issue casino licences and how the decision was reached; (paragraph 3.7.1)
- A paragraph to be added stating that applications for a casino premises licence will not be considered and will be returned to the applicant; (paragraph 3.7.2)
- A paragraph to be added confirming that the resolution will not affect existing casino premises; (paragraph 3.7.3)

- A paragraph to be added stating that the resolution will last for 3 years; (paragraph 3.7.4)
- Existing paragraph 3.7.1, which states that there is no resolution to prohibit casinos at present to be removed;
- The wording in paragraph 3.7.7 has been amended;
- A paragraph to be added stating that as the City and County of Swansea has been authorised to issue a small casino premises licence it is required to set out the principles it would apply in determining such an application, notwithstanding that it has passed a resolution not to issue casino licences; (paragraph 3.7.9). These principles are contained in paragraphs 3.7.10 – 3.7.31.
- The paragraphs have been renumbered due to the amendments.

5.3 The revision to the Gambling Policy must be published at least four weeks before it takes effect. The effective date for the resolution must reflect the date that the revised policy takes effect.

5.4 The revised policy must also include a paragraph in the introduction summarising the matters dealt with in the revision and listing the persons consulted. An extract of the introduction of the Gambling Policy and the proposed wording of the amendment is attached at Appendix C of the report.

6.0 Equality and Engagement Implications

6.1 An Equalities Impact Assessment Screening Form has been completed with the agreed outcome that a full Equalities Impact Assessment report is not required.

7.0 Financial Implications

7.1 Acceptance of the proposed amendment would mean the City foregoing the possibility of potential financial benefits from the development of a Casino for up to the next three years, although there appears to be a lack of interest from potential casino operators in the current economic climate.

8.0 Legal Implications

8.1 The Authority's original submission of a bid to the Government's Casino Advisory Panel for the Licence was subject to a willingness to licence and the Authority made representations to demonstrate its commitment to licence if it was awarded the power to grant a large/small licence.

8.2 Authorities unable to demonstrate a willingness to commit to the grant of a licence were not considered.

- 8.3 At this time there is no deadline imposed for granting the Licence.
- 8.4 A no casino resolution is a non executive function and cannot be delegated therefore it has to be passed by full Council .The resolution must be published in the Authority's Gambling Policy before being given effect.

Background Papers:

Report to Cabinet 11 February 2014 – Proposal to Consult On Passing A Resolution Not To Issue Casino Licences, City and County of Swansea, Statement of Principles, Gambling Act 2005.

Appendices

Appendix A - Report to Cabinet 11 February 2014 – Proposal to Consult On Passing A Resolution Not To Issue Casino Licences.

Appendix B – Proposed changes to Section 3.7 (Casinos) of the City and County of Swansea Statement of Principles (Gambling Policy), Gambling Act 2005.

Appendix C – Proposed changes to Section 2.0 (Introduction) of the City and County of Swansea Statement of Principles (Gambling Policy), Gambling Act 2005.

Agenda Item 9.g

Report of the Cabinet Member for Place

Cabinet – 11 February 2014

PROPOSAL TO CONSULT ON PASSING A RESOLUTION NOT TO ISSUE CASINO LICENCES

Purpose:	To seek agreement for the proposed amendments to the Council's Statement of Principles, Gambling Act 2005 (Gambling Policy), in respect of a proposal to pass a resolution not to issue casino licences (a No Casino Resolution), to be issued for consultation.
Policy Framework:	Gambling Policy, January 2013 - 2016.
Reason for Decision:	To enable the Authority to comply with the consultation requirements of the Gambling Act 2005 prior to reporting to Council for decision.
Consultation:	Finance, Legal, Access to Services.
Recommendation(s):	1) To agree that the proposed amendments to the Gambling Policy be issued for consultation prior to reporting to Council for decision.
Report Authors:	Lynda Anthony/Steve Phillips
Finance Officer:	Kim Lawrence
Legal Officer:	Tracey Meredith
Access to Services Officer:	Phil Couch

1.0 Introduction

1.1 The Gambling Act 2005 (the Act) contains the regulatory system to govern the provision of gambling in the UK. It requires all licensing authorities to prepare and publish a statement of the principles that they propose to apply in exercising their functions in respect of gambling.

1.2 The policy must be reviewed every three years but it can be reviewed and revised by the authority at any time.

1.3 The licensing authority must consult on any revisions of the policy.

2.0 No Casino Resolution.

2.1 One of the provisions of the Act allows a licensing authority to pass a resolution not to issue casino premises licences (a No Casino Resolution). The decision to pass such a resolution may only be taken by Council and must be published in the authority's Gambling Policy. In making this decision the authority may take into account any principle or matter, not just the licensing objectives. The licensing objectives in respect of the Gambling Act 2005 are:

- Preventing gambling from being a source of crime or disorder, being associated with crime or disorder, or being used to support crime;
- Ensuring that gambling is conducted in a fair and open way;
- Protecting children and other vulnerable persons from being harmed or exploited by gambling.

3.0 The effect of a No Casino Resolution.

3.1 Once made the resolution will last for 3 years and the Authority would need to pass a resolution every 3 years to keep the policy in place. The resolution must specify the date it comes into effect and it may also be revoked by passing a further resolution which would also be subject to a further consultation

3.2 A No Casino Resolution will only affect new casinos. It will not have any effect on casino premises that were originally licensed under the Gaming Act 1968, casino premises licences issued before the resolution takes effect or on provisional statements issued before that date. An applicant can apply for a provisional statement in respect of premises that have not yet been constructed, are to be altered or an applicant expects to acquire rights to occupy. A provisional statement allows an applicant to judge if a development is worth taking forward. Once the premises are constructed, altered or acquired the holder of a provisional statement can then apply for a premises licence which can only be refused or the terms agreed modified, if circumstances have changed since the provisional statement was issued.

3.3 There are 4 casino licences in force in Swansea. These licences relate to premises that were previously licensed under the Gaming Act 1968. Only one of the premises licensed is currently operating as a casino. There are no provisional statements currently in force.

3.4 The Authority was awarded the power to grant a new small casino premises licence on the 19th May 2008. Passing the resolution will affect the issue of this premises licence as the Authority will not be able to grant the licence whilst the resolution is in force.

4.0 The Small Casino

4.1 A "small casino" is defined in the Act. It must have a minimum total customer area of 750m² and can offer casino games, betting and up to 80 gaming machines provided that a maximum ratio of 2:1 gaming machines to tables is met.

4.2 The process for licensing the small casino requires the licensing authority to invite applications for the premises licence. The invitation to apply for the casino premises licence has not yet been published.

4.3 To enable the authority to publish the invitation in accordance with the requirements of the Act a considerable amount of preparatory work is required, including changes to the Gambling Policy and the associated consultation process. The extended period of economic downturn currently being experienced has also meant that there has been only limited interest in the new casino licence from casino operators. Both these factors have resulted in the delay in taking the application process forward.

5.0 Current Position

5.1 Since the original bid for the new casino licence was submitted there have been changes in the focus of the Authority's priorities and commitments to improving the wellbeing of people in Swansea. Tackling poverty was adopted by Full Council as a top priority for the City and County of Swansea on 26 July 2012.

5.2 Swansea has an above average level of deprivation, with 17 (12%) of its 147 Lower Super Output Areas (LSOAs) now ranked in the top 10% most deprived in Wales, as measured by the Wales Index of Multiple Deprivation 2011. In terms of the overall index, the most deprived LSOAs in Swansea are in Townhill, Penderry and Castle. In response to this, Council adopted the "Target Area Approach" to tackling poverty in February 2013.

5.3 Research on the social impacts of gambling, carried out in Scotland on behalf of the Scottish Executive in 2006 shows that disadvantaged social groups who experience poverty, unemployment, dependence on welfare, and low levels of education and household income are most likely to suffer the adverse consequences of increased gambling. Problem gambling can lead to debt, divorce, crime, depression and also suicide, all of which can have a negative impact on communities, particularly those already experiencing the stresses of life on a low income. This is a particularly important consideration in view of the current economic climate.

6.0 Proposal to Pass a No Casino Resolution

6.1 Taking into account the Authority's commitment to addressing poverty in Swansea, its impact on communities and concern about the adverse social and financial consequences of increased and problem gambling, the Licensing Authority is now proposing to pass a No Casino Resolution. This is subject to the results of the proposed consultation on the amendments to the Gambling Policy and the decision of Council.

6.2 In addition to paragraph 6.1 of this report it is considered that licensing objective 3, "Protecting children and other vulnerable persons from being harmed or exploited by gambling" is also relevant in this case. The term "vulnerable persons" is not defined but the statutory guidance produced by the Gambling Commission states that for regulatory purposes it must be assumed that this group includes people who gamble more than they want to,

people who gamble beyond their means and people who are unable to make informed or balanced decisions about gambling.

7.0 Proposed changes to the Gambling Policy

7.1 If a No Casino Resolution is passed this must be published in the Gambling Policy. If the Gambling Policy is revised authorities must consult on any revision. It is proposed that the existing Gambling Policy is amended and that the proposed amendments are issued for consultation. The consultation undertaken will detail the issues contained in paragraphs 5 and 6 of this report and a copy of the amended Gambling Policy will also be circulated.

7.2 The proposed amendments to the Gambling Policy are identified in bold italic type in the extract relating to casinos, attached at Appendix A to the report. The information to be removed is identified by striking through the relevant text.

7.3 The amendments proposed are listed below:

- A paragraph to be added stating that the Licensing Authority has passed a resolution not to issue casino licences and how the decision was reached; (paragraph 3.7.1)
- A paragraph to be added stating that applications for a casino premises licence will not be considered and will be returned to the applicant; (paragraph 3.7.2)
- A paragraph to be added confirming that the resolution will not affect existing casino premises; (paragraph 3.7.3)
- A paragraph to be added stating that the resolution will last for 3 years; (paragraph 3.7.4)
- Existing paragraph 3.7.1, which states that there is no resolution to prohibit casinos at present to be removed;
- The wording in paragraph 3.7.7 has been amended;
- A paragraph to be added stating that as the City and County of Swansea has been authorised to issue a small casino premises licence it is required to set out the principles it would apply in determining such an application, notwithstanding that it has passed a resolution not to issue casino licences; (paragraph 3.7.9). These principles are contained in paragraphs 3.7.10 – 3.7.31.
- The paragraphs have been renumbered due to the amendments.

7.4 Existing licence holders, representatives of persons carrying on gambling businesses, statutory bodies, representatives of interested parties and City and County of Swansea Members will be consulted.

8.0 Equality and Engagement Implications

- 8.1 An Equalities Impact Assessment Screening Form has been completed with the agreed outcome that a full Equalities Impact Assessment report is not required. Legislation prescribes who must be consulted regarding the policy changes.

9.0 Financial Implications

- 9.1 Acceptance of the proposed amendment would mean the City foregoing the possibility of potential financial benefits from the development of a Casino for up to the next three years, although there appears to be a lack of interest from potential casino operators in the current economic climate.

10.0 Legal Implications

- 10.1 The Authority's original submission of a bid to the Government's Casino Advisory Panel for the Licence was subject to a willingness to licence and the Authority made representations to demonstrate its commitment to licence if it was awarded the power to grant a large/small licence.
- 10.2 Authorities unable to demonstrate a willingness to commit to the grant of a licence were not considered.
- 10.3 At this time there is no deadline imposed for granting the Licence.
- 10.4 A no casino resolution is a non executive function and cannot be delegated therefore it has to be passed by full Council .The resolution must be published in the Authority's Gambling Policy before being given effect and will require consultation .

Background Papers

City and County of Swansea, Statement of Principles, Gambling Act 2005
Equalities Impact Assessment Screening Form

Appendices:

Appendix A – Extract from the City and County of Swansea Statement of Principles (Gambling Policy), Gambling Act 2005

EXTRACT FROM
CITY AND COUNTY OF SWANSEA
STATEMENT OF PRINCIPLES (GAMBLING POLICY)
GAMBLING ACT 2005
DRAFT AMENDMENT 2014

(THE AMENDMENTS ARE DRAFT AND WILL NOT TAKE EFFECT UNLESS APPROVED BY COUNCIL FOLLOWING THE CONSULTATION)

3.7 Casinos

3.7.1 *On the "date to be inserted" 2014, the City and County of Swansea acting as a Licensing Authority agreed to pass a resolution not to issue casino licences under Section 166 of the Act. This resolution came into effect on the "date to be inserted" 2014. The decision followed a consultation process and consideration of the responses received.*

3.7.2 *A potential applicant for a casino premises licence should be aware that this resolution has been passed and that applications for a casino premises licence will not be considered by this Authority. Any application received will be returned and the applicant informed that a resolution not to issue casino licences is in place for the City and County of Swansea.*

3.7.3 *This resolution will not affect existing casino premises licences including any applications for variations or transfers of these licences.*

3.7.4 *The resolution will last for a period of 3 years from the date it takes effect. After this time the Authority may pass a new resolution not to issue casino premises licences.*

~~**3.7.1.** *There is no resolution to prohibit casinos at present, although the Authority reserves the right to review this situation and may at some time in the future resolve not to permit casinos. Should the Authority decide to pass such a resolution, this will be a decision of Full Council. This Policy will be updated with details of any such resolution.*~~

3.7.5 In 2006, the City and County of Swansea submitted a proposal to the Independent Casino Advisory Panel to license one Large and one Small casino. On 19 May 2008 the Categories of Casino Regulations 2008 and the Gambling (Geographical Distribution of Large and Small Casino Premises Licences) Order 2008 were made. The latter Order specifies which Licensing Authorities may issue Large and Small Casino Premises Licences. The City and County of Swansea was one of the eight authorities authorised to issue a Small Casino Premises Licence

3.7.6 On 26 February 2008, the Secretary of State for Culture Media and Sport issued the Code of Practice on Determinations under Paragraphs 4 and 5 of Schedule 9 to the Gambling Act 2005, relating to Large and Small Casinos, which sets out: -

3.7.6.1 the procedure to be followed in making any determinations required under Paragraphs 4 and 5 of Schedule 9 to the Gambling Act 2005; and

3.7.6.2 matters to which the Licensing Authority should have regard in making those determinations.

3.7.7 The Licensing Authority is permitted to grant a Premises Licence for a Small Casino. ~~It is likely that a number of operators will wish to operate the casino.~~ **To grant a casino premises licence the Licensing Authority is required to** publish an invitation for applications to be made for a Small Casino Licence under Schedule 9 of the Gambling Act 2005 and will determine the applications received in accordance with The Gambling (Inviting Competing Applications for Large and Small Casino Premises Licences) Regulations 2008, the Department for Culture Media and Sport's Code of Practice and the Gambling Commission's Guidance to Licensing Authorities.

3.7.8 There are potentially two stages to the determination process. In making a determination required by Paragraph 4 of the Schedule, the Licensing Authority must apply the procedure for assessing applications for premises licences which it ordinarily applies to such applications (Casino Application Stage 1). Where the Licensing Authority determines that it would, if it were able, grant more than one of the Stage 1 applications, the applicants who made those applications would be invited to participate in Casino Application Stage 2.

Note: paragraphs 3.7.7 & 3.7.8 do not apply whilst the resolution not to issue casino licences is in force

3.7.9 As the City and County of Swansea has been authorised to issue a small casino premises licence it is required to set out the principles it would apply in determining such an application, notwithstanding that it has passed a resolution not to issue casino licences.

General Principles

3.7.10 Subject to the provisions in the Act, any person may make an application. The Licensing Authority will determine each application according to criteria which are: -

3.7.10.1 the same for all applicants;

3.7.10.2 made known to all applicants;

3.7.10.3 not pre-selected to favour a particular applicant or application.

3.7.11 The Licensing Authority shall ensure that any pre-existing contract, arrangements or other relationship with a company or individual does not

affect the procedure for assessing applications so as to make it unfair or perceived to be unfair to any applicant. The Licensing Authority shall therefore disregard any contract, arrangement or other relationship.

3.7.12 The Licensing Authority recognises that applicants may either apply for a full Casino Premises Licence or alternatively a Provisional Statement. Applicants for full Premises Licences however must fulfil certain criteria in that they must:

3.7.12.1 hold or have applied for an Operating Licence; and

3.7.12.2 have the right to occupy the premises in question.

Unless otherwise specified, any reference to the application and procedures for a 'premises licence' for a casino in the following parts of this section of this document shall also include the application and procedures for a 'provisional statement' for a casino.

3.7.13 In making any decision in respect of an application, the Licensing Authority shall not have regard to whether or not a proposal by the applicant is likely to be permitted in accordance with the law relating to planning or building regulation and any decision shall not constrain any later decision by the Authority under the law relating to planning or building.

3.7.14 The Licensing Committee will make the determination on casino licence applications at Stage 1 and at Stage 2. During Stage 2, the Licensing Committee will be supported by an Advisory Panel of Officers and others with appropriate experience.

3.7.15 In accordance with the Code of Practice issued by the Secretary of State, the Licensing Authority will ensure that there is a Register of Interest in place disclosing interest in any contract, arrangement or other relationship with an applicant or a person connected or associated with an applicant. Applicants should note that this does not apply to any agreement between the Licensing Authority and applicant entered into during Stage 2 of the application process.

Casino Application Stage 1

3.7.16 The Licensing Authority will provide an Application Pack which will include a statement of the principles that it proposes to apply and the procedure that it proposes to follow in assessing applications for the Small Casino Premises Licence.

3.7.17 At this stage, the Licensing Authority cannot accept any additional information other than the prescribed application form laid down in The Gambling Act 2005 (Premises Licences and Provisional Statements) (England and Wales) Regulations 2007. All such additional information will be disregarded and returned to the applicant.

3.7.18 With regard to Stage 1, the General Principles as stated in Part B - Paragraph 3.0 of the Gambling Policy shall apply to all applications.

3.7.19 The Licensing Authority recognises that each of the other applicants is considered as an 'interested party' and as a result may make representations.

It is recognised that the Licensing Authority's decision at Stage 1 may be appealed against, in which case the Licensing Authority will not proceed further until all appeals have been dealt with.

3.7.20 If this process results in more than one provisional decision to grant a Premises Licence, Casino Application Stage 2 will be implemented.

