

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, Guildhall, Swansea on Thursday, 28 April 2016 at 5.00 pm.

The following business is proposed to be transacted:

1. **Apologies for Absence.**
2. **Disclosures of Personal and Prejudicial Interests.**
3. **Minutes.** 1 - 26
To approve and sign as a correct record the minutes of the previous meetings.
4. **Written Responses to Questions asked at the Last Ordinary Meeting of Council. (For Information Report - Not For Discussion)** 27 - 39
5. **Announcements of the Presiding Member.**
6. **Announcements of the Leader of the Council.**
7. **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.
8. **Public Presentation - St. Thomas School Pupils.**
9. **Membership of Committees.** 40 - 41
10. **Strategic Equality Plan 2016 - 2020.** 42 - 84
11. **Estyn Inspection of Local Authority Education Services for Children and Young People 2013 – Update.** 85 - 124
12. **Leisure Partnerships Annual Report 2014/15.** 125 - 139
13. **Scrutiny Dispatches – Quarterly Impact Report.** 140 - 145
14. **Councillors' Questions.** 146 - 150



Patrick Arran
Head of Legal and Democratic Services,
Civic Centre,
Swansea

Tuesday, 19 April 2016.

To: All Members of the Council

CITY AND COUNTY OF SWANSEA

MINUTES OF THE COUNCIL

HELD AT COUNCIL CHAMBER, GUILDHALL, SWANSEA ON
THURSDAY, 25 FEBRUARY 2016 AT 5.00 PM

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

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

157. **APOLOGIES FOR ABSENCE.**

Apologies for absence were received from Councillors J Newbury, B G Owen, C Thomas and L G Thomas.

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

The Head of Legal and Democratic Services 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:

Councillors

- 1) Councillor G J Tanner declared a Personal Interest in Minute 165 "Welsh Housing Quality Standard (WHQS) Compliance Policy";
- 2) Councillors P Downing, B Hopkins and D H Hopkins declared a Personal and Prejudicial Interest in Minute 166 "Nomination of Lord Mayor Elect and Deputy Lord Mayor Elect 2016-2017" and withdrew from the meeting prior to its discussion;
- 3) Councillors R A Clay, U C Clay, A M Day, K E Marsh, C Philpott and C Richards declared a Personal Interest in Minute 168 "Medium Term Financial Planning 2017/2018-2019/2020";
- 4) Councillors P M Black, J E Burtonshaw, R A Clay, U C Clay, N J Davies, A M Day, C R Evans, P R Hood-Williams, D H Hopkins, L James, M H Jones, S M Jones, K E Marsh, P M Meara and C Richards declared a Personal Interest in Minute 169 "Revenue Budget 2016/2017";
- 5) Councillors P M Black, J E Burtonshaw, R A Clay, U C Clay, N J Davies, S M Jones and K E Marsh declared a Personal Interest in Minute 170 "Capital Budget & Programme 2015/2016-2019/2020";
- 6) Councillor N J Davies declared a Personal Interest in Minute 171 "Treasury Management Strategy, Prudential Indicators, Investment Strategy and Minimum Revenue Provision Policy Statement 2016/2017";
- 7) Councillor T J Hennegan declared a Personal and Prejudicial Interest in Minute 172 "Housing Revenue Account (HRA) Revenue Budget 2016/2017" and withdrew from the meeting prior to its discussion;
- 8) Councillor G J Tanner declared a Personal Interest in Minute 172 "Housing Revenue Account (HRA) Revenue Budget 2016/17";
- 9) Councillor C A Holley declared a Personal Interest in Minute 169 "Revenue Budget 2016/2017" and stated that he had received dispensation from the Standards Committee to stay, speak and vote on any item relating to Social Services matters, general staff employment, on budget matters and other Social Services matters other than those that directly affect his daughter by specific reference to her post;
- 10) Councillor G J Tanner declared a Personal and Prejudicial Interest in Minute 173 "Housing Revenue Account – Capital Budget and Programme 2016/17-2019/20" and withdrew from the meeting prior to its discussion;

- 11) Councillor Mark Thomas declared a Personal Interest in Minute 168 "Medium Term Financial Planning 2017/2018-2019/2020" and Minute 169 "Revenue Budget 2016/2017" and stated that he had dispensation from Standards Committee to stay and speak but not vote on any item relating to general staff employment, on budget matters other than matters that directly affect his wife by specific reference to her post;
- 12) Councillor T M White declared a Personal Interest in Minute 169 "Revenue Budget 2016/2017", "Revenue Budget 2016/2017", "Capital Budget & Programme 2015/2016-2019/2020" and "Treasury Management Strategy, Prudential Indicators, Investment Strategy and Minimum Revenue Provision Policy Statement 2016/2017" and stated that he had dispensation from Standards Committee to stay and speak on any item relating to general staff employment, on budget matters other than matters that directly affect his daughter by specific reference to her post.

159. **MINUTES.**

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

- 1) Extraordinary Meeting of Council held on 28 January 2016;
- 2) Ordinary Meeting of Council held on 28 January 2016.

160. **WRITTEN RESPONSES TO QUESTIONS ASKED AT THE LAST ORDINARY MEETING OF COUNCIL. (FOR INFORMATION REPORT - NOT FOR DISCUSSION)**

The Head of Legal and Democratic Services submitted an information report setting out the written responses to questions asked at the last Ordinary Meeting of Council.

161. **ANNOUNCEMENTS OF THE PRESIDING MEMBER.**

1) **Congratulations**

a) **Purple Flag**

The Presiding Member stated that the Association of Town Centre Managers had announced that it was pleased to confirm that Swansea had been successful in retaining the prestigious "Purple Flag" award for 2016, confirming the high standards and continuing development of Swansea's Night Time Economy.

The Association of Town Centre Managers also confirmed that Swansea has been short listed as a finalist in its 2016 National Awards for its work in changing perceptions of the Night Time Economy and developing its diversity. The announcement of the winner will take place in London on 8 March 2016.

b) Dacre Sword - 215 (City of Swansea) Squadron Air Cadets

The Presiding Member congratulated Sarah Flower and Jonny Evans of 215 (City of Swansea) Squadron Air Cadets for recently being awarded the Dacre Sword.

162. ANNOUNCEMENTS OF THE LEADER OF THE COUNCIL.

1) City Deal

The Leader of the Council stated that the Swansea Bay City Region submitted a ground-breaking 'Internet Coast' City Deal bid, in excess of £500m over 20 years, to the UK and Welsh Governments on 24 February 2016.

The aim being to boost energy, health and well-being and economic acceleration by harnessing the power of digital networks and the asset base of Swansea Bay. It is estimated that the City Deal investment could lever in total around £3.3bn of output and £1.3bn of gross value added for Wales, while supporting around 39,000 jobs in the region.

2) Reform of the Music Service

The Leader of the Council clarified the Authority's position in relation to the Reform of the Music Service. He reiterated the fact that the City and County of Swansea had never made any attempt to close the service.

The service was fully supported however the City and County of Swansea in conjunction with the Neath Port Talbot County Borough Council were conducting a reform of the service in order to safeguard its future.

163. PUBLIC QUESTIONS.

A number of questions were asked by members of the public. The relevant Cabinet Member responded.

A) Those question areas **not** requiring a written response are listed below:

a) Item 12 "Revenue Budget 2016-2017" in relation to Bus Services and the Music Service.

B) There were no questions requiring a written response.

164. PUBLIC PRESENTATION - NONE.

No Public Presentations were received.

165. WELSH HOUSING QUALITY STANDARD (WHQS) COMPLIANCE POLICY.

The Next Generation Services Cabinet Member submitted a report which sought approval for the Welsh Housing Quality Standards (WHQS) Compliance Policy.

RESOLVED that:

- 1) The Welsh Housing Quality Standards Compliance Policy be approved and submitted to the Welsh Government.

Note: Councillor I M Richard asked “*Can I have the number of Council Housing units still using Coal Heating, and if possible could the answer be split into what types of units e.g. Flats or Houses etc.?*”

The Next Generation Services Cabinet Member indicated that a written response would be provided.

166. **NOMINATION OF LORD MAYOR ELECT AND DEPUTY LORD MAYOR ELECT 2016-2017.**

The Presiding Member, Monitoring Officer and Head of Democratic Services submitted a report which sought to nominate the Lord Mayor Elect and Deputy Lord Mayor Elect 2016-2017 in order to enable the arrangements for the Inauguration of the Lord Mayor and Deputy Lord Mayor event to proceed.

RESOLVED that:

- 1) Councillor David H Hopkins be nominated as Lord Mayor Elect 2016-2017;
- 2) Councillor Phil Downing be nominated as Deputy Lord Mayor Elect 2016-2017;
- 3) The Constitution Working Group conduct a review of the Lord Mayor and Deputy Lord Mayor Protocol and report back to a future Council meeting within 6 months.

167. **TECHNICAL AND BUDGET PRESENTATION**

The Section 151 Officer gave a technical presentation of the following 4 budget reports:

- i) Medium Term Financial Plan 2017-2018 to 2019-2020;
- ii) Revenue Budget 2016-2017;
- iii) Capital Budget & Programme 2015-2016 to 2019-2020;
- iv) Treasury Management Strategy, Prudential Indicators, Investment Strategy and Minimum Revenue Provision Policy Statement 2016-2017.

Councillors asked technical questions of the Section 151 Officer. The Section 151 Officer responded.

Following the technical questions, the Leader of the Council gave a general political overview of the budget situation followed by a political presentation of the 4 budget reports referred to above. The relevant Cabinet Members also gave presentations relating to their portfolios.

Councillors asked political questions of the Leader of the Council. The Leader of the Council and relevant Cabinet Members responded.

168. **MEDIUM TERM FINANCIAL PLANNING 2017/18 - 2019/20.**

The Section 151 Officer submitted a report which proposed a Medium Term Financial Plan 2017-2018 to 2019-2020. The report set out the rationale and purpose of the Medium Term Financial Plan and detailed the major funding assumptions for the period and proposed a strategy to maintain a balanced budget.

RESOLVED that:

- 1) The Medium Term Financial Plan 2017-2018 to 2019-2020 be approved as the basis for future service and financial planning.

169. **REVENUE BUDGET 2016/17.**

The Section 151 Officer submitted a report which proposed a Revenue Budget and Council Tax levy for 2016-2017. The report detailed:

- i) Financial Monitoring in 2015-2016;
- ii) The Local Government Finance Settlement 2016-2017;
- iii) Budget Forecast 2016-2017;
- iv) Specific Savings Proposals: Update;
- v) Outcome of Budget Consultation;
- vi) Staffing Implications;
- vii) Reserves and Contingency Fund requirements;
- viii) The Budget Requirement and Council Tax 2016-2017.
- ix) Summary of Funding Proposals;
- x) Assessment of Risks and Uncertainties.

RESOLVED that:

- 1) A Revenue Budget for 2016-2017 as detailed in Appendix A of the report be approved;
- 2) A Budget Requirement and Council Tax levy for 2016-2017 as detailed in Section 9 of the report be approved;
- 3) Any changes to the budget proposals in respect of the final Revenue and Capital Settlement for 2016-2017 as confirmed on 9 March 2016 will be met by transfer to / from Reserves.

Note:

- 1) Councillor E W Fitzgerald the following question:
 - i) "Page 120 - What is the percentage increase in burial and cremation fees?"

The Leader of the Council indicated that a written response would be provided.

2) Councillor A M Day the following question:

- i) "Pages 150-153. Will the Leader of the Council circulate his response to the School Budget Forum?"

The Leader of the Council indicated that he would circulate his response as requested.

170. **CAPITAL BUDGET & PROGRAMME 2015/16 - 2019/20.**

The Section 151 Officer submitted a report which proposed a revised Capital Budget for 2015-2016 and a Capital Budget for 2016-2017 to 2019-2020.

The report outlined the following budget proposals within its appendices:

- i) Appendix A "Summary of General Fund Capital Expenditure and Financing 2015-2016 to 2019-2020";
- ii) Appendix B "Schools Programme Capital Expenditure and Financing 2015-2016 to 2019-2020";
- iii) Appendix C "Material changes to the original 2015-2016 budget";
- iv) Appendix D "Reconciliation of Capital Programme shortfall;
- v) Appendix E "General Fund Capital Budget 2015-2016 to 2019-2020".

RESOLVED that the revised capital budget for 2015-2016 and a capital budget for 2016-2017 to 2019-2020 as detailed in Appendices A, B, C, D and E be approved.

171. **TREASURY MANAGEMENT STRATEGY, PRUDENTIAL INDICATORS, INVESTMENT STRATEGY AND MINIMUM REVENUE PROVISION POLICY STATEMENT 2016/17.**

The Section 151 Officer submitted a report which recommended the Treasury Management Strategy, Prudential Indicators, Investment Strategy and Minimum Revenue Provision Policy Statement for 2016-2017.

RESOLVED that:

- 1) The Treasury Management Strategy and Prudential Indicators (Sections 2-7 of the report) be approved;
- 2) The Investment Strategy (Section 8 of the report) be approved;
- 3) The Minimum Revenue Provision (MRP) Statement (Section 9 of the report) be approved.

Note: Councillor P M Black asked the following questions:

- i) "Do we have any investments in Non AAA or Non AA institutions? If so how much and what percentage of total investments?"
- ii) "Do we have any investments in Non UK institutions? If so how much and what percentage of total?"

The Leader of the Council indicated that a written response would be provided.

172. **HOUSING REVENUE ACCOUNT (HRA) REVENUE BUDGET 2016/17.**

The Section 151 Officer and Director of Place submitted a joint report which proposed a Revenue Budget for 2016-2017 and a rent increase for properties within the Housing Revenue Account (HRA).

RESOLVED that:

- 1) Rents be increased in line with the Welsh Government new rent setting policy as detailed in Section 4 of the report;
- 2) Fees, charges and allowances as outlined in Section 4 of the report be approved;
- 3) The revenue budget proposals as detailed in Section 4 of the report be approved.

173. **HOUSING REVENUE ACCOUNT - CAPITAL BUDGET AND PROGRAMME 2015/16 -2019/20.**

The Section 151 Officer and Director of Place submitted a joint report which proposed a Capital Budget 2015-2016 to 2019-2020.

RESOLVED that:

- 1) The transfers between schemes and the revised budget for schemes in 2015-2016 be approved;
- 2) The budget proposals for 2016-2017 to 2019-2020 be approved;
- 3) Where individual schemes in Appendix B of the report are programmed over the 4 year period described in the report, then these be committed and approved and that their financial implications for funding over subsequent years be approved;
- 4) Authorisation be granted to Officers to submit planning applications in relation to Capital Repair Schemes on Council owned land where planning permission is considered necessary.

174. **COUNCILLORS' QUESTIONS.**

1) Part A 'Supplementary Questions'

Four (4) Part A 'Supplementary Questions' were submitted. The relevant Cabinet Member(s) responded by way of written answers contained in the Council Summons.

The following supplementary question(s) required a written response.

- a) Question 1. Councillor P N May asked:

"What action is being taken by the Authority to disable the water tap at the Recreation Ground in order to prevent future unauthorised use?"

The Enterprise, Development and Regeneration Cabinet Member indicated that a written response would be provided.

- b) Question 2. Councillor J W Jones asked:

"Where are the exact locations referred to by the Cabinet Member in his response when he refers to the 4.8% of principal (A) roads, non principal (B) roads and non principal (C) roads that are in overall poor condition?"

The Environment and Transport Cabinet Member indicated that a written response would be provided.

- c) Question 4. Councillor A M Day asked:

"What action is being taken by the Authority to progress the open cases of claims relating to injuries?"

The Environment and Transport Cabinet Member indicated that a written response would be provided.

2) Part B 'Questions not requiring Supplementary Questions'

Two (2) Part B 'Questions not requiring Supplementary Questions' were submitted.

The meeting ended at 8.27 pm

CHAIR

CITY AND COUNTY OF SWANSEA

MINUTES OF THE EXTRAORDINARY COUNCIL

**HELD AT COUNCIL CHAMBER, GUILDHALL, SWANSEA. ON
THURSDAY, 10 MARCH 2016 AT 5.00 PM**

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

Councillor(s)	Councillor(s)	Councillor(s)
C Anderson	P M Black	J E Burtonshaw
M C Child	R A Clay	U C Clay
A C S Colburn	D W Cole	A M Cook
S E Crouch	J P Curtice	N J Davies
P Downing	C R Doyle	V M Evans
C R Evans	W Evans	E W Fitzgerald
R Francis-Davies	F M Gordon	J A Hale
J E C Harris	T J Hennegan	C A Holley
P R Hood-Williams	L James	Y V Jardine
M H Jones	S M Jones	J W Jones
E J King	E T Kirchner	R D Lewis
D J Lewis	A S Lewis	C E Lloyd
P Lloyd	K E Marsh	P M Matthews
P N May	D Phillips	C L Philpott
T H Rees	I M Richard	P B Smith
R V Smith	R J Stanton	R C Stewart
D G Sullivan	G J Tanner	C Thomas
C M R W D Thomas	M Thomas	L J Tyler-Lloyd
L V Walton	T M White	

175. **APOLOGIES FOR ABSENCE.**

Apologies for absence were received from Councillors J C Bayliss, A M Day, B Hopkins, D H Hopkins, A J Jones, P M Meara, J Newbury, B G Owen, G Owens, J A Raynor, C Richards, L G Thomas and G D Walker.

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

The Deputy Head of Legal and Democratic Services 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:

Councillors

- 1) Councillors C Anderson, J E Burtonshaw, J P Curtice, C A Holley, D G Sullivan and C Thomas declared a Personal Interest in Minute 180 "Pay Policy 2016-2017";
- 2) Councillor P Downing declared a Personal Interest in Minute 180 "Pay Policy 2016-2017" and stated that he had dispensation from the Standards Committee to stay and speak and vote on any item relating to general staff Employment, on Budget matters and any other matters that affect Corporate Building Services, other than matters that directly affect his brother with specific reference to his post;
- 3) Councillor F M Gordon declared a Personal Interest in Minute 180 "Pay Policy 2016-2017" and stated that she had dispensation from the Standards Committee to stay and speak on any item relating to general staff employment, on budget matters and any other matters that directly affect Education other than matters that directly affect her son by specific reference to his post;
- 4) Councillor J A Hale declared a Personal and Prejudicial Interest in Minute 180 "Pay Policy 2016-2017" and stated that he had dispensation from the Standards Committee to stay and speak on any item relating to general staff employment, on Budget matters and any other matters that affect Unison and health other than matters that directly affect the Councillor in his role as Unison Officer;
- 5) Councillor K E Marsh declared a Personal Interest in Minute 180 "Pay Policy 2016-2017" and stated that he had dispensation from the Standards Committee to stay and speak on any item relating to general staff employment, on budget matters and any other matters that affect the Corporate Building Services, other than matters that directly affect his grandson with specific reference to his post;
- 6) Councillor G J Tanner declared a Personal and Prejudicial Interest in Minute 180 "Pay Policy 2016-2017" and stated that she had dispensation from the Standards Committee to stay and speak but not vote on any item relating to general staff employment on budget matters other than matters that directly affect her son by specific reference to his post;
- 7) Councillor C Thomas declared a Personal Interest in Minute 180 "Pay Policy 2016-2017" and stated that she had dispensation from the Standards Committee to stay and speak on any item relating to general staff employment, on budget matters and any other matters that affect Corporate Building Services other than matters that directly affect her grandson by specific reference to his post;
- 8) Councillor M Thomas declared a Personal Interest in Minute 180 "Pay Policy 2016-2017" and stated that he had dispensation from the Standards Committee to stay and speak but not vote on any item relating to general staff

employment, on budget matters other than matters that directly affect his wife by specific reference to her post;

- 9) Councillor T M White declared a Personal Interest in Minute 180 "Pay Policy 2016-2017" and stated that he had dispensation from the Standards Committee to stay and speak on any item relating to general staff employment, on budget matters other than matters that directly affect his daughter by specific reference to her post;
- 10) Councillor Y V Jardine declared a Personal Interest in Minute 182 "Council Tax Premiums in Wales";
- 11) Councillors A C S Colburn, D W Cole, E W Fitzgerald, D Lewis, C M R W D Thomas and L J Tyler-Lloyd declared a Personal and Prejudicial Interest in Minute 182 "Council Tax Premiums in Wales" and WITHDREW from the meeting prior to its considerations;
- 12) Councillors P M Black, J E Burtonshaw, M C Child, R A Clay, U C Clay, A C S Colburn, D W Cole, A M Cook, S E Crouch, J P Curtice, N J Davies, P Downing, C R Doyle, V M Evans, W Evans, E W Fitzgerald, R Francis-Davies, J E C Harris, T J Hennegan, C A Holley, P R Hood-Williams, L James, Y V Jardine, J W Jones, M H Jones, S M Jones, E J King, E T Kirchner, A S Lewis, R D Lewis, C E Lloyd, P Lloyd, K E Marsh, P M Matthews, P N May, C L Philpott, P B Smith, R V Smith, R C Stewart, G J Tanner, C Thomas, D W W Thomas, M Thomas, L J Tyler-Lloyd, L V Walton and T M White declared a Personal Interest in Minute 183 "Admission Arrangements 2017-2018".

Officers

- 1) J Straw declared a Personal Interest in Minute 183 "Admission Arrangements 2017-2018";
- 2) S Rees and J Straw declared a Personal Interest in Minute 180 "Pay Policy 2016-2017";
- 3) H Evans, M Hawes, T Meredith, J Parkhouse, P Roberts, C Sivers and D Taylor declared a Personal and Prejudicial Interest in Minute 180 "Pay Policy 2016-2017" and withdrew from the meeting prior to its consideration.

177. ANNOUNCEMENTS OF THE PRESIDING MEMBER

1) Extraordinary Council - 7 April 2016

The Presiding Member stated that he had agreed to hold an Extraordinary Meeting of Council at 5.00pm on Thursday, 7 April 2016.

2) Changes / Amendments to the Council Summons

- a) **Item 6 "Statutory Resolution - Resolutions to be made in accordance with the Regulations in the Setting of Council Tax 2016-2017"**

The Presiding Member stated that there was a typographical error on Page 26 of the Council Summons. The entry in relation to Resolution (5) Band A - All other parts of the Council Area including the Police and Crime Commissioner precept should read £922.50 not £992.50.

b) Item 9 “Planning Policy Context for the Appraisal of Planning Applications for Onshore Unconventional Oil and Gas Exploration and Development”

The Presiding Member stated that Appendix A (Pages 100-104) needed to be amended so as to reflect current National Planning Policy. The amendment should read as follows:

“Following incorporation of Mineral Planning Policy Wales (MPPW) into Planning Policy Wales (PPW), all references to MPPW will be changed to PPW in the Deposit Local Development Plan (LDP)”.

c) Item 10 “Membership of Committees”

The Presiding Member stated that an additional amendment was required to the membership of the Local Authority (LA) Governor Panel. Remove Councillor J E Burtonshaw. Add Councillor H M Morris.

178. PUBLIC QUESTIONS.

A number of questions were asked by members of the public. The relevant Cabinet Member responded.

A) Those questions **not** requiring a written response are listed below:

a) Questions were asked in relation to Minute 181 “Statutory Resolution - Resolution to be made in accordance with the Regulations in the Setting of Council Tax 2016-2017”.

B) Those questions requiring a written response are listed below:

There were no questions requiring a written response.

179. PUBLIC PRESENTATION - DOWN TO EARTH PROJECT.

Mark McKenna of the Down to Earth Project gave a presentation on the work of the ‘Down to Earth Project’. He stated that the project commenced in 2005, with a fairly ambitious idea of delivering education and personal development / well-being differently. To not only support people who were struggling to “fit in” to mainstream education or mainstream life, but which also embraced sustainability and demonstrated that it should be at the very centre of that approach

As the organisation has grown the Project has worked with schools, colleges, universities and community groups to transform their own spaces.

Down to Earth is a not-for-profit organisation with a 10 year track record in doing innovative outdoor experiences with vulnerable and 'hard to reach' groups of all ages. It has diversified to work with businesses and tourists to enable the core work of the Project to continue.

Further information on the work of the Down to Earth Project may be viewed on their website www.downtoearthproject.org.uk/

Councillor W Evans, Anti Poverty and Communities Cabinet Member gave thanks for the presentation.

180. **PAY POLICY 2016/2017.**

The Head of Human Resources and Organisational Development (HR & OD) submitted a report which sought approval of the Pay Policy 2016-2017.

RESOLVED that:

- 1) The Pay Policy 2016-2017 be approved and adopted.

181. **STATUTORY RESOLUTION - RESOLUTIONS TO BE MADE IN ACCORDANCE WITH THE REGULATIONS IN THE SETTING OF COUNCIL TAX 2016/2017.**

The Section 151 Officer submitted a report which outlined a number of statutory resolutions to be made in accordance with the Regulations in the setting of the Council Tax 2016-2017.