Principles to be applied to casino application Stage 2

3.7.21 The Licensing Authority will apply to Stage 2 the following principles in determining whether or not to grant a Casino Premises Licence: -

- 3.7.21.1 Any provision that is made for the protection of children and other vulnerable people from harm or exploitation arising from gambling, whether in the proposed casino or the wider community;
- 3.7.21.2 Any provision that is made for preventing gambling from being a source of crime or disorder, being associated with crime or disorder or being used to support crime;
- 3.7.21.3 Any provision that is made for ensuring that gambling is conducted in a fair and open way;
- 3.7.21.4 Likely effects of an application on employment and regeneration in Swansea;
- 3.7.21.5 Design and location of the proposed development;
- 3.7.21.6 Range and nature of non gambling facilities to be offered as part of the proposed development;
- 3.7.21.7 Any financial and other contributions;
- 3.7.21.8 The deliverability of the proposals contained in the applications.

3.7.22 In determining which application is likely to result in the greatest benefit to Swansea, the Licensing Authority has set out matters which are likely to receive the greatest weight (Appendix C). However, an applicant is not debarred from putting forward other benefits which the Licensing Authority will consider and weight to the extent that it considers them relevant.

3.7.23 Although applicants are able to submit an application for any location within Swansea which will be judged on its own individual merits, the Licensing Authority is provisionally of the view that the locations for the Small Casino likely to bring the greatest benefit to Swansea are:

- 3.7.23.1 Swansea city centre;
- 3.7.23.2 Swansea waterfront.

Casino Application Stage 2

- 3.7.24 The Licensing Authority will agree and implement a protocol governing the storage of confidential information submitted during Stage 2 of the application process so as to maintain confidentiality.
- 3.7.25 At this Stage, applicants will be required to state the benefits their applications, if granted, would bring to Swansea.
- 3.7.26 The Licensing Authority will *itself* evaluate all applications and *make the decision* to grant the available Small Casino Premises Licence to the applicant that in its opinion will result in the greatest benefit to Swansea.
- 3.7.27 The Licensing Authority may enter into a written agreement with an applicant and may determine to attach conditions to any licence issued so as to give effect to any agreement entered into. The Licensing Authority may have regard to the effect of any agreement so entered in making the determination on the applications.
- 3.7.28 The Advisory Panel, appointed by the Licensing Authority, will carry out a preliminary assessment of each Stage 2 application. Following the preliminary assessment, the Advisory Panel may engage in discussions or negotiations with each Stage 2 applicant with a view to the particulars of an application being refined, supplemented or otherwise altered so as to maximise the benefits to the Authority's area that would result from it, were it granted.
- 3.7.29 The Advisory Panel will assess each bid according to criteria set out in the Application Pack. The applicant will be sent the Advisory Panel's assessment of its application to enable the applicant to correct any factual errors or (without providing new information) make representations as to the assessment.
- 3.7.30 The Advisory Panel will then provide a final written report to the Licensing Committee which will include its recommendation as to the correct band for each criterion, its qualitative assessment and also the applicant's response. The Licensing Committee will consider the Advisory Panel's report and will determine the precise score for each criterion. The Licensing Committee will not take further evidence or representations made by the applicants but will then make its decision. Any legal advice required shall be supplied by the Solicitor acting for the Licensing Authority. The Licensing Authority will accept or reject any advice given as it considers appropriate.
- 3.7.31 All Stage 2 applicants will be informed of the decision and reasons for approval or rejection as soon as is reasonably practicable. It is noted that once a decision has been made there will be no right of appeal.

EXTRACT OF
CITY AND COUNTY OF SWANSEA
STATEMENT OF PRINCIPLES
GAMBLING ACT 2005
DRAFT AMENDMENT 2014

**(THE AMENDMENTS ARE DRAFT AND WILL NOT TAKE EFFECT
UNLESS APPROVED BY COUNCIL FOLLOWING THE CONSULTATION)**

3.7 Casinos

3.7.1 *On the “date to be inserted” 2014, the City and County of Swansea acting as a Licensing Authority agreed to pass a resolution not to issue casino licences under Section 166 of the Act. This resolution came into effect on the “date to be inserted” 2014. The decision followed a consultation process and consideration of the responses received.*

3.7.2 *A potential applicant for a casino premises licence should be aware that this resolution has been passed and that applications for a casino premises licence will not be considered by this Authority. Any application received will be returned and the applicant informed that a resolution not to issue casino licences is in place for the City and County of Swansea.*

3.7.3 *This resolution will not affect existing casino premises licences including any applications for variations or transfers of these licences.*

3.7.4 *The resolution will last for a period of 3 years from the date it takes effect. After this time the Authority may pass a new resolution not to issue casino premises licences.*

~~3.7.1. There is no resolution to prohibit casinos at present, although the Authority reserves the right to review this situation and may at some time in the future resolve not to permit casinos. Should the Authority decide to pass such a resolution, this will be a decision of Full Council. This Policy will be updated with details of any such resolution.~~

3.7.5 In 2006, the City and County of Swansea submitted a proposal to the Independent Casino Advisory Panel to license one Large and one

Small casino. On 19 May 2008 the Categories of Casino Regulations 2008 and the Gambling (Geographical Distribution of Large and Small Casino Premises Licences) Order 2008 were made. The latter Order specifies which Licensing Authorities may issue Large and Small Casino Premises Licences. The City and County of Swansea was one of the eight authorities authorised to issue a Small Casino Premises Licence.

3.7.6 On 26 February 2008, the Secretary of State for Culture Media and Sport issued the Code of Practice on Determinations under Paragraphs 4 and 5 of Schedule 9 to the Gambling Act 2005, relating to Large and Small Casinos, which sets out: -

3.7.6.1 the procedure to be followed in making any determinations required under Paragraphs 4 and 5 of Schedule 9 to the Gambling Act 2005; and

3.7.6.2 matters to which the Licensing Authority should have regard in making those determinations.

3.7.7 The Licensing Authority is permitted to grant a Premises Licence for a Small Casino. ~~It is likely that a number of operators will wish to operate the casino.~~ **To grant a casino premises licence** the Licensing Authority **is required to** publish an invitation for applications to be made for a Small Casino Licence under Schedule 9 of the Gambling Act 2005 and will determine the applications received in accordance with The Gambling (Inviting Competing Applications for Large and Small Casino Premises Licences) Regulations 2008, the Department for Culture Media and Sport's Code of Practice and the Gambling Commission's Guidance to Licensing Authorities.

3.7.8 There are potentially two stages to the determination process. In making a determination required by Paragraph 4 of the Schedule, the Licensing Authority must apply the procedure for assessing applications for premises licences which it ordinarily applies to such applications (Casino Application Stage 1). Where the Licensing Authority determines that it would, if it were able, grant more than one of the Stage 1 applications, the applicants who made those applications would be invited to participate in Casino Application Stage 2.

Note: paragraphs 3.7.7 & 3.7.8 do not apply whilst the resolution not to issue casino licences is in force

3.7.9 As the City and County of Swansea has been authorised to issue a small casino premises licence it is required to set out the principles it would apply in determining such an application, notwithstanding that it has passed a resolution not to issue casino licences.

General Principles

3.7.10 Subject to the provisions in the Act, any person may make an application. The Licensing Authority will determine each application according to criteria which are: -

- 3.7.10.1 the same for all applicants;
- 3.7.10.2 made known to all applicants;
- 3.7.10.3 not pre-selected to favour a particular applicant or application.

3.7.11 The Licensing Authority shall ensure that any pre-existing contract, arrangements or other relationship with a company or individual does not affect the procedure for assessing applications so as to make it unfair or perceived to be unfair to any applicant. The Licensing Authority shall therefore disregard any contract, arrangement or other relationship.

3.7.12 The Licensing Authority recognises that applicants may either apply for a full Casino Premises Licence or alternatively a Provisional Statement. Applicants for full Premises Licences however must fulfil certain criteria in that they must: -

- 3.7.12.1 hold or have applied for an Operating Licence; and
- 3.7.12.2 have the right to occupy the premises in question.

Unless otherwise specified, any reference to the application and procedures for a 'premises licence' for a casino in the following parts of this section of this document shall also include the application and procedures for a 'provisional statement' for a casino.

3.7.13 In making any decision in respect of an application, the Licensing Authority shall not have regard to whether or not a proposal by the applicant is likely to be permitted in accordance with the law relating to planning or building regulation and any decision shall not constrain any later decision by the Authority under the law relating to planning or building.

3.7.14 The Licensing Committee will make the determination on casino licence applications at Stage 1 and at Stage 2. During Stage 2, the Licensing Committee will be supported by an Advisory Panel of Officers and others with appropriate experience.

3.7.15 In accordance with the Code of Practice issued by the Secretary of State, the Licensing Authority will ensure that there is a Register of Interest in place disclosing interest in any contract, arrangement or

other relationship with an applicant or a person connected or associated with an applicant. Applicants should note that this does not apply to any agreement between the Licensing Authority and applicant entered into during Stage 2 of the application process.

Casino Application Stage 1

- 3.7.16 The Licensing Authority will provide an Application Pack which will include a statement of the principles that it proposes to apply and the procedure that it proposes to follow in assessing applications for the Small Casino Premises Licence.
- 3.7.17 At this stage, the Licensing Authority cannot accept any additional information other than the prescribed application form laid down in The Gambling Act 2005 (Premises Licences and Provisional Statements) (England and Wales) Regulations 2007. All such additional information will be disregarded and returned to the applicant.
- 3.7.18 With regard to Stage 1, the General Principles as stated in Part B - Paragraph 3.0 of the Gambling Policy shall apply to all applications.
- 3.7.19 The Licensing Authority recognises that each of the other applicants is considered as an 'interested party' and as a result may make representations. It is recognised that the Licensing Authority's decision at Stage 1 may be appealed against, in which case the Licensing Authority will not proceed further until all appeals have been dealt with.
- 3.7.20 If this process results in more than one provisional decision to grant a Premises Licence, Casino Application Stage 2 will be implemented.

Principles to be applied to casino application Stage 2

- 3.7.21 The Licensing Authority will apply to Stage 2 the following principles in determining whether or not to grant a Casino Premises Licence: -
- 3.7.21.1 Any provision that is made for the protection of children and other vulnerable people from harm or exploitation arising from gambling, whether in the proposed casino or the wider community;
 - 3.7.21.2 Any provision that is made for preventing gambling from being a source of crime or disorder, being associated with crime or disorder or being used to support crime;
 - 3.7.21.3 Any provision that is made for ensuring that gambling is conducted in a fair and open way;
 - 3.7.21.4 Likely effects of an application on employment and regeneration in Swansea;

- 3.7.21.5 Design and location of the proposed development;
- 3.7.21.6 Range and nature of non gambling facilities to be offered as part of the proposed development;
- 3.7.21.7 Any financial and other contributions;
- 3.7.21.8 The deliverability of the proposals contained in the applications.

3.7.22 In determining which application is likely to result in the greatest benefit to Swansea, the Licensing Authority has set out matters which are likely to receive the greatest weight (Appendix C). However, an applicant is not debarred from putting forward other benefits which the Licensing Authority will consider and weight to the extent that it considers them relevant.

3.7.23 Although applicants are able to submit an application for any location within Swansea which will be judged on its own individual merits, the Licensing Authority is provisionally of the view that the locations for the Small Casino likely to bring the greatest benefit to Swansea are:

- 3.7.23.1 Swansea city centre;
- 3.7.23.2 Swansea waterfront.

Casino Application Stage 2

3.7.24 The Licensing Authority will agree and implement a protocol governing the storage of confidential information submitted during Stage 2 of the application process so as to maintain confidentiality.

3.7.25 At this Stage, applicants will be required to state the benefits their applications, if granted, would bring to Swansea.

3.7.26 The Licensing Authority will *itself* evaluate all applications and *make the decision* to grant the available Small Casino Premises Licence to the applicant that in its opinion will result in the greatest benefit to Swansea.

3.7.27 The Licensing Authority may enter into a written agreement with an applicant and may determine to attach conditions to any licence issued so as to give effect to any agreement entered into. The Licensing Authority may have regard to the effect of any agreement so entered in making the determination on the applications.

3.7.28 The Advisory Panel, appointed by the Licensing Authority, will carry out a preliminary assessment of each Stage 2 application. Following the preliminary assessment, the Advisory Panel may engage in discussions or negotiations with each Stage 2 applicant with a view to the particulars of an application being refined, supplemented or

otherwise altered so as to maximise the benefits to the Authority's area that would result from it, were it granted.

- 3.7.29 The Advisory Panel will assess each bid according to criteria set out in the Application Pack. The applicant will be sent the Advisory Panel's assessment of its application to enable the applicant to correct any factual errors or (without providing new information) make representations as to the assessment.
- 3.7.30 The Advisory Panel will then provide a final written report to the Licensing Committee which will include its recommendation as to the correct band for each criterion, its qualitative assessment and also the applicant's response. The Licensing Committee will consider the Advisory Panel's report and will determine the precise score for each criterion. The Licensing Committee will not take further evidence or representations made by the applicants but will then make its decision. Any legal advice required shall be supplied by the Solicitor acting for the Licensing Authority. The Licensing Authority will accept or reject any advice given as it considers appropriate.
- 3.7.31 All Stage 2 applicants will be informed of the decision and reasons for approval or rejection as soon as is reasonably practicable. It is noted that once a decision has been made there will be no right of appeal.

EXTRACT OF
CITY AND COUNTY OF SWANSEA
STATEMENT OF PRINCIPLES
GAMBLING ACT 2005
DRAFT AMENDMENT 2014

2.0 Introduction

- 2.0.1 The City and County of Swansea is the Licensing Authority under the Gambling Act 2005.
- 2.0.2 Licensing Authorities are required by the Gambling Act 2005 to publish a Gambling Policy, which they propose to apply when exercising their functions. This policy must be published at least every three years. This policy will come into effect on the 31st January 2013 and will have effect until 30th January 2016. The policy can be reviewed from “time to time” and any amended parts consulted upon. The policy must then be re-published.
- 2.0.3 The Licensing authority declares that this policy has been prepared having regard to the provisions of the Guidance issued by the Gambling Commission, the licensing objectives of the Gambling Act 2005 and any responses from those consulted. All references to the Gambling Commission’s Guidance for local authorities refer to the Guidance published in May 2009.
- 2.0.4 *The Licensing Authority on the ****insert date of Council*** agreed a revision to paragraph 3.7 the Gambling Policy in respect of a decision to pass a resolution not to issue casino premises licences. This followed a consultation with the persons and bodies detailed in paragraph 2.2 of the policy, with the exception of holders of premises licences and club premises certificates under the Licensing Act 2003.***
- 2.0.5 This Gambling Policy will be available on the City and County of Swansea website at www.swansea.gov.uk

Agenda Item 13.a

Report of the Section 151 Officer

Council - 4 November 2014

MID-TERM BUDGET STATEMENT 2014-2015

Purpose:	This report sets out the latest position with regard to the 2014/15 Revenue and Capital Budgets together with an initial assessment of the 2015/16 Revenue and Capital Funding positions and updates the Medium Term Financial Plan
Policy Framework:	Sustainable Swansea – Fit for the Future
Reason for decision:	This report is presented to Council for Information purposes in order to fully explain the background to the current budget issues facing the Council.
Consultation:	Legal, Access to Services and Executive Board
Recommendations:	<p>It is recommended that:-</p> <ol style="list-style-type: none">1) Council note the position in Section 2 of this report in respect of the 2014/15 Revenue Budget and actions being taken to achieve a balanced outcome for the year.2) Council note the forecast Revenue position for 2015/16 and the MTFP period as shown in Section 7 of the report.3) Council note the indicative funding position re Delegated Schools' budgets as set out in Section 8 of this report.
Report Author:	Mike Hawes
Finance Officer:	Mike Hawes
Legal Officer:	Tracey Meredith
Access to Services Officer:	Sherill Hopkins

Section 1 – Introduction and Background

1. Introduction and Background

1.1 This statement is intended to provide a strategic and focussed assessment of current year financial performance and an update on strategic planning assumptions over the next three financial years. The clear benefits of this statement are:-

- **Enhanced Local Accountability:** it will enable the Council to have a “state of the nation” type debate, increasing accountability about what has been achieved and what is planned
- **Clear Strategic Direction:** it will enable the Council to update and/or confirm strategic direction in response to in year external and internal changes, providing clear direction for the development of budgets and savings options prior to the Annual budget meeting of Council
- **Better Medium Term Financial Planning:** it will enable the Council to publically update its financial assessment mid-year, in response to national announcements or changing assumptions, rather than wait until February
- **In Year Budget Changes:** it will enable the Council to make in year changes to budgets to respond to the increasing financial challenges – we cannot wait until February each year to do this
- **Transparency:** it will enable a clear and unambiguous public assessment of savings performance against targets
- **Remedial Action:** it will enable the Council to take remedial action in respect of identified budget and/or savings variances

1.2 The Statement is intended to form a logical flow from an assessment of current year anticipated performance through each step of a structured planning process for future years and as such it specifically details:-

Section 2 - Revenue financial forecast 2014/15

Section 3 - Service/Financial risks currently identified in relation to the delivery of the 2014/15 Revenue Budget

Section 4 - A revised Medium term Resource and Funding forecast for the period 2015/16 to 2017/18 based on latest known decisions and Council decisions

Section 5 – An assessment of risk and potential movements on specific grants

Section 6 - An assessment of medium term spending pressures

Section 7 - The medium term financial forecast

Section 8 - Medium Term Financial planning for Schools

Section 9 - An assessment of reserves

Section 10 - Capital programme and funding

Section 11 – Legal and Equalities implications

1.3 This report should be read in the context of the Council’s overarching budget strategy – ***Sustainable Swansea – Fit for the Future*** – as agreed by Council on 22nd October 2013 and subsequently updated.

Section 2 – Revenue Financial Forecast 2014/15

The purpose of this section is to provide high level assurance around the projected 2014/15 revenue outturn position as an essential precursor to forward financial planning assumptions.

An analysis of the current position is given in sections 2.1 to 2.8 below.

Conclusions and recommendations are given in sections 2.9 and 2.10 below.

- 2.1 The first quarter budget monitoring report presented to Cabinet on 26th August 2014 highlighted a forecast service overspend for 2014/15 of £1.8m. That report highlighted the need to deliver Services within the overall set budget for 2014/15 in line with the Councils Financial Procedure Rules.
- 2.2 Following the report to Cabinet, Executive Board have considered reports from the Director of People concerning the projected overspends on Social Services and Education. On the basis of those reports and agreed actions it is forecast that overspends across both areas will be reduced by year end.
- 2.3 It is also likely that the projected underspend of £0.4m on Corporate Services Directorate will increase in scale due to:-
 - Ongoing management action being taken to address both 2014/15 and 2015/16 savings targets
 - Likely savings arising from the Council Tax Support Scheme
- 2.4 The position regarding the use of the Contingency Fund and the Corporate Inflation provision is largely in line with that reported at first quarter. The Contingency fund position, however, will be largely determined by the scale of ER/VR/Redundancy costs incurred later in the year on the basis of savings requirements in respect of 2015/16 and beyond.
- 2.5 The Council is currently undertaking a challenging review of Single Person Discounts in respect of Council Tax. Early indications are that there may well be substantial in-year and ongoing savings accruing in this area which will yield a potentially higher Council Tax than originally budgeted. In addition, the Council continues to pursue claims through HMRC in relation to VAT which may result in one-off receipts during 2014/15 and possibly 2015/16.
- 2.6 During 2014/15 the Council has reported separately on a detailed savings tracker which is designed to monitor delivery of specific savings proposals contained within the 2014/15 budget report. This activity is separate but entirely complimentary to the standard budget monitoring process. The clear indication at this point is that against an extended savings target of £28.235m the Council is anticipating performance in the range of around 90% achievement which is within budget affordability.

- 2.7 Based on the first quarter budget monitoring and savings tracker reports presented to Cabinet on 26th August, Executive Board issued an additional £2m Full Year Effect savings target across all Directorates in terms of staff reductions which is intended to bolster delivery of the 2014/15 overall target in the short term. Current estimates are that this will deliver an additional £1.8m saving in the next full financial year and beyond with a smaller saving of approximately £300k in the current year.
- 2.8 It is clear that the position with regard workstream savings is largely behind target and this area will need to be subject to specific review, challenge and support.
- 2.9 Overall the key message is that the Council, subject to the high level risks and issues below, remains on track to deliver within the overall resources identified to support the budget in 2014/15. This is contingent on a continued robust delivery of Directorate and workstream savings targets.**
- 2.10 In determining the high level budget strategy for 2015/16 onwards the MTFP discussed later in this report considers the impact of specific variances in year and the potential use of any one-off underspends that arise.**

Section 3 – Current year Financial and Service risks

The purpose of this section is to provide an overview of the identified high level financial and service risks which could impact on the 2014/15 revenue outcome as detailed in section 1 above. It is critical in understanding the potential for in year variances

An analysis of the current position is given within the tables in section 3.1 below.

Conclusions and recommendations are that the Council remains at some risk around the identified areas and where appropriate further assessments of likelihood and scale of impact have been undertaken.

3.1 The Council continues to carry a number of financial risks arising out of both Corporate and Service issues:-

Corporate Financial Risks

Issue	Scale/Risk	Mitigation/Funding
Equal pay payments	£1m+/Medium	
The Council is in the process of settling equal pay claims covering a number of categories of claimants. The current financial position suggests adequate funding exists subject to settlement rates on grievance claims.		Current analysis of settled and projected claims suggests adequate funding exists based on agreed settlement rates. Any movement upwards on these rates introduces a potential additional cost over and above sums currently set aside. Any additional funding would be a call on one-off savings for 2014/15 or reserves. This may however change if the basis of settlement moves.
Pay awards	£1m+/Low	
The employers proposed 2014/15 1% pay award has yet to be agreed by the relevant Unions. Any increase above this level – built into budgets for 2014/15 – would lead to		Would have to be met from contingency fund, one off savings identified during 2014/15 or reserves. Reduction in service budgets would be difficult due to timing.

unbudgeted additional cost.		
J.E. Appeals		
The Council is commencing a significant appeals process following the introduction of JE from April 2014. The budget report approved by Council on 14/2/14 approved the Revenue Budget for 2014/15 which contained a clear statement that ' any additional costs that may potentially arise out of the appeals process will be met from within existing Directorate Budgets '.	£1m+/Medium	Notwithstanding the statement on meeting costs from Departmental budgets, given the period that may elapse from agreement of any successful appeal and the implementation date (subject to backpay) the Council will need to have a contingency plan in place to meet backdating costs to 1/4/14 where appeals are decided after year end.
Sustainable Swansea Workstream savings There is some delay in delivery of current year planned workstream savings which will require increased support and challenge in the areas concerned.	£1m+High	The current analysis suggests that there is a timing issue implicit in the delivery of these workstreams rather than an strategic inability to deliver. As such the mtfp going forward continues to assume that they will be fully delivered over the medium term.

Service Financial/operational risks

Issue	Scale	Mitigation/Funding
Key areas of spend around Social Services (particularly at this stage in adult services/Mental Health services) remain volatile in terms of demand.	£1m+	Discussed at Executive Board. Action being taken to manage demand in the current year with long term plans in place (ICF etc.) to further manage demand.
Key areas of education spend around out of school tuition show	£500k	Discussed at Executive Board and alternative reductions across

continued signs of overspend without current mitigation.		education budget being pursued.
Employment training grants continue to reduce ahead of downsizing of service.	£500k	Discussed at Executive Board – action being taken to downsize cost 14/15 – timing issue at present.

Section 4 – Revised Medium Term Core Funding Forecast

The purpose of this section is to provide an update on the latest known position regarding the potential levels of Aggregate External Funding Going Forward together with an impact across a range of assumptions both in terms of Aggregate External Finance and potential Council Tax levels.

An analysis of the current position is given in sections 4.1 to 4.5 below.

Conclusions and recommendations in respect of planning assumptions are given in section 4.6 below and are based around an annual reduction of 4.5% in AEF and an indicative annual 3% rise in Council tax which is consistent with assumptions contained within the Medium term Financial Plan.

4.1 Existing position 2014-15

The net revenue budget requirement set for 2014-15 excluding Community Councils was £414m, consisting of gross expenditure of £681m and associated revenue of £267m, comprising specific grants and trading income. It was financed as follows:

2014-15	£m	%	Determined
Aggregate External Finance	318	77	By Welsh Government
Council Tax – Swansea	96	23	By CCS - with constraints
Total Financing	414	100	

This paper considers the strategic position regarding the budget for 2015/16 to 2017/18 and presents figures rounded to £m. A stylised presentation and assumption in all cases is made of a low, medium and high outcome, albeit the parameters of each component are different.

4.2 Aggregate External Finance

4.2.1 Prior announcements for 2015-16

In announcing the 2014-15 final local government grant settlement indicative figures were provided for Aggregate External Finance (the combination of Revenue Support Grant and redistributed Non Domestic Rates) for 2015-16. The average reduction was predicated on a broad further 1.5% reduction across Wales. The figure for Swansea at £314,385,000 was equivalent to a 1.2% reduction.

Great caution must be taken with such announcements as the prior year's announcements about indicative figures have swung wildly (adverse) for all Councils at actual settlement and Welsh Government has subsequently announced future grant reductions can be expected to be substantially more challenging.

4.2.2 Ministerial letter of 24 June 2014

The Minister for Local Government and Government Business letter to all Council Leaders set out fundamentally worse funding projections for block grant going forward. Whilst referencing the existing indicative average 1.5% reduction, the message is clear that this has been overtaken by events and there is reference to consider how authorities should respond to an up to 4.5% reduction for the forthcoming year (2015/16).

In addition there is reference to requiring scenario planning for a range of challenging settlements beyond 2015-16 based on continuing and repeated scales of reductions in the order of the same magnitude.

On 8th October 2014 the Welsh Government announced the provisional settlement for Local Government in Wales for 2015/16. This report is constructed on the basis of numbers contained within the provisional settlement in respect of 2015/16..

It is felt prudent to scenario plan over the medium term for three ranges:

- A highly optimistic assumption sticking to the original indicative targets of a broad 1.5% per annum reduction for years beyond 2015/16;
- A flagged possible worst case (but could actually get worse still) 4.5% per annum reduction;
- An assumed middle ground case of 3% per annum reductions

The stylised assumptions are assumed to hold for the following two years of the medium term financial plan, i.e. if the middle assumption is used, then it is the provisional settlement followed by a further 3% and then a further 3% reduction in block grant. In all scenarios based around economic research and forecasts it is inevitable that public sector austerity will continue until at least 2022, which reinforces the planning assumptions around sustained and continuing core funding reductions.

Aggregate External Finance - £ millions

		2015/16	2016-18 – cumulative 2 year effect £m		
	Current	Provisional	-1.5% pa	-3% pa	-4.5% pa
AEF	318	307	298	289	280
Reduction		-11	-20	-29	-38

4.3 Council Tax – Swansea

Budgeted gross council tax yield for Swansea for 2014-15 was £95,435,000, which we have rounded up to £96 million. This remains prudent as we are seeing reductions in single persons discounts, following a targeted and forensic reassessment of eligibility, and we have not seen any reduction in collection rates (as we might have first feared) as a result of the all Wales Council Tax Support Scheme.

This remains the gross yield on Council Tax and it must be borne in mind that any Council Tax increases results in a corresponding increase in the local cost of the Council Tax Support Scheme, and that will have to be met as expenditure by the City and County of Swansea. This will be flagged as a spend pressure when we consider the spend side of the budget plan.

To be prudent and err on side of caution we will not, for broad strategic planning purposes at this stage, make any assumption about additional growth in the Council Tax base beyond the slight increase implied by rounding the starting point up to the nearest £1 million.

Policy decisions on the level of Council Tax will of course remain a matter for full Council to determine on an annual basis and it is always relatively challenging to set out a published range of Council Tax options years in advance, so what follows can only be an indicative assumption to give a plausible range of planning scenarios, to aid the overall understanding of the financial plan.

The following stylised planning assumptions are made:

- As in the past, there is no formal published upper limit to annual Council Tax increases but Welsh Government reserve powers and hints of action taken against what could be deemed to be excessive rises, place an effective top end cap at 5% per annum. This is assumed to be the absolute high end of any potential increases for scenario planning;
- Given the sheer scale of spending reductions needed to set a future balanced budget it is considered equally implausible (albeit theoretically not impossible) that Council Tax levels will be cut. This provides a lower limit of 0% per annum;
- To provide a middle ground option, the stylised assumption is 3%. This provides continued consistency with the current single assumption set out in the existing medium term financial plan.

Council Tax - Swansea - £ millions

	Current	2015-18 – cumulative 3 year effect £m		
		0% pa	+3% pa	+5% pa
AEF	96	96	105	111
Increase			+9	+15

4.4 Combining the assumptions around the resource forecasts

We have set out a range of low, medium and high stylised assumptions for each of the core components of the overall resources available, which does ultimately constrain and determine the budgets we can anticipate setting.

Whilst all or none of these three stylised assumptions may come to pass and indeed it is more likely that the final outcome is one that is either a mix of all permutations,

or none at all rather than any one single stylised set of low, medium or high outcomes. It provides a bounded range and a mid point to try to capture relative sensitivities, for the first time in our planning assumptions.

In sensibly combining the components it must be borne in mind, there is a need to align running orders of the three scenarios. So a worst overall case scenario is one which combines high scenario cuts in Aggregate External Finance and low scenario increases in Council Tax income. The converse is also true, an overall best case (solely in terms of resource availability) is one which combines high increases in Council Tax income with low reductions in Aggregate External Finance. This realignment is marked in the following table by *.

Future Resources - £ millions

		2015-18 – cumulative 3 year effect £m		
	Current	Best	Medium	Worst
Aggregate External Finance	318	298	289	280
Council Tax – Swansea*	96	111	105	96
Total Financing	414	409	394	376
Reduction		-5	-20	-38

* Running order reversed so best increase aligned to worst cut and vice versa

4.5 Commentary on the resource scenarios

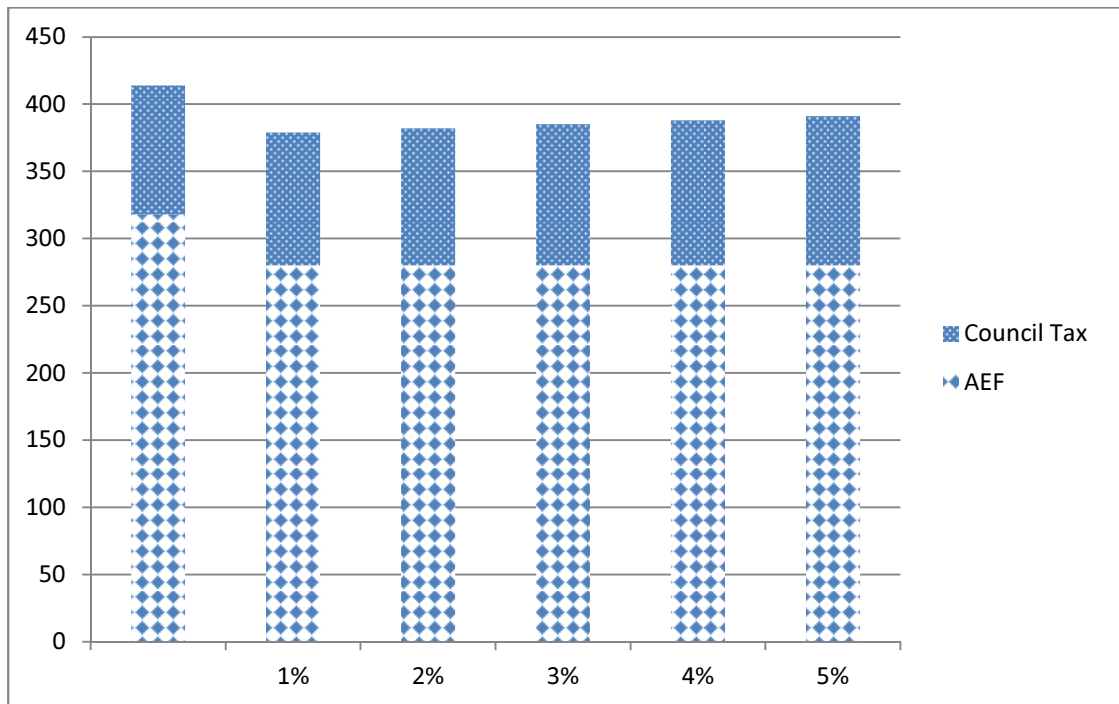
In combining the three sets of stylised assumptions, crucially in the correct order, we are saying:

- If there is no change in Council Tax levels for three years, and there is a 4.5% per annum reduction per annum in Aggregate external Finance beyond 2015/16, then we face a £38 million cumulative reduction in resources, before we even factor in any spend and inflation pressures whatsoever.
- The mid range scenario results in a loss of resources, before any spend and inflation pressures of a cumulative £20 million.
- The best case resources scenario, of low 1.5% reductions in Aggregate External Finance, combined with high 5% per annum Council Tax increases, could mean to the nearest £1 million we face a £5 million cumulative reduction in resources, before we even factor in any spend and inflation pressures whatsoever.

4.6 Prudent planning assumptions.

At this point, given the clear message contained in the letter from the Minister, it would be prudent to assume an annual reduction in AEF of 4.5% for 2016/17 and 2017/18.

The following graph illustrates this reduction set against an annual Council Tax rise ranging from 1 to 5%



At an average rise of 3%, which was the indicative figure given in the MTFP approved by Council on 14th February, the net reduction in funding over the three year period would be £32m and this forms the basis of planning for the rest of this report.

Section 5 – Updating assessments of specific grants

The purpose of this section is to provide an assessment of the potential impact on the Councils medium term resources in respect of potential reductions in specific grants.

An analysis of the current position is given in sections 5.1 to 5.4 below.

Conclusions and recommendations in respect of planning assumptions are given in section 5.5 below.

Our successive budgets and medium term financial plans have made one assumption about specific grants: effectively that spend plans are aligned to specific grants and if specific grants reduce, expenditure will reduce to neutralise the loss of grant. That remains an explicit assumption but emerging evidence in terms of the pace and scale of reductions in specific grants requires us to more robustly capture and model risks around specific grant reduction and indeed cessation.

5.1 Existing position 2014-15

Underpinning the net budget set for 2014-15 were substantial specific grants. The most consistent method for capturing and reporting specific grants is to utilise the statutory budget returns (RA returns) which all local authorities have to complete. There are some inherent risks in such an approach:

- Not all grants are firmly agreed at the time of the return
- New grants emerge
- Some grants change (in terms of focus or target or amount) after the budget is set
- Some smaller and ancillary grants can be omitted from the data collection process

The total specific grants underpinning the 2014-15 budget, with broadly matched expenditure were £174,492,000.

2014-15	£m	Determined
Specific Grants	174	By Welsh Government
Total Specific Grants	174	

The nature and range of grants is incredibly diverse. They range in size from, through and to:

- Private sector and HRA housing benefit subsidy £88m;
- Supporting People £12m;
- Foundation phase (education) £7m;
- Concessionary fares £6m;
- Waste Grant £5m

- A range of very small grants worth a few thousand pounds each.

A stylised presentation and assumption in all cases is made of a low medium and high outcome, albeit the parameters of each component are different.

5.2 Past history and recent announcements

A raft of announcements and experiences lead us to conclude it remains wholly inappropriate to not recognise the scale of specific grants underpinning our spending and work. Particularly given the size of some of the reductions proposed or to come.

Our current Work Based Learning contracts with employment training have recently just been cut by 26%

Adult Education had announced a 37.5% reduction in learning grants.

Pupil Deprivation Grant (currently worth over £5m per annum) is currently pegged for 2014-15 at a one off £918 per child. The provisional settlement as announced on 8th October shows the following position for 2015/16 and 2016/7:

	Current	2015/16	2016/17	2017/18
	£'000	£'000	£'000	£'000
PDG	5,300	6,100	6,700	6,700
Increase		800	1,400	1,400
%		15%	26%	26%
Per child	918	1,050	1,150	1,150

Summer announcements regarding £20m going into the new Schools Challenge Cymru programme whilst on the face of it positive look less so when the detail is analysed. It looks likely nationally £4.4m will come from existing education grant under School Effectiveness, Minority Ethnic Achievement Grant and 14-19 Network Grant. This would be equivalent to a near 10% cut nationally and we can assume the equivalent locally.

5.3 Taking a view on specific grants

The most likely scenario is there will be further reductions in specific grants in total value. Some will reduce, some will cease and some new ones will spring up. Given their nature and the timing of announcements it is problematic to capture these in a forward strategic plan given they direct resources to Ministerial priorities which ebb and flow over time.