RESOLVED that:

- 1) Council notes and adopts the statutory resolutions set out below;
- 2) It be noted that at its meeting on 26 November 2015, the Council calculated the following amounts for the year 2016-2017 in accordance with Regulations made under Section 33(5) of the Local Government Finance Act 1992 as amended):
 - a) 89,151 being the amount calculated by the Council, in accordance with Regulation 3 of the Local Authorities (Calculation of Council Tax Base) (Wales) Regulations 1995, as amended, as its Council Tax Base for the year;
 - b) Parts of the Council's Area:

Bishopston	1,975
Clydach	2,576
Gorseinon	3,108
Gowerton	1,960
Grovesend	404
Ilston	312
Killay	2,067
Llangennith, Llanmadoc and Cheriton	496
Llangyfelach	949

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Llanrhidian Higher	1,587
Llanrhidian Lower	334
Llwchwr	3,395
Mawr	742
Mumbles	9,594
Penllergaer	1,355
Pennard	1,454
Penrice	425
Pontarddulais	2,255
Pontlliw and Tircoed	1,034
Port Eynon	416
Reynoldston	281
Rhossili	189
Three Crosses	711
Upper Killay	565

being the amounts calculated by the Council, in accordance with Regulation 6 of the Regulations, as the amounts of its Council Tax Base for dwellings in those parts of its area to which special items relate;

- 3) The following amounts be now calculated by the Council for the year 2015-2016 in accordance with Sections 32 to 36 of the Local Government Finance Act 1992:
 - a) £678,342,841 being the aggregate of the amounts which the Council estimates for the items set out in Sections 32(2)(a) to (d) of the Act;
 - b) £265,150,853 being the aggregate of the amounts which the Council estimates for the items set out in Sections 32(3)(a), 32(3)(c) and 32(3a) of the Act;
 - c) £413,191,988 being the amount by which the aggregate at (3)(a) above exceeds the aggregate at 3(b) above, calculated by the Council, in accordance with Section 32(4) of the Act, as its budget requirement for the year;
 - d) £307,391,774 being the aggregate of the sums which the Council estimates will be payable for the year into its Council Fund in respect of redistributed non domestic rates, and revenue support grant less discretionary Non Domestic Rate relief;
 - e) £1,186.75 being the amount at (3)(c) above less the amount at (3)(d) above, all divided by the amount at (2)(a) above, calculated by the Council, in accordance with Section 33(1) of the Act, as the basic amount of its Council Tax for the year;
 - f) £967,410 being the aggregate amount of all special items referred to in Section 34(1) of the Act;
 - g) £1,175.90 being the amount at (3)(e) above less the result given by dividing the amount at (3)(f) above by the amount at (2)(a) above, calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of

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its Council Tax for the year for dwellings in those parts of its area to which no special items relate;

h) Parts of the Council's area:

Bishopston	1,196.15
Clydach	1,212.61
Gorseinon	1,202.75
Gowerton	1,193.28
Grovesend and Waungron	1,188.28
Ilston	1,185.85
Killay	1,185.09
Llangennith, Llanmadoc and Cheriton	1,190.52
Llangyfelach	1,195.92
Llanrhidian Higher	1,224.75
Llanrhidian Lower	1,187.88
Llwchwr	1,199.90
Mawr	1,239.24
Mumbles	1,195.13
Penllergaer	1,190.66
Pennard	1,211.66
Penrice	1,199.43
Pontarddulais	1,213.15
Pontlliw	1,209.45
Port Eynon	1,189.12
Reynoldston	1,211.49
Rhossili	1,193.36
Three Crosses	1,218.14
Upper Killay	1,207.76

being the amounts given by adding to the amount at (3)(g) above the amounts of the special items relating to dwellings in those parts of the Council's area mentioned above divided in each case by the amount at (2)(b) above, calculated by the Council, in accordance with Section 34(3) of the Act, as the basic amounts of its Council Tax for the year for dwellings in those parts of its area to which one or more special items relate;

i) Parts of the Council's Area:

	Band	Band	Band	Band	Band	Band	Band	Band	Band
	A	B	C	D	E	F	G	H	I
	£	£	£	£	£	£	£	£	£
Bishopston	797.43	930.34	1,063.24	1,196.15	1,461.96	1,727.77	1,993.58	2,392.30	2,791.01
Clydach	808.40	943.14	1,077.87	1,212.61	1,482.08	1,751.55	2,021.01	2,425.22	2,829.42
Gorseinon	801.83	935.47	1,069.11	1,202.75	1,470.03	1,737.30	2,004.58	2,405.50	2,806.41
Gowerton	795.52	928.11	1,060.69	1,193.28	1,458.45	1,723.62	1,988.80	2,386.56	2,784.31
Grovesend & Waungron	792.18	924.22	1,056.24	1,188.28	1,452.34	1,716.40	1,980.46	2,376.56	2,772.65
Ilston	790.56	922.33	1,054.08	1,185.85	1,449.37	1,712.89	1,976.41	2,371.70	2,766.98
Killay	790.06	921.74	1,053.41	1,185.09	1,448.44	1,711.79	1,975.15	2,370.18	2,765.20

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	Band	Band	Band	Band	Band	Band	Band	Band	Band
	A	B	C	D	E	F	G	H	I
	£	£	£	£	£	£	£	£	£
Llangennith, Llanmadoc & Cheriton	793.68	925.96	1,058.24	1,190.52	1,455.08	1,719.64	1,984.20	2,381.04	2,777.87
Llangyfelach	797.28	930.16	1,063.04	1,195.92	1,461.68	1,727.44	1,993.20	2,391.84	2,790.47
Llanrhidian Higher	816.50	952.58	1,088.66	1,224.75	1,496.92	1,769.08	2,041.25	2,449.50	2,857.74
Llanrhidian Lower	791.92	923.91	1,055.89	1,187.88	1,451.85	1,715.82	1,979.80	2,375.76	2,771.71
Llwlchwyr	799.93	933.26	1,066.57	1,199.90	1,466.54	1,733.19	1,999.83	2,399.80	2,799.76
Mawr	826.16	963.85	1,101.54	1,239.24	1,514.63	1,790.01	2,065.40	2,478.48	2,891.55
Mumbles	796.75	929.55	1,062.33	1,195.13	1,460.71	1,726.30	1,991.88	2,390.26	2,788.63
Penllergaer	793.77	926.07	1,058.36	1,190.66	1,455.25	1,719.84	1,984.43	2,381.32	2,778.20
Pennard	807.77	942.40	1,077.03	1,211.66	1,480.92	1,750.17	2,019.43	2,423.32	2,827.20
Penrice	799.62	932.89	1,066.16	1,199.43	1,465.97	1,732.51	1,999.05	2,398.86	2,798.66
Pontarddulais	808.76	943.56	1,078.35	1,213.15	1,482.74	1,752.33	2,021.91	2,426.30	2,830.68
Pontlliw and Tircoed	806.30	940.68	1,075.06	1,209.45	1,478.22	1,746.98	2,015.75	2,418.90	2,822.04
Port Eynon	792.74	924.87	1,056.99	1,189.12	1,453.37	1,717.62	1,981.86	2,378.24	2,774.61
Reynoldston	807.66	942.27	1,076.88	1,211.49	1,480.71	1,749.93	2,019.15	2,422.98	2,826.80
Rhossili	795.57	928.17	1,060.76	1,193.36	1,458.55	1,723.74	1,988.93	2,386.72	2,784.50
Three Crosses	812.09	947.44	1,082.79	1,218.14	1,488.84	1,759.53	2,030.23	2,436.28	2,842.32
Upper Killay	805.17	939.37	1,073.56	1,207.76	1,476.15	1,744.54	2,012.93	2,415.52	2,818.10
All other parts of the Council area	783.93	914.59	1,045.24	1,175.90	1,437.21	1,698.52	1,959.83	2,351.80	2,743.77

being the amounts given by multiplying the amounts at (3)(g) and (3)(h) above by the number which, in the population set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of the categories of dwellings listed in the different valuation bands;

- 4) It be noted that for the year 2016-2017 the Police and Crime Commissioner for South Wales had stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below:

	Band	Band	Band	Band	Band	Band	Band	Band	Band
	A	B	C	D	E	F	G	H	I
	£	£	£	£	£	£	£	£	£
The Police and Crime Commissioner for South Wales	138.57	161.66	184.76	207.85	254.04	300.23	346.42	415.70	484.99

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- 5) Having calculated the aggregate in each case of the amounts at (3)(i) and (4) above, the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby sets the following amounts as the amounts of Council Tax for the year 2016-2017 for each of the categories of dwelling shown below:

	Band	Band	Band	Band	Band	Band	Band	Band	Band
	A	B	C	D	E	F	G	H	I
	£	£	£	£	£	£	£	£	£
Bishopston	936.00	1,092.00	1,248.00	1,404.00	1,716.00	2,028.00	2,340.00	2,808.00	3,276.00
Clydach	946.97	1,104.80	1,262.63	1,420.46	1,736.12	2,051.78	2,367.43	2,840.92	3,314.41
Gorseinon	940.40	1,097.13	1,253.87	1,410.60	1,724.07	2,037.53	2,351.00	2,821.20	3,291.40
Gowerton	934.09	1,089.77	1,245.45	1,401.13	1,712.49	2,023.85	2,335.22	2,802.26	3,269.30
Grovesend & Waungron	930.75	1,085.88	1,241.00	1,396.13	1,706.38	2,016.63	2,326.88	2,792.26	3,257.64
Ilston	929.13	1,083.99	1,238.84	1,393.70	1,703.41	2,013.12	2,322.83	2,787.40	3,251.97
Killay	928.63	1,083.40	1,238.17	1,392.94	1,702.48	2,012.02	2,321.57	2,785.88	3,250.19
Llangennith, Llanmadoc & Cheriton	932.25	1,087.62	1,243.00	1,398.37	1,709.12	2,019.87	2,330.62	2,796.74	3,262.86
Llangyfelach	935.85	1,091.82	1,247.80	1,403.77	1,715.72	2,027.67	2,339.62	2,807.54	3,275.46
Llanrhidian Higher	955.07	1,114.24	1,273.42	1,432.60	1,750.96	2,069.31	2,387.67	2,865.20	3,342.73
Llanrhidian Lower	930.49	1,085.57	1,240.65	1,395.73	1,705.89	2,016.05	2,326.22	2,791.46	3,256.70
Llwchwr	938.50	1,094.92	1,251.33	1,407.75	1,720.58	2,033.42	2,346.25	2,815.50	3,284.75
Mawr	964.73	1,125.51	1,286.30	1,447.09	1,768.67	2,090.24	2,411.82	2,894.18	3,376.54
Mumbles	935.32	1,091.21	1,247.09	1,402.98	1,714.75	2,026.53	2,338.30	2,805.96	3,273.62
Penllergaer	932.34	1,087.73	1,243.12	1,398.51	1,709.29	2,020.07	2,330.85	2,797.02	3,263.19
Pennard	946.34	1,104.06	1,261.79	1,419.51	1,734.96	2,050.40	2,365.85	2,839.02	3,312.19
Penrice	938.19	1,094.55	1,250.92	1,407.28	1,720.01	2,032.74	2,345.47	2,814.56	3,283.65
Pontarddulais	947.33	1,105.22	1,263.11	1,421.00	1,736.78	2,052.56	2,368.33	2,842.00	3,315.67
Pontlliw	944.87	1,102.34	1,259.82	1,417.30	1,732.26	2,047.21	2,362.17	2,834.60	3,307.03
Port Eynon	931.31	1,086.53	1,241.75	1,396.97	1,707.41	2,017.85	2,328.28	2,793.94	3,259.60
Reynoldston	946.23	1,103.93	1,261.64	1,419.34	1,734.75	2,050.16	2,365.57	2,838.68	3,311.79
Rhossili	934.14	1,089.83	1,245.52	1,401.21	1,712.59	2,023.97	2,335.35	2,802.42	3,269.49
Three Crosses	950.66	1,109.10	1,267.55	1,425.99	1,742.88	2,059.76	2,376.65	2,851.98	3,327.31
Upper Killay	943.74	1,101.03	1,258.32	1,415.61	1,730.19	2,044.77	2,359.35	2,831.22	3,303.09
All other parts of the Council area	922.50	1,076.25	1,230.00	1,383.75	1,691.25	1,998.75	2,306.25	2,767.50	3,228.76

182. **COUNCIL TAX PREMIUMS IN WALES.**

The Section 151 Officer submitted a report which provided information and sought consideration of the new discretionary powers to charge higher amounts of Council Tax on certain properties provided for by the Housing (Wales) Act 2014 and charging higher amounts (premiums) for second homes from 2017-2018 as set out in Section 5 of the report.

RESOLVED that:

- 1) The details of the new discretionary powers relating to Council Tax premiums outlined in this report be noted;
- 2) The outcome of the consultation exercise undertaken by the Council be noted;
- 3) In accordance with S139 Housing (Wales) Act 2014 the Council exercises its discretion on whether to charge premiums of up to 100% of the standard rate of Council Tax, for dwellings occupied periodically, commonly referred to as "second homes" under Section 12B of the Local Government Finance Act 1992 from 1 April 2017 and if so, to determine the percentage of the premium to be applied, of no more than 100% of the standard charge payable;
- 4) The new discretionary powers relating to long term empty properties be considered during 2016-2017 once further guidance is received from Welsh Government in relation to the exceptions and impact to Council Tax base calculation.

183. **ADMISSION ARRANGEMENTS 2017/2018.**

The Cabinet Member for Education submitted a report which sought to determine the Admission Arrangements for maintained schools for the academic year 2017-2018.

RESOLVED that:

- 1) The proposed Admission Arrangements for 2017-2018 for Nursery as set out in Appendix A of the report be approved;
- 2) The proposed Admission Arrangements for 2017-2018 for Reception as set out in Appendix B of the report be approved;
- 3) The proposed Admission Arrangements for 2017-2018 for Year 7 as set out in Appendix B of the report be approved;
- 4) The proposed Admission Arrangements / Criteria for Entry for 2017-2018 for Sixth Forms as set out in Appendix B of the report be approved;
- 5) The proposed Admission Arrangements for 2017-2018 for In Year Transfers as set out in Appendix B of the report be approved;
- 6) The Schedule of Events as set out in Appendix C of the report be approved;
- 7) The Admission Numbers for primary and secondary schools be noted, as set out in Appendix D of the report.

184. **PLANNING POLICY CONTEXT FOR THE APPRAISAL OF PLANNING APPLICATIONS FOR ONSHORE UNCONVENTIONAL OIL AND GAS EXPLORATION AND DEVELOPMENT.**

The Cabinet Member for Enterprise, Development and Regeneration submitted a report which informed Council of the Planning Policy context for onshore unconventional oil and gas exploration and development.

RESOLVED that:

- 1) The Deposit Local Development Plan (LDP) contains a minerals policy in accordance with national planning policy and which reflects the Notice of Motion of the 28 January 2016 in relation to onshore unconventional oil and gas exploration and development;
- 2) Council writes to the Minister expressing concerns relating to potential environmental impacts of hydraulic fracturing technology and expressing support for a moratorium on the use of hydraulic fracturing techniques for the development of onshore unconventional oil and gas exploration in Wales until such time as the impacts are properly assessed and understood.

185. **MEMBERSHIP OF COMMITTEES.**

The Transformation and Performance Cabinet Member submitted a report which sought approval of the nominations / amendment to the membership of Council Bodies. He also added additions to the proposed membership changes.

He referred to the report stating that the Leader of the Council had not made any changes to the Authority's Outside Bodies:

RESOLVED that:

- 1) **Audit Committee**
Remove Councillor D W W Thomas.
Add Councillor C Thomas.
- 2) **Democratic Services Committee**
Remove Councillor A S Lewis.
Add Councillor J A Hale.
- 3) **Planning Committee**
Remove Councillor P Downing.
Add Councillor P B Smith.
- 4) **Local Authority (LA) Governor Panel**
Remove Councillors J E Burtonshaw and P B Smith.
Add Councillors V M Evans and H M Morris.

186. **ADVICE FROM THE DEPUTY HEAD OF LEGAL AND DEMOCRATIC SERVICES**

The Deputy Head of Legal and Democratic Services advised Councillors as to their duty under the Code of Conduct. Councillors were reminded that it was vital to keep an open mind and one that was not closed until the end of the debate on Item 12 "Judicial Review - Jewish Human Rights Watch". Councillors were advised that:

- 1) Previous indications are not pre-determination unless they had made statements or taken a position which indicates that they were unwilling to consider changing their view;
- 2) Even if they had indicated that they were pre-disposed to a potential outcome, they were not bound by their previous support or otherwise;
- 3) They **MUST** consider all arguments both in favour and against the proposal, including (but not limited to) any new arguments;
- 4) They **MUST** approach the decision with an open mind and be willing, if persuaded, to change their view;
- 5) They **MUST** make their decision based on relevant considerations and ignore irrelevant considerations.

187. **EXCLUSION OF THE PUBLIC.**

The Deputy Head of Legal and Democratic Services gave advice on excluding the public.

Council considered whether the report contained exempt information under Paragraph 16 of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007 and if so whether they wished to waive privilege.

RESOLVED that the public be excluded for the following item(s) of business.

CLOSED SESSION

188. **JUDICIAL REVIEW – JEWISH HUMAN RIGHTS WATCH.**

The Head of Legal and Democratic Services submitted a report which provided information regarding a Judicial Review of one of its resolutions.

RESOLVED that the Notice of Motion passed on 17 July 2010 remain in place.

The meeting ended at 6.42 pm

CHAIR

CITY AND COUNTY OF SWANSEA

MINUTES OF THE CEREMONIAL COUNCIL

**HELD AT COUNCIL CHAMBER, GUILDHALL, SWANSEA ON
SATURDAY, 12 MARCH 2016 AT 10.30 AM**

PRESENT: Councillor J Newbury (Lord Mayor) Presided

Councillor(s)	Councillor(s)	Councillor(s)
J E Burtonshaw	A C S Colburn	J P Curtice
C R Doyle	C R Evans	W Evans
R Francis-Davies	P R Hood-Williams	M H Jones
A J Jones	S M Jones	E J King
E T Kirchner	R D Lewis	A S Lewis
P Lloyd	K E Marsh	P N May
C L Philpott	P B Smith	R V Smith
R C Stewart	D G Sullivan	C Thomas
C M R W D Thomas	D W W Thomas	T M White

188. **APOLOGIES FOR ABSENCE.**

Apologies for absence were received from Councillors C Anderson, J C Bayliss, P M Black, M C Child, R A Clay, U C Clay, D W Cole, S E Crouch, A M Day, P Downing, E W Fitzgerald, J A Hale, J E C Harris, C A Holley, B Hopkins, D H Hopkins, L James, J W Jones, D J Lewis, C E Lloyd, P M Meara, B G Owen, G Owens, D Phillips, J A Raynor, C Richards, L G Thomas, M Thomas, L J Tyler-Lloyd and L V Walton.

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

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) Councillors R D Lewis, P Lloyd and T M White declared a Personal Interest in Minute 190 "To Confer the Honorary Freedom of the City and County of Swansea to 215 (City of Swansea) Squadron.

190. **TO CONFER THE HONORARY FREEDOM OF THE CITY AND COUNTY OF SWANSEA TO 215 (CITY OF SWANSEA) SQUADRON.**

The Lord Mayor welcomed the Lord Lieutenant, High Sheriff, Civic Dignitaries, Distinguished Guests, Members of the Council and the representatives of 215 (City of Swansea) Squadron to the Ceremonial Meeting of Council.

The Leader of the Council moved that the City and County of Swansea confer the Honorary Freedom of the City and County of Swansea on 215 (City of Swansea) Squadron. The motion was seconded by the Deputy Leader of the Liberal Democrat Political Group.

RESOLVED that the City and County of Swansea confer the Honorary Freedom of the City and County of Swansea on 215 (City of Swansea) Squadron, and all the privileges, honours and distinctions attaching thereto, and in recognition of their 75th Anniversary, long standing relationship with the City and County of Swansea and their community work in support of the Swansea Branch of the Royal British Legion, Remembrance events and the annual Poppy Annual.

The Lord Mayor then presented the Chief Warrant Officer Kathryn Flower with the Honorary Freedom Scroll, granting the Freedom of the City and County of Swansea.

Squadron Leader, Phill Flower responded on behalf of 215 (City of Swansea) Squadron.

The meeting ended at 10.55 am

CHAIR

CITY AND COUNTY OF SWANSEA

MINUTES OF THE COUNCIL

**HELD AT COUNCIL CHAMBER, GUILDHALL, SWANSEA. ON
THURSDAY, 7 APRIL 2016 AT 5.00 PM**

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

Councillor(s)	Councillor(s)	Councillor(s)
C Anderson	P M Black	J E Burtonshaw
M C Child	R A Clay	U C Clay
A C S Colburn	D W Cole	A M Cook
S E Crouch	J P Curtice	N J Davies
A M Day	P Downing	C R Doyle
V M Evans	C R Evans	W Evans
E W Fitzgerald	R Francis-Davies	F M Gordon
J A Hale	J E C Harris	T J Hennegan
C A Holley	P R Hood-Williams	B Hopkins
D H Hopkins	L James	Y V Jardine
M H Jones	A J Jones	S M Jones
J W Jones	E J King	R D Lewis
D J Lewis	A S Lewis	C E Lloyd
P Lloyd	K E Marsh	P M Matthews
P N May	P M Meara	H M Morris
D Phillips	J A Raynor	T H Rees
I M Richard	P B Smith	R V Smith
R C Stewart	D G Sullivan	G J Tanner
C M R W D Thomas	L G Thomas	M Thomas
G D Walker	T M White	

191. **APOLOGIES FOR ABSENCE.**

Apologies for absence were received from Councillors J C Bayliss, J Newbury, G Owens, C L Philpott, C Richards, C Thomas, L Tyler-Lloyd and L V Walton.

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

The Head of Legal and Democratic Services 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:

Councillors

- 1) Councillors P M Black, R Francis-Davies, C A Holley, P N May, R C Stewart and L G Thomas declared a Personal Interest in Minute 193 "Honorary Freedom of the City and County of Swansea to Mel Nurse";

Officers

- 2) Mike Hawes and Chris Sivers declared a Personal and Prejudicial Interest in Minute 194 "Senior Management Structure" and withdrew from the meeting prior to its consideration;
- 3) Phil Roberts declared a Personal and Prejudicial Interest in Minute 196 "Chief Social Services Officer - Early Retirement" and withdrew from the meeting prior to its consideration;

193. **HONORARY FREEDOM OF THE CITY & COUNTY OF SWANSEA TO MEL NURSE.**

The Leader of the Council submitted a report which sought consideration of whether to confer the honorary freedom of the City and County of Swansea to Mel Nurse in recognition of his contribution to sport and the City, specifically his key involvement and leadership in saving Swansea City Football Club.

RESOLVED that:

- 1) The Honorary Freedom of the City and County of Swansea be conferred on Mel Nurse in recognition of his contribution to sport and the City, specifically his key involvement and leadership in saving Swansea City Football Club.

194. **SENIOR MANAGEMENT STRUCTURE.**

The Chief Executive and Director of Place submitted a report which proposed a Senior Management Structure that was fit for purpose.

RESOLVED that:

- 1) The structure be approved subject to the consultation as detailed in the report;
- 2) The Chief Executive be authorised to consult all affected staff;
- 3) The Chief Executive be authorised to implement the structure subject to Recommendation 2) not identifying any significant change;
- 4) The reduction of Senior posts and the consequent annual full year saving of just over £300,000 be noted;
- 5) The Chief Executive report back to Council on any 'change costs' and the allocation of duties 'post' consultation.

Note: The Leader of the Council reminded Councillors that Dean Taylor, Director of Corporate Services would shortly be leaving the Authority. On behalf of all Councillors, he, the Leader of the Largest Opposition Political Group and the Presiding Member thanked Mr Taylor for his services to the City and County of Swansea.

195. **EXCLUSION OF THE PUBLIC.**

Council were requested to exclude the public from the meeting during consideration of the item(s) of business identified in the recommendations to the report(s) on the grounds that it / they involve the likely disclosure of exempt information as set out in the exclusion paragraph of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007 relevant to the items of business set out in the report(s).

Council considered the Public Interest Test in deciding whether to exclude the public from the meeting for the item of business where the Public Interest Test was relevant as set out in the report.

RESOLVED that the public be excluded for the following item(s) of business.

CLOSED SESSION

196. **CHIEF SOCIAL SERVICES OFFICER – EARLY RETIREMENT**

The Chief Executive submitted a report which sought approval for an application of Early Retirement by the Chief Social Services Officer.

RESOLVED that:

- 1) The application for Early Retirement by the Chief Social Services Officer be approved as outlined in the report.

The meeting ended at 5.31 pm

CHAIR

Report of the Head of Legal and Democratic Services

Council – 25 February 2016

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 28 January 2016.

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
28 January 2016**

1.	<p>Councillor I M Richard Councillor I M Richard asked for the number of Council Houses with coal fires.</p> <p>Response of the Cabinet Member for Next Generation Services Currently, there are 135 council houses with coal fires out of a total stock of 13,493. In the past, conversion to alternative fuel systems has been undertaken on request. This will be more structured in future as the conversion work will be an option for the tenant (if they currently have coal fires) as part of the kitchen and bathroom improvement programme.</p> <p>A breakdown of the number of coal fires across the various house types is as follows:</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 80%;">Houses</td> <td style="text-align: right;">110</td> </tr> <tr> <td>Flats (including maisonettes and bedsits)</td> <td style="text-align: right;">22</td> </tr> <tr> <td>Bungalows</td> <td style="text-align: right;">3</td> </tr> <tr> <td> Total</td> <td style="text-align: right;"> <u>135</u></td> </tr> </table> <p>You subsequently asked about a breakdown of the total Council housing stock which is as follows:</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 80%;">Houses</td> <td style="text-align: right;">8,370</td> </tr> <tr> <td>Flats (including maisonettes and bedsits)</td> <td style="text-align: right;">4,532</td> </tr> <tr> <td>Bungalows</td> <td style="text-align: right;">591</td> </tr> <tr> <td> Total</td> <td style="text-align: right;"> <u>13, 493</u></td> </tr> </table>	Houses	110	Flats (including maisonettes and bedsits)	22	Bungalows	3	 Total	 <u>135</u>	Houses	8,370	Flats (including maisonettes and bedsits)	4,532	Bungalows	591	 Total	 <u>13, 493</u>
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2.	<p>Councillor E W Fitzgerald Page 120 - What is the percentage increase in burial and cremation fees?</p> <p>Response of the Leader The percentage increase in fees for Burials and Cremations was agreed last year for a 5% increase over 3 successive financial years to be implemented in 2015/16; 2016/17 and 2017/18. The phased approach was adopted in order to minimise the risk of creating financial hardship for bereaved members of the public.</p>																
3.	<p>Councillor A M Day Pages 150-153. Will the Leader of the Council circulate his response to the School Budget Forum.</p> <p>Response of the Leader See attached letter.</p>																
4.	<p>Councillor P M Black a) Do we have any investments in Non AAA or Non AA institutions? If so how much and what percentage of total investments.</p> <p>b) Do we have any investments in Non UK institutions? If so how much and</p>																

	<p>what percentage of total.</p> <p>Response of the Leader</p> <p>a) AAA and AA ratings are applicable to the long term standing of a financial institution and are considered when making a long term (>365 days in duration) investment. The whole of the current portfolio is short term i.e < 365 days in duration, (noting our investment/borrowing position highlighted within the report).</p> <p>The applicable ratings are therefore the short term ratings (included as a glossary at Appendix D of the above report) where the highest rating is F1. The whole of the current portfolio is rated F1.</p> <p>b) We do not have any investments in any non UK based Institutions.</p>
5.	<p>Councillor P N May</p> <p>What action is being taken by the Authority to disable the water tap at the Recreation Ground in order to prevent future unauthorised use.</p> <p>Response of the Cabinet Member for Enterprise, Development and Regeneration</p> <p>The mains water supply at the Recreation Ground is a shared supply which services both the standpipes and also supplies water for staff working in the office/portacabin within the car park. It is being investigated whether it is feasible to isolate the supply without stopping supply for staff working on site, a requirement under the Health and Safety at Work Act.</p> <p>The standpipe taps are housed within a pad-locked metal casing, so are therefore secured from non-permitted uses/users. The taps are used each year for events to the area for visiting attractions such as the Circus/fairground and the casing is unlocked for the permitted event operators by Council staff. The Council have requested for a quotation to install an additional shroud over the locking mechanism to prevent the padlock from being removed with a bolt croppers. Similar work was done to further improve the overall security the barriers leading onto the grassed areas, which should prevent unauthorised access onto the grass altogether.</p>
6.	<p>Councillor J W Jones</p> <p>Where are the exact locations referred to by the Cabinet Member in his response when he refers to the 4.8% of principal (A) roads, non principal (B) roads and non principal (C) roads that are in overall poor condition.</p> <p>Response of the Cabinet Member for Environment and Transport</p> <p>These percentages do not relate to whole roads or streets. An assessment is carried out by a vehicle that scans the road surface looking for specific type of deterioration/ defect for example undulation. Every 10m section of a road will have an assessed condition rating and the totals are then summarised to give the percentages.</p> <p>It is therefore not possible to give a meaningful list of streets.</p> <p>An example plan is given above – this covers the Mansel Street area, with red marks on the road showing poor quality.</p>

7.

Councillor A M Day

What action is being taken by the Authority to progress the open cases of claims relating to injuries.