Having due regard to the large grants the following are considered possible scenarios (the assumptions vary from fact, informed, to presumption to guess):

Specific grants – Swansea - £ millions

	Current value £m	Possible outcome	Impact on
Families First	3	Frozen	People
MEAG	1	10% cut	Delegated
Post 16 schools provision	6	5% cut	Delegated
Flying Start	6	Frozen	Delegated
Foundation Phase	7	Slight increase	Delegated
School Effectiveness Grant	2	10% cut	Delegated
Pupil Deprivation Grant	5	15% increase	Delegated
Concessionary Fares	6	Frozen	Place
Bus Services Support	5	10% cut	Place
Supporting People	12	7.5% cut	People
Community Housing	4	5% cut	Place
Work Based Learning	5	26% cut	People
Waste Grant	5	Frozen	Place
Outcome Agreement	2	10% cut	Corporate
Substance Misuse	2	Frozen	People
European Rural Development Plan	2	Frozen	Place
Communities First	2	Frozen	People
Outcome agreement grant	2	Frozen	Corporate
Housing Benefit	88	2% per annum increase	Corporate/HRA
Other	9	Miscellaneous	
Total	174		

5.4 On balance it is felt prudent to model the following three outcomes:

- A reduction of 6% per annum excluding housing benefit related grants;
- A reduction of 4% per annum excluding housing benefit related grants;
- A reduction of 2% per annum excluding housing benefit related grants;

In all cases the explicit assumption is that the overall loss of grant will be offset by a range of reductions in service expenditure equivalent to the overall loss of grant.

Specific Grants - Swansea - £ millions

	Current	2015-18 – cumulative 3 year effect £m		
		-2% pa	-4% pa	-6% pa
Grant income	174	169	164	159
Assumed spend*	-174	-169	-164	-159
Net cost	0	0	0	0

* This ignores the relatively small number of cases where there is an obligation to match fund specific grants with core resources. There are also instances where the authority voluntarily spends more on services currently than the level of specific grant and this is then recorded as net spend within the overall cost of services.

Specifically, whilst there is no overall financial impact if spend is reduced at the same rate as grant is reduced, we are recognising explicitly for the first time the propensity to need to remove spending and activity and this will have consequential impacts on residents and communities.

If specific, non housing benefit grants fell on average by 3% per annum, £8 million of less spending will need to be undertaken by the authority by year three. That would be in addition to any spend reductions relating to loss of core funding and spend pressures highlighted elsewhere in this report.

5.5 Of course by their very nature each grant is considered and awarded through a different section of Welsh Government. Each of those separate Departments will be subject to varying overall reductions in core funding and will separately have the ability to vire funding across various service areas on an annual basis.

5.6 The result is that reductions in specific grant funding may be far more draconian than the initial modelling suggests.

Section 6 – Revised Medium Term spending pressures forecast

The purpose of this section is to provide an update on the known and assumed spending pressures which will impact the Councils Revenue Budget in the medium term.

An analysis of the current position is given within the tables in sections 6.1 to 6.3.9 below.

Conclusions and recommendations in respect of planning assumptions are given in section 6.3.10 below which results in a significantly larger level of spending pressures largely as a result of National Decisions regarding levels of National Insurance and Teachers Pension contributions.

6.1 The starting position is a review of the stated included and excluded assumptions in the published MTFP.

Existing published projected spending pressures 2015/16 – 2017/18

		<u>2015/16</u>	<u>2016/17</u>	<u>2017/18</u>
		<u>£'000</u>	<u>£'000</u>	<u>£'000</u>
Future cost of pay awards		3,400	6,800	10,200
Pay and grading scheme		3,000	5,700	8,400
Cumulative contract inflation		2,000	3,000	4,000
Capital charges		2,750	4,250	4,250
Schools pay award		2,400	4,800	7,200
Contribution to capital charges		-2,000	-2,000	-2,000
Use of General Reserves		2,200	1,200	
Total known pressures		13,750	23,750	32,050
AEF movement		3,545	6,745	6,745
Cumulative budget shortfall		17,295	30,495	38,795

The above spending pressures were accompanied by extensive notes not included for brevity in this paper but they remain extant.

6.2 Assessment of the assumptions and material changes to make

6.2.1 Pay awards

It was prudent to provide for 2% pay awards for staff and a similar pay award for teachers. Recent commentary by the Governor of the Bank of England indeed indicates that pay growth is likely to accelerate over the next few years as slack is eroded from the economy. Nonetheless this potential for pay growth has to be contrasted with the past six years experience which is an effective public sector pay freeze or pay cap of 1% each year and indeed no agreement nor seemingly agreement on the current year pay award offer of 1% at all. Having due regard to our employee budgets it is considered equally likely that future pay awards could be at nil or 1% as opposed to the current 2%. Each 1% less is worth £1.7m per annum. Compounding 1% less for each of three years is over £5 million.

On balance it feels that an appropriate solution is to assume the mid point 1% per annum and if increases go higher then the cost of those increases will have to be mitigated by agreeing to budget for yet lower numbers of staff employed

6.2.2 Pay and Grading Scheme

This provides an estimate of the cost of implementing a pay scale where the majority sit on the bottom of the new pay scale and progress up to the top of pay scale. There is no material reason to modify the assumptions made.

6.2.3 Contract inflation

Inflation has proven muted and lower than expected. Given the scale of purchased services the current increases are modest and it would be prudent to keep them unchanged.

6.2.4 Capital charges

No reason to change existing assumptions

6.2.5 Schools pay award

Same comments apply to pay generally above – the expected range is 0, 1 or 2%. If the same mid point approach is used then each 1% saved is worth £1.2m per annum or £3.6m over the three years. The same explicit assumption that budgets will be capped at a 1% increase means if actual pay awards are higher as slack is removed from the economy then less staff will be employed as the mitigating factor.

6.2.6 Schools capital charges contribution

No reason to change the assumptions

6.2.7 Use of Reserves

No reason to change the assumptions

6.2.8 AEF Movement

This should be removed as a spend pressure as it has been more accurately reclassified and separately considered as part of resource availability elsewhere in this paper. Having said this the assumed 1.5% then static settlements has of course been totally transformed by the Ministerial advice to model up to 4.5% per annum reductions. The scale of reduction is significantly larger than previous forecast.

6.3 New considerations to factor in to the forecast

6.3.1 Changes to Teachers Pensions

After setting the budget and medium term financial plan the government announced likely changes to employer contribution rates for the teachers pension scheme. A long standing 14.1% employer rate is now confirmed to be replaced by a 16.4% rate with effect from September 15 and triennial revision thereafter. Accommodating the difference between academic and financial years we can reasonably estimate the additional employer cost to be £1m in 2015-16 and a full year cost of £1.7m (i.e additional £0.7m) in 2016-17. This is an additional unavoidable pressure falling on schools. In light of continued Ministerial protection for Schools this will have to be funded by Schools own resources.

6.3.2 Changes to National Insurance

The government intends to progress the single state pension with effect from 1 April 2016. Linked to this is an unavoidable removal of the current 3.4% national insurance rebate to providers of contracted out pension schemes. Both the Local Government Pension Scheme and Teachers Pension Schemes are such schemes. Whilst there will be statutory provisions for savings to be made to pension arrangements for private sector employers to offset these increased costs there is no mechanism offered for public sector schemes and HM Treasury forecasts an extra £5 billion plus in national insurance receipts which must imply no offsetting additional funding to public bodies to neutralise the cost. This will fall to all employers. We estimate the cost to be a worst case £8m in 2016-17 split £2.5m schools and £5.5m non schools. In light of continued Ministerial protection for Schools the Schools element will have to be funded by Schools own resources.

6.3.3 Older people demographics

It is recognised the population in Western Europe, the UK and Wales is getting increasingly elderly and even more so at the higher dependency higher cost over 85 level. Further more detailed and sophisticated work needs to be done on elderly demographics but it is reasonable to flag the need for additional volume spending, growing at a stylised rate of £2m per annum.

6.3.4 Childrens services

Notwithstanding the demographic trends in the elderly population, there is also an emerging theme of longer term demographic pressures in childhood ages and this is forecast to particularly affect three Welsh authorities, including Swansea. This has implications for both children's social services and for schools, albeit the latter to some extent have the benefit of surplus capacity places so it is expected the overall impact for education is somewhat deferred (because in the short run extra school places can be accommodated in existing schools and the formula grant allocation will respond relatively to increasing school age populations).

Furthermore there is an inevitability that given well documented serious child protection failures in some English authorities that there is a likelihood of increased spend pressures flowing from reporting of concerns by the wider public, vigilance by staff within and without social services and by other stakeholders and law enforcement bodies and systems assurance required in our own aspects of child protection.

Overall it is considered reasonable to make a stylised assumption of a further spend pressure at a growing rate of an additional £1m per annum.

6.3.5 Taxation

There are no significant pressures, beyond normal measures (e.g. land fill tax), to require additional and specific large scale uprating of our spend pressures.

6.3.6 Council Tax Support Scheme

Elsewhere in this paper we have separately considered three scenarios for annual increases in Council Tax. It is emphasised these were on the gross Council Tax yield. Under the Council Tax Support Scheme a sum was transferred into aggregate external finance to pay for the costs of the support scheme. All future increases in costs have to be met locally. Crucially as we have budgeted for gross increase in Council Tax income we need to budget for the increased local costs of providing Council Tax support to those on low incomes. CTSS amounts to approximately £20 million. A 1% per annum Council Tax increase for three years adds about £0.6 million to our spending

cumulatively. A 5% per annum increase adds £3.2 million cumulatively. A mid range 3% per annum adds £1.9 million cumulatively.

6.3.7 Specific grants

We have separately factored in elsewhere in this report an explicit assessment of specific grants and the likelihood of loss of resources for the first time.

6.3.8 Change in ICT contract arrangements

The Council will be changing the model of ICT service delivery during 2015/16 which may result in additional transition costs for ICT services during that year.

Given the effective start date for the new arrangements (January 2016) and the likelihood that there will be ongoing cost reductions from that date, no sum has been factored in for additional transition costs for 2015/16 which, should they materialise, will have to be met from Contingency/one-off use of reserves. Provision for savings arising from the contract cessation has already been built into Departmental savings targets for 2015/16 and beyond.

6.3.9 Western Bay Partnership/Intermediate Care Fund

The Council is committed to ongoing partnership arrangements with Neath Port Talbot CBC, Bridgend CBC and Abertawe Bro Morgannwg Health Authority regarding the future provision of common services. The immediate impact of the agreed strategy is a known increase in costs arising from the Intermediate Care Fund proposals of some £1.6m for 2015/16. The business plan for the ICF assumes no additional funding requirement beyond 2015/16 and this is reflected in the MTFP.

6.3.10 Reassessing the spending pressures

Combining the various assumptions and updates above we have the following updated assessment:

		<u>2015/16</u>	<u>2016/17</u>	<u>2017/18</u>
	Note	<u>£'000</u>	<u>£'000</u>	<u>£'000</u>
<i>Future cost of pay awards at 1%</i>		1,700	3,400	5,100
Pay and grading scheme		3,000	5,700	8,400
Cumulative contract inflation		2,000	3,000	4,000
Capital charges		2,750	4,250	4,250
Schools pay award		1,200	2,400	3,600
Contribution to capital charges		-2,000	-2,000	-2,000
Use of General Reserves		2,200	1,200	0
<i>Teachers Pensions</i>		1,000	1,700	1,700
<i>ICF funding requirement</i>		1,600	0	0
<i>National Insurance rebate</i>			8,000	8,000
<i>Demographics – Elderly</i>		2,000	4,000	6,000
<i>Demographics and pressures - Children</i>		1,000	2,000	3,000
Council Tax Support Scheme		600	1,200	1,900
Total known pressures		17,050	34,850	43,950

Where each of these items represents a new or increased burden then it will be necessary to stretch the targets in relation to the appropriate delivery stream within the Sustainable Swansea programme.

Items in bold italic above represent areas of changes in assumptions/new items compared to the original mtfp and are open to debate and potential change.

Section 7 – The Medium Term Financial Forecast

The purpose of this section is to combine the assumptions highlighted in Sections 4, 5 and 6 above to provide a high level set of planning assumptions around resource requirements going forward.

An analysis of the current position is given in sections 7.1 to 7.4 below.

Conclusions and recommendations in respect of the forecast are given in section 7.5 below which identifies a potential minimum additional funding deficit for the period of the MTFP critically assuming that:-

- All current planned savings both at Directorate level and through workstreams are achieved
- Any specific grant reductions are matched by equivalent specific service reductions
- All other planning assumptions remain valid.

Specifically it would be prudent at this time to envisage savings of around £10m in excess of current savings plans for 2015/16 alone.

- 7.1 Having assessed the potential spending pressures and likely resourcing scenarios we need to combine the two to determine the overall resource gap.
- 7.2 Whilst the resourcing side has been sensitivity tested with a range of scenarios, for the purposes of establishing both a single medium term forecast and an annual target for each year the explicit assumption is made that the mid range forecast is used.
- 7.3 The forecast resource gap is as follows:

		<u>2015/16</u>	<u>2016/17</u>	<u>2017/18</u>
	Note	<u>£'000</u>	<u>£'000</u>	<u>£'000</u>
Total known pressures (as above)		17,050	34,850	43,950
Loss of block grant AEF		10,721	24,957	38,154
Resource gap		27,771	59,807	82,104

- 7.4 We can set against this revised resource gap existing and agreed measures, including the existing proposals set out in the medium term financial plan

approved in February 2014, the updated assessment to Cabinet on 29 July and the assumptions set out in this paper on future levels of Council Tax

		<u>2015/16</u>	<u>2016/17</u>	<u>2017/18</u>
	Note	<u>£'000</u>	<u>£'000</u>	<u>£'000</u>
Council tax increase (gross)		2,880	5,846	8,902
Specific savings proposals already agreed and set out in MTFP		8,990	17,143	18,706
Planned future workstream savings including those already set out in the MTFP and refreshed and updated with additional proposals to Cabinet on 29 July 2014		4,095 to 5,850	11,445 to 16,350	18,620 to 26,600
<i>Resource gap addressed at top end of savings range</i>		17,720	39,339	54,208

7.5 This leaves the following gap to be addressed by further savings measures.

	<u>2015/16</u>	<u>2016/17</u>	<u>2017/18</u>
Note	<u>£'000</u>	<u>£'000</u>	<u>£'000</u>
<i>Remaining minimum resource gap</i>	10,051	20,468	27,896

7.6 However, it is clear that an element of the identified spending pressures would normally fall on Delegated Schools Budgets. These pressures would include any sums relating to Teachers Pensions, Teachers pay awards and National Insurance costs attributable to teaching staff.

7.7 Assuming the above and NO CHANGE in the current level of delegated budget (Other than a potential contribution to Capital Charges in respect of the Schools improvement programme of £2m) then the following would remain as a general fund costs to the Council:-

		<u>2015/16</u>	<u>2016/17</u>	<u>2017/18</u>
		<u>£'000</u>	<u>£'000</u>	<u>£'000</u>
<i>Remaining minimum resource gap (as above)</i>		10,051	20,468	27,896
<i>Less pertaining to schools and not funded</i>		-2,200	-6,600	--7,800
<i>Remaining minimum General Fund resource gap</i>		7,851	13,868	20,096

Note that this does not imply any policy in respect of funding delegated schools budgets which will form part of detailed budget work prior to February 2015.

Whatever resource gap arises from this process will result in stretched targets within the appropriate work streams within the Sustainable Swansea Programme.

Section 8 – Medium term Financial Planning for Schools

The purpose of this section is to highlight the estimated effect of specific spending pressures and potential specific grant reductions on Schools budgets as a precursor to any debate around additional savings targets for 2015/16 and beyond.

An analysis of the current position is given in sections 8.1 to 8.3 below.

Conclusions and recommendations in respect of schools budgets given in sections 8.4 and 8.5 below.

The additional potential budget reductions to schools arising out of the areas described above form PART OF the overall budget deficit as highlighted.

- 8.1 The annual projected funding deficit for the period 2015/16 to 2017/18 shown in section 7 above reflects the Gross funding requirement for the Council as a whole including expenditure relating to the Schools' delegated budgets.
- 8.2 In understanding the potential pressure on Schools budgets prior to any allocation of potential budget reductions it is important to understand the implications of both reductions in specific grants and estimated spending pressures
- 8.3 The following table, building upon information given in sections 5 and 6 above, shows the potential effect on Schools budgets in relation to specific items:-

	2014/15	2015/16	2016/17	2017/18
	£'000	£'000	£'000	£'000
Delegated Schools Budget	138,304,100	138,304,100	138,304,100	138,304,100
Schools pay award		-1,200,000	-2,400,000	-3,600,000
Contribution to Capital charges		-2,000,000	-2,000,000	-2,000,000
Teachers Pensions		-1,000,000	-1,700,000	-1,700,000
National Insurance Rebate			-2,500,000	-2,500,000
Pupil deprivation grant		800,000	1,400,000	1,400,000
School Effectiveness Grant		-150,000	-150,000	-150,000
Total budget strain		-3,550,000	-7,350,000	-8,550,000
Real terms budget	138,304,100	134,754,100	130,954,100	129,754,100
% reduction Against current base		-2.5%	-5.3%	-6.18%

8.4 The clear effect is that if Schools accept only those pressures/reductions that are applicable to that service and accept no part of core AEF funding reductions then there would need to be a net reduction in schools relative spending power of some 7% by 2017/18 assuming no cash delegated funding increase.

- 8.5 The provisional Local Government Settlement for 2015/16 implies a protection level for Schools linked to the overall Welsh Government funding changes in respect of overall Central Government funding. This requires further clarification from Welsh Government in due course.

Section 9 – Use of Reserves

The purpose of this section is to highlight the current planned use of General Reserves to support the 2014/15 Revenue Budget and to outline the relationships between known risks and earmarked reserves and its effect on planning assumptions.

An analysis of the current position is given in sections 9.1 to 9.5 below.

Conclusions and recommendations in respect reserves usage is given in section 9.6 below.

- 9.1 The current 2014/15 Revenue Budget is underpinned by a proposed use of £2.2m from general reserves.
- 9.2 In terms of planning assumptions the assumption is that this creates a spending pressure for 2015/16 as there is no assumption of ongoing availability of General Reserves for that year or beyond.
- 9.3 Whilst the Council maintains a number of specific reserves they are not factored into planning assumptions based on the following:
 - They are either ring-fenced under statute or scheme of delegation (e.g. Schools' delegated reserves)
 - They are earmarked to meet known liabilities
- 9.4 In addition various sections highlighted throughout this report refer to significant ongoing risk around current activities – particularly single status and outstanding equal pay claims.
- 9.5 It remains the position that until these significant risks are fully mitigated then any additional planned use of earmarked reserves to support general revenue budget deficits would be inappropriate.
- 9.6 At this point in time, in line with previous years, any consideration regarding use of reserves should relate to General Reserves only and previous planning assumptions remain extant.

Section 10 – General Fund Capital programme and financing

The purpose of this section is to highlight the continuing funding deficit across the period of the current capital programme and to reaffirm the need for accelerated and increased Capital receipts to support the programme.

An analysis of the current position is given within the tables in sections 10.3 to 10.5 below.

Conclusions and recommendations in respect reserves usage is given in section 10.6 below.

- 10.1 The General Fund Capital Programme approved at Council on 14th February 2014 highlighted potential in year funding deficits for both Directorate Services and Schools improvement programme of some £18.705m for 2014/15 assuming achievement of budgeted capital receipts of some £3.242m.
- 10.2 The overall deficit in financing highlighted for the period covered by the forward capital programme is some £43.396m after allowing for assumed capital receipts of some £13.144m.
- 10.3 Previous reports have highlighted the need to accelerate the rate and scale of asset disposals in order to mitigate the above requirement which is substantially made up of funding requirements relating to the Schools Programme.
- 10.4 Again as highlighted in previous reports the revenue effect of the above has to be taken in conjunction with the annual debt repayment being made by the Council and, in particular, the level of net debt held at any point in time.
- 10.5 Until such time as additional asset sales materialise both spending pressures and recovery of debt charges arising from the schools programme via reductions in delegated budgets remain part of the revenue funding planning of the Council.
- 10.6 It remains the case that other than further receipt of capital grants or a substantial increase in asset disposals there is no headroom going forward in terms of the general fund capital programme.

Section 11 – Legal and Equalities implications

11.1 Legal Implications

11.1.1 There are no legal implications arising from this report.

11.2 Equalities Implications

11.2.1 The budget reductions implicit in the 2014/15 approved budget were subject to an appropriate Equality Impact Assessment which was considered as part of the overall budget process.

11.2.2 Where additional budget savings requirements are identified as part of the 2015/16 and Medium Term Financial Plan budget processes they will again be subject to an appropriate Equality impact assessment (including relevant consultation and engagement) as part of the budget considerations.

Mike Hawes

Head of Finance and Delivery, Tel 01792 636423

Agenda Item 13.b

Report of the Section 151 Officer

Council – 4 November 2014

TREASURY MANAGEMENT - MID YEAR REVIEW REPORT 2014-2015

Purpose:	To receive and note the Treasury Management Mid Year Review Report 2014/15
Report Author:	Jeffrey Dong
Legal Officer:	Tracey Meredith
Finance Officer:	Mike Hawes
Access to Services Officer:	Sherrill Hopkins

FOR INFORMATION

1 Background

- 1.1 This report is presented in line with the recommendations contained within . The Chartered Institute of Public Finance and Accountancy's (CIPFA) Code of Practice on Treasury Management which requires a six month review of TM operations to be presented to Council
- 1.2 Section 2 below sets out the structure and content of this report.

2 Introduction

- 2.1 Treasury Management is defined as:

“The management of the local authority’s investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks. ” A glossary of terms is at Appendix 1.

- 2.2 The Chartered Institute of Public Finance and Accountancy’s (CIPFA) Code of Practice on Treasury Management (revised November 2009) was adopted by this Council in February 2010.

The primary requirements of the Code are as follows:

1. Creation and maintenance of a Treasury Management Policy Statement which sets out the policies and objectives of the Council’s Treasury Management activities.

2. Creation and maintenance of Treasury Management Practices which set out the manner in which the Council will seek to achieve those policies and objectives.
3. Receipt by the full Council of an annual Treasury Management Strategy Statement - including the Annual Investment Strategy and Minimum Revenue Provision Policy - for the year ahead; a Mid-year Review Report and an Annual Report covering activities during the previous year.
4. Delegation by the Council of responsibilities for implementing and monitoring Treasury Management policies and practices and for the execution and administration of Treasury Management decisions.
5. Delegation by the Council of the role of scrutiny of Treasury Management strategy and policies to a specific named body. For this Council the delegated body is the Improvement and Budget Performance Panel

This Mid-year Review Report has been prepared in compliance with CIPFA's Code of Practice, and covers the following:

- An economic update for the first six months of 2014/15
- A review of the Treasury Management Strategy Statement and Annual Investment Strategy
- A review of the Council's investment portfolio for 2014/15
- A review of the Council's borrowing strategy for 2014/15
- A review of any debt rescheduling undertaken during 2014/15
- A review of compliance with Treasury and Prudential Limits for 2014/15

3 Economic Update

3.1 Treasury Management Advisors' View of the Global Economy

After strong UK GDP quarterly growth of 0.7%, 0.8% and 0.7% in quarters 2, 3 and 4 respectively in 2013, (2013 annual rate 2.7%), and 0.7% in Q1 and 0.9% in Q2 2014 (annual rate 3.2% in Q2), it appears very likely that strong growth will continue through 2014 and into 2015 as forward surveys for the services and construction sectors, are very encouraging and business investment is also strongly recovering. The manufacturing sector has also been encouraging though the latest figures indicate a weakening in the future trend rate of growth. However, for this recovery to become more balanced and sustainable in the longer term, the recovery needs to move away from dependence on consumer expenditure and the housing market to exporting, and particularly of manufactured goods, both of which need to substantially improve on their recent lacklustre performance. This overall strong growth has resulted in unemployment falling much faster through the initial threshold of 7%, set by the Monetary Policy Committee (MPC) last August, before it said it would consider any increases in Bank Rate. The MPC has, therefore, subsequently broadened its forward guidance by adopting five qualitative principles and looking at a much wider range of about eighteen indicators in order to form a view on how much slack there is in the economy and how quickly slack is being used up. The MPC is particularly concerned that the current squeeze on the disposable incomes of consumers should be reversed by wage inflation rising back

above the level of inflation in order to ensure that the recovery will be sustainable. There also needs to be a major improvement in labour productivity, which has languished at dismal levels since 2008, to support increases in pay rates. Most economic forecasters are expecting growth to peak in 2014 and then to ease off a little, though still remaining strong, in 2015 and 2016. Unemployment is therefore expected to keep on its downward trend and this is likely to eventually feed through into a return to significant increases in pay rates at some point during the next three years. However, just how much those future increases in pay rates will counteract the depressive effect of increases in Bank Rate on consumer confidence, the rate of growth in consumer expenditure and the buoyancy of the housing market, are areas that will need to be kept under regular review.

Also encouraging has been the sharp fall in inflation (CPI), reaching 1.5% in May and July, the lowest rate since 2009. Forward indications are that inflation is likely to fall further in 2014 to possibly near to 1%. Overall, markets are expecting that the MPC will be cautious in raising Bank Rate as it will want to protect heavily indebted consumers from too early an increase in Bank Rate at a time when inflationary pressures are also weak. A first increase in Bank Rate is therefore expected in Q1 or Q2 2015 and they expect increases after that to be at a slow pace to lower levels than prevailed before 2008 as increases in Bank Rate will have a much bigger effect on heavily indebted consumers than they did before 2008.

The return to strong growth has also helped lower forecasts for the increase in Government debt by £73bn over the next five years, as announced in the 2013 Autumn Statement, and by an additional £24bn, as announced in the March 2014 Budget - which also forecast a return to a significant budget surplus, (of £5bn), in 2018-19. However, monthly public sector deficit figures have disappointed so far in 2014/15.

3.2 Treasury Advisor's View for the remainder of 2014/15

Economic forecasting remains difficult with so many external influences weighing on the UK. By the beginning of September, a further rise in geopolitical concerns, principally over Ukraine but also over the Middle East, had caused a further flight into safe havens like gilts and depressed PWLB rates further. However, there is much volatility in rates as news ebbs and flows in negative or positive ways. This latest forecast includes a first increase in Bank Rate in quarter 1 of 2015.

Our advisors' PWLB forecasts are based around a balance of risks. However, there are potential upside risks, especially for longer term PWLB rates, as follows: -

- A further surge in investor confidence that robust world economic growth is firmly expected, causing a flow of funds out of bonds and into equities.
- UK inflation being significantly higher than in the wider EU and US, causing an increase in the inflation premium inherent to gilt yields.

Downside risks currently include:

- The situation over Ukraine poses a major threat to EZ and world growth if it was to deteriorate into economic warfare between the West and Russia where Russia resorted to using its control over gas supplies to Europe.
- UK strong economic growth is currently dependent on consumer spending and the unsustainable boom in the housing market. The boost from these sources is likely to fade after 2014.
- A weak rebalancing of UK growth to exporting and business investment causing a weakening of overall economic growth beyond 2014.
- Weak growth or recession in the UK's main trading partners - the EU and US, inhibiting economic recovery in the UK.
- A return to weak economic growth in the US, UK and China causing major disappointment in investor and market expectations.
- A resurgence of the Eurozone sovereign debt crisis caused by ongoing deterioration in government debt to GDP ratios to the point where financial markets lose confidence in the financial viability of one or more countries and in the ability of the ECB and Eurozone governments to deal with the potential size of the crisis.
- Recapitalising of European banks requiring more government financial support.
- Lack of support by populaces in Eurozone countries for austerity programmes, especially in countries with very high unemployment rates e.g. Greece and Spain, which face huge challenges in engineering economic growth to correct their budget deficits on a sustainable basis.
- Italy: the political situation has improved but it remains to be seen whether the new government is able to deliver the austerity programme required and a programme of overdue reforms. Italy has the third highest government debt mountain in the world.
- France: after being elected on an anti austerity platform, President Hollande has embraced a €50bn programme of public sector cuts over the next three years. However, there could be major obstacles in implementing this programme. Major overdue reforms of employment practices and an increase in competitiveness are also urgently required to lift the economy out of stagnation.
- Monetary policy action failing to stimulate sustainable growth in western economies, especially the Eurozone and Japan.
- Heightened political risks in the Middle East and East Asia could trigger safe haven flows back into bonds.

- There are also increasing concerns that the reluctance of western economies to raise interest rates significantly for some years, plus the huge QE measures which remain in place (and may be added to by the ECB in the near future), has created potentially unstable flows of liquidity searching for yield and therefore heightened the potential for an increase in risks in order to get higher returns. This is a return of the same environment which led to the 2008 financial crisis.

Our advisors' interest rate forecast is :

	Sep-14	Dec-14	Mar-15	Jun-15	Sep-15	Dec-15	Mar-16	Jun-16	Sep-16	Dec-16	Mar-17	Jun-17
Bank rate	0.50%	0.50%	0.75%	0.75%	1.00%	1.00%	1.25%	1.25%	1.50%	1.75%	2.00%	2.00%
5yr PWLB rate	2.70%	2.70%	2.80%	2.90%	3.00%	3.00%	3.10%	3.20%	3.30%	3.40%	3.50%	3.50%
10yr PWLB rate	3.40%	3.50%	3.60%	3.70%	3.80%	3.90%	4.00%	4.10%	4.10%	4.20%	4.30%	4.30%
25yr PWLB rate	4.00%	4.10%	4.20%	4.30%	4.40%	4.50%	4.60%	4.70%	4.80%	4.80%	4.90%	4.90%
50yr PWLB rate	4.00%	4.10%	4.20%	4.30%	4.40%	4.50%	4.60%	4.70%	4.80%	4.80%	4.90%	4.90%

4 Review of the Treasury Management Strategy Statement and Investment Strategy

4.1 The Treasury Management Strategy Statement for 2014/15 was approved by Council in February 2014. The Council's Annual Investment Strategy, which is incorporated in the Treasury Management Strategy Statement, outlines the Council's investment priorities as follows:

- Security of capital
- Liquidity

4.2 The Council will also aim to achieve the optimum return (yield) on investments commensurate with the proper levels of security and liquidity. In the current economic climate it is considered only appropriate to invest with highly credit rated financial institutions, using our advisor's suggested creditworthiness approach, including sovereign credit rating and credit default swap (CDS) overlay information.

Borrowing rates have been low during the first six months of 2014/15. Our cautious approach to investments has continued. This has meant that the number of acceptable borrowers continues to be heavily constrained.

Investments and borrowing during the first six months of the year have been in line with the agreed strategy, and there have been no deviations from the strategy.

As outlined in Section 3 above, there is still considerable uncertainty and volatility in financial and banking markets, both globally and in the UK. In this context, it is considered that the strategy approved in February 2014 is still appropriate in the current economic climate but will be reviewed in formulating the strategy for 2015/16 as funding for capital and cashflow requirements dictate.

5 Review of Investment Portfolio 2014/15

- 5.1 In accordance with the Code, it is the Council's priority to ensure security of capital and liquidity, and to obtain an appropriate level of return which is consistent with the Council's risk appetite.

A full list of internally managed investments held as at 30th September 2014, is shown in Appendix 2. To 30th September 2014, the portfolio has returned 0.60% against a 7 day benchmark rate of 0.44%.

The Council also has a portfolio of cash investments managed externally by cash fund managers. Externally managed investments have a running yield of 0.40% where the investments are valued at market value against a 3 month LIBID rate of 0.52% as at 30th June 2014. A list of the investments in the portfolio as at 30th June 2014 is shown in Appendix 2.

6 Review of New Borrowing Strategy

- 6.1 As outlined in the Treasury Management Strategy 2014/15, it was planned to use internal funds to finance capital borrowing requirements in 2014/15 unless there were opportunities to externally borrow advantageously. No external borrowing has been undertaken to date in 2014/15. The benefits of this strategy are twofold i.e.

- The risk of borrower(counterparty) default is reduced
- There is an increased net yield on the sums available for investment

- 6.2 Forecast external debt as at 31st March 2015 is £312,974 at an average rate of 5.45% with a budgeted capital financing requirement of £98,743m

7 Review of Debt Rescheduling

- 7.1 Debt rescheduling opportunities have been limited in the current economic climate and consequent structure of interest rates. No debt rescheduling has been undertaken in 2014/15 to date.

8 Review of Compliance with Treasury & Prudential Limits

- 8.1 It is a statutory duty for the Council to determine and keep under review the "Affordable Borrowing Limits". The Council's approved Treasury and Prudential Indicators (affordability limits) are outlined in the approved Treasury Management Strategy Statement.

- 8.2 During the financial year to date the Council has operated within the Treasury limits and Prudential Indicators set out in the Council's Treasury Management Strategy Statement and in compliance with the Council's Treasury

Management Practices. Compliance with the Prudential and Treasury Indicators are shown in appendices 3 and 4.

9 Financial Implications

9.1 The financial implications associated with this report have been reported at Council in February 2014 in the Revenue and Capital Budget Report 2014/15.

10 Legal Implications

10.1 There are no legal implications associated with this report

11 Equality Impact Assessment Implications

11.1 There are no equality impact assessment implications arising directly from the report

Background papers: The revised CIPFA Treasury Management Code of Practice 2009

The revised CIPFA Prudential Code for Capital Finance in Local Authorities 2009

Appendices

Appendix 1 – Glossary of terms
Appendix 2 – Schedule of investments
Appendix 3 – Total Debt Outstanding
Appendix 4 - Prudential Indicators

Treasury Management – Glossary of Terms

Annualised Rate of Return	Represents the average return which was achieved each year.
Authorised Limit	The authorised limit must be set to establish the outer boundary of the local authority's borrowing based on a realistic assessment of risks. The authorised limit is not a limit that a Council will expect to borrow up to on a regular basis. It is crucial that it is not treated as an upper limit for borrowing for capital expenditure alone since it must also encompass borrowing for temporary purposes. It is the expected maximum borrowing need, with some headroom for unexpected requirements.
Bank Rate	The Official Bank rate paid on commercial bank reserves i.e. reserves placed by commercial banks with the Bank of England as part of the Bank's operations to reduce volatility in short term interest rates in the money markets.
Base Rate	Minimum lending rate of a bank or financial institution in the UK.
Borrowing	In the Code, borrowing refers to external borrowing. Borrowing is defined as both:- <ul style="list-style-type: none"> • Borrowing repayable with a period in excess of 12months • Borrowing repayable on demand or within 12months
Capital Expenditure	The definition of capital expenditure starts with all those items which can be capitalised in accordance with the Statement of Recommended Practice (SORP). To this must be added any items that have/will be capitalised in accordance with legislation that otherwise would not be capitalised. Prudential indicators for current and future years are calculated in a manner consistent with this definition.
Capital Financing Charges	These are the net costs of financing capital i.e. interest and principal, premia less interest discounts received.
Capital Financing Requirement	The Capital Financing Requirement is capital expenditure, which needs to be financed from borrowing. It is essentially a measure of the Council's underlying

	borrowing need.
CIPFA	The Chartered Institute of Public Finance and Accountancy. One of the leading professional accountancy bodies in the UK and the only one which specialises in the public services.
Counterparty	The organisations responsible for repaying the Council's investment upon maturity and for making interest payments.
CPI (Consumer Price Index)	The consumer price index (CPI) is a measure of the average price of consumer goods and services purchased by households. It is one of several price indices calculated by national statistical agencies. The percent change in the CPI is a measure of inflation.
Credit Rating	<p>This is a scoring system that lenders use to determine how credit worthy borrowers are.</p> <p>The Credit Rating components are as follows:</p> <ol style="list-style-type: none"> 1. The AAA ratings through to C/D are long-term rating definitions and generally cover maturities of up to five years, with the emphasis on the ongoing stability of the institution's prospective financial condition. AAA are the most highly rated, C/D are the lowest. This Council does not invest with institutions lower than AA - for investments over 364 days 2. F1/A1/P1 are short-term rating definitions used by Moody's, S&P and Fitch Ratings for banks and building societies based on their individual opinion on an institution's capacity to repay punctually its short-term debt obligations (which do not exceed one year). This Council does not invest with institutions lower than F1/A1/P1 for investments under 364 days.
Debt	For the purposes of the Code, debt refers to the sum of borrowing (see above) and other long-term liabilities (see below). It should be noted that the term borrowing used in the Act includes both borrowing as defined for the balance sheet and other long terms liabilities defined as credit arrangements through legislation.
Debt Management Office (DMO)	Government Agency responsible for the issuance of government borrowing and lending.