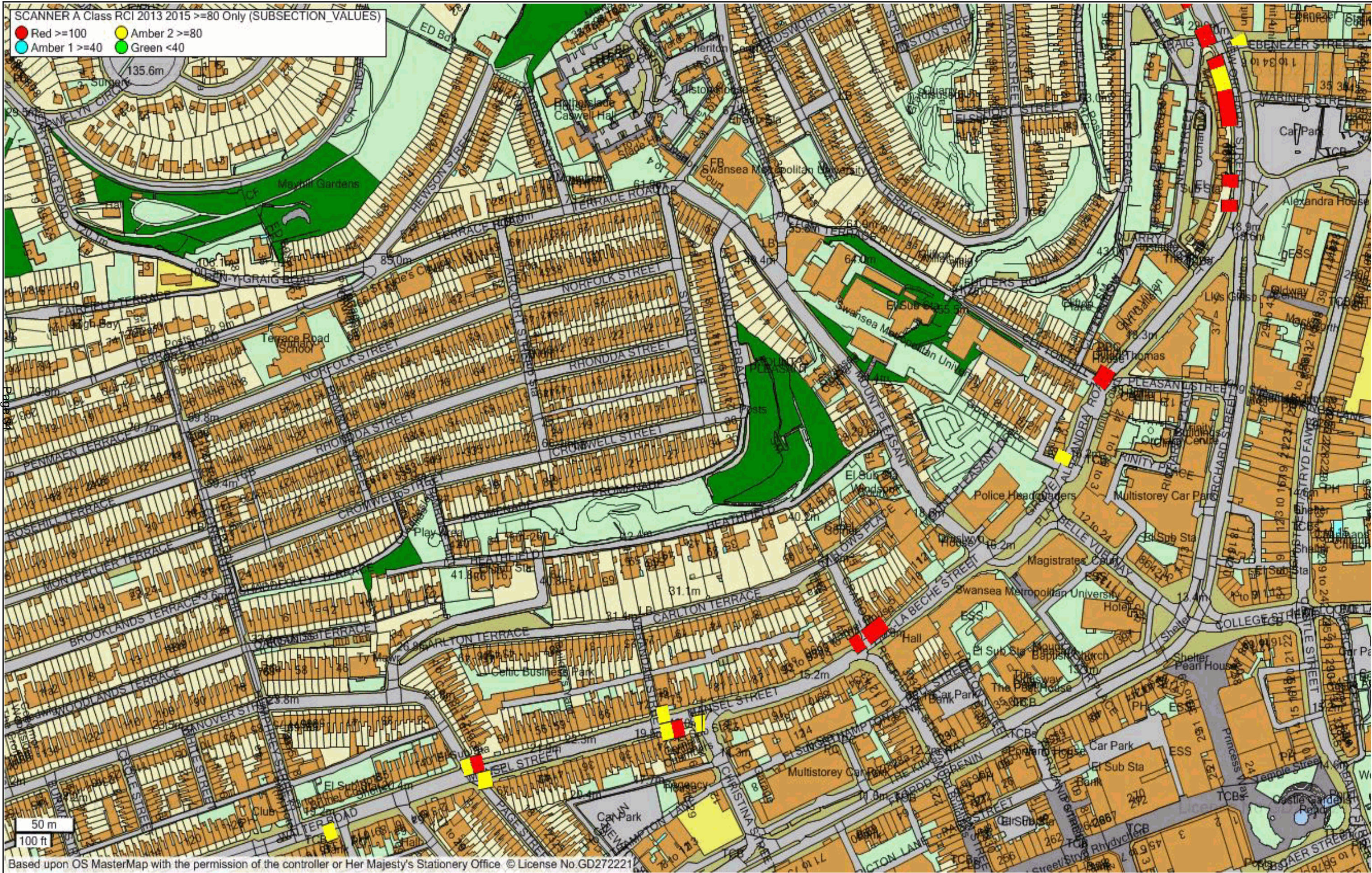
Response of the Cabinet Member for Environment and Transport

Personal injury claims are currently received via the Ministry of Justice claims portal, and timescales vary within the portal depending on liability being admitted or not.

When liability is admitted, various steps are followed within the portal to meet appropriate timescales to ensure prompt closure of claims.

When claims are denied, the claimant has up to 3 years from the date of incident to issue formal proceedings through the courts. Timescales will then be issued by the courts as to negotiation between the various parties, and if no agreement reached, as to when the court will make judgement on the claim.

SCANNER DATA TOP AMBER AND RED





CITY AND COUNTY OF SWANSEA
DINAS A SIR ABERTAWE

Mr P S Williams
Chair of School Budget Forum
Pontybrenin Primary School
Glyn Rhosyn
Gorseinon
Swansea SA4 6HX

Please ask for: Councillor Rob Stewart
Gofynnwch am: (01792) 636141
Direct Line:
Llinell
Uniongyrochol:
E-Mail / E-Bost: clr.rob.stewart@swansea.gov.uk
Our Ref / Ein Cyf: RS/SH
Your Ref / Eich
Cyf:
Date / Dyddiad: 16 February 2016

If you require this or any other information in another format e.g. Braille, audio tape or a different language, please contact me

Dear Mr Williams

Response to Budget Consultation by School Budget Forum

Thank you very much for the response to the formal budget consultation being undertaken by the Council in respect of Revenue and Capital Budgets for 2016/17.

I am pleased that you welcome the positive recognition that we as a Council have tried to express in recent weeks regarding the achievements in outcomes for Swansea Schools, and of course as a corollary we are delighted to be on a position whereby the ongoing excellent work in Schools allows that recognition to take place.

The position regarding the overall Council finances is well documented and we have been very open with the forum regarding the financial pressures that the Council faces both now and in the future.

The Cabinet report as presented on the 10 December 2015 forecast a funding position for the Council for 2016/17 (a deficit of £35.050m) which was unprecedented in terms of scale even taking into account the last two years.

As you are aware, since that date the Council has received a better than expected draft Revenue settlement from Welsh Government and, in line with the Council's priorities, has immediately moved to improve the Schools funding position from that outlined in December to a position whereby the Cabinet report on the 15 February recommends a cash increase in schools delegated budgets of £3.2m, reflecting the Ministers funding guarantee for Schools plus an increase based on projected pupil numbers.

COUNCILLOR/Y CYNGHORYDD
ROB STEWART
LEADER / ARWEINYDD

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DINAS A SIR ABERTAWE

- 2 -

I appreciate the fact that this funding increase is not projected to cover all spend pressures for 2016/17 which, unfortunately, have been largely imposed by decisions made by the Chancellor in Westminster, particularly the costs in relation to increased National Insurance costs due to the introduction of the Universal State Pension, together with increased employer contributions to the unfunded Teachers Pension Scheme.

These represent an effective cost shunt directly from the UK Government to the local taxpayer in Swansea.

Your comments regarding services provided from the non-delegated education budgets is noted. However, as stated above, we have tried to explain fully to forum members the scale of reductions that the Council faces and the real difficulties that the Council faces in determining where budget reductions occur. This is not a decision taken lightly and in many cases is the least bad option rather than the best.

The ***Behaviour Review*** is indeed a major transformational strategy and hence the need for its delivery as part of a continuing one Education medium term budget strategy to maximise the benefits that can be delivered over time.

Your concerns regarding the impact of essential changes to the Music Service and the review of the Ethnic Minority Achievement Service and Business Support review are also recognised. Once again the delivery of changes as part of a coherent medium term strategy should allow for risks to be managed and impacts monitored.

At Cabinet on the 15 February 2016 I made specific proposals to delay the reductions in the Music Service until September 2016, which, if accepted by Council, will mean that we can better explore alternative provision by that date.

COUNCILLOR/Y CYNGHORYDD
ROB STEWART
LEADER / ARWEINYDD

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- 3 -

We will continue to work with you and your representatives in order to determine and deliver best outcomes in this area. The Council has available a transformation Fund which can be used, subject to a bidding process, to fund some of the costs of transformational change and where appropriate submissions to this fund can be made.

The Council's Business Support Review, in particular, is not focussed solely around service reduction. It is far more focussed around defining outcomes on a Council wide basis and establishing how best to deliver those outcomes through rationalising similar functions carried out across the Council into one function carried out once on behalf of all, and by better joining up processes across the Council.

You will appreciate I am sure that reductions to the Council's overall budget have to be made and programmes such as the Business Support Review in particular are intended to produce better outcomes with less resource.

Finally, your comments in respect of School facilities are noted. We continue to commit Council funds towards meeting our share of the QEd programme and will be pressing Welsh Government to develop proposals to deliver school improvements beyond 2020. The Capital budget proposals for the first time includes an additional sum of £1million to deliver additional works to address priority issues that have been identified but which fall outside of both the Council's annual structural repair and maintenance programme and the Welsh Government's 21st Century Schools Programme. This is intended to augment the Capital Maintenance provision that exists for the Council's estate as a whole, and although small in comparison to the scale of premises needs that we know exists is again being offered against the background of minimal funding levels being offered by Welsh Government for overall Capital purposes.

I am pleased that there appears to be a continuing willingness to engage fully on further detailed discussions which is welcome and reciprocated.

COUNCILLOR/Y CYNGHORYDD
ROB STEWART
LEADER / ARWEINYDD

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CITY AND COUNTY OF SWANSEA
DINAS A SIR ABERTAWE

- 4 -

I am pleased that there appears to be a continuing willingness to engage fully on further detailed discussions which is welcome and reciprocated.

Lastly, your comments on the league table of School funding is noted. We will of course not know the outcome for Swansea in terms of the current budget round across Wales but our commitment to meet minimum funding guarantees together with funding increased pupil numbers may well improve our overall standing.

We remain concerned, as you do, around the levels of delegated funding now provided through Pupil Deprivation Grant and Education Improvement Grant and the dependency that this creates in terms of funding decision that are beyond the control of this Council.

Yours sincerely

COUNCILLOR ROB STEWART
LEADER OF THE CITY & COUNTY OF SWANSEA

COUNCILLOR/Y CYNGHORYDD
ROB STEWART
LEADER / ARWEINYDD

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PONTYBRENIN PRIMARY SCHOOL
HEADTEACHER/PRIFATHRO: Mr P S Williams



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Monday 25 January 2016

Councillor Rob Stewart
City and County of Swansea
Civic Centre
Oystermouth Road
Swansea
SA1 3SN

Dear Councillor Stewart,

School Budget Forum Response to Budget Consultation

As always, the School Budget Forum has sought to support the discussions that have already been held and which will be held over the coming weeks. **As a statutory consultative body, the Forum expects that the points made will be carefully considered as part of any forthcoming corporate discussion of future revenue and capital budgets.** The School Budget Forum represents a considerable body of statutory provision meeting the needs of a great many pupils, families, schools and communities within Swansea.

The School Budget Forum recognises the scale of the continuing financial challenges facing the Council. Nevertheless, it has a responsibility to seek to ensure that the full implications of any budget proposals on schools and the wider education service are properly recognised by the Council before any decisions are taken.

We welcome the positive recognition over recent weeks of the outcomes achieved by schools in Swansea against the relevant benchmarks, together with significantly positive Estyn outcomes and school bandings. These positive outcomes have been achieved in spite of very challenging financial settlements, notwithstanding the Welsh Government uplift guarantees of recent years. These outcomes should be the foundation for future excellence and should not be jeopardised by forthcoming Council budget decisions.

We also welcome the latest proposals to honour the Ministerial funding commitment for the coming year and pass on a cash increase to schools, albeit at a lower level than would be required to meet the cost pressures facing school budgets. So, whilst this still represents a real terms cut for schools, it is considerably better than previous proposals and the Forum is appreciative of the way the Council has listened to its concerns over recent months. Nevertheless, if other Authorities also follow the Ministerial commitment the relative funding position of Swansea schools will at best remain as it is currently.

Swansea schools do not fare well financially. As has been stressed in previous years, they suffer a double blow. The Council can do nothing about the fact that the settlement it receives from the Welsh Government is relatively poor, ranking it around 18th out of the 22 authorities. However, due to choices made by the Council, the education budget as a whole ranks even lower at 20th in 2015, and £350 per pupil less than the Wales average – a difference of around £11.9m. In 2014 Swansea ranked 19th and was £200 per pupil less than the Wales average and has worsened this year as a result of the 5% real terms cut in the delegated budget. Other authorities do better, including the large urban authority of Cardiff.

Schools' funding within Swansea is significantly lower than that of all of our ERW partners, thus putting the city's schools at considerable disadvantage as regionalisation gathers pace.

We have appreciated the positive response in Council Budgets over recent years to some of the recommendations previously made by the Forum, particularly:

- The recognition of the essential contribution of the Education service to the achievement of wider Council priorities
- The recognition of the severe financial pressures facing school delegated budgets and other statutory Education services

Through working closely with the Authority, schools have been better able to manage the significant pressures and increasing expectations placed upon them and to mitigate the effects of large scale redundancies on the Council.

Nevertheless, the impact of further real terms cuts proposed for 2016/17, exacerbated by expected further cuts in specific grants, and the 5% (or £6.3m) real terms cut in 2015/16, presents an extremely challenging position for schools. Schools have become reliant on grant funding to maintain key elements of provision. There is further uncertainty for future years, a cause of concern when set alongside changes in demographics, increasing pupil numbers and growing numbers of pupils with ALN. These pressures come as we enter a period of significant change and challenge for schools as we prepare for the design and implementation of a new curriculum for Wales 'Qualified for Life'.

Significant work has been undertaken previously to model and evaluate the likely serious implications of the potential funding scenarios facing schools. Even with the Ministerial protection for 2016/17, it will be extremely challenging for schools to continue to set a balanced budget each year, whilst continuing to meet their growing range of statutory duties, and further cuts to provision would be necessary which would undermine nursery provision, the local anti-poverty strategy, and wider learning opportunities of pupils. There is clear evidence of increased class sizes, mixed age group classes, nursery classes without qualified teachers and an increase in headteachers' teaching commitment. There will be an inevitable impact on other Council services, particularly where schools provide significant support (for example safeguarding whereby schools provide significant support for social services and health, incurring hidden costs) or find themselves unable to continue to support corporate services through service level agreements.

In short, the Forum is extremely concerned that, given the very poor position of Swansea schools in funding terms, it is difficult to see how further savings of any scale can be achieved. **The Forum urges the Administration to recognise the importance of making proper revenue provision for schools every year as a matter of course**, not merely because it has been required to do so by the Minister. The Forum accepts the proposed areas of additional delegation of funding for 2016/17. It is important to note that additional delegation results in additional responsibilities for schools and headteachers (many of which detract from their core purpose). There are increased charges to schools for new and existing SLAs as central services seek to rationalise their provision and make their own efficiencies.

Non Delegated Education Budgets

The Forum has supported a fundamental review of base budgets during 2013, 2014 and again in 2015 in order to ensure that we have the correct starting points. The Forum still feels that lessons could be learned from the One Education Budget Strategy, both in terms of the transparency of the process and also the rigour of the structured challenge and review undertaken over recent years, which has then been reflected in the Council's Medium Term Financial Plan, and delivered. This continues to require difficult spending choices, challenging savings targets and robust management action, moving towards a largely statutory and regulatory 'core' minimum provision within the department.

As such, the Forum continues to recognise the attempt to develop a more engaging wider corporate budget process, although it feels that the Cabinet Report fails to provide a fully transparent and accurate picture of the potential implications of the proposals. Consequently, it is unlikely that the responses to this stage of public consultation will be adequately informed. Moreover, the Forum has previously expressed concern that the questions asked in the public consultation do not allow for any responses with regard to the potential impact of proposals on education services, whilst encouraging concerns to be raised regarding other areas of Council services, some of which are discretionary. Consequently, the Forum considers the basis of the public consultation to be inadequate and that proper and due weighting should be given to the response from the Forum as it represents the collective views of Swansea's headteachers, schools and governing bodies.

The Forum remains gravely concerned where the proposals would result in drastic cuts to a wide range of services currently provided from the non-delegated Education budget. These are not simply 'management and administration' but provide core support for statutory and regulatory duties of the Council. The Forum urges the Council to bear in mind the pressures on the non-delegated budget when setting the quantum of the education budget as a whole.

The Forum appreciates that no services can be protected from cuts but it does feel strongly that the full implications of the very significant cuts proposed, on top of the existing challenging medium term financial strategy cuts targets, which will impact severely on front line provision for pupils through the inevitable indirect strain on delegated school budgets, need to be recognised and fully transparent. Areas of particular concern include the following:

Behaviour Review Outcomes

- The Forum fully supports changes to the way in which support for pupils is provided to facilitate more flexible earlier intervention, as local as possible. However, it would stress that this is an extremely challenging transformational strategy requiring major cultural change within all schools and *would urge the Council to consider additional funding to facilitate the major cultural and service changes required* - which will deliver major future benefits once these are progressively embedded across all year groups.

Changes to Music Service through restructure, changes in delivery and charges

- The Forum recognises the need to review the service and as far as possible remove the remaining Council funding support, whilst also recognising the valuable learning opportunities that are provided to pupils. It is hoped that any increase in charges will not reduce access for the most disadvantaged pupils.

Review of Ethnic Minority Achievement Service

- The Forum recognises the need to review all areas of current 'subsidy' to such areas of support, and this area in particular in view of the likely loss of Welsh Government funding . However, the Forum would wish to see further detailed discussion prior to implementation of any further changes in order to ensure that the loss of front line support for pupils is as far as possible minimised.

Business Support Review

- Whilst such areas clearly need challenge and further rationalisation, the scale of cuts proposed, on top of progressive cuts over the last 3 years, represent far more than efficiency savings or cuts to 'overheads' and 'management and administration'. Schools recognise the need to work increasingly collaboratively, but the loss of so many areas of professional support will seriously exacerbate the already unmanageable pressures on headteachers. There is clear evidence that applications for headship are decreasing whilst cases of stress within the profession are rising.

Whilst the continuing support for investment in school facilities through the QEd programme is welcome, the vital importance of the Corporate Structural Repair and Maintenance programme cannot be exaggerated with the scale of Health and Safety/compliance issues affecting school premises.

There is a continuing willingness to support and contribute constructively to the further detailed discussion regarding the implications and implementation of budget proposals through the appropriate Task and Finish Groups.

We trust that you will seriously consider these points as you decide future Council budget allocations. We invite you to attend the next School Budget Forum to respond to the issues raised in this letter.



Gethin Sutton
Vice Chair, School Budget Forum

Agenda Item 9.

Report of the Cabinet Member for Transformation and Performance

Council – 28 April 2016

MEMBERSHIP OF COMMITTEES

Purpose:	Council approves the nominations/amendments to the Council Bodies.
Policy Framework:	None.
Consultation:	Political Groups.
Recommendation:	It is recommended that: 1) the amendments to the Council Bodies listed in paragraph 2 be approved.
Report Author:	Gareth Borsden
Legal Officer:	Tracey Meredith
Finance Officer:	Carl Billingsley
Access to Services Officer:	N/A

1. Introduction

- 1.1 Meetings of Council regularly agree and amend the membership of the various Committees/Council Bodies as reflected in the lists submitted by the Political Groups.

2. Changes to Council Body Membership

- 2.1 The political groups have indicated that they have changes to the following Council Bodies:

Communities CAC

Remove Councillors J C Curtice & B Hopkins
Add Councillors J E Burtonshaw & U C Clay

Development CAC

Remove Councillor J C Bayliss
Add Councillor C R Doyle

Prevention & Social Care Reform CAC

Remove Councillor P Lloyd
Add Councillor J A Hale

Chief Officer Disciplinary Committee

Remove former Councillor B G Owen & Councillors J E Burtonshaw, J C Curtice & D W W Thomas
Add Councillors A C Cook, Y V Jardine, A J Jones & E T King

Chief Officers Disciplinary Committee Chief Officers Disciplinary Appeals Committee

Remove Councillors J A Hale & D G Sullivan

Add Councillor D J Lewis & Independent Group Representative(TBC)

Scrutiny Programme Committee

Remove Councillors A M Cook, J C Curtice & R V Smith

Add Councillors Cyril Anderson, C R Evans, E J King

4. Outside Bodies

- 4.1 The Leader has made the following appointments to the organisations listed below.

Community Health Council (CHC) - Abertawe Bro Morgannwg Board

Councillors J E C Harris, E T Kirchner & E J King

Welsh Local Government Association (WLGA) (Council)

Leader, Deputy Leader, A S Lewis, C E Lloyd and J C Curtice

Welsh Local Government Association (WLGA) (Co-ordinating Committee)

Leader (or nominated representative from one of the above)

5. Financial Implications

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

6. Legal Implications

- 6.1 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

Agenda Item 10.

Report of the Cabinet Member for Transformation & Performance

Council – 28 April 2016

STRATEGIC EQUALITY PLAN 2016 – 2020

Purpose:	To present the Strategic Equality Plan
Policy Framework:	Strategic Equality Plan 2016 – 20120
Reason for Decision:	To present the Strategic Equality Plan for approval.
Consultation:	Legal, Finance, Access to Services
Recommendation(s):	It is recommended that the Strategic Equality Plan be approved.
Report Author:	Sherill Hopkins
Finance Officer:	Carl Billingsley
Legal Officer:	Tracey Meredith
Access to Services Officer:	Catherine Window

1.0 Introduction

1.1 This report provides detail on our refreshed Strategic Equality Plan (SEP) for 2016 – 2020 following consultation and engagement.

2.0 Strategic Equality Plan 2016 - 2020

2.1 Our current SEP comes to an end in March 2016. Under the regulations, we are obliged to publish a refreshed Plan (including Equality Objectives) every 4 years. This draft has been developed to incorporate the Children and Young People's Rights Scheme action plan.

2.2 A Task & Finish Group has been used to develop the Equality Objectives, with advice, information and support provided by key officers.

2.3 The consultation and engagement work undertaken on the SEP was extensive and resulted in close to 200 individual comments / points of feedback. The resulting Equality Objectives are:

1. Ensure equality of access to services

2. Undertake a range of work focused on safety including hate crime, modern slavery, protection of vulnerable people, radicalisation and extremism etc.
3. Develop a whole Council approach to the United Nations Convention on the Rights of the Child (UNCRC), to meet our commitments contained within the Children and Young People's Rights Scheme
4. Continue to improve Social Services provision within both Adult and Child & Family Services, ensuring that the service user's needs are at the centre of all planning and commissioning activities
5. Improve pupil attainment and continue to close performance gaps
6. Provide equality support for schools
7. Provide opportunities via apprenticeships and work placements
8. Improve access to the infrastructure around pavements, roads and parking provision for disabled and older people, as well as families with young children
9. Improve access to public transport by bus for disabled and older people, as well as families with young children
10. Ensure we tackle and alleviate the effects of poverty
11. Ensure consultation and engagement is inclusive and undertake awareness raising activities
12. Work on health and sport initiatives that focus on outcomes for our communities
13. Continue to improve staff and Member awareness of equality and diversity issues
14. Comply with the Procurement and Assessment of Impact regulations set out in the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011.

2.4 These objectives have been designed to cover both whole-authority opportunities and specific services or themes, which are of particular importance to protected groups. We have utilised a number of sources in their development, including:

- Outcomes of engagement activities with equality groups
- National and local evidence
- Equality Impact Assessments
- Corporate priorities
- Existing strategies and plans
- United Nations Convention on the Rights of the Child (UNCRC)
- Children and Young People's Rights Scheme

2.5 Engagement activities included stakeholder events and meetings, drop-in sessions, an on-line survey and specific workshops with individual groups. There have been changes to the initial draft Equality Objectives as a result, and services have also provided responses on the comments received in order to populate a consultation feedback report for publication in April.

2.6 Work has also been undertaken to link the Equality Objectives to our Corporate Priorities and Corporate Values, following internal feedback on the draft plan. While we have fewer objectives in this plan than our first, this is due to our learning over the first four years of the Public Sector

Equality Duty in Wales (and a more holistic approach internally), and not a reduction in our work or commitment to equality and children's rights.

3.0 Financial Implications

3.1 Whilst there are no immediate financial implications arising from this report, acceptance of the SEP could result in additional expenditure at a future time. Acceptance of the SEP 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.

3.2 Within the development of the Equality Objectives, the support and guidance of the Access to Services Team has focused heavily on the financial aspect. All service areas have been advised to only set Objectives that are achievable as additional funds are not available corporately.

4.0 Legal Implications

4.1 This work is governed by the Equality Act 2010, (Statutory Duties) (Wales) Regulations 2011, which places specific duties on public authorities. The 16 regulations include specific publication requirements for:

- A Strategic Equality Plan (and any revisions)
- Equality Objectives including timescales and actions to be taken
- An annual equality report
- Equality Impact Assessments
- Any relevant equality information
- Specified employment information, including information on training and pay.

5.0 Equality and Engagement Implications

5.1 The current SEP was subject to a full EIA at the time of development and identified no adverse issues. This has been updated in order to reflect the 2016 – 2020 content.

Background Papers: None

Appendices: Strategic Equality Plan 2016 – 2020

City and County of Swansea

Strategic Equality Plan

2016-2020

City and County of Swansea
Dinas a Sir Abertawe



If you require this document in a different format, e.g. large print, Braille, audio version, etc. please contact the Access to Services Team on 01792 636731, email accesstoservices@swansea.gov.uk or write to Gloucester Room, The Guildhall, Swansea, SA1 4P

Introduction

This is the City and County of Swansea's second Strategic Equality Plan (SEP). While it is a legal requirement, it gives us the opportunity to further our commitment to equality and fairness as an organisation. The Plan's content has been designed to build on the achievements of our first SEP as well as to meet the legal duties and incorporate different areas of work. Our progress will be regulated by the Equality and Human Rights Commission.

This Plan supersedes that of 2012 – 2016. However, a final review of the previous Equality Objectives will be undertaken and published in 2016. It is important that we do so as a great deal of progress was made, both via our Equality Objectives and the additional work undertaken across the organisation. We are proud of our achievements to date, but know that there is always more to be done. Whilst we are now working in a very different economic climate, our focus remains on equality-related issues, such as tackling poverty, safeguarding vulnerable people and improving pupil attainment.

The SEP cannot be a stand-alone document. It has very close links to a number of key Council work areas, for example:

- One Swansea Plan
- Corporate Plan
- Tackling Poverty Strategy
- Communities First
- Community Cohesion
- Welsh Language
- Consultation & engagement
- Local Development Plan
- Hate crime
- Domestic abuse

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

We have worked to link our equality objectives to the Council's 5 Corporate Priorities:

- Safeguarding vulnerable people
- Improving pupil attainment
- Creating a vibrant and viable city and economy
- Tackling Poverty
- Building sustainable communities

Along with our 3 Corporate Values:

- People Focus
- Working Together
- Innovation

<http://www.swansea.gov.uk/corporateimprovementplan>

You will see these links made clearly within our Equality Objectives at Appendix 1.

Swansea's Profile

The City and County of Swansea currently employs over 11,000 people across three directorates. The Council is composed of 72 Councillors who are elected every four years. The Leader chairs an Executive Cabinet of 9 and full Council meets once every calendar month. There are also 14 Elected Member Equality Champions.

As an area, Swansea is home to 241,300 residents and in 2013 attracted over 4.3 million visitors.

Swansea has the 3rd highest population of the 22 Welsh Unitary Authorities, and according to the latest (2010) population estimates:

- 119,200 of the population are male compared with 121,100 who are female
- Children and young people aged 0-24 years represent 31.3% of total population (mid-year estimates 2014 (rounded))
- Over 50s represent 37.3% of the population (mid-year estimates 2014 (rounded)).

In addition, according to the 2011 Census:

- Almost a quarter of the population (23.3%) have a limiting long term illness (LLTI). Also, 6.9% of those aged 16-74 are economically inactive due to permanent sickness or disability.
- According to the annual population survey 2015, there are 29,114 Welsh speakers in Swansea.
- The 2011 Census indicated that 19.3% of the population have Welsh language skills.
- In terms of religion, 3.6% of the population belong to non-Christian faiths.
- The 2011 Census indicates that 8.5% of the Swansea population is from a minority (non-white) ethnic group, while 4% identify as 'non-White British'.

We acknowledge that this overview does not contain information across the full equality spectrum, but the additional equality information we have (which is discussed later on) has gone some way to address the 'statistical gap'.

More information on Swansea's facts and figures can be found at:

www.swansea.gov.uk/research_info.

The Legislative Background

The Equality Act 2010 protects people from discrimination, victimisation and harassment on the basis of the following characteristics:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership (protection against direct discrimination only)
- Pregnancy and maternity
- Race
- Religion or (non-)belief
- Sex
- Sexual orientation.

This Plan is a requirement of the Welsh Public Sector Equality Duty. We have 16 regulations in Wales, and this Plan sets out how we will meet the duty and regulations and continue to improve our equality performance via our refreshed Equality Objectives (further information is provided in the next section and at Appendix 1).

In developing this Plan and our Equality Objectives, we have not looked at the protected characteristics in isolation. Our evidence continues to highlight the inherent links between inequality and socio-economic aspects. Other issues include poverty, community cohesion, domestic abuse and educational attainment – but there are many others and lots of these concern a number of protected characteristics. The issue of ‘equality’ as a whole is now much more focused on fairness for people and communities, rather than individual ‘equality strands’.