De- leveraging	Paying back borrowed sums of money
Discounts	Where the prevailing interest rate is higher than the fixed rate of a long-term loan, which is being repaid early, the lender can refund the borrower a discount. This is calculated on the difference between the two interest rates over the remaining years of the loan, discounted back to present value. The lender is able to offer the discount, as their investment will now earn more than when the original loan was taken out.
Financing Costs	The financing costs are an estimate of the aggregate of the following:- <ul style="list-style-type: none"> • Interest payable with respect to borrowing • Interest payable under other long-term liabilities • Gains and losses on the repurchase or early settlement of borrowing credited or charged to the amount to be met from government grants and local taxpayers (premiums and discounts) • Interest earned and investment income • Amounts required in respect of the minimum revenue provision plus any additional voluntary contributions plus any other amounts for depreciation/impairment that are charged to the amount to be met from government grants and local taxpayers
Financial Reporting Statements (FRSs)	These are standards set by governing bodies on how the financial statements should look.
Gilts	Gilts are bonds issued by the UK government. The term is of British origin, and refers to the securities certificates issued by the Bank of England, which had a gilt (or gilded) edge.
Investments	Investments are the aggregate of:- <ul style="list-style-type: none"> • Long term investments • Short term investments (within current assets) • Cash and bank balances including overdrawn balances
IMF	International Monetary Fund
Leverage	Borrowed sums of money
LOBO (Lender's Option/	Money Market instruments that have a fixed initial term (typically one to ten year) and then move to an

Borrower's Option)	arrangement whereby the lender can decide at pre-determined intervals to adjust the rate on the loan. At this stage the borrower has the option to repay the loan.
London Inter-Bank Bid Rate (LIBID)	The interest rate at which major banks in London are willing to borrow (bid for) funds from each other.
Managed Funds	<p><u>In-House Fund Management</u> Surplus cash can be managed either by external fund managers or by the Council's staff in-house. The in-house funds are invested in fixed deposits through the money markets.</p> <p><u>Externally Managed Funds</u> Fund managers appointed by the Council invest surplus cash in liquid instruments such as bank certificates of deposit and government stocks. The fund managers' specialist knowledge should ensure a greater diversification of investments and higher expected returns</p>
Maturity	The date when an investment is repaid or the period covered by a fixed term investment.
Monetary Policy Committee (MPC)	This is a body set up by the Government in 1997 to set the repo rate (commonly referred to as being base rate). Their primary target (as set by the Government) is to keep inflation within plus or minus 1% of a central target of 2% in two years time from the date of the monthly meeting of the Committee. Their secondary target is to support the Government in maintaining high and stable levels of growth and employment.
Money Market	<p>Consists of financial institutions and deals in money and credit.</p> <p>The term applied to the institutions willing to trade in financial instruments. It is not a physical creation, but an electronic/telephone one.</p>
Net Borrowing	For the purposes of the Code, net borrowing refers to borrowing (see above) net of investments (see above).
Net Revenue Stream	Estimates for net revenue stream for current and future years are the local authority's estimates of the amounts to be met from government grants and local taxpayers.
Operational	This is based on expectations of the maximum

Boundary	external debt of the authority according to probable not simply possible – events and being consistent with the maximum level of external debt projected by the estimates. It is not a limit and actual borrowing could vary around this boundary for short periods.
Other Long Term Liabilities	The definition of other long term liabilities is the sum of the amounts in the Council's accounts that are classified as liabilities that are for periods in excess of 12months, other than borrowing (see definition above).
Premature Repayment of Loans (debt restructuring/ rescheduling)	A facility for loans where the Council can repay loans prior to the original maturity date. If the loan repaid has a lower interest rate than the current rate for a loan of the same maturity period the Council can secure a cash discount on the repayment of the original loan. If the loan replaced has a higher rate of interest than the current rate for a loan of the same maturity period, a cash penalty is payable to the lender.
Premia	Where the prevailing current interest rate is lower than the fixed rate of a long term loan, which is being repaid early, the lender can charge the borrower a premium. This is calculated on the difference between the two interest rates over the remaining years of the loan, discounted back to present value. The lender may charge the premium, as their investment will now earn less than when the original loan was taken out.
Prudential Code	The Prudential Code is the largely self regulatory framework outlined by CIPFA for managing/monitoring capital investment in local government.
Public Works Loan Board (PWLB)	A Government agency which provides loans to local authorities. Each year, it issues a circular setting out the basis on which loans will be made available and a quota formula for the amount that can be borrowed. Loans can be either at a fixed rate or on a variable rate basis. They can be repaid on either an annuity, equal instalment of principal or maturity basis. The interest rate charged is linked to the cost at which the Government itself borrows.
Quantitive Easing	Extreme form of monetary policy used to stimulate an economy where interest rates are either at or close to zero. Normally a central bank stimulates the economy by lowering interest rates but when it cannot lower them further it can attempt to seed the system with new money by quantitive easing.

	<p>In practical terms, the central bank purchases financial assets including government debt and corporate bonds from financial institutions using money it has created by increasing its own credit limits in its own bank accounts. Also known as 'printing money' although no extra physical cash is created.</p>
Risk	<p><u>Credit /Counterparty Risk</u> The risk that counterparty defaults on its obligations.</p> <p><u>Inflation Risk</u> The risk that growth in the Authority's investment income does not keep pace with the effects of inflation on its expenditure.</p> <p><u>Interest Rate Risk</u> The risk that changes in rates of interest creates an unexpected or unbudgeted burden on the Council's finances.</p> <p><u>Liquidity Risk</u> The risk that cash will not be available when it is needed.</p> <p><u>Operational Risk</u> The risk of loss through fraud, error, corruption, system failure or other eventualities in treasury management dealings, and failure to maintain effective contingency management arrangements.</p> <p><u>Refinancing Risk</u> The risk that the Authority is unable to replace its maturing funding arrangements on appropriate terms.</p>
Set Aside Capital Receipts	<p>A proportion of money received by the Council for the sale of fixed assets must be set aside to repay debt.</p>
SORP	<p>Statement of Recommended Practice, published by CIPFA (Local Authority Accounting Body). This sets out guidelines regarding the Council's financial matters.</p>
Specified/Non Specified investments	<p>Specified investments are sterling denominated investments for less than 364 days as identified in Appendix A in line with statutory investment regulations. Non-specified investments are all other investments identified in Appendix A in line with statutory investment regulations.</p>
Supranational	<p>These are bonds issued by institutions such as the</p>

Bonds	European Investment Bank and World Bank. As with Government bonds (Gilts) they are regarded as the safest bond investments with a high credit rating.
Temporary Borrowing and Investment	Loans which are capable of being repaid within one year. The term of the loans will be negotiated from overnight to 364 days.
Treasury Management	<p>Treasury management has the same definition as in CIPFA's code of Practice of Treasury Management in the Public Services.</p> <p>“The management of the organisation’s cash flows its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks.”</p>
Yield Curve	The line resulting from portraying interest rate graphically for a series of periods, e.g. 7days, 1month, 3, 6, 9, and 12months. When longer-term interest rates are higher than short-term rates the yield curve slopes upwards and is described as positive. When the opposite prevails the yield curve is referred to as inverse.

Appendix 2

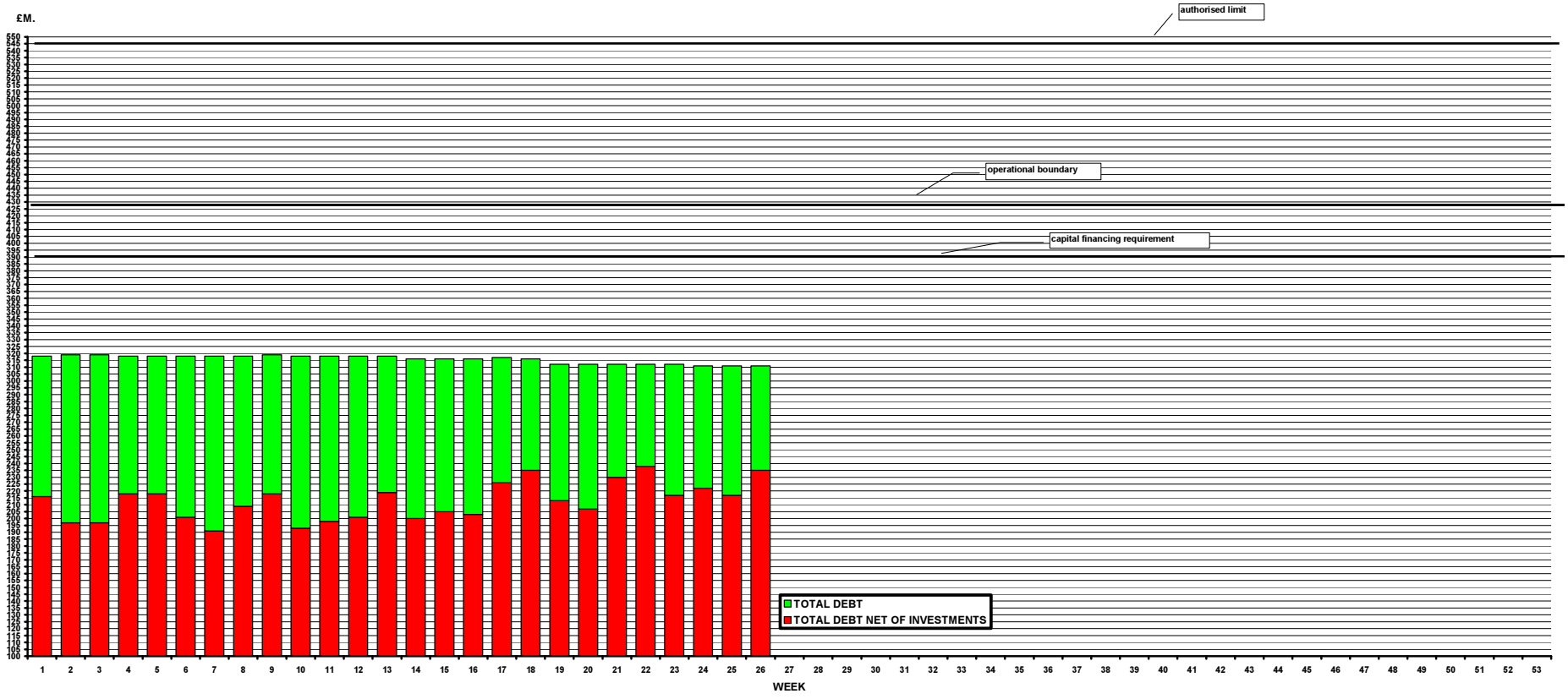
Internally managed Investments as at 30 September 2014

	£
Birmingham Council	5,000,000.00
Goldman Sachs	2,000,000.00
Lloyds TSB	11,000,000.00
Nationwide Building Society	5,000,000.00
Santander	17,500,000.00
UBS	7,000,000.00
Total	47,500,000.00

Externally Managed investments as at 30 June 2014

	£
Fixed Income	
UK Treasury Bills	2,102,777
Money Market Fund	
Money market fund	20,413,627
Cash	19,636
TOTAL	22,536,040

TOTAL DEBT OUTSTANDING - 2014/2015



Prudential Indicators

Capital Prudential Indicators	2013/14	2014/15
	Outturn	Original Estimate
	£'000	£'000
Capital Expenditure		
GF	59,047	37,046
HRA	24,981	38,500
TOTAL	84,028	75,546
Ratio of financing costs to net revenue stream	%	%
GF	7.29	6.55
HRA	9.04	8.07
Incremental Impact on Council Tax (Band D) or Council House Rent	£	£
GF	84.17	85.50
HRA	0.00	0.00
Capital Financing Requirement	£'000	£'000
GF	314,815	330,430
Credit Arrangements	2,600	2,259
HRA	66,378	66,054
TOTAL	383,793	398,743

Treasury Management Prudential Indicators	2013/14	2014/15
	Outturn	Original Estimate
	£'000 or %	£'000 or %
Authorised limit for external debt	325,785	£500,561
Operational boundary for external debt	325,785	£454,260
Upper limit for fixed interest rate exposure	69.9%/227,785	£500,561/100%
Upper limit for variable interest rate exposure	30.1%/98,000	£200,224/40%
Upper limit for total principal sums invested for over 364 days	0	40,000

Maturity Structure of Fixed Rate Borrowing in 2014/15			
	Upper Limit	Lower Limit	Actual
Under 12 months	50%	0%	13.07%
12 months and within 24 months	50%	0%	13.21%
24 months and within 5 years	50%	0%	9.4%
5 years and within 10 years	85%	0%	0%
10 years and above	95%	15%	64.32%

The treasury management prudential indicators identified above as:

- Upper limit for fixed interest rate exposure
- Upper limit for variable interest rate exposure
- Upper limit for total principal sums invested for over 364 days
- Maturity Structure of fixed rate borrowing in 2014/15

Above figures are as at 30th September 2014. None of the above limits were breached during the first half of 2014/15.

Agenda Item 14.a

Joint Report of the Presiding Member, Monitoring Officer and Head of Democratic Services

Council – 4 November 2014

AMENDMENTS TO THE COUNCIL CONSTITUTION

Purpose:	To make amendments in order to simplify, improve and / or add to the Council Constitution.
Policy Framework:	None.
Reason for Decision:	A decision of Council is required to change the Council Constitution.
Consultation:	Finance, Legal
Recommendation(s):	It is recommended that: 1) The changes to the Council Constitution as outlined in Paragraph 3 be adopted.
Report Author:	Huw Evans
Finance Officer:	Carl Billingsley
Legal Officer:	Tracey Meredith / Patrick Arran

1. Introduction

1.1 In compliance with the Local Government Act 2000, the City and County of Swansea has adopted a Council Constitution. A number of issues have arisen since adoption and in order to maintain the aims, principles and procedures set out in Articles 1 and 15 of the Council Constitution, it is proposed that the amendments set out below should be made to the Constitution.

2. Delegated Minor Corrections to the Council Constitution

2.1 There are no delegated minor corrections to the Council Constitution.

3. Amendments to the Council Constitution

3.1 This report outlines a number of suggested amendments to the Council Constitution. The amendments are within the following area of the Council Constitution:

- a) Part 4 - Council Procedure Rules;
- b) Part 4 - Access to Information Procedure Rules;
- c) Part 4 - Cabinet Procedure Rules;
- d) Part 4 - Land Transaction Procedure Rules.

3.2 Access to Council Summons and Cabinet Agendas – 7 Clear Working Days

3.2.1 Council at its meeting on 15 April 2014, resolved that a period of 7 clear working days would be given between the publication of its Council and Cabinet agendas and the date of the meeting. This decision took effect during the 2014-2015 Municipal Year.

3.2.2 In order to facilitate this requirement, amendments were made to the Council Procedure Rules, Access to Information Procedure Rules and to the Cabinet Procedure Rules.

3.2.3 It appears that the 7 clear working day period is working reasonably well; however there are occasional times when it is impossible to meet this new deadline due to reporting deadlines outside of the control of the Authority. It is therefore proposed to amend the Council Constitution so as to clarify that the 7 clear working day rule may be waived in exceptional circumstances provided written agreement (Via e-mail) is received from the Presiding Member, Monitoring Officer and / or Head of Democratic Services. The suggested amendments are outlined below:

a) Part 4 – Council Procedure Rules. Paragraph 1

Paragraph 1 “Meetings” states

‘The Proper Officer or, in her/his absence the Head of Democratic Services, shall summon all meetings of the Council. A notice period of 7 clear working days shall be given to Council meetings and to Cabinet Meetings. A notice period of 3 Clear working days will apply to all other Committee meetings’.

It is proposed to amend Paragraph 1 as follows:

*‘The Proper Officer or, in her/his absence the Head of Democratic Services, shall summon all meetings of the Council. A notice period of 7 clear working days shall be given to Council meetings and to Cabinet Meetings. However in exceptional circumstances the 7 clear working day notice period may be waived providing prior written agreement (via e-mail) is received from the Presiding Member, Monitoring Officer and / or Head of Democratic Services or their respective Deputies. A notice period of 3 Clear working days will apply to all other Committee meetings. **Note:** This provision does not allow the Authority to waive its legislative duty to meet the 3 clear working day requirement’.*

b) Part 4 – Access to Information Procedure Rules

i) Paragraph 5 “Notices of Meetings” states

‘The Council will give at least 3 clear working days’ notice of any meeting by posting details of the meeting at the Civic Centre, Oystermouth Road, Swansea and by utilising the Council website. With regard to meeting of Council and Cabinet, at least 7 clear working days’ notice shall be given’.

Paragraph 5 refers to the notice of the meeting. For absolute clarity, this is not the same as the Summons or the Agenda; this is simply a diary marker or something like the Fortnightly List of Meetings. In order to clarify this, it is proposed to amend Paragraph 5 as follows:

‘The Council will give at least 3 clear working days’ notice of any meeting by posting details of the meeting at the Civic Centre, Oystermouth Road, Swansea and by utilising the Council website. With regard to meeting of Council and Cabinet, where possible at least 7 clear working days’ notice shall be given’.

ii) Paragraph 6 “Access to Agenda and Reports before the Meeting” states

‘6.1 The Council will make copies of the Council Summons and Cabinet Agenda open to the public and available for inspection on the internet and at the designated office at least 7 clear working days before the meeting. If an item is added to the Council Summons or Cabinet Agenda later, the revised Council Summons / Cabinet Agenda will be open to inspection for the time the item was added to the Council Summons / Cabinet Agenda. Where reports are prepared after the Council Summons / Cabinet Agenda has been sent out, the designated Officer shall make each such report available to the public as soon as the report is completed and sent to Councillors.

It is proposed to amend Paragraph 6 as follows:

*‘6.1 The Council will make copies of the Council Summons and Cabinet Agenda open to the public and available for inspection on the internet and at the designated office at least 7 clear working days before the meeting. However in exceptional circumstances the 7 clear working day notice period may be waived providing prior written agreement (via e-mail) is received from the Presiding Member / Leader of the Council, Monitoring Officer and / or Head of Democratic Services or their respective Deputies. **Note:** This provision does not allow the Authority to waive its legislative duty to meet the 3 clear working day requirement’. If an item is added to the Council Summons or*

Cabinet Agenda later, the revised Council Summons / Cabinet Agenda will be open to inspection for the time the item was added to the Council Summons / Cabinet Agenda. Where reports are prepared after the Council Summons / Cabinet Agenda has been sent out, the designated Officer shall make each such report available to the public as soon as the report is completed and sent to Councillors.

c) Part 4 – Cabinet Procedure Rules, Paragraph 1 states:

‘1 The Proper Officer or, in her/his absence the Head of Democratic Services, shall summon all meetings of the Cabinet. A notice period of 7 clear working days shall be given to Council meetings and to Cabinet Meetings. A notice period of 3 Clear working days will apply to all other Committee meetings.