United Nations Convention on the Rights of the Child (UNCRC)

Since becoming the first local authority to embed the UNCRC into its Policy Framework, we have developed a Children & Young People’s Rights Scheme, which sets out our arrangements to ensure compliance with the due regard duty.

The Children & Young People’s Rights Scheme was launched in November 2014. Our focus has since turned to the monitoring, compliance and local visibility of children’s rights.

A UNCRC Action plan has been developed, which is based on clearly identified priorities and encompasses a whole council approach to children’s rights.

There are five key areas, which focus on:

1. Making such arrangements as is considered suitable to promote and facilitate participation by children in decisions of the Council, which might affect them, as required in the Children and Families (Wales) Measure 2010

2. Developing knowledge and understanding of the UNCRC through training for all staff and decision makers within the City and County of Swansea including other statutory and key voluntary partners
3. Promotion and awareness raising of the UNCRC
4. Ensuring appropriate and robust mechanisms in place to receive feedback and complaints in relation to the UNCRC
5. Ensuring compliance, accountability and impact of the UNCRC due regard duty which is evidence based.

As well as incorporating children's rights into our Equality Impact Assessment process, we have developed equality objectives that encompass children's rights alongside protected characteristics.

Older People's Strategy / Ageing Well in Wales Programme

A combined Older People's Strategy and Ageing Well Plan has been developed and submitted to the Welsh Government and Older People's Commissioner. Locally, a partnership Ageing Well Plan (merged with our Strategy) has been developed in conjunction with the Local Service Board.

We have been implementing the Strategy for Older People with our partners since 2003/4. Work has commenced on implementing the third phase of the Strategy (Living Longer Living Better 2013-23) with the vision that:

- people in Wales feel valued and supported, whatever their age.
- all older people in Wales have the social, environmental and financial resources they need to deal with the opportunities and challenges they face.

In January 2014 the Council's Cabinet signed the Dublin Declaration on age-friendly cities and communities in Europe. In September 2014 the Council resolved to work towards making Swansea a Dementia Supportive Community.

Developing Equality Objectives & Engagement

As for our first set of Equality Objectives, a group of staff from across the Council were brought together in May 2015 and tasked with updating the existing Equality Objectives within their individual services, with support and advice from key officers.

Alongside this group, initial engagement was undertaken with local equality groups. The information and ideas gathered were shared with the staff involved. The Access to Services Team also provided information and suggestions, based on feedback received and information gathered as part of its work. Senior managers also had the opportunity to feed into this process.

As part of the ongoing engagement process, we contacted a large number of local groups and individuals, inviting them to have their say. We offered a variety of opportunities and activities:

- Drop-in sessions – an opportunity for everyone to have their say in a more informal setting
- Group visits – either a meeting or an informal discussion – depending on the group’s preference
- Feedback via email –so that people can have their say without having to speak to us themselves
- The opportunity to complete an online survey
- A Big Conversation event with children and young people
- Stakeholder / forum meetings.

We received close to 200 individual comments, which were passed on to the relevant Council services in order for officers to both respond to the feedback and make changes to their objectives. We received a lot of feedback relevant to schools, which has been shared with all head teachers in Swansea.

We will collate all of the feedback and responses into a single document and publish it at www.swansea.gov.uk/sep.

We have also set an Equality Objective around consultation and engagement, which includes the implementation of our new Consultation and Engagement Strategy. We will continue to seek out the most effective methods of engagement via our existing links to local community groups and organisations. We will also continue to seek out new groups and communities.

Equality Information and Objectives

Our Equality Objectives are:

1. Ensure equality of access to services
2. Undertake a range of work focused on safety, including hate crime, modern slavery, protection of vulnerable people, etc.
3. Develop a whole Council approach to the United Nations Convention on the Rights of the Child (UNCRC), to meet our commitments contained within the Children and Young People’s Rights Scheme
4. Continue to improve Social Services provision within both Adult and Child & Family Services, ensuring that the service user’s needs are at the centre of all planning and commissioning activities
5. Improve pupil attainment and continue to close performance gaps
6. Provide equality support for schools
7. Provide opportunities via apprenticeships and work placements
8. Improve access to the infrastructure around pavements, roads and parking provision for disabled and older people, as well as families with young children
9. Improve access to public transport by bus for disabled and older people, as well as families with young children
10. Ensure we tackle and alleviate the effects of poverty

11. Ensure consultation and engagement is inclusive and undertake awareness raising activities
12. Work on health and sport initiatives that focus on outcomes for our communities
13. Continue to improve staff and Member awareness of equality and diversity issues
14. Comply with the Procurement and Assessment of Impact regulations set out in the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011.

The objectives have been designed to cover both whole-authority opportunities and specific services or themes, which are of particular importance to protected groups. We have utilised a number of sources in their development, including:

- Outcomes of engagement activities with equality groups
- National and local evidence
- Equality Impact Assessments
- Corporate priorities
- Existing strategies and plans
- United Nations Convention on the Rights of the Child (UNCRC)
- Children and Young People's Rights Scheme
- Business plans from the Council's service areas
- Older People's Strategy
- Ageing Well in Wales Programme

In 2011 a local evidence base was collated, and consisted of national and local information, based on the themes of the Equality and Human Rights Commission report ['How Fair is Wales?'](#). The Commission have recently published an update, 'Is Wales Fairer?' We will use this to review and update our information – and may amend our Equality Objectives as a result.

Assessment of Impact

This is another requirement of the legislative duties, and we have updated our process a number of times, both in response to the Equality Act 2010 and local developments. Our Equality Impact Assessment (EIA) process now incorporates a number of equality-related issues such as poverty and social exclusion, children's rights, community cohesion, carers and Welsh language. It has had a positive reception from colleagues as being user-friendly and helpful in identifying potential issues. We will continue to use it as our assessment of impact tool, making revisions as and when needed.

Our process consists of the following steps:

- Screening for relevance – a short form that helps colleagues to ascertain whether or not a full EIA is required.
- EIA report – a concise template that takes colleagues through the full assessment process. This is in a report format that contains a series of

open questions, taking colleagues through all relevant considerations in relation to assessing any positive, negative or neutral impact.

- Review – a series of questions that ensure colleagues know exactly what to do at the point of an EIA review.

Every step is supported by guidance, as well as advice and support. This is particularly important given the increased range of issues covered by the process:

- Every service area has a dedicated support officer to provide tailored advice, help and expertise at any time.
- An e-learning tool based solely on EIAs has been developed.
- A series of short guidance documents are provided to all staff tasked with completing EIAs.

Consultation and engagement remains a key part of the EIA process, and we will undertake further work to ensure that this includes children and young people where needed, based on our commitment to the UNCRC.

In the interests of openness and transparency, we will continue to publish all completed EIA reports on the Council's [website](#). We will also continue to undertake EIAs as part of our budget process.

A corporate Equality Objective has been set around EIAs and Procurement; this can be found at Appendix 1.

Recruitment and Employment Information

Under our legislative duties, we must collect and publish a range of recruitment and employment information on an annual basis. This includes data on all protected characteristics, as well as additional information requirements for gender and pay difference.

Additional information must be published on our training provision – this will also be required for all protected characteristics and reported annually.

This information will be published in our Annual Review Report. However, the amount of data gathered will fully depend on our staff; colleagues do not have to declare any equality monitoring information, so work continues to ensure that people understand the reasons behind the data collection (and feel comfortable disclosing personal information).

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

The Council implemented the Living Wage for employees in April 2013 at £7.45 per hour. This resulted in us amending our Pay Model so that Spinal

Column Point 10 was increased to £14,374 p.a. (£7.45 per hour) from the nationally agreed rate of £14,013 p.a. Following the National Pay Award for 2015, the Living Wage rate increased to £14,689 (£7.61 per hour).

Knowledge, Awareness and Training

While the legislative duties require the reporting of data (as outlined above), we must also:

- promote knowledge and understanding of the general and specific duties amongst our employees
- use any performance assessment procedures to identify and address training needs of employees in relation to the duties.

There are clear learning needs within our commitment to the UNCRC, as well as the Ageing Well agenda.

Our Corporate Learning and Development Team (as well as some of our other departments) has set an Equality Objective to continue to meet these requirements and undertake activities based on the emerging work areas. These are contained in Appendix 1.

Procurement

We will:

- ensure that the Authority's commitment to equality and diversity is supported effectively throughout our procurement processes
- ensure that the Council's procurement policies and practices fully meet the requirements of legislation
- support the Welsh Language scheme throughout the procurement process.

A corporate Equality Objective has been set around Procurement and EIAs; this can be found at Appendix 1.

Publication, Monitoring and Review

This plan will be published in full on our website and available in different formats on request. We will also publish a summary of the plan and an easy-read version.

The plan will be promoted via our links with different community organisations and forums.

We have an obligation to report on our Equality Objectives' progress annually. Our annual review reports will also contain employment and training monitoring information, as required by the legislative duties. We will also report on additional information based on progress made outside of our

Equality Objectives. Our reports are submitted to the Equality and Human Rights Commission and published on the Council's website.

Under the Children & Young People's Rights Scheme, we are committed to publishing an annual progress report on the implementation and promotion of children and young people's rights in Swansea.

We will continue to involve staff, Councillors and stakeholders in this process as appropriate. Our Executive Board and Cabinet will also be part of the annual monitoring and review process.

Appendix 1 - Equality Objectives

Equality Objective 1 – Ensure equality of access to services

Corporate Priority link: Safeguarding vulnerable people

Associated actions	Deadline	Expected outcomes	Responsible Officer
Poverty & Prevention			
Develop arrangements with the Corporate Complaints Team to ensure accessible mechanisms for addressing any issues arising in relation to children's rights in Swansea (including signposting to advocates and providing feedback)	2016	Robust systems in place to effectively deal with feedback and complaints from children and young people (or their representatives) if they think that we have fallen short of our commitment to the UNCRC	Julie Gosney
Continue facilitation of Play Access Group and BME Family and Play Group	2019 – feeding into the Play Sufficiency Audit	Identification of issues and actions to ensure accessibility of Play provision	Steve Cable / Jackie Rees Thomas
Provide a range of services through the Families First programme targeted at families with disabled children	March 2017	Increased number and percentage of families with disabled children accessing formal and informal respite	Mark Gosney
Communications and Customer Engagement			
Introduce a new British Sign Language service at the Contact Centre	January 2017	Improved access to council services for Deaf people	Julie Nicholas-Humphreys
Introduce a SMS texting service for residents	January 2017	Improved access to council services for all, particularly d/Deaf people	Julie Nicholas-Humphreys
Provide additional support to Contact Centre customers by having staff positioned at the	Review effectiveness	To provide a high level of service to customers based on individual	Julie Nicholas-Humphreys

Associated actions	Deadline	Expected outcomes	Responsible Officer
entrance to assist as needed	every six months	needs	
Housing & Public Protection			
Develop a Rents Strategy. Part of this strategy will ensure that the arrears recovery process is easy to understand and takes account of customer needs, particularly those who may be vulnerable	2016	Help, advice and support is available and accessible to all those who want or need it.	Judith Williams / Sandra White
Continue with programme of customer access audits of Housing and Public Protection services to ensure that services are accessible to everyone	Annual monitoring by November of each year	To ensure services remain accessible	Lynda Grove
Incorporate all relevant equality issues into the new Local Housing Strategy	2016	To address the housing needs of local communities	Peter Williams
Raise awareness of the availability of Disabled Facilities Grants particularly in terms of disabled children and young people	2016	Increased numbers of children and young people needing adaptations accessing the service	Mark Wade
Produce a strategy as part of the More Homes project for using Housing Revenue Account resources to provide more Council Housing, which will help meet the needs of a diverse community	2016	The construction of more Council homes to help address the shortage of affordable homes in Swansea	David Evans
Provide burial/cremation arrangements in line with the requirements of Swansea's diverse community	Monitored monthly	The burial and cremation arrangements offered meet and demonstrate respect for the diverse needs of the local community	Noel Evans
Develop protocol for inspection of dwellings proposed to be used to accommodate	2016	Improved standards of accommodation with benefits to	Paula Livingstone

Associated actions	Deadline	Expected outcomes	Responsible Officer
asylum seekers		health of occupiers	
Legal and, Democratic Services			
Continue to review Polling Stations; seeking to improve them to ensure a positive experience for the voter	Elections: May 2016 and May 2017	Improve access to polling stations wherever possible Continue to monitor and seek alternatives	Huw Evans
Cultural Services			
Continue project in libraries to introduce or improve the computer skills of the over 50s	2016 and ongoing	Improve the IT awareness and accessibility for residents aged 50+	Karen Bewen-Chappell / Caroline Tomlin
Consider sourcing and implementation of additional/improved visual impairment computer aids in libraries	2016	Improve the accessibility of library services (especially IT) to visually impaired people	Karen Bewen-Chappell / Caroline Tomlin
Continue variety of activities that takes Swansea Museum to older people and groups	2016	Increased access to the Museum by taking activities to people who may not otherwise access the service	Phil Treseder
Explore the history and heritage of the LGBT community as an option for the Museum programme	2018	To curate and recognise the contributions of the LGBT community to the culture of Swansea	Phil Treseder
Undertake a range of equality-focused activities at the Glynn Vivian, working with groups such as children & young people, disabled people, BME and LGBT communities	2018 – and continue to monitor	Activities will include: – targeted workshops with BME & LGBT Youth groups – opportunities for hard to reach young people to participate in creative activities that lead to	Katy Freer / Tom Goddard

Associated actions	Deadline	Expected outcomes	Responsible Officer
		<ul style="list-style-type: none"> qualifications, training and experience – work with Communities First to create opportunities for families living in low-income households to participate – increase the reach of our Schools Service – work in partnership with residential care homes, sheltered accommodation schemes, GPs and hospitals, community venues 	
Continue to deliver Dylan Thomas Centre Heritage Lottery Fund Project Activity Plan	2017	To improve the accessibility of the Dylan Thomas service and ensure learning and participation opportunities can be accessed by all	Nicola Kelly / Lee Aspland

Equality Objective 2 – Undertake a range of work focused on safety including hate crime, modern slavery, protection of vulnerable people, radicalisation and extremism etc.

Corporate Priority link: Safeguarding vulnerable people

Associated actions	Deadline	Expected outcomes	Responsible Officer
Poverty & Prevention			
Develop a Hate Crime Strategy	March 2017 with annual	Increased number of training sessions delivered, leading to	Helen Clancy / Paul Thomas

Associated actions	Deadline	Expected outcomes	Responsible Officer
Increase understanding of hate crime and awareness of how to report it amongst staff and key partners	monitoring thereafter	increased awareness of hate crime and how to report it Increased number of hate crime cases reported Hate Crime Stakeholder Action Plan developed and monitored	
Maintain a framework for the delivery of Prevent interventions and support to vulnerable individuals at risk of or being drawn into violent and/or non-violent extremism.	2020 - with action plan reviewed and updated annually	Continue delivering awareness events and WRAP Training to appropriate safeguarding/teaching staff/social care/other frontline personnel. Integrating the radicalisation of vulnerable people into mainstream safeguarding/social care framework for adults and children thereby increasing access to services. Increased number of Channel referrals requiring support and intervention. Chair and maintain the multi-agency Channel Panel for Swansea (statutory duty).	Paul Thomas / Sandra Perrett
Increase awareness amongst staff and partner organisations on modern slavery and how to signpost victims	March 2017 with annual monitoring	Increased number of training sessions delivered and increased awareness of modern slavery and	Riaz Hassan

Associated actions	Deadline	Expected outcomes	Responsible Officer
	thereafter	how to report it	
Continue role of BME Family and Play Group within cross-sector Play Network in relation to hate crime awareness and understanding of modern slavery	2019 – feeding into the Play Sufficiency Audit	Identification of key issues and learning shared across local play sector	Steve Cable /Jackie Rees-Thomas
Establish a working group to explore opportunities in relation to confidence and safety in getting around the City and County of Swansea	2017	In the first instance, identification of key issues and opportunities	Jacki Rees-Thomas / Julie Gosney / Sherill Hopkins
Housing & Public Protection			
Review the Statement of Policy for Licensing in respect of alcohol, entertainments and late night refreshment, taking particular account of the need to ensure protection of children	July 2018	An up-to-date policy that assists service users and decision makers	Lynda Anthony
Review the Council's policy in respect of gambling, taking particular account of the need to ensure protection of children and vulnerable people	January 2019	An up-to-date policy that assists service users and decision makers	Lynda Anthony
Raise awareness of doorstep crime and scams to prevent older people becoming victims	2016 and ongoing campaigns will take place	Vulnerable people are empowered with knowledge and support to prevent them from becoming victims	Dave Picken
Provide training and raise awareness with support agencies in identifying scams	2016 and ongoing training will take place	Support in place for victims	Dave Picken
Highways & transportation			
Undertake Safer Routes in Communities	Annually	Increased awareness and	Mark Thomas

Associated actions	Deadline	Expected outcomes	Responsible Officer
project with schools		promotion of walking / cycling	

Equality Objective 3 – Develop a whole council approach to the United Nations Convention on the Rights of the Child (UNCRC), to meet our commitments contained within the Children and Young People’s Rights Scheme

Corporate Priority link: Safeguarding vulnerable people

Associated actions	Deadline	Expected outcome	Responsible Officer
Corporate Actions			
Increase knowledge and understanding of the UNCRC by ensuring all staff attend/participate in the UNCRC corporate training	2017	<p>Increased number of employees working indirectly with children & young people to complete online universal training</p> <p>Increased knowledge and understanding of UNCRC evidenced through follow-up online survey</p> <p>Appropriate action taken by service managers to promote and ensure service representation at UNCRC training sessions</p>	All departments
Promote and raise awareness of the UNCRC by embedding children’s rights within day to day practice and utilising the Children’s Rights logo in all promotional activity	2017	<p>Services to include ‘Dilly’ the Rights Mascot as appropriate</p> <p>Increased promotion of children’s rights through the use of social</p>	All departments

Associated actions	Deadline	Expected outcome	Responsible Officer
		media	
Ensure quality opportunities for Children & Young People's voice in policy/service developments that affect them	Ongoing with annual monitoring	Increased engagement of children and young people by services to ensure their views and opinions are captured and considered	All departments
Poverty & Prevention			
Continue to embed Children's Rights in all practice and procedures within the department and with partner commissioned organisations	2017	Rights based practice embedded across all teams within Poverty & Prevention UNCRC to be included in all commissioned services contracts e.g. Families First/Communities First/Flying Start	Jane Whitmore
Raise awareness of "Big Conversation Mechanisms", ensuring children & young people have an understanding of a variety of opportunities to have their voice heard	2017	Increased engagement with children & young people and a clearer link and understanding between school councils and other groups of the Big Conversation Mechanisms	Julie Gosney / Katie Spendiff / Tom Jones
Develop a communication strategy and campaign plan with key objectives to be delivered across the whole of Swansea	2016	Campaign plan established to promote and raise awareness of Children's Rights	Julie Gosney
Establish a working group to explore issues around gender stereotyping	2017	In the first instance, identification of key issues and opportunities	Jacki Rees-Thomas / Julie Gosney / Sherill Hopkins

Equality Objective 4 – Continue to improve Social Services provision within both Adult and Child & Family Services, ensuring that the service user’s needs are at the centre of all planning and commissioning activities

Corporate Priority link: Safeguarding vulnerable people

Associated actions	Deadline	Expected outcomes	Responsible Officer
Child and Family Services			
Further develop our front door service in accordance with the Social Services and Wellbeing (Wales) Act to enable equitable access to information, advice and assistance about statutory services and the preventative sector	2016	Developments to include child and young people friendly resources and opportunity for multilingual interface	Teresa Mylan Rees / Sandra Doolan
Develop a service for perpetrators of domestic abuse including 1:1 and group work, informed by service user feedback, which supports the work already being undertaken with women and children where dv is a feature in their lives	2016	Provide a holistic service to families.	Teresa Mylan Rees / Sandra Doolan
Implement the Active Offer of Advocacy Arrangement to help ensure children and young people have access to additional support to have a voice in the decisions that affect them	2016	More children and young people take up the offer of having an advocate	Mike Holding
Develop and implement Looked After Children Review arrangements, which enable children and young people to lead on their reviews	2017	More children and young people take up the offer of taking a lead in their LAC reviews	Mike Holding
Further develop and implement the Signs of Safety Methodology within Social Work	2017	Children can live safely with their family network or, if they cannot,	Nichola Rogers

Associated actions	Deadline	Expected outcomes	Responsible Officer
Teams. This is a strengths based model which promotes the voice of the child, includes their family and wider networks in safety planning and is focused on outcomes		they know why (through words and pictures) Social Work Teams can consistently and confidently work with children and families using the Signs of Safety Methodology	
Develop a Child Disability Strategy consulting with children, young people, families, multiagency partners and the third sector to ensure that disabled children and their families can access a range of provision across the continuum of need – accessing the right opportunity/service from the right place at the right time	2017	Disabled children can reach their potential Parents and carers have the opportunity to be involved in service planning	Nichola Rogers
Develop a leaving care service in partnership with a third sector provider. Final 'shape' of the new service to be informed by partners and young people's views	2016	Ambition is to ultimately create a service which enables improved access to a range of opportunities to address the varying needs of all care leavers including life skills, housing, health, education employment and training	Haydn Nelson
Develop a comprehensive support and review framework for all individuals awarded a Special Guardianship order. Services to include training opportunities for carers, groups for young people and general advice and assistance via a dedicated team	2016	Clear and easily accessible support services available at the most appropriate level ranging from general advice and support through to more intensive casework	Haydn Nelson

Associated actions	Deadline	Expected outcomes	Responsible Officer
		To support children and young people to remain cared for in their families of origin or with familiar known adults	
In accordance with the Social Services and Wellbeing (Wales) Act, develop policy and procedures for a Swansea “When I’m Ready” scheme in line with Welsh Government Guidance. This will enable more young people to remain with their foster carers beyond the age of eighteen and until they are ready for independence	2016	Improve the life chances of care leavers by providing continuous security of a foster placement into a formalised lodging arrangement	Haydn Nelson / Richard Evans
Develop an updated Disability Strategy for Children in accordance with the Social Services (Wales) Act. This will include greater involvement of parents and carers in Care planning via the increased use of Direct Payment packages	2016	Increased bespoke packages of support for all disabled children eligible for support	Nichola Rogers
Further establish Social Services involvement in the provision of support for children who require therapeutic support by <ul style="list-style-type: none"> – continued and active membership by the Head of Service of Child and Family in the Mental Health Planning Group – developing packages of therapeutic support for children, 	2016	Increased use of therapeutic packages of support for children and significant adults of children who are <ul style="list-style-type: none"> – Looked After – Subject to Special Guardianship Orders – at risk of becoming looked 	Karen Benjamin

Associated actions	Deadline	Expected outcomes	Responsible Officer
families and significant adults from the recently established Internal Therapy Team		after by the local authority	
Adult Services			
Further develop safeguarding measures for vulnerable adults in a safer, personal and more timely way	2016	Ensure that safeguarding measures are meaningful to adults at risk and wider family members. Respecting autonomy and independence	Ffion Larsen / Cathy Richards
Improve the deprivation of liberty and safeguarding (DOLS) processes	2016	To robustly manage the DOLS process and protect the rights of service users, ensuring they don't suffer harm Caring for people who need extra protection may mean restricting their freedom to the point of depriving them of their liberty	Ffion Larsen / Cathy Richards
Review integration with health in the three community hubs	2016	Review existing integration initiatives to ensure focus and that all key partners have a shared vision	Alex Williams
Continue to transform adult service in order to ensure a citizen directed service	2016	Integrate other adult services teams with health to provide and improve service user experience of health, care and support	Alex Williams / Ffion Larsen
Further review Commissioning Plans for Adult Services	2016	Commissioning plans to be reviewed to ensure that the	Alex Williams

Associated actions	Deadline	Expected outcomes	Responsible Officer
		activities needed to reach the outcomes sought are being delivered. Experiences of service users, providers and commissioners will be captured so that this learning leads to improved services	
Web pages updated as appropriate to improve access to information, assistance and advice	2017	Developments include user friendly resources with multilingual interface. The upgrade will provide equal access to good quality information, including preventative services	Alex Williams
Develop Adult Social Work practice framework. This approach needs to be strength based and outcome focused, to promote the voice of service users, their families and the wider community	2017	To help service users reach their potential according to their individual needs Adult social work teams can consistently and confidentially work with adults (service users) their families using the same methodology	Alex Williams
Further develop our front door service in accordance with The Social Services and Wellbeing (Wales) Act to enable ease of access to information, advice and assistance and also preventative services	2017	Development include user friendly resource and opportunities for multilingual interface	Andrea Preddy / Ffion Larsen
Continue to increase the take up of Direct	2017	Developments include pilot project	Alex Williams / Ffion

Associated actions	Deadline	Expected outcomes	Responsible Officer
Payment as a way to ensure that people with eligible social care needs are able to access services that are suitable to their needs		in the North Integrated Hub to increase the number of service users accessing direct payments. The aim is to offer service users more choice and control over the type of help and support needed	Larsen / Andrew Morgan
Ensure current assessment tool is compliant in accordance with Welsh Government recommendations in preparation for the implementation of The Social Services and Wellbeing (Wales) Act	2016	Increased information gathered about protected characteristics of people who are eligible for social services	Ffion Larsen / Cath Stallard

Equality Objective 5 – Improve pupil attainment and continue to close performance gaps
Corporate Priority link: Improving pupil attainment

Associated actions	Deadline	Expected outcomes	Responsible Officer
Education and Poverty & Prevention			
Children and young people from ethnic minority backgrounds continue to achieve at least as well as their peers at end of Key Stage 4	Annual analysis of Key Stage 4 results in autumn term.	Performance levels continue to be as high as those of their peers at end of Key Stage 4	Diane Vanstone
Learners from Asian Bangladeshi backgrounds achieve at least as well as their peers at end of Key Stage 4	Annual analysis of Key Stage 4 results in autumn term.	Improving trend is maintained	Diane Vanstone
Maintain improving trends in assessment of boys and girls at KS2 and KS3	Annual analysis of Key Stage 2	Improving trend is maintained	Helen Morgan-Rees

Associated actions	Deadline	Expected outcomes	Responsible Officer
	and 3 results in autumn term		
Close the performance gap between boys and girls	Annual analysis of results in autumn term	Performance gap reduces	Helen Morgan-Rees
Close the performance gap between pupils who receive free school meals and those who don't	Annual analysis of results in autumn term	Performance gap reduces	Helen Morgan-Rees
Reduce inequalities in school readiness	2019	Children to be achieving their developmental norms, or to be within six months of their appropriate developmental stage by the time they are assessed at 3 years.	Sian Bingham

Equality Objective 6 - Provide equality support for schools

Corporate Priority link: Improving pupil attainment

Associated actions	Deadline	Expected outcomes	Responsible Officer
Continue progressive improvement to access to infrastructure in schools	Annual return to Welsh Government, March	Accessibility to schools infrastructure improves	Brian Roles
Young people from Gypsy and Traveller communities are offered appropriate access to secondary education and support in engaging with those opportunities	2017 with termly monitoring	Increased take up of education opportunities and outcomes for pupils from Gypsy and Traveller communities	Gavin Evans