It is proposed to amend Paragraph 1 as follows:

‘1 The Proper Officer or, in her/his absence the Head of Democratic Services, shall summon all meetings of the Cabinet. A notice period of 7 clear working days shall be given to Council meetings and to Cabinet Meetings. *However in exceptional circumstances the 7 clear working day notice period may be waived providing written agreement (via e-mail) is received from the Leader of the Council, Monitoring Officer and / or Head of Democratic Services or their respective Deputies in advance.* **Note:** *This provision does not allow the Authority to waive its legislative duty to meet the 3 clear working day requirement*’. A notice period of 3 Clear working days will apply to all other Committee meetings.

3.3 Part 4 - Land Transaction Procedure Rules.

3.3.1 The Land Transaction Procedure Rules be deleted and replaced with those outlined in **Appendix A**.

4. Equality and Engagement Implications

4.1 An Equality Impact Assessment (EIA) screening process took place prior to the consultation period. The outcome indicated that it was low priority and a full report was not required.

5. Financial Implications

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

6. Legal Implications

- 6.1 There are no specific legal implications associated with this report. The amended version of the Council Constitution will be available at www.swansea.gov.uk/constitution

Background Papers: None.

Appendices: Appendix A: Land Transaction Procedure Rules

Land Transaction Procedure Rules

This statement sets out the procedure to be adopted for the disposal of surplus / underused land

1. Definition of Surplus/Under-used Land

- 1.1 In these Procedure Rules “Land” shall mean all and any interest in land (including buildings), or any right in, on, over or under land.
- 1.2 Land is deemed to be surplus to the Council’s requirements if either:
- a) It makes no contribution to the delivery of; the Council’s service, strategic financial or corporate objective; or
 - b) An alternative site has been identified which would be more cost effective in delivering; Council’s service, strategic financial or corporate objectives; or
 - c) It has no potential for strategic or regeneration/redevelopment purposes in the near future; or
 - d) It will not contribute to the provision of a sustainable pattern of development.
- 1.3 Land is deemed to be under-used if either:
- a) Part of the land is vacant and is likely to remain vacant for the foreseeable future; or
 - b) The income being generated from the land is consistently below that which could be achieved from:
 - i) Disposing of the land and investing the income;
 - ii) An alternative use;
 - iii) Intensifying the existing use; or
 - c) Only part of the land is used for service delivery and this could be delivered from an alternative site.
- 1.4 All land is held corporately, however, the decision taken by a Head of Service to declare an operational asset surplus will be via their delegated authority in relation to operational responsibilities in conjunction with the Chief Operating Officer or his nominee.

2. Land Identification

2.1 Land for possible disposal may be identified in the following ways:

- a) Through the Asset review activity undertaken by the Chief Operating Officer, or his nominee;
- b) Through a structured corporate property portfolio or area review;
- c) Through Service Units declaring specific sites as being surplus to requirements;
- d) Through direct property enquiries to the Council;
- e) Where an under-used asset is generating an income, a cost/benefit analysis has been carried out to establish whether it is in the Council's best interests to dispose of the site.

2.2 Once potential land has been identified as surplus or under used the Chief Operating Officer or his nominee will undertake an initial feasibility test to establish if the land could be disposed of to generate a capital receipt for the general fund/HRA.

2.3 If the initial feasibility test indicates it is possible then there will be further consultation with Planning and Highways colleagues and with Legal Services to generate a Report on Title to establish if there are any legal constraints, including but not limited to Title restrictions and legislative restrictions e.g. disposal of public open space and school playing fields.

2.4 Subject to these investigations and if the land has been declared surplus for operational purposes by a service department, then there will be discussion between the appropriate Head of Service and the Chief Operating Officer, or his nominee, for an appropriate handover for all relevant premises budgets to enable the ongoing management of the asset up to disposal and then the appropriate saving being returned to the Corporate Centre. At that time, the Chief Operating Officer or his nominee will also discuss with the Head of Legal, Democratic Services and Procurement whether a formal appropriation is required or desirable prior to disposal.

3. Method of Disposal

3.1 Best Consideration

3.1.1 Section 123 of the Local Government Act 1972 provides for the disposal of land by Councils and provides as follows:

Disposal of land by principal councils

- a) Subject to the following provisions of this section, [and to those of the Playing Fields (Community Involvement in Disposal Decisions) (Wales) Measure 2010,] a principal council may dispose of land held by them in any manner they wish;

- b) Except with the consent of the Secretary of State, a council shall not dispose of land under this section, otherwise than by way of a short tenancy, for a consideration less than the best that can reasonably be obtained.
- 3.2 Except where provided below, these Rules shall apply when dealing with all acquisitions and disposals of land. For the avoidance of doubt, this includes freehold, leasehold, or the grant of tenancy. However, in situations where a request is made for a lease of less than 7 years at a concessionary rental level the policy as contained in Appendix 1 shall apply.
- 3.3 There is a legal obligation as noted in Paragraph 3.1 above placed upon officers to achieve best consideration reasonably obtainable for land. Best consideration does not necessarily mean the highest financial premium and other matters can be taken into account when assessing best value but caution will need to be exercised and a full review of relevant case law will need to be undertaken. Generally however “best consideration” will mean the highest monetary offer available. An alternative may be to utilise the General Disposal Consent which does permit Local Authorities to dispose of land at below market value subject to certain conditions e.g. utilising the wellbeing powers and approval from the Authority’s external Auditors. It is also possible to seek approval from Welsh Government to a particular transaction.
- 3.4 All disposals need to comply with the European Commission's State aid rules. The Commission's Communication on State aid elements in sales of land and buildings by public authorities (97/C 209/03) provides general guidance on this issue. When disposing of land at less than best consideration the Council is providing a subsidy to the owner, developer and/or the occupier of the land and property, depending on the nature of the development. Where this occurs, the Council must ensure that the nature and amount of subsidy complies with the State aid rules, particularly if there is no element of competition in the sale process. Failure to comply with the rules means that the aid is unlawful, and may result in the benefit being recovered with interest from the recipient.
- 3.5 It is the Chief Operating Officer or his nominee who will be providing the best consideration certification but if there are situations where officers wish to consider a lower financial bid in terms of overall best consideration, the Head of Legal, Democratic Services and Procurement or his nominee must be consulted and the appropriate legal implications advice given.

- 3.6 These Procedure Rules do not apply:
- a) To disposals under the Leasehold Reform Act 1967, Leasehold Reform Housing and Urban Development Act 1993, Commonhold and Leasehold Reform Act 2002 or under “Right to Buy” legislation;
 - b) To the renewal of an existing lease or tenancy;
 - c) Where Cabinet decides they will not apply;

Note: S.123 LGA 1972 is a strict statutory duty and must always be taken into account.

- 3.7 In any dealings with land, proper regard will be had to professional advice from the Chief Operating Officer or his nominee and/or the Head of Legal, Democratic Services and Procurement (as appropriate) at all relevant stages during the process.
- 3.8 No disposal shall progress except in consultation with the Chief Operating Officer or his nominee.
- 3.9 Procedures will be followed precisely so that probity and accountability can be demonstrated and value for money achieved. Further and in order to provide for transparency and a proper audit trail, every procedure step or decision taken under these rules must be recorded in writing and be available for inspection at any time.

4. Invitation of Offers – Disposal of Land and Premises

- 4.1 The Chief Operating Officer or his nominee will determine a marketing strategy where appropriate, either in-house or through an appropriate agent. Where possible, costs (both surveyors and legal) will be recovered from the eventual purchaser.
- 4.2 The timing of any marketing/disposals will need to be considered against the background of the Council’s budgetary requirements, together with the current state of the market. Before recommending that a disposal is to proceed, the following factors are to be taken into consideration.
- a) Current market conditions;
 - b) Potential for the site value to increase in the future;
 - c) Current and proposed Development Plans;
 - d) Any legal constraints or factors.

- 4.3 In any disposals or acquisitions of land which do not fall within the delegated authority of Responsible Officers (as defined in this Constitution) and have to be reported to Cabinet, the Responsible Officers shall consult with the relevant Electoral Division Members and any responses received from Electoral Divisions Members shall be reported to Cabinet. On any proposed disposals or acquisitions falling within the delegated authority of the Responsible Officers, the officers shall consult with Electoral Division Members where the proposal under consideration would involve a change of use in the land requiring planning consent. Any consultation required to be carried out under this paragraph shall be in writing (letter, e-mail or fax) and any Members consulted shall be given 7 working days in which to respond. If there is no response within this timescale it shall be assumed that the member has no comments to make. Responsible officers shall take any consultation responses received into account in making their decision.
- 4.4 No offers for the disposal of land will be invited except with the prior approval of the Chief Operating Officer or his nominee.
- 4.5 The Chief Operating Officer or his nominee will determine whether disposals will be made by way of a sealed offer, private treaty or auction and such determination will be made so as to achieve the best price reasonably obtainable.
- 4.6 If there has been no marketing of the Land or only one person has indicated an interest to purchase there can be no such disposal of Land except where it is determined by the Chief Operating Officer or his nominee that there is only one party who could acquire the interest because, for example:
- a) The physical, legal or other characteristics of the land so dictate;
or
 - b) There is only one response following reasonable marketing of the land or;
 - c) In all the circumstances, it is prudent and appropriate to sell by private treaty (taking into account all considerations including State Aid).
- 4.7 The Chief Operating Officer or his nominee will advertise any proposed disposal as he thinks appropriate. This rule will not apply if it can be demonstrated to the satisfaction of the Chief Operating Officer or his nominee that the nature of the land is such that to do so would serve no useful purpose.

- 4.8 Any advert will, generally (but with a general discretion in favour of the Chief Operating Officer or his nominee), set out:
- a) A description of the land;
 - b) The terms and conditions upon which offers are to be submitted;
 - c) Whether further particulars may be obtained;
 - d) The last date and time when offers will be received.
- 4.9 In the case of disposals by sealed offers, offerors will be provided with a form of offer based upon a model prepared by the Chief Operating Officer or his nominee and the Head of Legal, Democratic Services and Procurement and with the official pre-addressed envelope bearing the word "Offer" followed by the subject to which the offer relates and preaddressed to the:

**Head of Legal, Democratic Services and Procurement
Civic Centre
Swansea
SA1 3SN**

- 4.10 Confidentiality of the identity of offerors will be maintained until an offer has been accepted.
- 4.11 No offeror or prospective purchaser (e.g. in case of sale by private treaty or auction) will be given any information that is not available to others. All information to be provided should be made available to all parties at the same time.
- 4.12 Every person submitting an offer (including those private treaty or by Auction) must not fix the amount of any offer in accordance with a price fixing arrangement; and the Chief Operating Officer or his nominee will inform every prospective purchaser of such rule.

5. Receipt, Custody and Opening of Sealed Offers

- 5.1 It will be a condition of every invitation that each offer must be sent in the official envelope provided, which must be sealed. All offers must be delivered to the address shown on the official envelope or delivered by hand to Main Reception at Civic Centre.
- 5.2 Delivery by hand will be acceptable only if evidenced by an official receipt. The receipt will clearly record the time and date of delivery.
- 5.3 All offers will be kept in safe custody until the appointed time of opening when they will be opened consecutively during the same session.

5.4 All offers will be opened by two employees designated for the purpose by the Chief Operating Officer or his nominee and Head of Legal, Democratic Service and Procurement, at least one of whom will have had no involvement in the invitation of the offers. When opened, all offers will be recorded in a register and initialled and dated by the designated employees at the time.

5.5 No offer received after the time and date specified in the invitation will be considered unless there are exceptional circumstances and acceptance is agreed by the Head of Legal, Democratic Services and Procurement.

6. Examination of Offers

6.1 If, after the offers have been opened and examined, an error in computation of an offer is detected the offeror will be given details of the error and the opportunity of confirming the total offer sum or other details of the offer or withdrawing his offer. The Chief Operating Officer or his nominee must be informed of such error and details of such error must be recorded in the appropriate file.

6.2 An offeror who submits a qualified offer will be given generally the opportunity to:

- a) Withdraw the qualification without amendment to his offer and if he does so it will be considered and
- b) Explain any financial or planning qualification as appropriate which will fall to be assessed by the Chief Operating Officer or his nominee.

6.3 If the offeror fails to proceed with either a) or b) above his offer will be rejected. All correspondence, discussions and telephone calls with the offeror in respect of these matters must be fully recorded in the appropriate file and reported to the Chief Operating Officer or his nominee.

6.4 No post offer negotiations will take place with an offeror unless the scope and principles of the negotiations have been approved in writing by the Chief Operating Officer or his nominee;

6.5 All post offer negotiations shall be in compliance with the principles set out in the Contract Procedure Rules.

7. Evaluation and Acceptance of Offers

- 7.1 The final offer that represents the best consideration obtainable by the Council will be accepted (save for any utilisation of any relevant general disposal consent or reference to Welsh Government in respect of any proposed disposal at an under value) this principle will apply to all disposals of land by whatever method except for any disposal falling within the terms of the Council's Concessionary Lettings Policy from time to time the current Policy is attached as **Appendix 1**.
- 7.2 Offers may only be accepted and recorded in accordance with the Scheme of Delegation and on the basis of best consideration. If there is to be a sale by auction, a designated employee may be authorised under the Scheme of Delegation for that particular sale. This authorisation will extend to making a decision on reserve price and to sign a contract at the auction providing that this accords with the general principles of these Procedures Rules.
- 7.3 Nothing in these rules binds the Council to accept any offer.
- 7.4 Once an offer has been accepted the unsuccessful offerors will be informed that their offers are no longer being considered.

8. Completion of Contracts

- 8.1 All contracts and transactions for disposals of Land (and for the avoidance of doubt this shall include any letting licence lease or hire agreement notwithstanding that such disposal is to a charitable organisation or one in which the Council has a close working relationship) will be in writing and executed in accordance with Article 14 of the Constitution and as may be required in law to give effect to the transaction.
- 8.2 Only the Chief Operating Officer or his nominee may issue instructions to the Head of Legal, Democratic Services and Procurement for the preparation and completion of documentation in respect of any transaction in land.
- 8.3 Every contract will comply with relevant UK, EU, Welsh Government Law, Directives and any appropriate guidance.
- 8.4 The Chief Operating Officer or his nominee in conjunction where necessary with the Head of Legal, Democratic Services and Procurement shall determine whether such Disposals are subject to the provisions of paragraph 8.1 of these Rules. If the disposal is not subject to 8.1 the Chief Operating Officer or his nominee shall determine the consideration properly payable and the terms of any letting if necessary in conjunction with the Head of Legal, Democratic Services and Procurement and the Head of Financial Services.

9. Retention of Documents

- 9.1 Deeds, title documents, leases, charges on land, guarantees and documents of a similar nature may only be destroyed with the consent of the Head of Legal, Democratic Services and Procurement.
- 9.2 Details of all offers will be retained for a period of six years.

10. Acquisition of Property

- 10.1 On each occasion that the Council wishes to acquire Land the relevant Responsible Officer will instruct the Chief Operating Officer or his nominee to negotiate, settle or confirm the terms of such acquisition after taking into account any relevant statutory provisions or guidance and any advice from the Head of Legal, Democratic Services and Procurement.
- 10.2 Once terms are finalised, the Chief Operating Officer or his nominee will instruct the Head of Legal, Democratic Services and Procurement in writing to proceed with an acquisition of the Land including for avoidance of doubt the utilisation of compulsory purchase powers.
- 10.3 The terms of such acquisition will be in accordance with the market value of the interest to be acquired and the body of statute and case law together known as the “compensation code” and in accordance with the principles of best value.
- 10.4 The terms of acquisition may only be approved in writing by the Chief Operating Officer or his nominee save for acquisition by auction or sealed offer wherein a designated employee may be authorised in writing by the Chief Operating Officer or his nominee for that particular acquisition to make an offer that accords with the general principles of these Procedure Rules.

11. Miscellaneous

- 11.1 In considering and determining all matters under these Rules the Chief Operating Officer or his nominee shall have regard to taxation law and practice and in particular to VAT; further the Chief Operating Officer or his nominee will be expected to seek the advice of the Head of Legal, Democratic Services and Procurement and/or the Head of Financial Services (as appropriate) and shall have a duty to so consult prior to any disposal.
- 11.2 In the absence for whatever reason of the Chief Operating Officer or his nominee these Rules shall be read in conjunction with the Scheme of Delegation set out in Part 3 of the Constitution.

Concessionary Lettings Policy

1. Background

- 1.1 The Council has in the past, leased land and buildings at less than full market value. Often these disposals have been to the trustees of leisure, recreational or sports clubs and societies who have limited resources. In addition to rent reviews and lease renewals which occur with such previous lettings, a number of new requests are received from similar organisations for disposals at less than market value. The land disposal rules set out the guidance / rules which the Chief Operating Officer or his nominee should normally follow.
- 1.2 In addition to the Land Disposal Rules the Local Government Act 1972 (Section 123) provides that a Council should not dispose of land other than at the best consideration reasonably obtainable without the specific consent of the Welsh Government or the application of the General Disposal Consent. This applies to leases exceeding 7 years in duration.
- 1.3 The General Disposal Consent (Wales) 2003 Order came into force on 31 December 2003. This Order removed the former requirement for the Council to seek a specific consent for a disposal at an undervalue where the Council considers that the disposal is in the interests of the economic, social or environmental well being of the whole or part of its area, or any or all persons resident or present in its area **and** the undervalue is £2,000,000 or less.
- 1.4 Under the Council's Constitution a Responsible Officer has delegated authority to exercise functions for which he or she has budgetary, managerial, operational or statutory authority provided that the Cabinet does not itself make a decision in a particular case. At present, the exercise of the executive functions by an Officer in relation to estate management on the disposal of a freehold or leasehold interest is limited up to £500,000.
- 1.5 The Audit Commissions Report on Local Authority Property Management highlighted the need for any such concessionary disposals to be identified and the amount of the concession to be quantified. There is also a practical need for all such disposals to be identified and recorded in this way, if consistency between the amounts of concessions granted is to be maintained. In view of the current financial pressures faced by the Council it is appropriate to consider this financial burden on the Authority and in addition a periodic review of these allowances should be undertaken as a matter of good management practice.

2. Application of Policy

- 2.1 It is recommended that the following approach is adopted as a consistent basis for implementing the policy framework described above subject to the Land Disposal Rules that:
- i) The full market value of the interest to be leased should be assessed. This could occur at a rent review, at a lease renewal or at the proposed granting of a new tenancy. The market rent would be assessed in the usual way taking account of the nature of the property, its current state, the interest which is to be created with the obligations to be carried out by both parties and any other relevant factors;
 - ii) The tenant who is seeking a reduction from that market value should be asked to identify all the relevant circumstances in support of his case, including alignment with the Council's corporate objectives, accounts and financial evidence relating to the activity to be undertaken either on or relating to the premises. This would also require a declaration of any grant or assistance which has been obtained from Council or any other party;
 - iii) The Council shall allow a rent concession only when it can be clearly demonstrated that such grant is necessary for the organisation to continue to deliver its service. There shall be an expectation that grant recipients will develop a financial strategy steadily to diminish the level of grant required. This strategy must be demonstrated as part of the grant application;
 - iv) The level of rent grant should be the minimum necessary to ensure continuity of the operation and in any event should not exceed 75% of the rental value of the premises. The precise level shall be determined by careful analysis of the current financial position and financial strategy of the organisation;
 - v) Each payment of rent grant shall be given explicitly. The mechanism for this will be to charge the full rental value for the premises and separately make an explicit grant payment to that organisation;
 - vi) Decisions whether to grant rent concessions for leases of less than 7 years and, if so, at what level, will be undertaken by the relevant operational Head of Service and the Chief Operating Officer or his nominee, after due discussion and democratic debate with Cabinet or Council Members. Ultimately however under the land disposal Rules it is the responsibility of the Chief Operating Officer or his nominee to determine whether a concession should be granted.

Agenda Item 15.

Council – 4 November 2014

COUNCILLORS' QUESTIONS

PART A - SUPPLEMENTARIES

1.	<p>Councillors E W Fitzgerald, D G Sullivan, L James, S M Jones, K M Marsh, I M Richard & G D Walker.</p> <p>Could the relevant Cabinet Member inform Council how many Houses of Multiple Occupation are registered, ward by ward, in Swansea? How many HMOs are occupied solely by students?</p> <p>Response by Cabinet Member for Communities and Housing</p> <p>As of 10th October 2014, there were 1,499 licensed Houses in Multiple Occupation (HMOs) in Swansea. Split by ward these are:</p> <table data-bbox="261 719 703 936"><tr><td>Castle</td><td>481</td></tr><tr><td>Landore</td><td>1</td></tr><tr><td>Oystermouth</td><td>2</td></tr><tr><td>St Thomas</td><td>3</td></tr><tr><td>Sketty</td><td>16</td></tr><tr><td>Uplands</td><td>996</td></tr></table> <p>Details are not kept about whether occupiers are students as this is a private matter for each landlord.</p>	Castle	481	Landore	1	Oystermouth	2	St Thomas	3	Sketty	16	Uplands	996
Castle	481												
Landore	1												
Oystermouth	2												
St Thomas	3												
Sketty	16												
Uplands	996												
2.	<p>Councillors A M Day, P M Meara & T H Rees.</p> <p>Will the new Cabinet Member for Education tell Council what her priorities are for the service, how she will ensure they are achieved and how she will measure the progress made in achieving those objectives?</p> <p>Response of the Cabinet Member for Education</p> <p>Education's challenges and priorities are those of our single integrated plan, <i>One Swansea</i>, and the Corporate Improvement Plan 2013-17, namely to:</p> <ol data-bbox="312 1451 1350 1637" style="list-style-type: none">1. Raise attainment and achievement for all learners 3-192. Improve Attendance levels3. Improve Literacy in English and Welsh to enable all pupils to take full advantage of the curriculum and to reduce the gap between boys and girls. <p>National and local indicators will continue to be monitored closely. The Council is working with its schools to increase the number of 15-16 year olds achieving the GCSE level 2 threshold, including English and / or Welsh first language and maths. From a low of 49.2% in 2009 there has been a year on year increase to 55.3% in 2013 and to 58.8% this year, 2014. Councillors will, I know, be pleased to hear that the percentage of pupils who achieved the GCSE level 2 threshold rose from 59.9% in 2009 to 84% this year. Those who achieved the level 1 threshold rose from 86.1% in 2009 to 94.9% this year.</p> <p>It is very important that we continue with Education's contribution to our Corporate Priority to reduce the impact of poverty and focus on improving attainment and achievement for disadvantaged pupils and learners. At key stage 2, those in receipt of free school meals are making considerable progress. Outcomes at key stages 3 and 4 will be closely monitored for</p>												

	<p>evidence of improvement and for the effective use of the additional funding schools receive.</p> <p>The LA will continue to monitor the percentage of half days missed at both primary and secondary schools. Attendance has been improving: primary schools are now at 94.4% and secondary schools not far behind at 93.3%. To maintain improvement, Education will be working closely with parents / carers and schools to ensure that pupils receive a rich and meaningful curriculum in a safe environment. Support will be offered where problems are identified.</p> <p>Being literate, able to read and write and communicate is an essential skill. There has been a steady improvement from the Foundation Phase upwards. The data will continue to be analysed. Targeted support will be offered including ERW support, Challenge Advisors and through our Hub arrangement with NPTC. Education will continue to develop partnerships with the further & higher education sectors and with work based trainers and employers to increase the literacy and skills of those seeking to improve adult qualification.</p> <p>My priorities of constant improvement will be achieved by using all the data to drill down in detail to identify the specific areas and pupils where improvement is slow. Working with our schools and regional partners, additional support and / or different approaches successfully proven elsewhere will be introduced. Regular monitoring of all indicators local and national will be used to measure progress. Education in the City & County of Swansea will continue to draw on national and international research to inform our use of data and our practice.</p>
3.	<p>Councillors M H Jones, J W Jones & A M Day.</p> <p>Will the new Cabinet Member for Services for Adults and Vulnerable People tell Council what her priorities are for the service in particular Mental Health provision, how she will ensure they are achieved and how she will measure the progress made in achieving those objectives?</p> <p>Response of the Cabinet Member for Services for Adults and Vulnerable People</p> <p>The priorities for Mental Health Services are agreed with our partners within ABMU and wider stakeholders including service users and carers In line with Welsh Government requirements these are set out in 'Together for Mental Health' the regional strategic plan for mental health services. The plan is reviewed annually through the Mental Health Partnership Board and informed through 'Have Your Say ' engagement events to include a wider group of stakeholder views The plan reflects the priorities across the ABMU region aligned to the broad themes determined for Mental Health .Services across Wales.</p> <p>Some of the areas we will be thinking about next year and through the Western Bay regional partnership arrangements include</p> <ul style="list-style-type: none"> • The role and function of community mental health teams, • The potential for further integration of services to support better joint working arrangements, • The finance available and the arrangements for commissioning external services • The remodelling of in house mental health services to support a more sustainable model for delivering support for people with mental health issues.

4. **Councillors C A Holley, P M Meara & J Newbury.**

As Swansea was a pilot authority for the Welsh Local Government Association (WLGA) for Sustainable Development will the Leader tell Council what has happened to the work from this portfolio and who has responsibility for it now he has appointed his new Cabinet?

Response of The Leader

The lead for Sustainable development is now the responsibility of the Transformation and Performance Cabinet Member. However it should be noted that the sustainable development is a key principle which runs through all portfolios and the Sustainable Swansea programme.

As you are aware Swansea Council has been working with the WLGA as their chosen pilot local authority on their Sustainable Development Framework programme. The purpose of this work is to investigate what step changes are required to embed sustainable development as the central organising principle for local government in advance of what is now known as the Well-Being for Future Generations Bill.

Members and officers have worked closely with WLGA consultants for the past two and half years in areas such as leadership development, sustainable development reporting, business plans, foresighting and long term planning. There has been much learning for us as an authority, which has had a direct influence in our approach to governance, and can be clearly seen in our key programmes such as the Sustainable Swansea Fit for the Future.

This learning has also fed into the development of the Future Generations Bill, which is now under scrutiny in the National Assembly for Wales and we are sharing our learning with other local authorities and the national Parks as part of the Early Adopters Programme, the second phase of the WLGA's Sustainable Development programme.

Supplementary Information:

Key learning from the WLGA Sustainable Development Framework programme:

- There is an urgent need for refocusing public service delivery on longer term outcomes with a more streamlined delivery mechanism
- Using sustainable development as a framework for change and transformation has the potential to drive out waste and duplication and encourage a focus on prevention and demand management
- Developing the Leadership capacity for sustainable development and aligning goals vertically and horizontally across an organisation, with other organisations and between levels of government is critical
- Level of current Sustainable Development maturity of an organisation will determine both the level of administrative cost and the potential benefits from implementing the requirements of the Bill
- Current financial and legal systems, cultures of silo thinking and risk averseness act as barriers to embedding sustainable development as the central organising principle
- The presence of high quality internal and external relationships is recognised as being the one of the most important precursors of effective change and the embedding of sustainability principles

5. **Cllrs C A Holley, M H Jones & C L Philpott.**

Will the Leader tell Council what use is being made of consultants in the Council? Whilst recognising that there is commercial sensitivity over individual contracts, could he please give as much information as possible about total spending on consultants in each of the last 3 financial years, and to date for this financial year?

(a) Which departments and sections is the consultancy work being undertaken in?

(b) Will he also tell Council which sections and departments where consultants are being used are staff being reduced through ER/VR and/or compulsory redundancy?

Response of The Leader

In terms of expenditure across financial years the following is the actual expenditure recorded via the Councils General Ledger

2011/12	2012/13	2013/14	2014/15 YTD
£	£	£	£
2,135,650	1,922,713	1,475,737	388.632

In terms of Departmental split the overall figure is as follows:-

Corporate Services	People	Place
£	£	£
1,372,418	605,177	3,945,137

Although the numbers appear significant, over the period identified the amounts identified include:-

CapGemini Consultancy Costs (ORACLE R12 upgrade and build, Corporate Services) £1,032,000

Consultancy costs relating to Regional Waste Management projects (Kitchen and residual waste, Place) £1,628,339 largely funded by Grant (Regional spend)

Planning and other costs related to planning appeals, Rural Development Plan, etc (Place, £512,000)

This reflects the diverse and specialist nature of services procured. The following attempts a high level analysis between different types of Consultancy as follows:-

'Agency' type (i.e. front facing often on a temporary basis)	One-off or irregular (Would not make sense for CCS to maintain permanent expertise)	Specialist (CCS would never retain expertise)	Other
£	£	£	£
307,078	792,142	4,784,594	38,918

PART B

6. **Councillors A M Day, M H Jones & L G Thomas.**

Can the Cabinet Member for Education tell Council what the current level of surplus places is separately for the primary and secondary sectors, and give comparative figures for each of the last 5 years?

Response of the Cabinet Member for Education

The figures requested are as follows:

	<u>Primary</u>	<u>Secondary</u>	<u>Total</u>
Jan '14	13.85%	10.60%	12.48%
Jan '13	15.42%	8.39%	12.47%
Jan '12	17.78%	9.87%	14.42%
Jan '11	17.53%	13.26%	15.65%
Jan '10	19.63%	15.49%	17.79%

These are the unfilled places in Swansea. The increase from January 2013 to January 20'14 for secondary is mainly due to a reduction in pupil numbers (269).

Scrutiny Dispatches

City & County of Swansea – October 2014

Scrutiny enables councillors who are not in the cabinet to examine the quality and effectiveness of services and policies, hold decision makers to account and make recommendations for improvement

Good Scrutiny? Good Question!

(Lead: Councillor Mike Day)

There is an increasing emphasis in Wales on scrutiny, not just in terms of accountability but as a tool for the improvement of local services and engaging citizens. On the back of the report of the Williams Commission the Auditor General for Wales published his national improvement study called 'Good Scrutiny? Good Question!', on scrutiny in Welsh local government. The Scrutiny Programme Committee met with Helen Keatley and Tim Buckle from the Wales Audit Office to discuss this report.

During the meeting in September the committee considered the key findings, recommendations and implications of the report. As opposed to a detailed inspection or review, the report was founded on observations over the last 2 years (including self-evaluation and peer review) and good practice. The report concluded that local government scrutiny in Wales was improving but councils need to do more to develop consistently rigorous scrutiny to increase public accountability in decision making. The aim was to develop a model for what good scrutiny looks like, and the committee was referred to a set of outcomes and characteristics for local government overview and scrutiny which were included in the report.

The next step is for the committee to consider the recommendations made within the Good Scrutiny? Good Question! report and incorporate actions into improvement plans. It was noted that the Wales Audit Office would be carrying out an in-depth corporate governance review around November which will look further at progress with and the impact of the Council's scrutiny arrangements.

Apart from considering the specific audit recommendations there are a number of important issues that will influence the work of scrutiny in the future that will need careful consideration including:

- the drive to assess and improve the impact of scrutiny work
- increasing and improving our engagement with the public and interested parties in the work of scrutiny
- budget pressures and impact of budget reductions on services across Swansea
- regionalisation of services and how these will be scrutinised

It is important to ensure we have these issues in our minds when planning and carrying out our scrutiny work.

Improving the streetscene

(Lead: Councillor John Bayliss)

The Streetscene Scrutiny Inquiry Panel is about to conclude its work. Its final report is expected to come before the Scrutiny Programme Committee at the end of October. The inquiry has been looking at the maintenance and cleanliness of roads, footways and verges in Swansea, and what improvements could be made. The report will detail key findings from evidence gathered and conclusions from this work, and recommendations for Cabinet. Following a presentation of the final report by the convener, Cllr John Bayliss, the Scrutiny Programme Committee will be asked to agree its submission to Cabinet for decision. More on this to follow!

Service Improvement and Finance Performance Panel progress update

(Lead: Councillor Mary Jones)

Performance Panel conveners attend the Scrutiny Programme Committee on a regular basis to provide an update on progress. On 1 September that was the turn of Councillor Mary Jones who leads the work of the Service Improvement and Finance Scrutiny Performance Panel. This Panel has an overarching remit to ensure that the Council's budget, corporate and service improvement arrangements are effective and efficient. The Panel is currently meeting on a monthly basis and has a full work programme this year which will include being involved with the budget process throughout the year. In addition the Panel will be increasing its contact with cabinet members around budget and performance matters. The Panel have also identified the new ICT Contract and Flying Start performance amongst key pieces of work that would benefit from scrutiny.

Scrutiny of social services

Changes recently made to the scrutiny work programme mean that the former Wellbeing Scrutiny Performance Panel has been replaced with 2 new Panels. Firstly, a new Child & Family Services Scrutiny Performance Panel will ensure continued focus on monitoring and challenging assessments on service performance and quality in respect of children's social services. Given the importance of, and past focus on, Child & Family Services, and, as it is potentially still an area of high risk, this warrants attention. Although the service has made good progress it is vital this is maintained and that further improvements are made across all areas of the service.

Secondly, a potential inquiry into Transforming Adult Social Services has been agreed. Councillors have identified this as a priority for scrutiny and the Panel could look at the change process and provide critical friend challenge to proposed or anticipated improvements. It is expected that this Panel will consider the outcome of the independent review into older people's services due to report shortly and how it will be used to progress the transformation of services, and inform budget discussions. This will start off as a 'working group' to gain a greater understanding of the background and develop the scope and terms of reference to determine how the Panel should operate. As the inquiry work of this Panel comes to an end, it will be set up as an Adult Social Services Performance Panel, and Terms of Reference will be changed to reflect this change.

Following up on scrutiny inquiry outcomes

Follow ups on scrutiny inquiries consider both the implementation of scrutiny recommendations and the wider impact made. Inquiry panels are reconvened between 6-12 months after the cabinet decision, to look at outcomes. The inquiry follow ups in the pipeline so far this year are:

Inquiry	Cabinet Decision	Recommendations		
		Agreed	Partly	Rejected
Services for Looked After Children	17 Sep 2013	14	1	0
Public Transport	12 Nov 2013	13	1	0
Affordable Housing	3 Dec 2013	7	2	4
Tourism	14 Jan 2014	14	0	0
Economic Inactivity	3 Jun 2014	7	0	0
Attainment & Wellbeing	1 Jul 2014	11	0	0

Connect with Scrutiny:

Room 3.3.7, Civic Centre, Swansea. SA1 3SN (Tel. 01792 637732)

Web: www.swansea.gov.uk/scrutiny

Twitter: @swanseascrutiny

Email: scrutiny@swansea.gov.uk

Blog: www.swanseascrutiny.co.uk

Like us on Facebook: www.facebook.com/swanseascrutiny

Report of the Head of Legal, Democratic Services & Procurement

Council – 4 November 2014

WRITTEN RESPONSES TO QUESTIONS ASKED AT THE LAST ORDINARY MEETING OF COUNCIL

The report provides an update on the responses to Questions asked during the last Ordinary Meeting of Council on 30 September 2014.

FOR INFORMATION

1. INTRODUCTION

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

2. RESPONSES

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

Background Papers: None

Appendices: Appendix A (Questions & Responses)

**Providing Council with Written Responses to Questions at Council –
30 September 2014**

1. Councillor P M Meara asked the Cabinet Member for Wellbeing & Healthy City

Question

Page 75, Paragraph 36 “Percentage of Procurement Spend on Local Suppliers”. Does the amount quoted include spending on the Delegated School Budget?”

Response of the Cabinet Member for Wellbeing & Healthy City

The percentage of procurement spend on local suppliers (Indicator 36) does not include expenditure for chequebook schools (Only a small number of non-chequebook schools remain).

The Local Spend Report on which the indicator is based is generated from the Procurement Spend Analysis. The data is sourced from Invoices Received in the Accounts Payable section.

Schools do not use the ISIS system having delegated responsibility for their budgets and their own SIMS systems for recording school budgets, income and expenditure and wider schools operational and management activity.

As school spend is not controlled by the Council it is not reasonable for it to be included in the analysis of council spend in this measure. However, we would clearly hope that schools adopted a similar measure.

2. Councillor C A Holley asked the Cabinet Member for Anti Poverty

Question

Will the Anti Poverty Cabinet Member, circulate the Delivery Plan and related Timescales for the Target Areas.

Response of the Cabinet Member for Anti Poverty

There is an established monitoring and reporting process for the Communities First Programme. Financial claims are submitted to the Welsh Government quarterly in arrears with outcomes for the same period reported via the online Aspireview system. The timescales for these are as follows:-

Quarter 1 (April-June) – to be reported in July

Quarter 2 (July-September) – to be reported in October

Quarter 3 (October-December) – to be reported in January

Quarter 4 (January-March) – to be reported in April/May

Within Swansea governance of the programme is carried out through an established system of Community Forums, Cluster Steering Groups and the Swansea Communities First Programme Board.

For access to the Cluster Delivery plans on the Council’s website please follow this link: <http://www.swansea.gov.uk/communitiesfirstplans>