Associated actions	Deadline	Expected outcomes	Responsible Officer
Launch tool for Recording of Identity Based Bullying across all schools	August 2016 with termly analysis	Tool launched and data analysed termly	Rhodri Jones
Review guidance to schools on Strategic Equality Plans and present update to Headteachers at a termly meeting and via the schools newsletter	2016	Guidance reviewed and amended to include UNCRC and other developments. Presentation delivered and briefing note published	Rhodri Jones / Sherill Hopkins / Julie Gosney
Continue the contractual agreement with UNICEF UK to embed the Rights Respecting Schools Award in all schools in Swansea	2017	All schools in Swansea achieve level 1 Rights Respecting status by 2017	Julie Gosney / Jane Whitmore
Ensure schools are protecting children and young people from being drawn into terrorism by having robust safeguarding policies in place to identify children at risk, and intervening/supporting them as appropriate.	2020 - with action plan reviewed and updated annually	Delivering Awareness training to staff and ensuring schools are aware of Home Office guidance and toolkits. All schools are aware of their duty under the Counter Terrorism & Security Act 2015 and are acting on it.	Paul Thomas / Sandra Perrett / Paul Henwood
Ensure schools are directed to relevant Welsh Government guidance so this can be practiced in schools, for example: provision of counselling, specific equality-related advice and information and any relevant training for school staff, pupils and governing bodies	As guidance is issued	Schools can demonstrate they have promoted good practice Children and young people have the information they need	Rhodri Jones
Develop and publish Transgender Guidance for schools	2017	Transgender Guidance published and promoted to all schools	Rhodri Jones

Associated actions	Deadline	Expected outcomes	Responsible Officer
Stonewall training offered to all schools via Education through Regional Working (ERW)	2016	Training delivered to Swansea schools	Rhodri Jones

Equality Objective 7 - Provide opportunities via apprenticeships and work placements
Corporate Priority link: Improving pupil attainment

Associated actions	Deadline	Expected outcomes	Responsible Officer
Corporate Building and Property Services (CB&PS)			
Work experience placements – provide quality opportunities to students to experience the real workplace. Enable a student to understand and develop the necessary skills to equip them for their chosen career path	Ongoing - as placements are arranged	On completion of the placement the student will have developed work related skills and have an enhanced knowledge for their chosen career path	Nigel Froom
Ensure that all future recruitment within CB&PS continues to be undertaken within the realms of the Equality Act 2010; paying particular attention to the apprenticeship recruitment programme. Further develop links with external groups/organisations to enable wider awareness of the initiative and support CB&PS. The continuation of the apprenticeship programme is dependent on future budget approval	Annually	The most suitable candidates would be attracted, selected and retained. Active commitment to equal opportunity can be evidenced The recruitment programme will give due regard to the Council's commitment to the UNCRC and will endeavour to tailor the training according to an individual's needs. All apprentices to be assigned a trained mentor	Emma Lewis

Equality Objective 8 - Improve access to the infrastructure around pavements, roads and parking provision for disabled and older people, as well as families with young children

Corporate Priority link: Creating a vibrant and viable city and economy

Associated actions	Deadline	Expected outcomes	Responsible Officer
Implement the Pavements for People Policy	Ongoing	Successful implementation and monitoring	Stuart Davies
Review accessibility of street furniture, e.g. seating	2017	Review complete with appropriate actions scheduled	Bob Fenwick
Installation of dropped kerbs to assist access where needed	Case by case basis	Installations undertaken – decisions made on a case by case basis	Bob Fenwick
Ensure all new pedestrian crossings are designed to ensure safety for all	As new crossings are developed	New crossings will ‘track’ pedestrians and extend timings to ensure safety	Mark Thomas
Consider equality issues when designing highway and traffic schemes	As projects are designed	Issues incorporated in design process for each project	Mark Thomas
Provide permits for qualifying care organisations and carers to park within residents parking bays	As needed	Permits provided where needed to assist carer role	Mark Thomas

Equality Objective 9 - Improve access to public transport by bus for disabled and older people, as well as families with young children

Corporate Priority link: Creating a vibrant and viable city and economy

Associated actions	Deadline	Expected outcomes	Responsible Officer
Promote the RNIB REACT system for visually impaired people at the Bus Station	Ongoing	The bus station web pages will be updated to provide information on	Cath Swain

Associated actions	Deadline	Expected outcomes	Responsible Officer
The system gives audio messages about the services at each departure bay and provides a wayfinding tool in association with the tactile strip through the concourse		this facility Information and instructions on how to use the REACT system will continue to be available at the Bus Station Information desk	
Continue to implement programme to provide raised kerbs at bus stops to allow easy access for all passengers. Continued engagement with disability groups	Ongoing	Improvements made, including raised kerbing as well as new bus shelters and electronic passenger information displays	Cath Swain

Equality Objective 10 – Ensure we tackle and alleviate the effects of poverty

Corporate Priority link: Tackling poverty

Associated actions	Deadline	Expected outcomes	Responsible Officer
Poverty & Prevention			
Through the Families First and Flying Start programmes, deliver a range of services to children, young people and their families to improve outcomes, through interventions such as Parenting, Language and Play etc.	March 2017	Increased number of families reporting improved family resilience Increased number of individuals: <ul style="list-style-type: none"> – engaged in Families First and Flying Start provision – reporting that their financial situation has stabilised or improved – reporting an improvement in emotional/health well-being 	Sian Bingham

Associated actions	Deadline	Expected outcomes	Responsible Officer
Promote and provide a range of upskilling opportunities on a multi-agency basis in order to achieve quality services through the workforce development approach. This will include training on Motivational interviewing, Team Around the Family (TAF), Solutions Focused Thinking, etc.	March 2017	Increased numbers of confident /competent staff trained in order to deliver through the TAF approach Number of attendances at training courses	Sue Peraj / Sian Bingham
Identify those young people who are most at risk of becoming NEET and provide them (and their families) with the personal support they require to remain engaged with education, employment and training	October 2017 – annual snapshot	Increased numbers of young people supported and/or engaged with education, employment or training	Gavin Evans
Continued use of Child Poverty Impact Assessments for Play	2019 – feeding into the Play Sufficiency Audit	Show positive & negative impacts of play on poverty and identify areas for improvement	Steve Cable
Food Poverty Community Interest Company: Create a food enterprise to tackle food poverty and feed people well in Swansea	2017	Feasibility study completed to inform the Business Plan and secure investment prior to launch	Amanda Owen
Deliver a range of services through the Communities First, Communities for Work and LIFT Programmes that support people and families in our most deprived communities to improve their opportunities	March 2017	Increased numbers of eligible participants achieving outcomes across the programmes that improve their opportunities	Karen Grunhut / Anthony Richards / Programme Managers
Provide a welfare rights training programme to support staff from City & County of Swansea and partner organisations to negotiate the significant changes to the	2017	Deliver 130 advice line sessions each year Increase support staff's awareness	Karen Grunhut / Jane Storer

Associated actions	Deadline	Expected outcomes	Responsible Officer
benefits system resulting from Welfare Reform		and confidence in supporting clients to access benefits entitlement	
Finance & Delivery			
Provide support for Universal Credit (UC) applicants by providing two digital self-serve zones in the Contact Centre, as UC is an on-line application. Our customer service team will provide digital support, assistance with making on-line applications and UC advice and information to customers. A Personal Budgeting Support service has also been arranged for appropriate UC customers	Assess effectiveness every six months	Digital zones in place and support (digital and personal budgeting) to be provided as required and agreed with DWP	Rose McCreesh
Provide a dedicated take-up advice line and email address to offer welfare advice to customers, which includes advice on how to claim Housing Benefit, Council Tax Reduction Discretionary Housing Payment and help and advice on welfare reform changes and other welfare benefits	Assess effectiveness every six months	Access to advice and guidance as needed	Rose McCreesh
Proactively support all HB cases affected by the Benefit Cap	Ongoing and activity will increase when cap value falls	Effective support provided as needed	Rose McCreesh
Work with other organisations such as Age Cymru, Swansea Carers' Centre and DWP Visiting Team to provide advice and	Assess effectiveness every six months	Effective advice provided in partnership	Rose McCreesh

Associated actions	Deadline	Expected outcomes	Responsible Officer
guidance on Benefits, Council Tax Reduction and Council Tax discount schemes			
Work with Foodbanks such as the Swansea Foodbank (where we are the highest distribution agent), Eastside Foodbank and the Swansea Mosque Foodbank. For all foodbanks we will act as a referring agent and provide welfare benefit advice to the foodbanks to assist customers in food crisis	Assess effectiveness every six months	Effective advice provided in partnership	Rose McCreesh
Provide advice to parents and schools on Free School Meals and Uniform Grant queries	Assess effectiveness every six months	Maximise entitlement to Free School Meals and Uniform Grants	Rose McCreesh
Provide advice and information to customers on a range of assistance available, e.g. Warm Home Discount, Welsh Water Assist, Healthy Start Vouchers, Discretionary Assistance Fund, Passport to Leisure, etc.	Assess effectiveness every six months	Raise awareness of how to maximise income	Rose McCreesh

Equality Objective 11 - Ensure consultation and engagement is inclusive and undertake awareness raising activities
Corporate Priority link: Building sustainable communities

Associated actions	Deadline	Expected outcomes	Responsible Officer
Communications and Customer Engagement			
Implement new corporate Consultation and Engagement Strategy, including	March 2017	Strategy implemented and corporate consultation programme	Rhian Millar

Associated actions	Deadline	Expected outcomes	Responsible Officer
<p>continuation of corporate consultation programme</p> <p>Ensure that clear arrangements to embed children and young people's participation is included within new Strategy</p>		<p>undertaken with results used to inform service development as appropriate</p> <p>The strategy meets the Statutory Duty set out in the Child and Families (Wales) Measure and arrangements for children and young people's participation are clearly set out</p>	
<p>Continue programme of equality engagement with key forums and groups including: Disability Liaison Group, BME Forum, LGBT Forum and 50+ Network</p> <p>Continue to support equality-related events in association with these forums and groups</p> <p>Improve engagement with local disability groups via the Disability Liaison Group</p>	Assess effectiveness annually	Ongoing engagement to ensure involvement, effective communication and support for equality groups	Rhian Millar
<p>Review the City and County of Swansea Local Service Board & Healthy City Board Ageing Well and Strategy for Older People Action Plan 2015 – 2019</p> <p>Include work with Swansea Network 50+ and other relevant engagement mechanisms / methods with older people in</p>	Annually	Ongoing engagement to ensure involvement of older people in the effective development and delivery of the Ageing Well Plan	Paul Thomas / Rhian Millar

Associated actions	Deadline	Expected outcomes	Responsible Officer
the annual review			
Organise an event to include an Annual Meeting of Swansea Network 50+ and a public event to mark UK Day of Older People	Annually	Older people are aware of progress on the delivery of the Ageing Well Plan and informed about sources of help and advice that are available to them	Rhian Millar / Ann Williams
Poverty & Prevention			
Ensure that the Big Conversation continues to encompass a range of mechanisms that aim to facilitate the widest possible participation of all children and young people	2017	<p>Delivery of 6 'Big Conversation' sessions targeting between 30 – 50 young people in each session</p> <p>Delivery of 5 Communities to Enquiries sessions targeting approximately 20 in each session</p> <p>Increased number of schools trained to support pupils to initiate their own agendas and engaging in Big Conversation mechanisms</p> <p>Increased number of children and young people from vulnerable groups engaging in Big Conversation mechanisms</p>	Katie Spendiff / Julie Gosney / Tom Jones
Continue a range of inclusive play specific consultation with identified groups and individuals. Undertake specific consultation with key groups with protected	2019	Identification of needs, gaps and issues in relation to inclusive play	Steve Cable

Associated actions	Deadline	Expected outcomes	Responsible Officer
characteristics as part of the 2016/19 Play Sufficiency Assessment			
Engage with traveller communities via Play on Wheels mobile play	2019 – feeding into the Play Sufficiency Audit	Engagement and ensuring right to play	Steve Cable
Ensure a wide range of engagement by local people, including the most marginalised members of the community, in the Communities First (CF) Programme. Activities will include information sharing, active participation, collaboration and partnership working between individuals and organisations, and empowering local people	March 2017	The Communities First Programme supports the most marginalised members of our most deprived communities to access, participate and influence the delivery of the programme locally. Adopting an asset based approach, participants will identify their strengths to build on and plan their own progression.	Karen Grunhut / Anthony Richards / Programme Managers
Ensure that the relevant aspects of the Ageing Well Plan are embedded within these Equality Objectives from 2017 onwards	2017	Specific equality objective/s developed on a whole organisation approach to the Ageing Well Plan (to address the Council's commitments contained within it)	Jane Whitmore / Paul Thomas / Rhian Millar
Housing & Public Protection			
Implement an updated Local Tenant Participation Strategy 2015-18	2018 - reviewed quarterly with Tenant Steering Group	Tenants and leaseholders will have greater opportunities to get involved in housing issues that affect them	Lynda Grove
Continue to work in partnership with the Youth Inclusion Team, to encourage participation of young people in housing matters (with the aim of setting up a group	Annual progress review in December of each year	Young people become more involved in their local communities and in a better position to make informed choices and decisions	Lynda Grove

Associated actions	Deadline	Expected outcomes	Responsible Officer
exclusively for young people and encouraging them to join other groups)			
Promote and raise awareness of the availability of: – Same Sex Marriage into the Civil Marriage ceremony The legal process which enables couples who have previously entered into Civil Partnerships to convert them into marriage	Monitored monthly	The services and ceremonies provided meet the needs of the local community	Noel Evans
Corporate Building and Property Services			
Review current consultation with local access groups to improve physical access to buildings and services	Ongoing with annual reviews	Evidence that consultation has taken place and where possible changes in access to buildings and services have been achieved	Nigel Froom
Economic Regeneration & Planning			
Focus on engagement arrangements and methods with equality groups to ensure inclusivity and help improve the delivery of ongoing work programmes	Ongoing with annual reviews	Effective engagement and involvement undertaken as part of key work within the service, e.g. preparation of Local Development Plan	Phil Holmes
Cultural Services			
Raise awareness of Cultural Services and identify any barriers to participation via engagement with key equality groups	2018 - and continue to monitor progress	Increased engagement and knowledge of issues / barriers faced by equality groups with any follow-up work planned accordingly	Steve Hopkins

Equality Objective 12 – Work on health and sport initiatives that focus on outcomes for our communities
Corporate Priority link: Building sustainable communities

Associated actions	Deadline	Expected outcomes	Responsible Officer
Housing and Public Protection			
Deliver a Tobacco Action Plan for Swansea, which will concentrate on areas identified in local needs assessments and mapping exercises	As per deadlines in action plan	Reduction in the prevalence of smoking in Swansea which is the leading cause of health inequalities of life expectancy in Wales	Chris Steele
Cultural Services			
Ensure that relevant equality issues are considered when revising leisure centre (and other venue) timetables	Ongoing	Sessions and services are as inclusive as possible	Steve Smith
Develop Inclusive Futures Programme working on disability sport programmes events and legacy	2018 - and continue to monitor progress	Build upon the Paralympics legacy, increasing participation of the disabled in sports across the community and in competitive sports in particular	David Jones
Continue rollout of Insport to target partners and voluntary organisations to encourage integration of disabled people into mainstream sport clubs through national governing body of sport pathways	2018 - and continue to monitor progress	Increased number of disabled sports participants within sports clubs across the community	David Jones
Increase opportunities for young people to participate in after-school (extra-curricular) sporting opportunities	2018 - and continue to monitor progress	Increase sporting opportunities for all across the community	David Jones
Continue to take steps to further reduce the gender gap in participation in sport and physical activity	2018 - and continue to monitor progress	Develop the Dragon Sport and 5x60 opportunities, consult with girls of school age about physical activity preferences and work with sports clubs to encourage post 16	David Jones

Associated actions	Deadline	Expected outcomes	Responsible Officer
		participation	

Equality Objective 13 – Continue to improve staff and Member awareness of equality and diversity issues
Corporate Value link: People focus

Associated actions	Deadline	Expected outcomes	Responsible Officer
HR & OD			
Regularly review training material to ensure it is up-to-date and covers emerging work areas e.g. age-friendly communities, dementia, UNCRC, etc.	Six monthly reviews	Ensure that training materials are relevant and appropriate	Khan Prince
Ensure that all school based staff and teachers have access to appropriate equality-related awareness raising training	Access currently in place. Promotion to be planned with Chief Education Officer in 2016 and demand monitored 6-monthly	School based staff are suitably trained	Khan Prince
Develop a suite of e-learning courses on a modular basis to cover subject areas such as dementia, hate crime, trafficking etc.	December 2016	Increased number of staff will have access to different training medium in order to up-skill in these areas	Khan Prince
Regularly review Corporate Induction to ensure training is up-to-date and covers emerging work areas e.g. age-friendly communities, dementia, UNCRC, etc.	Six monthly reviews	Corporate Induction is appropriate, up-to-date and fit for purpose	Khan Prince

Associated actions	Deadline	Expected outcomes	Responsible Officer
Ensure that monitoring of corporate training is carried out to reflect accurately the attendance on all corporate training courses	Annually	Compliance with the requirement to report on corporate learning and development activities	Khan Prince
Poverty & Prevention			
Deliver appropriate and suitable levels of training on the UNCRC & Children's Rights	2017	Increased awareness and understanding of children's rights through training programmes	Katie Spendiff / Jane Whitmore
Re-circulate the staff survey first completed in 2014 to all staff and Councillors to measure knowledge and understanding of children's rights and the UNCRC	2016	Increased knowledge and understanding of UNCRC evidenced through follow-up survey by 10%	Jane Whitmore / Jo Darling / Patrick Fletcher
Deliver Asylum Seeker and Refugee Awareness Training to enable staff to understand issues facing asylum seekers and refugees and make services more accessible and welcoming	2017	Increased number of staff trained and awareness raised of barriers to council services	Helen Clancy
Develop and disseminate information on Swansea's migrant communities for staff and elected Members	2017	Increased number of briefings/information sent to staff and elected Members	Helen Clancy
Deliver awareness events and WRAP Training to appropriate frontline staff and Elected Members	2020 - with action plan reviewed and updated on an annual basis	Ensure key personnel have an understanding of the Prevent agenda, their role in delivering that agenda and how to access advice, guidance and support.	Paul Thomas / Sandra Perrett
Legal and Democratic Services			
To provide 6 monthly updates on legal website as to case law dealing with equality issues	Every 6 months	Increased awareness of staff to equality issues in a judicial context	Tracey Meredith

Associated actions	Deadline	Expected outcomes	Responsible Officer
All departments			
Continue to provide and promote service-specific equality training / information where needed	Ongoing via annual updates	Staff have the relevant awareness and understanding when providing services	All managers

Equality Objective 14 - Comply with the Procurement and Assessment of Impact regulations set out in the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011

Associated actions	Deadline	Expected outcomes	Responsible Officer
When procuring works, goods or services, we will have due regard to whether it would be appropriate: <ul style="list-style-type: none"> for the Pre-Qualification and/or award criteria for that contract to include considerations to help meet the general duty to stipulate conditions relating to the performance of the contract to help meet the three aims of the general duty 	Review effectiveness every six months	Regulation met	Chris Williams
Continue to operate the Equality Impact Assessment (EIA) process across the organisation	Review effectiveness every six months	Equality issues taken into account and assessed in relation to all relevant initiatives	All departments
Continue to quality assure completed EIA screenings and reports, providing feedback to departments	Review effectiveness every six months	Effective EIAs are undertaken to inform corporate decision making	Rhian Millar

Report of the Cabinet Member for Education

Cabinet – 28 April 2016

ESTYN INSPECTION OF LOCAL AUTHORITY EDUCATION SERVICES FOR CHILDREN AND YOUNG PEOPLE 2013 – UPDATE

Purpose:	For Council to receive an update on the progress in meeting the five Recommendations in the Estyn Inspection Report.
Policy Framework:	Estyn Common Inspection Framework.
Reason for Decision:	Political monitoring of progress in meeting the five recommendations was stipulated by Estyn
Consultation:	Legal, Finance and Access to Services.
Recommendation(s):	It is recommended that: 1) Council notes the progress update on the five Recommendations in the Estyn Inspection Report.
Report Author:	Lindsay Harvey
Finance Officer:	Susan Rees
Legal Officer:	Stephanie Williams
Access to Services Officer:	Sherill Hopkins

1.0 Introduction

1.1 All local authorities' education services for children and young people in Wales are inspected by Estyn under the Common Inspection Framework. Local authorities are inspected on the basis of a self-evaluation. City and County of Swansea was inspected in June 2013 and the report was published in September 2013.

2.0 Background – what the Estyn Inspectors found in 2013

2.1 Many good features and services were noted in the inspection report. <http://www.estyn.gov.uk/download/publication/291263.7/inspectionreport-city-and-county-of-swanea-2013/>

2.2 Estyn made the following specific judgements:

- Primary attendance rates were well below average with nearly half of schools in the bottom 25% when compared to similar schools on the free-school-meal benchmarks.
- Too many schools did not improve quickly enough when identified as needing follow-up after a core inspection and too many were in categories of concern.
- The reintegration of pupils in key stage 3 educated other than at school back into mainstream schools and the provision in the key stage 4 pupil referral unit were not good enough.
- Processes to quality assure the work of officers were not effective enough to make sure that all officers consistently challenge all schools to improve.
- Performance management and quality assurance processes were not applied consistently enough within education services to identify and address underperformance of staff.
- Education targets were often not sufficiently challenging.
- Annual reviews of the local authority's education services and the self-evaluation report prepared for the inspection provided too positive an analysis of the local authority's work in a few areas.

2.3 The outcomes of the 2013 inspection were that Performance was judged to be Adequate and Capacity to Improve judged to be Good. The Inspection Report made five recommendations for improvement.

- Develop and implement a strategy to improve levels of attendance in primary schools
- Quality assure the work of officers to secure greater consistency in the level of challenge they offer to schools
- Improve officers' evaluation of the quality of leadership and management in schools to make sure that underperforming schools are identified and supported quickly
- Improve the quality of provision for those pupils who are educated other than at school, particularly to raise standards of achievement and to assist reintegration back into schools
- Improve the consistency of leadership across all education services and the quality of self-evaluation and improvement planning within education services

2.4 A Post-Inspection Action Plan (PIAP) was developed in the format of the Education Department Business Plan 2014-15. Estyn accepted the PIAP/Business Plan in July 2014. An end of year report on that plan was completed in November 2015. The PIAP/Business Plan and its end of year report can be found at: www.swansea.gov.uk/estyninspections.

2.5 The Chief Executive established an Improvement Board in July 2013 to monitor progress following the inspection. It has met at least monthly from that date to now. In addition, the Leader of the Council established

a Member-led monitoring board, the Education Leadership Board, which met termly during the first year after the inspection and most recently in February 2015. In order to make the monitoring function more transparent, progress is now reported directly to Cabinet, beginning in March 2015 and then in October 2015.

2.6 In March 2015, the Education Strategic Group was established, under the following terms of reference:

- To act as an innovation and ideas forum, drawing together schools and local authority Members and officers
- To ensure the development of coherent and consistent short, medium and long term financial strategies for education in the City and County of Swansea
- To ensure political, officer and school involvement in developing such financial strategies - both revenue and capital
- To propose options for Council to consider, outlining potential implications
- To provide a mechanism for strategic dialogue in making budget choices, building on the base budget review

The Group is served by a number of key stakeholders and delivery partners including school governors.

3.0 Progress on addressing the five recommendations and further work required

Key to ratings:

GREEN	=	Excellent progress
YELLOW	=	Good progress
AMBER	=	Limited progress
RED	=	Remains a concern

3.1 Recommendation 1: Develop and implement a strategy to improve levels of attendance in primary schools

Status: Yellow (March 2015: Amber, October 2015: Yellow)

Summary

- Attendance in our secondary schools has hit an all-time high for 2015-16 at 94.0%, up 0.7% on last year. Swansea's ranking improved to 10th in Wales after five years where ranking was 15th or 16th.
- Primary attendance, at 94.9%, up 0.5% on last year, was ranked a vastly-improved 11th (18th last year). Benchmark group data shows there are still too many primary schools in the bottom 50% of comparison groups though, and there are groups of pupils whose attendance requires improving. So there is more work to be done.

- By the end of 2014/15, eight primary schools had attendance exceeding 96% and eight secondary schools at or exceeding 94%, with one achieving 96%.
- All schools are now using the common attendance action plans, local authority target setting analysis tools and follow the ERW attendance process.
- Strong links are being established between the Education Welfare Service (EWS) and Education Improvement Team colleagues (notably Challenge Advisers). Every school's autumn term core visit has had a specific allocation of time for the EWO to discuss attendance in benchmark 3 and 4 schools, this has been very positive. Every school has produced an attendance action plan that identifies areas that need to be developed or that need to be sustained. The challenge advisor has this plan prior to the CORE visit.
- The Principal Education Welfare Officer has undertaken attendance audits with six benchmark 4 schools in the autumn term and will be completing more throughout the year.
- The Principal Officer has also completed events with cluster groups, individual schools and governors to promote attendance and good practice.
- The Education Department is developing ways to incentive further improvement in school attendance. Headteachers have been informed. The programme will be implemented from May 2016, subject to confirmation of funding.

Further work required

- Although there has been good improvement in absolute terms, the comparative position of too many primary schools remains an area for improvement. Schools and the local authority will continue to work together to embed and share the strategies and actions that lead to higher levels of attendance.
- Further sharing of best practice will take place.
- In the longer term, the impact on the readiness for school of young children in areas covered by Flying Start provision should support their wellbeing and contribute towards improved attendance.

3.2 Recommendation 2: Quality assure the work of officers to secure greater consistency in the level of challenge they offer to schools

Status: Yellow (March 2015: Yellow, October 2015: Yellow)

Summary

- The consistent challenge to school has shown strong progress since the inspection in 2013. There are now effective standardised processes in place to ensure rigorous challenge i.e. deep data

analysis, tighter reporting mechanisms and quality assurance procedures. ERW's single platform (Rhwyd) for gathering intelligence across schools captures school improvement well. As a result, all challenge advisers work to common high expectations.

- A new regional Head of Quality and Standards has been appointed to ensure that challenge across each hub within the region remains high. Best practice is now shared on a wider basis within Swansea and between other local authorities within the region.
- The team of eight full-time equivalent Swansea Challenge Advisers has continued the effective work of the preceding three terms. However, the team has undergone change. As a result, minimal expectations on challenge require refreshment. The team was jointly trained again, with Hub colleagues from Neath Port Talbot.
- The autumn core visits and reports to Estyn are subject to robust quality assurance processes. From September 2015 a regional platform for challenge adviser reports has been created to ensure greater consistency on challenge. Joint visits with peers, the Head of Education Improvement and the Chief Education Officer provide further assurance on consistent challenge. All autumn core visit documentation has been assessed by the Head of Education Improvement and lead challenge advisers. Moderation exercises at regional and national levels are in place to ensure consistency.
- Quality assurance of the second core visit is undertaken by the Chief Education Officer. Feedback was provided to challenge advisers in September 2015.
- Minimal expectations on the levels of challenge have been reinforced again through training and the issuing of the challenge adviser handbook.
- Challenging lines of inquiry now underpin the work of all challenge advisers.
- Quality assurance protocols for reports to Estyn have been strengthened so that the Chief Education Officer approves reports after the Head of Education Improvement has quality assured them.
- Throughout the year, training and guidance has been delivered to challenge advisers in addition to continual feedback on written reports. A summative report on reports to Estyn has been produced and fed back to challenge advisers and the Hub joint senior managers meeting, to secure continual improvement.
- Training on data analysis has been provided to challenge advisers to generate more challenging lines of inquiry.
- Additional lines of inquiry on effective spend of grant monies, reserves and SEN monitoring are being consistently applied in Swansea.
- Lead challenge advisers are now consistently good role models for effective challenge in both secondary and primary sectors.
- In the termly visit by Estyn link inspectors in November 2015, it was confirmed that Swansea is a typical authority in terms of the quality of its challenge and support, neither worst nor best in Wales. The

balance of evidence supports the yellow status of this Recommendation.

Further work required

- While the current configuration of Education Improvement Team personnel provides a high-quality service, staff recruitment and retention continues to be challenging (most notably in the secondary sector).
- Continue to monitor the written work and field work of challenge advisers closely.
- Ensure that the new regional repository for monitoring reports (Rhwyd) is utilised consistently through checking and providing written feedback on each report.
- Ensure that there is consistent challenge on the quality of statutory school development plans which now contain pupil deprivation grant and education improvement grant expenditure plans.
- Distribute leadership further so that more quality assurance is undertaken by lead challenge advisers.

3.3 Recommendation 3: Improve officers' evaluation of the quality of leadership and management in schools to make sure that underperforming schools are identified and supported quickly

Status: Yellow (March 2015: Yellow, October 2015: Yellow)

Summary

- The autumn visits in 2015 challenged leadership, on all levels, thoroughly. Leaders are expected to produce evidence to support improvements. There is clearer continuity from one monitoring visit to the next where progress is determined by response to previous recommendations. Recommendations are set by Estyn and the education improvement service.
- A leadership development programme for both primary and secondary sectors is meeting the needs of the senior leadership teams in the secondary sector and new or acting headteachers in the primary sector.
- Support for underperforming schools has been strengthened through co-ordinated support to schools.
- Schools continue to be supported, on a cluster basis, to help improve the accuracy of teacher assessment because teacher assessment has been too generous in a few schools.
- Challenge advisers now provide feedback on the quality of strategic planning and evaluation processes and reports
- All schools were evaluated during the second core visits in 2014-15 to challenge their monitoring processes for improving the quality of teaching
- All new and acting headteachers have been assigned mentors

Further work required

- Further develop the leadership and management programme to build capacity at all levels of management within schools.
- Raise awareness of leadership standards to ensure aspiring (and existing) senior leaders have a full understanding of all aspects of leadership and management (eg HR, trade union issues, finance, health and safety and buildings).
- Continue to liaise with ERW and University of Wales Trinity St David to develop a robust leadership development programme.
- A few primary schools were placed in a statutory category within the 2014-2015 academic year. In all cases, pupils' performance, according to teacher assessment, appeared good and this masked issues on managing resources, including staff.
- Deploy leaders to support the work of other leaders.
- Provide specific training for long-term serving headteachers.
- Early identification and prevention on stressors that affect headteacher wellbeing.

- 3.4 Recommendation 4: Improve the quality of provision for those pupils who are educated other than at school, particularly to raise standards of achievement and to assist reintegration back into schools

Status: Red (March 2015: Amber, October 2015: Amber)

Summary

- The Key Stage 4 Pupil Referral Unit (PRU) was removed from 'Special Measures' in January 2015 but the whole Swansea PRU (all Centres and EOTAS Pathways) was judged 'in need of significant improvement'. A post-inspection action plan has been developed.
- The designated Challenge Adviser continues to work closely with the centres that comprise the Swansea PRU. The Access to Learning Team and the Education Improvement Team are also working to support the PRU.
- A robust implementation plan to improve Swansea PRU has the key focus to develop both curriculum and staff. External moderation of the implementation plan will ensure the actions are comprehensive, swift and objective.
- An Intervention Board is supporting the wider governance arrangements of PRU settings in Swansea through the newly-formed PRU Management Committee. A chairperson has been appointed for the Intervention Board and terms of reference have been established.
- The Intervention Board will also work with the Swansea PRU Management Committee (effectively the governing body for the PRU) to ensure robust monitoring of the effectiveness of the post-inspection and implementation plans.

- Simon Evans, Head of Swansea PRU, is progressing the both plans.
- Temporary leadership of Arfryn Education Centre was financially unsustainable and has been replaced by Simon Evans who will take on the role of Head of Centre as part of his Head of PRU role. Extended support is being given by Karen Draper (Challenge Adviser) until the Estyn monitoring visit in the Spring Term.
- All parts of the PRU portfolio are making progress towards objectives in the PIAP.
- Leadership capacity has been further compromised by the enforced absence of the Deputy Head of the Step-Ahead Centre. Head of PRU has taken over this role in the short term with a more sustainable solution being sought.

Further work required

- The PIAP recommendations continue to be addressed through the Accelerated Implementation Plan and the Head of the PRU, the Challenge Adviser, the Intervention Board and the PRU Management Committee are working together to meet all requirements of the PIAP.
- The Home Tuition Service is now working to the new delivery model but leadership of the service has been affected by the enforced absence of the Deputy Head of the Step-Ahead Centre. The Senior Educational Psychologist has taken over the leadership of the service on a temporary basis. A more sustainable solution will need to be found.
- A decision will need to be made regarding longer-term, strategic-level staffing requirements particularly with regard to leadership.
- Additional Learning Needs Unit and Behaviour Support Unit managers are working to address budgetary issues for the 2015-16 period and when the future proposals are available from the Cabinet decision, will plan for the financial year 2016-17.

3.5 Recommendation 5: Improve the consistency of leadership across all education services and the quality of self-evaluation and improvement planning within education services

Status: Amber (March 2015: Amber, October 2015: Amber)

Summary

- An online DIG (Delivery Improvement Group) reporting tool provides clear lines of accountability and supports a Departmental benefits realisation programme. Benefit Managers and Benefit Owners have been identified.
- The 2015 annual self-evaluation of local authority education services for children and young people (LAESCYP) has been produced. It shows that school performance is good, and especially strong again

this year at key stage 4. The Level 2 Threshold inclusive of English or Welsh and mathematics was ranked third in Wales, only the Vale of Glamorgan and Monmouthshire performed better.

- The Business Plan for Education 2015-16 is aligned with national, regional, Local Service Board and corporate priorities, while also addressing all five recommendations from the post-inspection action plan. It sets out the governance and performance management arrangements for education services in Swansea.
- A pan-Department internal risk register is being developed for introduction to senior staff in early September and operation across the Department from February 2016.
- A comprehensive performance management system has been adopted throughout the Department and quarterly performance management meetings are held.
- A revised meeting structure has been in operation since May 2015. Strategic Leads Group, Education Department Senior Leadership Team, and Delivery Improvement Group meetings are held on a monthly basis. All meetings have comprehensive agendas, are minuted and receive formal reports. There is a strong focus on corporate priorities, local targets and regional objectives at each meeting.
- A revised structure for the Education Department has been implemented following consultation. It will support the delivery of services for the future.
- The new Head of Learner Support Service, Nick Williams, will take up his post on 15 February 2016.

Further work required

- The senior leadership team will continue to strive to maintain full services until it returns to full strength from February 2016.

3.6 A self-evaluation of Local Authority Education Services for Children and Young People takes place each year. The latest self-evaluation for 2015 is in draft at Appendix 1 and will be published online. Previous versions can be found at: www.swansea.gov.uk/estyninspections. The self-evaluation provides more detail on the areas covered by the Recommendations.

4.0 Equality and engagement implications

Whilst there are no specific equality or engagement implications associated with this report, some specific areas of work resulting from the recommendations will be subject to the Equality Impact Assessment (EIA) process (which incorporates the UNCRC). For example, an EIA report has been developed for the EOTAS review.

5.0 Financial implications

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

6.0 Legal implications

There are no immediate legal implications associated with this report.

Background papers:

Common Inspection Framework

<http://www.estyn.gov.uk/download/publication/11438.7/common-inspection-framework-from-september-2010/>

Estyn Guidance on inspection of Local Authority Education Services for Children and Young People

<http://www.estyn.gov.uk/download/publications/8326.5/guidance-for-the-inspection-of-local-authority-education-services-for-children-and-young-people-from-september-2010/>

City and County of Swansea LAESCYP Inspection Report 2013

<http://www.estyn.gov.uk/download/publication/291263.7/inspection-report-city-and-county-of-swanea-2013/>

Annual self-evaluation of Local Authority Education Services for Children and Young People, December 2014

www.swansea.gov.uk/estyninspections

Appendix: Self-evaluation of Local Education Authority Services For Children and Young People 2015

**Self-evaluation of
Local Education Authority Services
For Children and Young People
2015**

12 January 2016

Version 0.6

DRAFT

Summary 2015

Overall, the present quality of Education Services is good and that the capacity to improve outcomes is also good.

Good features

- Education's contribution to the performance of key council strategic priorities of improving attainment and achievement and reducing poverty has been strong again this year.
- Performance is improving in the key areas of attainment, attendance, inclusion and managing the infrastructure. National rankings are generally at or better than the expected level for key indicators of performance.
- Performance of Swansea secondary schools at key stage 4 is good across a range of indicators when compared with similar schools in Wales. Performance is particularly good in the main indicator, level 2 including English/Welsh and mathematics, where Swansea is ranked third in Wales compared to free school meal position of 14th. The result was the best in Wales over the expected level of performance. Twelve out of fourteen Swansea secondary schools performed better than their expected level according to disadvantage (measured by pupils in receipt of free school meals).
- There was good absolute and comparative improvement in attendance again in 2014-15, up by 0.5% in primary schools and 0.7% in secondary schools. Secondary attendance rose to 10th in the Welsh ranking (16th last year) and primary to 11th (18th last year). Pupils attended 91,583 days more than last year.
- Good progress continues to be made against the first three of the five recommendations from the LAESCYP Inspection in 2013.
- The local authority has a good track record in managing surplus places in English-medium schools, while providing Welsh-medium places, through the QEd 2020 programme.
- Safeguarding arrangements are robust and monitored carefully.
- Service and team plans link well to Directorate and Corporate priorities.

Areas to develop

- Improve benchmark performance of schools at 7 and 14 years of age.
- Reduce the number of pupils educated outside of mainstream schools.
- Improve the quality of provision at the Swansea Pupil Referral Unit (PRU).
- Continue prevention work to reduce NEETs at 16.
- Maintain the work to promote further improvement in primary and secondary school attendance.
- Improve the consistency of leadership across all education services and the quality of self-evaluation and improvement planning within education services

Will the Service improve?

Factors likely to support improvement

- Education priorities are very clear and support the delivery of the corporate agenda very well.
- Political and officer accountability and scrutiny of performance within the Education Department is robust
- The Education Improvement Service is well led and is making a positive contribution to school and local authority relationships.

The factors that are likely to hinder improvement

- Difficult budget decisions in the next three years.
- Unplanned budgetary cuts from Welsh Government.
- The regional school improvement model remains in an early stage of development and needs to continue to develop its approach to meeting local needs.

Recommendations

1. Improve benchmark performance of schools with pupils at 7 and 14 years of age.
2. Continue to improve the performance of disadvantaged pupils (in receipt of free school meals) and other underperforming groups (eg boys and pupils with additional learning needs).
3. Continue to improve school attendance where performance is low and below the median.
4. Continue prevention work to reduce NEETs at 16.
5. Further develop the school-to-school support strategy.
6. Progress the restructure of Education Other Than at School (EOTAS) and improve provision at Swansea PRU.
7. Embed the new structure in the Education Department to maintain consistent and effective leadership and management as drivers for improvement.

Key Question 1 How good are outcomes?

1.1 Standards

- There is a track record of continuous improvement for learner outcomes. Results at each key stage have improved between 2013 and 2015.
- The rate of improvement at key stage 4 is amongst the best in Wales. All the main indicators are top quartile in 2014-15, with the Level 2 inclusive of English/Welsh and mathematics (L2i) ranked third in Wales.
- At Foundation Phase, the Foundation Phase Indicator (FPI), whilst significantly better than three years ago, is still 0.6% below the Welsh average.
- Post-16 results do not compare well to Welsh averages, and whilst there are some schools with consistently good results, there is large variation between schools every year.
- Swansea's rate of progress compares well to Welsh averages in the last three years, and 2015 results are the best ever in both phases. At post-16, performance compared to Wales can vary greatly each year.
- Comparative rates of improvement vary across key stages but are at least as good as Wales, rising to significantly better at key stage 4.
- Rank positions for core subjects within each key stage are similar, although Welsh first language was in 3rd position at key stage 3. Comparative key stage 4 data for 2015 is not yet available, but in 2014 all core subjects were above Wales and in first or second quartile positions (the Core Subject Indicator (CSI) was 8th).
- In 2015, key stages 2 and 4 were the strongest performers compared to national results and rank position between local authorities. Foundation Phase and key stage 3, although with best ever results, showed performance which was closer to Swansea's expected 14th benchmark position.
- Analysis of pupil level data shows that there are certain groups of learners who do not perform as well as others, in particular, school action plus, eastern Europeans, looked after children (LAC) and Travellers. Pupils eligible for free school meals (eFSM) also show attainment below non-FSM pupils, although the gap is narrowing and they often show positive value-added.
- School benchmark quartile performance varies and is strongest in key stage 4 where 11 of the 14 schools were above the median for both the CSI and the Level 2 inclusive of English/Welsh and mathematics (L2i).
- Welsh Government published data for 2015, which compares local authority level results with expected benchmark performance based on FSM, shows Swansea has positive performance, and again key stage 4 is best. The L2i was 7.8% above the benchmark, and this was the biggest difference in Wales. The capped point score was 12.6 points above the benchmark which was second best in Wales.
- There are still a number of primary and secondary schools where further improvement needs to be secured. There are a small number of schools

with bottom quartile performance over three years at Foundation Phase, key stage 2 and key stage 3, although there are reasons for this performance in some cases.

- At key stage 4, no schools have been in the bottom quartile for each of the last three years for the L2i, but two schools have been below the median for each of these years. One school has been below the median for the capped point score for each of the last three years.
- The local authority has placed a high priority on improving literacy and numeracy skills. The strategies that have been employed demonstrate continued improvement in these skills and have contributed positively to the improvement in performance at all key stages.
- Core subject performance shows small variations within and across key stages but by key stage 4 all core subjects are performing above national averages, as evidenced by the CSI being above the median of Welsh local authorities (8th in 2013/14 compared to expected benchmark position of 14th).
- There is positive value added (Fischer Family Trust - FFT) at all key stages, and it is significantly positive at key stage 4 (2015 data is not available yet but this position is likely to remain true).
- There is no FFT value-added data for Foundation Phase outcomes. 2015 results at all key stages are higher than 2014, so value-added for 2015 could be expected to be positive (and very significantly positive for key stage 4).
- The percentage of minority ethnic pupils at key stage 4 who achieve the CSI, Level 2 Threshold and Level 1 Threshold is outstanding and consistently higher than all Swansea pupils and higher than the all Wales results.
- Good performance in Welsh-medium secondary schools continues, especially at key stage 4 where performance is consistently amongst the best in Wales. At key stage 2, performance is more variable.
- Take up of Full Course Welsh Second Language (W2L) at GCSE improved again in 2014/15, above the target set in the Welsh in Education Strategic Plan, and further improvement is anticipated as secondary schools add Welsh second language to the core.
- In 2014, 86.0% of Year 11 leavers moved to full time education in school or college, and 3.5% (89 pupils) were NEET according to national statistics. Because of the smaller cohort size this was a small percentage increase on the previous year but fewer pupils in real terms. 2015 data is not available yet. This year, 2015, provision data suggest that there will be further reduction in the number of NEETS with initiatives such as the 14-19 pilot, Tier 1 outreach work, and modular courses at Gower College.
- In 2014, six (0.24%) pupils left with no qualifications, and in 2013 just three (0.11%) had left with no qualifications. Most of these pupils were Travellers. 2015 data is not available yet.
- In terms of gender performance, gaps in boy/girl performance at all key stages have reduced. The biggest reduction has been at key stage 4, where the L2i gap has reduced from -10.3% to -6.7% with a steep rise in boys' results.
- For the performance of disadvantaged pupils (those eligible for free school meals - eFSM) compared with non-disadvantaged pupils, the gaps at all key

stages have also reduced. At key stage 4, the L2i gap has reduced from -34.9% to -31.8% with a steep rise in eFSM results.

- Between 2013 and 2015 pupils at school action plus (SA+) have shown significant improvement in their results at each key stage. The L2i at key stage 4 has risen from 19.8% to 32.5%.
- In Work Based Learning, the final published Learner Outcome Report for 2013-14 showed a decrease in Apprenticeship Frameworks to 78% compared with the national comparator of 84%. Learning activity attainment across programmes also decreased to 84% in 2014-15 but remained in line with the national figure 83%.
- Adult Community Learning was inspected in October 2014. The Swansea Learning Partnership is in the top third of providers in Wales. Outcomes from the inspection were Good in almost all areas with Excellent for Partnership Working and Excellent for Prospects for Improvement. In 2014-15, accredited learning achievement is 87% which was 3% above national benchmarks and an 18% improvement over the previous three academic years.

Areas for development

- Improve benchmark performance of schools with pupils at 7 and 14 years of age.
- Continue to improve performance at Foundation Phase.
- Continue to reduce the attainment gap between eFSM and non-FSM pupils.
- Continue to reduce the performance gap between that of high and low performing schools.
- Improve the performance of boys.
- Continue to work with schools to improve achievement for pupils at school action plus.
- Improve outcomes at key stage 4 for Gypsy and other Traveller pupils.
- Improve collaborative working between post-16 providers to further improve the level 3 threshold indicator and wider point score at post-16 towards the national average.
- Continue to reduce NEETS at age 16 by offering more flexible and tailored provision to those furthest from the labour and education market.
- Continue to meet the targets in the WESP and continue to develop opportunities for learners to access learning through the medium of Welsh in Adult Community Learning and Work Based Learning.

1.2 Wellbeing

- The local authority uses data well to work with schools and partners to produce the Vulnerability Assessment Profile (VAP) and Team Around the Family (TAF) to identify those children and young people who are most at risk in relation to their wellbeing and learning outcomes. Children and young people in areas of greatest deprivation benefit from significant targeted support through the Early Intervention Service.

- The realignment of the Poverty and Prevention Service has placed the local authority and its partners in an even stronger position to match services in a coordinated way to individual needs and improve outcomes.
- Welsh Government Families First funding is utilised to embed a broad strategic Programme comprising of a suite of funding streams combining together to provide integrated approaches, systems and services targeted at vulnerable children and young people.
- Welsh Government's Flying Start Programme is continuing to support 25% of the 0-4 year olds in Swansea with speech and language, health visiting and childcare, enabling parents and their children to grow and develop together ensuring more children are ready for school and ready to learn.
- The council has developed an Early Years strategy focussing on children from nine months through to five years of age. The aim of this is to reduce the gap in development between the most deprived and least deprived children, ensuring everyone attains at the right developmental level. This is a shared strategy between Poverty and Prevention, Education and our partners in Health.
- Attendance across primary and secondary schools has improved well again in 2014-15. Both primary and secondary attendance showed strong performance and greatly improved national rankings. Attendance needs to improve further and faster in some primary schools. The impact of new penalty notices is being monitored. Improving attendance will continue to be a priority in the Single Integrated Plan, *One Swansea*.
- Permanent exclusions in Swansea continue to be low.
- The rate of fixed term exclusions from secondary schools in Swansea has been below all Wales and has reduced at a similar rate to Wales over the last three years. Swansea is ranked 10th, significantly better than any other urban local authority. Fixed term exclusions of six days or more have improved to be the same as Wales, now ranked 9th (was 15th).
- The downward trend in permanent and fixed exclusions is a result of cultural change (eg Restorative Practice, EOTAS provision, managed transfer and behaviour training) and targeted support.
- The reduction in NEETs in Swansea between 2010 and 2012 was a nationally recognised success. The strategy used has a clear strategic focus, identification and targeting of young people at risk, partnership working and information sharing, multi-agency provision and support. The working partnership of local authority, schools, FE, voluntary organisations, providers and Careers Wales (the Keeping in Touch Team) has been a key to this success. There was a slight increase in NEETS in 2013 and work was undertaken to address this with lower figures reported in 2014. Provisional data suggest that this trend has continued into 2015 with more targeted work, utilising the VAP and additional risk factors such as less than 80% attendance, School Action Plus status, and LAC status.
- Swansea Counselling Service is a model of good practice. Young people who access counselling services receive outstanding support from the counselling service in schools and community settings leading to significantly increased levels of wellbeing. This includes provision for younger children.

- Most children and young people show a good attitude towards their physical health as a result of a range of services and support from the local authority and its partners.
- Positive dispositions to learning are a result of a broad range of learning opportunities provided through music, creative and performing arts, Outdoor, Residential, Environmental Education (ORES) and the Duke of Edinburgh's Award.
- Swansea has embedded the United Nations Convention on the Rights of the Child (UNCRC) within its Policy Framework and has mainstreamed positive approaches to the rights of children and young people through the delivery of UNICEF's Rights Respecting Schools Award (RRSA) which puts children's rights at the heart of schools planning, policies, practice and ethos.
- 85% of schools in Swansea have engaged on their rights respecting journey, 33% have already achieved Level 1 status and a further 16% have achieved Level 2 status.

Areas for development

- Continue to improve school attendance and increase the number of primary schools in quartiles 1 and 2.
- Improve the attendance of pupils in receipt of FSM in both primary and secondary sectors.
- Reduce fixed term exclusions in a minority of secondary schools.
- Improve reintegration rates from PRUs, with a particular focus on key stage 3.
- Continue to embed child rights through the RRSA and increase the number of schools engaged to 100% in 2016/17, will all school achieving Level 1 or higher by 2017/18.

Key Question 2: How good is provision?

2.1 Support for school improvement

- Suitable arrangements are in place to support and challenge schools as a result of evaluation of standards, provision and leadership. Underperformance and risk factors within schools are nearly all identified quickly and addressed at an early stage. However, a few schools' underperformance is not recognised quickly enough. As a result, these schools are in need of significant improvement.
- There is a clear and co-ordinated response to support schools in need of significant improvement and those requiring follow-up visits by Estyn. The rate of improvement is either strong or very good in nearly all schools.
- Consistent challenge of standards, through data analysis and a challenging dialogue on targets, leadership and provision provides thorough evaluations on nearly all schools.
- There is a thorough evaluation of all schools' success in addressing recommendations and key performance areas. Each of these areas is monitored to measure progress against pupil outcomes.

- A stronger dialogue on the performance of groups of learners and the use of grant monies is developing well.
- Schools fully understand that support is proportionate to need and that underperforming schools receive more support and challenge. There is clear differentiation and definition in the support, challenge an intervention given to schools.
- Monitoring visits that have been quality assured during autumn 2015 indicate an appropriate level of challenge.
- Both formal and informal feedback from headteachers indicates that there is robust challenge for improvement. However, headteachers also tell us that there is an overbalance in time spent preparing for annual monitoring visits and this time could be re-allocated to more support time for schools.
- Samples of monitoring visits, in situ, are quality assured to further improve the consistency and quality of provision for school improvement.
- Schools that need the most support to improve are challenged by the Chief Education Officer, through scrutiny within the Chief Executive's Improvement Board and the school performance scrutiny panel. Schools are visited by the Head of Education Improvement and Chief Education Officer to accelerate improvement if required.
- Effective support is provided for the Foundation Phase, digital competence development, literacy and numeracy, Welsh, Welsh (second language), English and mathematics, assessment and moderation, leadership development, modern foreign languages and newly-qualified teachers.
- Governors receive useful support for their role in holding schools to account for standards. Governors are normally present in monitoring visits and are encouraged to be involved in the professional dialogue on school improvement by challenge advisers.
- Governors receive useful advice when recruiting senior leaders within their schools from challenge advisers
- Support for improving the quality of teaching is useful. Focussed, direct observation of teaching, to support schools with their own monitoring is provided. Sound advice on verifying existing methods within schools to improve teaching is also provided.
- Consistent, well-brokered, *bespoke* support packages for school improvement are beginning to have an impact in schools that require frequent and intense support.
- Consistency across the Neath Port Talbot and Swansea Hub (Eastern Hub) is developing through similar approaches to improving schools as well as joint training events.
- Support for literacy and language in Welsh-medium schools is improving. However, further collaboration across the Hub would strengthen provision.
- Current senior leaders work effectively across schools to monitor, advise and share best practice, as part-time challenge advisers.
- Leadership training for aspiring leaders in the secondary sector and new and acting headteachers in the primary sector is effective and demonstrates clear facilitation of school-to-school collaboration.
- Schools have received good quality training on self-evaluation and strategic planning processes. However, schools now require more effective feedback

on the quality of their self-evaluation processes and their strategic planning. The challenge advisers are addressing this well through monitoring visits.

Areas for development

- Continue to ensure that value for money is achieved by having no schools or provisions in a statutory category and increase the proportion of schools that best fit A and B type characteristics for leadership and quality of teaching (using the national categorisation system).
- Ensure security of end of key stage teacher assessments within clusters and across the region.
- Integrate (when implemented by Welsh Government) the Early Years Development and Assessment Framework into Flying Start and Foundation Phase in order to track young children's progress.
- Ensure that effective practice is disseminated across schools by developing and index of excellence, the use of lead practitioners in literacy and numeracy and facilitating good practice events.
- Support schools to prepare for curricular changes.
- Develop greater rigour in challenging secondary schools on how they set targets, especially for pupils in receipt of free school meals.
- Review provision to ensure that challenge is balanced by support and that preparation for monitoring visits does not become over bureaucratic.
- Develop a consultative leadership pool to work across schools to strengthen leadership capacity.
- Ensure that the school workforce entitlement to high quality continuous professional development is evaluated in relation to the Education Improvement Grant (EIG).
- Facilitate further specific events to promote effective Foundation Phase provision as well as wider dissemination in assessment for learning good practice.

2.2 Support for additional learning needs

- The support for additional learning needs and education inclusion is good. Policies and plans are being updated to meet statutory obligations.
- The local authority is compliant with the requirements of the various Acts. An effective process for updating policies and plans through the school and officer strategy group is in place.
- The local authority has delegated resources to schools to meet the needs of children with severe and complex needs. The formula for this budget's allocation has been reviewed as part of a wider funding formula review in Education.
- The development of an Early Years Forum with Health ensures early identification of SEN.
- Flying Start settings are delivering more intensive support to those children in their early years that are developmentally delayed and have identified SEN, ensuring their ongoing transition into nursery and school are as well managed as possible.

- The number of statutory assessments completed by statutory school age is high and is well above the all-Wales average.
- Learners with additional learning needs in receipt of Statements of SEN progress well and show good value-added. Standards need to increase further for all ALN Learners across all key stages at School Action and especially at School Action Plus at key stage 4.
- The quality of support, guidance and training for SEN (ALN) is outstanding as evaluated by professional networks of practitioners, analysis of reviews, course uptake and evaluations, conferences and surgeries.
- Swansea has pursued an inclusive agenda for some years. This has resulted in approximately 99% of pupils in Swansea being educated in mainstream schools. Capacity building in schools and the range of specialist support are part of this agenda and have contributed to the positive outcomes for those with additional learning needs.
- There are positive outcomes for children and young people with ALN identified and tracked through the SEN Survey procedures in mainstream, those placed in STFs and those attending special schools due to high-quality provision.
- The number of pupils who are permanently excluded is low. Schools are supported to manage children with social, emotional and behavioural difficulties (SEBD) through a range of support services and processes.
- EMLAS delivers excellent support within schools through the promotion and operation of effective and sustainable models based on collaborative capacity-building approaches. Such models are ensuring that class and subject teachers are up-skilled in providing for the needs of increasing numbers of children and young people from minority ethnic backgrounds, in particular those learning English as an additional language (EAL) attending Swansea schools. This support is reflected in the outcomes of children and young people from ethnic minority backgrounds in Swansea.
- Support services for ALN offer well-regarded input, have high demand and excellent take-up rates and demonstrate good value for money.
- Consistently high levels of inclusion are maintained by offering support to children in mainstream, and out of county placements are low in number.
- An Early Years Single Integrated Pathway has been established in order to ensure that all pre-school children with an emerging or diagnosed disability are able to access a suitable service to meet their needs
- Children and young people with the most severe needs starting school are in receipt of their statements and support on school entry.

Areas for development

- Review the strategy to reduce reliance of Statements of SEN in the context of the delegation of SEN resources.
- Maintain awareness and engagement with the Welsh Government ALN reform process.
- Further develop systems for tracking outcomes for learners at School Action, School Action Plus and with statements of SEN.

- Refine and develop training for governors to include autism and speech, language and communication.
- Capacity building for ALN in all schools through school to school and regional initiatives.
- The delegation of SEN resources to schools to be monitored, including any potential impact on the level of statements.

2.3 Promoting social inclusion and wellbeing

- Effective Prevention and Early Intervention work to support families is provided by the Parenting Service (including support for dads), Flying Start and Team Around the Family. These services are targeted at areas of highest deprivation.
- The formation of the Western Bay Youth Justice and Early Intervention Service has resulted in the sharing of expertise amongst staff and to increasing opportunities for children and young people to achieve positive change. Collectively the Western Bay Service has reduced first time entrants into the youth justice system across the region by 36.6% as reported for 2014/15, which compares well against an average reduction of 19% in South Wales and a Welsh average of 31%. The number of children and young people who commit further offences, for the Western Bay region, was an average of 38.1% which also compares favourably against the South Wales average of 44.7% and the Welsh average of 39.2%.
- Swansea EOTAS provision is variable in its effectiveness and Swansea PRU has been assessed by Estyn as in need of significant improvement (January 2015). Reintegration at key stage 3 is a focus for improvement, along with an ongoing focus on improved outcomes across the Swansea PRU, especially in respect of young people at 16 years of age.
- EOTAS Pathways provision takes a unique approach to engaging with the hardest to reach young people with an increasing number of learners (60.5%) achieving the level 1 indicator on leaving at 16 in 2015.
- Support for EOTAS and Behaviour was reviewed in 2014 and a plan was agreed to improve provision. Implementation of the plan, including the restructure of EOTAS, has been slow but is now progressing.
- In work-based learning the final published Learner Outcome Report for 2013-14 showed a decrease in Apprenticeship Frameworks to 78% compared with the national comparator of 84%. Learning activity attainment across programmes also decreased to 84% but remained in line with the national figure 83%. Projected data for 2014-15 is showing an increase in Framework success rates to 84%.
- Positive progression for young people on the Traineeship programmes remained in line with national comparators; 71% within the Traineeship Engagement strand an increase of the previous year (nationally 70%) and 65% within the Traineeship Level 1 strand (nationally 65%). Employment Training's programme commission for the delivery of the Traineeship Programme ceased in March 2015.
- A reduced Family Learning Service is working effectively in targeted schools in areas of deprivation to support parents and carers to improve their qualifications. The reduction in staff has meant the provision offered to each

school is now ten weeks. Schools using their Pupil Deprivation Grant (PDG) now receive 30 weeks' provision. Thirty schools will receive the ten-week Family Learning provision during academic year 2015-16 with two schools receiving the 30-week provision. The team is on target to work with 300 families enabling them to better support their children and contribute to raising standards and aspirations across all key stages.

- Swansea Learning Partnership is offering a wide range of courses using local labour market intelligence to plan provision and avoid duplication. This is impacting positively on the most deprived areas where learners are achieving as well as those from the least deprived areas. Success rate from most deprived participants in 2014-15 was 85.9%, success rate from least deprived was 84.5%.
- A range of effective support for LAC has resulted in the good educational outcomes for LAC in relation to their predicted outcomes by key stage 4. The number achieving the Level 1 threshold is high with 80% achieving a recognised qualification at 16 in 2015 (100% in 2014).
- The local authority's policies and procedures for identification and tracking of children missing education have been used as good practice in Welsh Government guidance.
- The Traveller Education Service (TES) engages children and young people into education and support the needs of the family/community
- Outstanding specialist support, professional development and training is provided by EMLAS. Children and young people from ethnic minority backgrounds are fully included and achieve very high standards. Demand for the service is high and increasing.
- The good support for attendance across primary and secondary schools has resulted in improved performance again in 2014/15. Secondary attendance rose by 0.7%, ranked 10th in Wales. Primary attendance rose 0.5%, ranked 11th in Wales. However, there is a need to improve further and faster in some primary schools to increase the proportion of schools with attendance above the median in comparison with FSM benchmark group comparators. Improving attendance will continue to be a priority in the Single Integrated Plan, *One Swansea*.
- The local authority is fully compliant in offering permanently excluded children 25 hours' education.
- There is an effective protocol which establishes close working relationships between the Education Welfare Service and EMLAS.
- A Child Protection and Safeguarding Officer works with schools and supports services directly. The officer delivers tailored training, including to governors, maintaining good work in Child Protection and Safeguarding.
- All schools are provided with a Vulnerability Assessment Profile (VAP), this tool has proven effective in guiding schools and the Young People Service to consider the individual needs of children and young people, including targeting and accessing resources to improve outcomes. This tool is reflected in the Welsh Government's Youth Engagement and Progression framework.
- The reduction in NEETs in Swansea between 2010 and 2012 was a nationally recognised success. The strategy used has a clear strategic

focus, identification and targeting of young people at risk, partnership working and information sharing, multi-agency provision and support. The working partnership of local authority, schools, FE, voluntary organisations, providers and Careers Wales has been a key to this success. There was a slight increase in NEETS in 2013 and work was undertaken to address this with lower figures reported in 2014 and 2015. It is the individualised approach around vulnerable young people between partner organisations that will continue to lower the NEET figure at 16 years of age.

- There is good balance and co-ordination between the range of universal and targeted services that are offered by Swansea Young People Services. The location and allocation of services has been prioritised by need and interrelationship between universal and targeted work clearly defined.
- Effective partnership working is in place between the Young People Service and a Welsh language provider (Menter Iaith) and Swansea Council for Voluntary Services to further extend the reach of the Young People Service.

Areas for development

- Reduce demand for EOTAS provision and increase capacity in schools to manage social emotional and behavioural difficulties.
- Complete the restructure of EOTAS provision.
- Improve the quality of the Swansea PRU provision.
- Continue to improve school attendance where performance is low and below the median.
- Enhance schools' capacity to retain children in mainstream without recourse to use of fixed-term exclusions.
- Progress the protocol for "managed moves" with schools.
- Partnership work to reduce NEETs (inclusive of EOTAS) and drop-out rates from post-16 employment, education and training.
- Improve information and support provided to learners and employers on apprenticeship programmes and improve the use of Individual Learning Plans.
- In both work-based learning and adult and community learning there is a need to increase the Welsh medium provision.
- Embed a co-ordinated approach to reducing NEETs at 18+ through the Youth Engagement and Progression Framework.
- Monitor changes that emerge from the development of the Western Bay YOS.

2.4 Access and school places

- There is good planning for school places. Swansea's QEd 2020 Programme ensures effective planning of school places in Swansea including robust wider stakeholder involvement.
- There has been successful delivery of the current QEd 2020 school organisation programme outcomes and benefits.

- The local authority's proven record of taking difficult decisions on school organisation proposals is evidenced by the successful delivery of the QEd Programme.
- There is a clear local authority policy to reinvest resources released through the QEd 2020 process within the Programme and the local contribution will now be met from a review of all council assets.
- The comprehensive assessment framework set out in the Asset Management Plan underpinned the authority's Strategic Outline Programme (SOP). The sharing of the comprehensive and robust core data with stakeholders ensured transparency and has been recognised as a model of good practice.
- The close engagement of stakeholders, driven by the Stakeholder Forum and wider headteacher and governor groups, added value to the outcomes and identified priority investment needs and options in the SOP.
- The comprehensive appraisal of the options identified allowed a radical and coherent strategy to be developed, which is supporting educational transformation within schools.
- Welsh Government acknowledges Swansea as an example of good practice in consultation and the statutory notice procedure regarding schools. Swansea has a robust process and record of approved statutory proposals which has also been recognised by Welsh Government.
- There is a good track record in removing surplus places in the English-medium sector.
- There has been a significant increase in Welsh-medium primary provision. Further challenges remain regarding existing schools and the availability of places to meet demand.
- Significant capital investment has been successfully accessed over recent years to support Flying Start and the Foundation Phase, to transform the learning environment in two secondary schools and to continue the programme of works to improve condition and suitability.
- Swansea's online admissions process for entry to Reception and Year 7 has a high success rate with 94% of applications being made online in 2014 (2015 application period has yet to close). For September 2016, admissions 97.64% of primary to secondary applicants and 99.66% of Nursery to Reception applicants received their first choice.

Areas for development

- Ensure consistency with the Local Development Plan to add value to the existing school organisation strategy in meeting current and future needs.
- Ensure consistency with the corporate asset review to add value by releasing resources to support future school investment.
- Further develop the process for linking school self-evaluations with investment objectives and outcomes.

- Make effective use of surplus places to meet specific needs as part of a wider drive to make fullest possible use of facilities to benefit the community, where this is demonstrated to be viable.
- Further develop in-year transfers and admissions which are not yet centralised.

3: How good are leadership and management?

3.1 Leadership

- The Corporate Improvement Plan clearly shows how the council's improvement objectives contribute to the wellbeing of people in Swansea as set out within the One Swansea Plan and also shows how the policy commitments the Council adopted in July 2012 deliver the council's vision for Swansea and the desired population outcomes.
- Wales Audit Office's (WAO) annual corporate assessment of Swansea found that there is a clear vision of what the council wants to achieve which is understood by senior managers.
- The council has developed a comprehensive communications strategy for the current period of great change. All employees have been given the opportunity to attend roadshows led by the Chief Executive and directors which covered the council's core values and corporate priorities, the future shape of the council, the Sustainable Swansea Programme which is the council's long-term plan for change, the One Swansea Plan and the Swansea Story – the story of what the city stands for and what the council is seeking to achieve in the years ahead.
- Priorities in the Education Business Plan are clear and support the delivery of the corporate and regional agendas very well. Ongoing monitoring of and reporting on the progress of the plan's actions, targets and performance indicators evidences steady progress.
- The Improvement Board formed by the Chief Executive following the local authority's 2013 Estyn inspection has consistently and effectively held senior officers to account and ensured the pace of improvement.
- Formation of the Education Strategy Group (ESG) demonstrates the political commitment to schools and recognition of the growing financial challenges schools face. The group is chaired by the Leader and the focus is to develop coherent short, medium and long term financial strategies for Education. This group reports to the wider Sustainable Swansea Programme Board.
- The annual corporate improvement planning drives directorates', departments' and services' business and action planning. Improvement planning and business planning are critical in linking corporate priorities and service planning to operational management and the council's budget prioritisation cycle and medium term financial planning.
- A new performance management process was introduced across the council in 2014. In autumn 2015, the Education Department was re-structured and reporting, monitoring and performance management processes strengthened within a revised governance structure. This has resulted in greater accountability of managers for all aspects of planning, performance and budget control.

- These processes across the authority and within directorates ensure robustness of planning, target setting and monitoring. All staff are able to understand their contribution to strategic, service and local plans and communicate these to schools and other partners. It is anticipated that the new performance management arrangements will continue to contribute to the many positive outcomes and impacts.
- There are well-embedded processes and tools in place to monitor and analyse performance at school and pupil level, including training for school staff, governors and challenge advisers in the use of data. This results in the continuous improvement of challenge and intervention to best target support for pupil attainment and raise standards of all pupils.
- Key education performance indicators continue to show improving trends, particularly in the L2i which is 6% (provisional) higher for Swansea than Wales. The strong performance in the secondary sector has been maintained over the last five years and all core subjects are performing above the national average.
- The United Nations Convention on the Rights of the Child (UNCRC) was adopted by the council in September 2013 to become part of the council's policy framework. It requires that Cabinet must have 'due regard' to the UNCRC in making decisions for it to be embedded across the council in policy and practice. The UNCRC has been included within the council's existing Equality Impact Assessment process which is a key element of the corporate reporting protocol covering all reports to the Executive Board, Cabinet and Council.
- One of the council's top five priorities is educational attainment. This demonstrates that there is a clear vision and ambitions for children and young people that are focused on giving all children and young people the opportunity to develop their full potential. This is reflected in Cabinet's priorities for education.
- Elected members effectively scrutinise educational priorities and all aspects of education performance within schools and education service provision. The Chief Executive received positive feedback regarding the activity and impact of the Schools Performance Scrutiny Panel from Estyn. All council performance monitoring data is considered quarterly at the Service Improvement and Finance Scrutiny Panel. (WAO said the council's scrutiny structure enables a flexible and focussed approach. CSSIW described the scrutiny arrangements for child and family services as 'effective and robust'.)
- Swansea's Welsh in Education Strategic Plan 2014-17 (WESP) is a robust plan which shows a strong commitment to developing and improving Welsh in Education. It was one of only three such plans to be accepted by Welsh Government without amendment.
- The CYP Board has been refocused and a new partnership plan for Children and Young People will be developed in a similar format to the Welsh Government Programme for Children and Young People.

Areas for development

- Fully establish the Education Department Senior Leadership Group (SLG) when the Head of Learner Support Service is in post. Fully embed the new

governance structure through SLG, Education Senior Leadership Team (EDSLT) and key stakeholder, consultative and monitoring groups and boards.

- Continue to develop regional school improvement. Under ERW, the service has positively developed and schools are getting more used to the national categorisation system.
- Swansea Learning Partnership is under review.
- A Children and Young People Plan to be developed to align partnership work to include legislation, policies, programmes, outcome indicators and, the articles from the UNCRC, giving special emphasis to the four guiding principles and how they apply.

3.2 Quality improvement

- The WAO 2015 Corporate Assessment Report recognises that despite budget reductions over the last two years, services provided by council staff on the priorities which matter to the people of Swansea are continuing to improve. It also states that there are robust governance arrangements and that the council is improving access to information about our scrutiny activity.
- Estyn's recommendations following the inspection in 2013 were addressed through actions in Education Business Plan 2014-15 and 2015-16. Key actions are monitored on a termly basis and regular reports are provided to the Chief Executive's Improvement Board.
- The robust business planning and management framework established in January 2014 continues. Identification, prioritisation and addressing performance issues are done in a structured, effective and timely way. Target setting is now more challenging. This approach has resulted in good progress of Recommendations 1, 2 and 3 from the 2013 inspection. There has been steady progress in respect of Recommendation 5 although progress in relation to Recommendation 4 has been slow.
- The new governance and management arrangements put in place in autumn 2015 should enable a greater rate of progress in going forward.
- Good quality business plans are in place. These help drive the work of the Education Department and are tied closely into delivering improved pupil outcomes. These plans are monitored termly and underperformance is challenged and addressed.
- Good arrangements are now in place to support and challenge schools as a result of enhanced scrutiny of standards, provision and leadership. Underperformance and risk factors within schools are now identified quickly and addressed at an earlier stage. The development of the national categorisation has meant that wider national comparisons can be made on a more consistent basis
- There is monitoring of school performance through a range of functions. This includes challenge adviser visits to school and analysis of data. This information helps form the judgment on present school performance and capacity to improve.
- Scrutiny arrangements have been further strengthened and are recognised regionally as strong and effective. The arrangements enhance the council's other governance mechanisms.

- Schools that need the most support to improve are challenged, in person, by the Chief Education Officer, through scrutiny within the Chief Executive's Improvement Board and Schools Performance Scrutiny Panel and are visited by the Education Department Senior Management Group.
- The data and analysis provided to officers and schools are outstanding features and have directly contributed to raising standards. The excellent management information and data available in Swansea have facilitated the identification of performance issues and other concerns.
- The Vulnerability Assessment Profile is a good example of a development which has had a wide benefit for services as well as schools.
- Pupil performance data is subject to scrutiny by Cabinet and elected members and supports the identification of areas for action.
- There has been successful delivery of planned improvements and service developments through mature performance and financial monitoring (PFM) processes across all directorates.
- An annual exercise, updating of service level action plans under the Education Business Plan, team meetings and 1-2-1s allow line managers and staff to raise any concerns around individual performance and responsibilities.
- Commissioned services and service level agreements (SLAs) are regularly monitored and evaluated.
- Relationships with schools are generally good. Regular headteacher meetings and the partnership groups in the consultative structure outlined in the LA/Schools Partnership Agreement form an effective mechanism for raising issues and agreeing actions to tackle them.
- The Early Years Foundation Phase Group is delivering on work around transitions in Swansea from Flying Start into school, and nursery into school. Their focus is the readiness of the child and family for school and the quality of support throughout this time being maintained.

Areas for development

- Fully review the cost effectiveness of commissioned services for children and young people.
- Share good practice through school to school support across the council and the region.
- Review provision for the future via the Education Strategy Group.
- Pilot projects for Foundation Phase transitions focussed on readiness for school.

3.3 Partnership working

- Swansea's single integrated plan, *One Swansea*, provides clear direction and priorities to all partnerships within Swansea's Local Service Board.

- The Local Service Board is effective and proactive in progressing its identified priorities including its past focus on reducing NEETs and Prevention and Early Intervention.
- There is an effective partnership to reduce NEETS through work of the council's Youth Service and Careers Wales' *Keeping in Touch* team overseen by the NEETs Board. The joint work on NEETs won a Careers Development Institute Award in autumn 2015.
- In 2010, the local authority and partners were designated a member of the European Healthy Cities Network with specific focus on caring and supportive environments, healthy living and healthy urban environment and design. Healthy Cities is the basis for the *One Swansea* plan. Membership of the European Healthy Cities Network was reconfirmed in 2014.
- In October 2013, Swansea Bay region became the only UK city to be part of the pilot of UNESCO Global Learning Cities. Swansea Learning Partnership liaises with Swansea University who lead on this. The key theme is Entrepreneurship. It involves all educational aspects at all levels and stages, from schools, further education, higher education and work-based learning through lifelong learning opportunities. Swansea received a UNESCO Global Learning City Award for good progress in 2015 and a case study was published following the second global conference in Mexico in October 2015.
- The local authority makes constructive contributions to a range of multi-agency partnerships, for example Western Bay Safeguarding Children's Board on the Western Bay regional arrangement, Disability Strategy Group, LAC Strategic Group, joint service with Health for speech, language and communication needs (SLCN), and the Prevention workstreams of Sustainable Swansea.
- Formal Joint Committee agreement between the six local authorities in ERW exists to deliver School Improvement. This includes joint planning to meet Welsh Government requirements on the use of the EIG.
- Good partnership working for school improvement has resulted from the involvement of schools in the development of strategies to address local authority priorities through groups including Swansea Learning Partnership, School Improvement Partnership, Partneriaeth Addysg Cymraeg Abertawe, Education Inclusion and SEN Cross-Phase Group, Admissions Forum and Schools Budget Forum.
- Good support is provided for the Welsh language in education through Partneriaeth Addysg Cymraeg Abertawe and its wider partners, for example, in further and higher education.
- Meeting the needs of young people in offering a wide breadth of curriculum is delivered by post-16 provision through partnership working on a locality basis, including Welsh-medium.
- Effective partnership agreements are in place between the Young People Service, a Welsh Language Provider (Menter Iaith) and Swansea Council for Voluntary Services to expand Welsh-medium youth provision.
- In September 2013, the City and County of Swansea became the only UK local authority to formally adopt the United Nations Convention on the Rights

of the Child (UNCRC) within its policy framework. In November 2014, Swansea launched its Children and Young People's Rights Scheme which set out the arrangements the local authority have put in place to comply with this duty.

Areas for development

- Multi agency approach to meet the challenge that will arise from the forthcoming reforms to the statutory assessment of ALN.
- Continue to embed the UNCRC and enhance consultation with children and young people.
- Continue to embed the Youth Engagement and Progression Framework.

3.4 Resource management

- The 2015 WAO report stated that the council has a strong track record in effectively managing its budget and has established comprehensive arrangements for managing the financial challenges we face in the future. In relation to the 'Sustainable Swansea – Fit for the Future' programme, it says that the council had responded effectively to the challenge of managing a future where the resources it has to meet local needs will be severely reduced.
- Education has undergone a management re-structure as part of wider workforce planning in order to focus on the most important priority areas, have sufficient capacity to meet core statutory duties, ensure robust succession planning and give increasing accountability to managers for their budget areas.
- The 'One Education' budget strategy provides a medium-term financial plan, delivering a consistent financial strategy to prioritise the delegated schools budget and pupil specific areas of support within the non-delegated budget.
- The focus on prioritising the delegated schools budget and pupil support services; statutory over discretionary services; efficiency and re-structuring and recovering costs from grants has continued and enabled the Education Department to deliver on identified savings opportunities' targets as per the corporate agenda.
- The strategy continues to be underpinned by effective stakeholder engagement through the School Budget Forum and sub groups (particularly the Joint Finance Group), which have fully supported rigorous challenge and review process for all budget areas within the education service alongside the Education Strategy Group.
- In addition, political commitment to schools by the Leader has resulted in the formation of the Education Strategy Group in recognition of the growing financial challenges schools face. The group is chaired by the Leader and the focus is to develop coherent short, medium and long term financial strategies for education. This group reports to the wider Sustainable Swansea Programme Board.
- Centralisation of grants management has resulted in efficiency savings and improved future co-ordination and resilience.

- Review and restructuring of services continues, a recent re-structuring of the Ethnic Minority Language and Achievement Service was implemented following a reduction in government grant funding streams.
- There is continued success in bidding for capital resources and in the delivery of major projects. A Gateway Review in 2015 praised the management of the QEd school organisation programme in Swansea and recommendations from the review have been implemented. These include further enhancing the good practice in stakeholder engagement, increasing programme and project support resources, review of project management tools, introduction of risks assumptions issues and dependencies (RAID) methodology and review of the programme governance arrangements. This will further enhance strategic direction in moving forward and the delivery component of the programme.
- Currently there is a fundamental and rigorous review of all SLAs to ensure full cost recovery and a clear focus on delivery and performance for the client. The sufficiency, suitability and performance of SLAs are reviewed by the School Budget Forum and sub groups. There continues to be a high take up of the council's SLAs.
- As part of the review of funding formulae to ensure they remain 'fit for purpose', further delegation of funding and responsibilities opportunities to schools are being identified.
- Schools with deficits are required to seek approval from the Section 151 officer for any managed deficit which will include the development and approval to a recovery plan, with the full support of finance officers. The delivery of a recovery plan is closely monitored and any issues regularly reported through performance and financial monitoring processes.
- Schools with excess surplus balances are consistently challenged regarding the justification for the level of reserves they choose to hold. Many schools intend to utilise reserves to mitigate against the financial challenges of the next three years.
- Through effective joint working with the council's Transportation Team, significant savings have been achieved in home-to-school transport.
- The performance and financial monitoring (PFM) processes across all directorates and the monitoring of key corporate programmes and projects ensures good resource management.

Areas for development

- To develop and deliver an effective medium-term education financial strategy for 2016-17 and 2017-18 and beyond, maintaining the improvement in learner outcomes.
- To transform the delivery of remaining council services in light of the overall reduction in funding to local authorities and the increase in delegation of funding and responsibilities to schools.
- As part of managing our resources sustainably and as central council resources decrease with increasing levels of delegation to schools, the

council will support further school to school support and collaboration to learn and support each other.

- Complete a rolling base budget review of all the Education Department's activities to challenge the outcomes and value for money in line with the Sustainable Swansea efficiency work-stream.
- In line with the Sustainable Swansea Programme workstreams, explore and develop cost recovery and commercialisation opportunities.
- The management development programme planned for EDSL in 2016 includes development in resources management and should further support managers to manage budgets and resources effectively.

DRAFT

Appendix 1 Performance Summary

Key stage 1 core subject indicator (CSI) / Foundation Phase Indicator

CSI	2009	2010	2011
Swansea	82.3%	81.3%	81.7%
Wales	81.1%	81.6%	82.7%
Rank	7	15	15

F Phase	2012	2013	2014	2015
Swansea	77.6%	80.1%	83.9%	86.2%
Wales	80.5%	83.0%	85.2%	86.8%
Rank	19	21	17	15

Key stage 2 core subject indicator (CSI)

	2009	2010	2011	2012	2013	2014	2015
Swansea	73.9%	77.4%	80.8%	83.6%	84.3%	87.3%	89.2%
Wales	74.2%	78.2%	80.0%	82.6%	84.3%	86.1%	87.7%
Rank	14	17	12	10	13	9	8

Key stage 3 core subject indicator (CSI)

	2009	2010	2011	2012	2013	2014	2015
Swansea	57.9%	61.6%	68.4%	73.3%	76.4%	80.6%	83.2%
Wales	61.3%	63.7%	68.0%	72.5%	77.0%	80.1%	83.9%
Rank	18	14	11	12	14	14	14

Attendance

Primary	2009-2010		2010-11		2011-12	
	Attendance	Unauthorised absences	Attendance	Unauthorised absences	Attendance	Unauthorised absences
Swansea	92.3	0.7	93%	0.6	93.3%	0.5
Wales	93.1	1.0	93.1	0.8	93.8%	0.7
Rank	18	11	jt16	8	17	10

Primary	2012-13		2013-14		2014-15	
	Attendance	Unauthorised absences	Attendance	Unauthorised absences	Attendance	Unauthorised absences
Swansea	93.0%	0.6	94.4%	1.4	94.9%	1.2
Wales	93.7%	0.9	94.8%	1.0	94.9%	1.0
Rank	Jt last 20 th	6	Jt 18 th	20	11	18

Secondary	2009-2010		2010-11		2011-12	
	Attendance	Unauthorised absences	Attendance	Unauthorised absences	Attendance	Unauthorised absences
Swansea	90.6%	2.0%	91%	1.6	92.0%	1.4%
Wales	91.1%	1.6%	92.4%	1.5	92.2%	1.4%
Rank	16	18	jt 16	jt 1	15	15

Secondary	2012-13		2013-14		2014-15	
	Attendance	Unauthorised absences	Attendance	Unauthorised absences	Attendance	Unauthorised absences
Swansea	92.3%	1.1	93.3%	1.2	94.0%	1.1%
Wales	92.6%	1.3	93.6%	1.3	93.8%	1.3%
Rank	15	12	16	Jt 14	10	10

Key stage 4

Level 1 threshold							
	2009	2010	2011	2012	2013	2014	2015
Swansea	86.1%	88.5%	90.8%	92.8%	93.8%	95.5%	96.7%
Wales	88.2%	89.7%	90.3%	91.8%	93.2%	94.0%	94.4%
Rank	20	18	13	9	10	9	6

Level 2 threshold							
	2009	2010	2011	2012	2013	2014	2015
Swansea	59.9%	63.4%	65.8%	74.6%	79.3%	85.4%	88.9%
Wales	60.6%	63.7%	67.3%	72.6%	77.8%	82.3%	84.1%
Rank	11	11	14	11	11	10	5

Level 2 threshold including a GCSE pass in English or Welsh first language and mathematics

	2009	2010	2011	2012	2013	2014	2015
Swansea	49.2%	52.1%	53.2%	54.6%	55.3%	59.1%	64.0%
Wales	47.2%	49.4%	50.1%	51.1%	52.7%	55.4%	57.9%
Rank	10	5	7	8	9	7	3

Average wider points score

	2009	2010	2011	2012	2013	2014	2015
Swansea	351.2	372.3	423.5	470.4	525.3	559.6	578
Wales	378.8	394.0	422.9	465	501.2	524.5	530.7
Rank	20	17	12	13	9	6	5

Capped points score

	2009	2010	2011	2012	2013	2014	2015
Swansea		303.9	313.9	328.8	338.9	349.7	358.4
Wales		305.1	311.6	323.5	333.1	340.8	343.5
Rank		13	11	10	10	10	4

Core subject indicator (CSI) at key stage 4

	2009	2010	2011	2012	2013	2014	2015
Swansea	48.0%	50.7%	51.8%	52.5%	52.9%	56.0%	54.8%
Wales	46.0%	48.0%	48.7%	48.9%	49.2%	52.6%	5
Rank	8	6	6	8	6	8	60.6%

Pupils aged 15 leaving full-time education without a recognised qualification							
	2009	2010	2011	2012	2013	2014	2015
Swansea	1.6%	0.9%	0.43%	0.38%	0.1%	0.9P	
Wales	0.9%	1.4%	0.6%	0.4%	0.3%	1.1%P	
Rank	21	jt 15	jt9	16	Jt7	Not pub	Not pub

NEETS age 16							
Swansea method of calculation – 31 October - no comparative <i>(Wales method, comparative)</i>							
	2009	2010	2011	2012	2013	2014	2015
Swansea	6.7%	4.2%	3.1%	2.9%	3.2%	3.7%P	
	<i>(6.4%)</i>	<i>(4.2%)</i>	<i>(3.1%)</i>	<i>(3.2%)</i>	<i>(3.9%)</i>	<i>(3.5%)</i>	
Wales	<i>(5.7%)</i>	<i>(5.4%)</i>	4.4%	<i>(4.2%)</i>	<i>(3.7%)</i>	<i>(3.1%)</i>	
Rank	<i>(16th)</i>	<i>(8th)</i>	<i>(5th)</i>	<i>(9^t)</i>	<i>(15th)</i>	<i>(jt17th)</i>	

Performance of Groups of pupils

Foundation Phase Indicator

Group	Level	2013	2014	2015	Average	Trend
All	O5+	80.1	84.0	86.2	83.4	6.1
Boys	O5+	75.2	79.3	82.7	79.1	7.5
Girls	O5+	85.4	88.8	89.7	88.0	4.3
Gender gap	O5+	-10.3	-9.5	-7.0	-8.9	-3.3
FSM	O5+	65.1	72.3	74.2	70.5	9.1
Non-FSM	O5+	84.3	87.0	89.4	86.9	5.1
FSM gap	O5+	-19.2	-14.7	-15.2	-16.4	-4.0
SA+	O5+	46.9	53.2	59.1	53.1	12.2
All	O6+	17.1	23.5	24.7	21.8	7.6
Attendance		93.0	94.4	94.9	94.1	1.9

Core subject indicator at key stage 2

Group	Level	2013	2014	2015	Average	Trend
All	L4+	84.3	87.3	89.2	86.9	4.9
Boys	L4+	80.2	83.9	86.4	83.5	6.2
Girls	L4+	88.4	91.0	92.4	90.6	4.0
Gender gap	L4+	-8.2	-7.1	-6.0	-7.1	-2.2
FSM	L4+	70.0	72.0	76.6	72.9	6.6
Non-FSM	L4+	88.2	90.9	92.2	90.4	4.0
FSM gap	L4+	-18.2	-18.9	-15.6	-17.6	-2.6
SA+	L4+	53.3	67.2	66.2	62.2	12.9
All	L5+	24.7	25.7	29.7	26.7	5.0
Attendance		93.0	94.4	94.9	94.1	1.9

Core subject indicator at key stage 3

Group	Level	2013	2014	2015	Average	Trend
All	L5+	76.4	80.6	83.2	80.1	6.8
Boys	L5+	71.7	77.8	79.9	76.5	8.2
Girls	L5+	81.7	83.6	86.5	83.9	4.8
Gender gap	L5+	-10.0	-5.8	-6.6	-7.5	-3.4
FSM	L5+	52.6	59.5	67.6	59.9	15.0
Non-FSM	L5+	83.0	85.3	87.1	85.1	4.1
FSM gap	L5+	-30.4	-25.8	-19.5	-25.2	-10.9
SA+	L5+	37.4	49.0	59.1	48.5	21.7
All	L6+	29.1	36.9	37.1	34.4	8.0
Attendance		92.3	93.3	94.0	93.2	1.7

Level 2 inclusive (L2i) at key stage 4

Group	Level	2013	2014	2015	Average	Trend
All	L2i	55.0	59.1	62.3	58.8	7.3
Boys	L2i	50.1	54.0	59.0	54.4	8.9
Girls	L2i	60.4	64.5	65.7	63.5	5.3
Gender gap	L2i	-10.3	-10.5	-6.7	-9.2	-3.6
FSM	L2i	27.7	27.2	37.7	30.9	10.0
Non-FSM	L2i	62.6	66.7	69.5	66.3	6.9
FSM gap	L2i	-34.9	-39.5	-31.8	-35.4	-3.1
SA+	L2i	19.8	22.6	32.5	25.0	12.7
All	5 A*-A incl		10.3	12.1	11.2	12.1
Attendance		92.3	93.3	94.0	93.2	1.7

Post-16

Level 3 threshold %

	2009	2010	2011	2012	2013	2014	2015
Swansea	94.7	94.5	97.0	95.7	97.4	96.8	96.8
Wales	96.0	94.9	96.3	96.9	96.5	97.1	96.9
Rank							

Level 3 points score

	2009	2010	2011	2012	2013	2014	2015
Swansea	696.4	729.3	778.0	737.9	769.2	690.8	691.3
Wales	687.7	747.9	798.9	772.9	806.6	804.1	787.2
Rank							

National Tests (Years 2-9 combined)

National Reading Tests – English – Standardised scores

	2014 85+	2014 115 +	2015 85+	2015 115 +	2016 85+	2016 115 +
Swansea	84.9	17.8	85.5%	18.7%		
Wales	83.2	16.5	83.5%	16.6%		
Rank	6	7	5	4		

National Reading Tests – Welsh – Standardised scores

	2014 85+	2014 115 +	2015 85+	2015 115 +	2016 85+	2016 115 +
Swansea	84.5	15.6	84.8%	14.0%		
Wales	84.4	17.5	84.6%	17.1%		
Rank	13	13	9	14		

National Numeracy Tests – Standardised scores

	2014 Procedural 85+	2014 Procedural 115+	2015 Procedural 85+	2015 Procedural 115+
Swansea	84.7	18.9	86.7%	20.3%
Wales	82.8	15.5	84.2%	16.0%
Rank	9	5	8	3

National Numeracy Tests – Standardised scores

	2014 Reasoning 85+	2014 Reasoning 115+	2015 Reasoning 85+	2015 Reasoning 115+
Swansea	84.5	17.3	88.3%	20.6%
Wales	82.2	14.8	85.6%	16.8%
Rank	8	7	6	5

Exclusions

Permanent and fixed-term exclusions from secondary schools

Permanent exclusions (rate per 1,000 pupils)

	2009	2010	2011	2012	2013	2014	2015
Swansea	0.9	0.55	0.2	0.29	(0-0.5 2 – too low to publish)	0.41 (5 – all secondary)	0.50 (6 – all secondary)
Wales	0.9	0.8	0.7	0.5	0.5	Not pub	
Rank	9	Jt 12	9	Jt 15	Jt 6		

Fixed term five days or fewer (rate per 1,000 pupils)

	2009	2010	2011	2012	2013	2014	2015
Swansea	71.0	62.3	63.4	54.7	45.1	21.8 (secondary)	
Wales	68.6	66.4	67.7	66.6	57.2	26.7	
Rank	17	13	14	10	9	10	

Fixed term of six days or more (rate per 1,000 pupils)

	2009	2010	2011	2012	2013	2014	2015
Swansea	7.8	5.8	6.9	6.5	6.1	1.6 (secondary)	
Wales	6.4	6.3	6.0	5.3	4.0	1.6	
Rank	15	12	14	16	18	9	

List of terms

ALN	Additional learning needs
Bacc	(The) Welsh Baccalaureate
CPD	Continuing professional development
CSI	Core subject indicator
CSSIW	Care and Social Services Inspectorate Wales
CYP	Children and Young People
DCD	Development Co-ordination Disability
EAL	English as an additional language
EDSLT	Education Senior Leadership Team
EIA	Equalities Impact Assessment
EMLAS	Ethnic Minority Language and Achievement Service
EOTAS	Education Other Than At School
ERW	Education through Regional Working (the south west and mid-Wales regional school improvement service)
EWS	Education Welfare Service
F.E.	Further education
eFSM	[Pupils] eligible for free school meals
GCSE	General Certificate of Secondary Education
H.E.	Higher education
KS	Key stage
LA	Local authority (council)
LAC	Looked after child/children
LSB	Local Service Board
NEET	[young people] Not in education, employment or training
ORES	Outdoor, Residential, Environmental Education Services
PACA	Partneriaeth Addysg Cymraeg Abertawe/Swansea Welsh in Education Partnership
PFM	Performance and financial monitoring
PLC	Professional learning community
PRU	Pupil referral unit
QEd 2020	Quality in Education 2020
RAID	Risks, assumptions, issues, dependencies
SEBD	Social, emotional and behavioural difficulties
SEN	Special educational needs
SIP	School Improvement Partnership
SLCN	Speech, language and communication needs
SLG	[Education] Senior Leadership Group
SOP	Strategic Outline Programme
STF	Specialist teaching facility
TA	Teaching assistant
TES	Traveller Education Service
VAP	Vulnerability Assessment Profile
WAO	Wales Audit Office
WG	Welsh Government

Report of the Cabinet Member for Wellbeing and Healthy City, and Cabinet Member for Enterprise, Development and Regeneration

Council – 28 April 2016

LEISURE PARTNERSHIPS ANNUAL REPORT 2014/15

Purpose:	To advise Council of the partnership operations of key facilities within the Cultural Services portfolio
Policy Framework:	Creating an Active and Healthy Swansea; City of Sport; Medium Term Financial Plan
Reason for Decision:	For performance review and challenge
Consultation:	Legal, Finance, Corporate Property, Access to Services.
Recommendations :	It is recommended that: - 1) Council notes the report.
Report Author:	Wayne Evans
Finance Officer:	Aimee Dyer
Legal Officer:	Debbie Smith
Access to Services Officer:	Catherine Window

1. Introduction

- 1.1 A report on the performance of partner operators of key Council facilities within the Culture, Tourism, Sport & Leisure portfolio is reported annually.
- 1.2 This report details some of the key partnership arrangements in providing leisure and cultural services for the benefit of the residents and visitors to Swansea during 2014/15 and identifies some significant achievements during the year along with some issues and challenges.
- 1.3 The report normally covers key arrangements at:
 - 1.3.1 Wales National Pool Swansea (WNPS)
 - 1.3.2 National Waterfront Museum Swansea (NWMS)
 - 1.3.3 Liberty Stadium
 - 1.3.4 The LC

- 1.4 This report also includes information on the partnership arrangements at the Tennis Centre, Bowls Centre and 360 Beach and Watersports Centre.
- 1.5 Following the recent Commissioning Review for Cultural Services, market testing is currently underway to examine whether further partnership arrangements could be made with other Cultural and Leisure facilities. Future Annual Reports could therefore include additional services.
- 1.6 Each current partnership has differing arrangements regarding reporting, monitoring and data collation. This report includes performance information for each partner bringing together the key financial and usage information to demonstrate the overall performance of each operation.
- 1.7 The data includes information on key income drivers, overall expenditure including staffing costs and repairs, net cost / profit and costs to the Council.
- 1.8 Overall usage of the facilities is shown with key areas of specific use where appropriate

2. Wales National Pool Swansea

- 2.1 As reported in previous years, the partnership arrangement at WNPS is based on a tripartite agreement between the Council, Swansea University and Wales National Pool Swansea Limited and underpinned by lease and management agreements.
- 2.2 WNPS is a not for profit organisation and is managed by a board of directors including three CCS Members and three University representatives. It is chaired by Anne Ellis MBE, with advice given by the Head of Cultural Services and the University Finance officer. The current Council representatives are Councillors Mark Child, Robert Smith and Robert Francis-Davies.
- 2.3 Day to day management is through the General Manager who reports to the Board. The General Manager is supported by a Management Group with representation from CCS and Swansea University Officers.
- 2.4 The funding of WNPS is on a 50% share of net cost after income received, by both CCS and SU. As part of the agreement, CCS also covers the costs for free use by schools, a contribution towards Swim Swansea as part of a long standing arrangement, and a portion of the Welsh Government's over 60's Free Swim Grant to Swansea. There is a sinking fund of £60k per annum towards future major repairs.

- 2.5 As part of the terms of the Sportlot funding, Swim Wales, the National Governing Body for swimming in Wales is based at the venue and pays an agreed rate for lane use for performance squads.
- 2.6 The terms of funding also included the requirement for a hierarchy of bookings policy where elite sport gained precedence. The policy allows for public swimming, club swimming, schools swimming, University use, galas and events and organised sessions. The pool also follows the CCS pricing policy including Standard, Concession and Passport to Leisure prices. WNPS purchases Service Level Agreements from both the University and the Council for many support services. Through the SLA arrangements, the Council provides support for delivering HR, Payroll, Media and Water Safety.
- 2.7 Swim Wales ensures Welsh Squad training continues at Swansea, and WNPS has reviewed its whole programme to maximise opportunities from the National Squads through to local clubs, learn to swim and public swimming. The facility contributed significantly to the Welsh swimming squad's success in the Glasgow Commonwealth Games with all 7 medallists being based, or partially based at WNPS.
- 2.8 The 2014/15 financial year saw WNPS increase its overall income once again. Although recreational income fell, this was compensated by another rise in the aqua school and through other income, particularly events and galas.
- 2.9 WNPS has been in operation since 2003 and is starting to see some equipment and assets reach their effective lifespan. As a result, the Board has developed a renewal strategy for the key items in managing the sinking fund. This includes a planned renewal programme for some pool pipes, pool hall lighting, new timing system and options for ventilation.
- 2.10 As noted in previous reports, there were concerns over issues with the roof. The original contractor has now carried out the necessary remedial works.

2.11 **Wales National Pool Swansea Performance (Headline Indicators)**

WNPS	2012/13	2013/14	2014/15
Recreational Swims	£349,908	£356,465	£355,403
Aqua School	£254,083	£271,300	£279,358
Other Income	£473,171	£496,856	£525,719
Total Income	£1,077,162	£1,124,621	£1,160,480
Staff Costs	£736,174	£769,788	£783,176
Repairs & Maintenance	£184,275	£244,553	£250,682
Other Expenditure	£692,620	£677,480	£709,555
Sinking Fund	£62,420	£64,293	£66,950
Total Expenditure	£1,675,489	£1,756,114	£1,810,363
Net Cost / (Surplus)	£598,327	£631,493	£649,883
CCS Contribution	£299,164	£315,747	£324,975
Total Use	202,914	221,374	213,147

3. National Waterfront Museum Swansea

- 3.1 The National Waterfront Museum, Swansea (NWMS) operated by Amgueddfa Cymru-National Museum Wales is now in its tenth year of operation.
- 3.2 The Museum continues to be funded through an innovative public sector partnership between Amgueddfa Cymru and the City and County of Swansea (CCS) set up in 1999 to develop the museum and is fully defined in the Operational Agreement signed by both parties on the 6th October 2005 prior to the opening of the Museum. .
- 3.3 Under the terms of this agreement CCS contributes a proportion of the museum's annual revenue costs. This was £400k in year 1 and then indexed linked to account for inflation and actual salary increases, being over £557k in 2014/15. The partnership is overseen at a strategic level by a not-for-profit company, NWMS Ltd, the Board of which is made up of three elected members of CCS (currently Cllrs Robert Francis-Davies, Joe Hale and Erika Kirchner) and three trustees of Amgueddfa Cymru, together with an independent chair (currently Mr Roy Phelps). Operational issues are monitored by a group of officers from both CCS and Amgueddfa Cymru (the Operational Review Team). Currently both the Board and Operational Review Team meet twice a year.
- 3.4 Since its opening in October 2005 NWMS has attracted an average of a quarter of a million visits each year. The museum's visitor profile is made up of a high proportion of adults with children who have travelled for up to an hour. A significant number of repeat visits are made to the museum and a consistently high satisfaction level of around 95% has been achieved. According to the STEAM economic impact analysis, calculated by City & County of Swansea, the museum has contributed around £77m to the local economy in its first decade of operation.
- 3.5 During 2013/14 one of the commercial units was converted into a medium-size conference facility, now called the Ocean Room.
- 3.6 Between 1st April 2014 and March 31st 2015 there were 266,710 visits made to the museum. This represents an 8% increase on the previous year (although there was no Easter period within the 2013-14 financial year). Overall, by the end of March 2015 the museum had received a total of 2,390,585 visits since it opened in October 2005.
- 3.7 Since 2014 the museum has been a lead partner in the Welsh Government's Fusion/Pioneer area programme to facilitate closer working between cultural organisations and Communities First clusters. To achieve this, the museum helped establish the Swansea Creative Learning Partnership. Currently around 40 cultural organisations within the Swansea region support this partnership.

3.8 Major repairs, renewals and maintenance are the responsibility of Amgueddfa Cymru/National Museum, funded from the Museum's core budget as required.

3.9 **National Waterfront Museum Swansea Performance**

NWMS	2012/13	2013/14	2014/15
National Museum Wales grant	£669,930	£685,070	£730,385
Welsh Government grant	£620,000	£574,060	£567,585
CCS contribution	£533,889	£544,100	£560,100
Earned income	£187,636	£184,237	£192,293
Total income	£1,983,346	£1,987,467	£2,050,363
Staff costs	£1,166,800	£1,275,977	£1,297,920
Repairs & maintenance	£252,332	£268,523	£301,803
Other expenditure	£546,648	£561,650	£510,114
Total expenditure	£1,965,780	£2,106,150	£2,109,837
Carry forward (to)/from Renewals & Refurbishment Fund	(£17,566)	£118,683	£61,750

Total visits	271,438 (2 Easters)	245,409 (no Easter)	266,710 (1 Easter)
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4. Liberty Stadium

- 4.1 As reported in previous Partnership Reports, in April 2005, a Joint Venture Agreement (“JVA”) between the Council, the Swans, the Ospreys and the Swansea Stadium Management Company (SSMC) was signed as the basis for the management of the Stadium. In accordance with the JVA the shares in SSMC were divided equally between the Council, the Swans and the Ospreys with each holding 50,000, £1 ordinary shares.
- 4.2 SSMC operates under the day to day control of its Board of Directors. The Council is represented on the Board by Councillor Members, the remainder of the Board being made up of representatives each from the Swans and the Ospreys. The current Council representatives are Councillors Christine Richards, Rob Stewart and Robert Francis - Davies
- 4.3 The Stadium is leased to SSMC under a 50 year lease. The rent payable is effectively 30% of any distribution of profits from SSMC. The lease can be terminated for non payment of rent, breach of covenant by SSMC, or the insolvency of SSMC.
- 4.4 The Final accounts for 2014/15 have now been submitted. The position being that the Company made a profit of approximately £49k for that year which was not reported in the last Annual Partnership Report as the accounts were subject to audit. The Company has now recorded several years of profit.
- 4.5 Before any distribution of profit could be considered the Company would have to be in a position of net profitability taking account of past accumulated losses.
- 4.6 In terms of past losses, under the terms of the JVA such losses are effectively guaranteed by the Clubs who have indemnified the Council in that respect. .
- 4.7 The Liberty Stadium has again contributed hugely in the on-field success of both partner clubs, the Swans in particular, and Swansea as a destination. Through the development and success of both clubs the profile of Swansea as a city and destination has increased. SSMC has also been successful in making the stadium a key conference facility in South Wales.

- 4.8 The life cycle maintenance /planned maintenance of the stadium is audited annually by CCS. The audit of July 2015 identified several areas of non-compliance within the mechanical / electrical programme and inadequate supporting certification / documentation. We understand that this was at least in part due to the retirement of the stadium facilities manager in the summer of 2015. We cannot verify at this stage that these items have been satisfactorily addressed, however the matter will be covered at the next inspection due May 2016.

4.9 Swansea Stadium Management Company Performance

SSMC	2011/12 Actual	2012/13 Actual	2013/14 Actual	2014/15 Actual
Income from Swans	£929,745	£1,306,544	£1,326,121	£1,164,660
Income from Ospreys	£184,841	£207,450	£171,327	£181,494
Premier Club Income	£347,706	£341,987	£330,686	£339,914
Other Turnover	£1,230,012	£1,247,955	£1,328,636	£1,435,574
Total Income	£2,692,304	£3,103,936	£3,156,770	£3,121,642
Total Expenditure	£2,532,413	£2,834,274	£3,087,805	£3,072,833
Profit / (Loss) for year	£159,891	£269,662	£68,965	£48,809
Stadium Visits (Sporting & Concerts)	560,385	569,658	594,816	517,257

Stadium Visits (Non- sports)	48,536	51,401	43,841	47,372
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5. The LC

- 5.1 Bay Leisure Limited (BLL) has performed above target in all key performance areas during the last year. BLL was subject to a reduction in management fee from CCS which was absorbed effectively. The overall usage and income of the venue has increase consistently for the eighth consecutive year. Notably, the “Peak” health and fitness suite has seen an increase despite considerably more competition within the area.
- 5.2 The Board is made up of local citizens with the essential skills to bring a new commercial edge to the organisation and as a not for profit company, it benefits from financial advantages not available to the Council. There are 11 Directors, 2 of which are Council members. The current Council Board members are Councillor Mandy Evans and Councillor Andrea Lewis.
- 5.3 The Council’s Corporate Building & Property Service conduct an annual review of the maintenance at the LC and the BLL maintenance team again proved that they have delivered a high quality maintenance regime.
- 5.4 The Council’s sinking fund for the LC has been utilised for remedial work on the roof caused by previous storm damage and is further being used to rectify a fault on the spiral staircase in the Fitness Suite (Peak).
- 5.5 BLL have continued operating to a Service Level Agreement with Culture & Tourism’s Water Safety Team to train and monitor lifeguard operation to ensure the high quality of water safety training across the Swansea facilities, and also have trained some of their own staff as Trainer Assessors to assist the Water Safety programme.
- 5.6 BLL’s Not for Profit constitution has enabled it to continue to re-invest into the Company. The latest development has been the introduction of a new Simply Gym in Cwmbran to compliment the Simply Gym and Simply Play at Kingsbridge and the Simply Gym at Llansamlet. Surpluses from these new ventures are being used to continue to reduce the Council’s funding support at the LC.
- 5.7 BLL’s 10 year contract to operate the LC is until February 28th 2018, and so is subject to the market testing currently being undertaken.

5.8 LC Performance

LC	2012/13	2013/14	2014/15
Edge (Water park)	£978,139	£939,998	£1,054,323
Peak (Fitness Suite)	£1,295,910	£1,300,377	£1,133,906
Core (Dry Sports)	£301,992	£271,982	£257,797
Other Income	£598,790	£564,535	£672,360
Total Income (Excl Mgt Fee)	£3,174,831	£3,076,892	£3,118,386
Management Fee	£693,584	£593,580	£563,580
Total Expenditure	£3,814,058	£3,649,783	£3,669,018
Surplus / re- investment	£54,357	£20,690	£12,948
Sinking Fund (CCS)	£153,000	£153,000	£153,000
Other CCS Contribution	£115,000	£134,491	£104,054
Total Use	750,077	739,647	772,476
Gym Membership	3,664	3,679	3,149

6. Other Partnership Facilities

- 6.1 The Local Authority has a number of other successful partnership arrangements with Cultural Services sites. The most significant of these are the 360 Beach and Watersports Centre, The Swansea Indoor Bowls Centre and Swansea Tennis 365. The key income and usage indicators for each site is listed below
- 6.2 Whilst there are no Councillor Board Members at these organisations, they have been highlighted due to the on-going commissioning programme for other Cultural services facilities which have not previously been subject to partnership management reporting.
- 6.3 The success and year on year growth of each of these sites individually indicates a productive partnership with benefits to both City & County of Swansea, management partners Swansea residents and visitors.
- 6.4 As with the previously mentioned partnership sites, each agreement is operated in differing ways in terms of monitoring, data collection and facility operation. The flexible approach allows the partnership to operate in the most appropriate way, given the resources of partners, scale of operation and needs of the customers.
- 6.5 Experience and good practice learned from the variety of partnership arrangements in operation will significantly benefit the Authority in the near future with the devolvement of other partnership arrangements following the commissioning process.
- 6.6 360 Water Sports Centre is operated by Bay Sports Ltd which is a joint arrangement between Bay Leisure Limited and Swansea University. The building belongs to the Council, and funded through ERDF Funding via Visit Wales. The terms of the use include sports and beach activities in addition to a catering offer and is subject to performance monitoring via Visit Wales.
- 6.7 The Council only provides funding for Bay Sports to operate the toilets as a public convenience, and is also responsible for the structure of the building, whilst Bay Sports is responsible for the maintenance of all other items.

360 Beach and Water Sports	2012/13	2013/14	2014/15
Food and Beverage Income	£84,148	£294,582	£383,192
Beach and Watersports Income (net of instructor cost)	-£780	-£618	£14,146
Other Income	£12,439	£24,281	£52,563
Grant Income	£40,831	£84,996	£79,165
Toilet Management Fee Income	£5,096	£9,996	£9,996
Total Income (Excl Toilet Mgt Fee)	£136,637	£403,241	£529,066
Staff Costs	£100,171	£147,753	£192,399
Repairs, Maintenance & service contracts	£7,007	£5,808	£6,219
Other Expenditure	£114,734	£201,608	£251,776
Total Expenditure	£221,912	£355,169	£450,394
Total Use	45,242	154,214	206,599

6.8 Swansea Bowls Stadium is operated by Swansea Indoor Bowls Limited, where the Council has been responsible for utilities and maintenance and has in previous years paid a management fee to the bowls club. Initially Swansea Indoor Bowls Club operated under a tenancy at will and operating agreement , but negotiations for the future will mean new lease arrangements plus a Management Agreement on a fully repairing basis with no management fee payable by the Council. The club has since become a Not for Profit Distributing Body.

Swansea Bowls Stadium	2012/13	2013/14	2014/15
Bowls Income	£68,035	£69,009	£71,891
Bar & Catering Income	£23,185	£25,818	£29,083
Other Income	£69,897	£50,634	£60,501
Total Income	£161,117	£145,461	£161,475
Staff Costs	£39,397	£41,228	£38,999
Repairs and Maintenance	£6,143	£10,806	-----
Other Expenditure	£69,571	£65,212	£51,612 (inc maintenance)
Total Expenditure	£115,111	£117,246	£90,611
Management Fee	£46,000	£46,000	£46,000
Total Use	65,713	65,919	69,095

6.9 Swansea Tennis Centre is operated by Tennis Swansea 365, a Not for Profit Distributing body, and is responsible for the facility under a full repairing lease at no cost to the Council. TS365 have been operating a successful tennis programme and other activities and have recently opened a small fitness facility in the centre (Ace Fitness).

Swansea Tennis Centre	2012/13	2013/14	2014/15
Junior Course Income	£63,852	£180,599	£150,663
Adult Course Income	£20,001	£21,721	£15,115
Ace Fitness Income	N/A	N/A	£21,475
Other Income	£265,363	£153,456	£223,280
Total Income	£349,217	£355,777	£410,534
Staff Costs	£74,251	£97,008	£136,802
Repairs and Maintenance	£10,854	£4,774	£5,526
Other Expenditure	£210,610	£227,706	£273,806
Total Expenditure	£295,717	£329,488	£416,135
Total Ace Fitness Members	N/A	N/A	817
Total Usage	37,136	64,952	59,637

7 Monitoring Arrangements

- 7.1 Officers will continue to monitor these facilities vigorously to ensure that they are complying with the terms of the various agreements and leases that are in place, as well as to ensure that they are contributing towards the achievement of the Council's ambitions as identified in the agreed Policy Commitments.
- 7.2 Following the commissioning and market testing, should new partnership arrangements be made, a review of suitable monitoring and support arrangements will need to be made to ensure on-going sustainability and to recognise the delivery of the Council's objectives through these arrangements.

8. Summary

- 8.1 This report identifies the varying agreements that are in place with each of the key partners operating Leisure and Cultural Services. The report also highlights the variations due to the differing circumstances and requirements of other bodies involved in each partnership.
- 8.2 With the differing models it is also clear that standardising monitoring and reporting is not straight forward, but measures are taking place to use the accepted good practice of Compliance and Performance.
- 8.3 This report is also a mechanism of identifying the successes and challenges and a transparent approach to displaying the delivery of services by the various partnerships, the outcomes and the cost of supplying those services.
- 8.4 It also demonstrates that the Council is challenging the partners to maintain quality and improved services to which all partners reported continue to achieve.

9 Equality and Engagement Implications

- 9.1 There are no specific Equality or Engagement implications associated with this report.

10. Legal Implications

- 10.1 There are no specific legal implications at this stage

11. Financial implications

- 11.1 There are no specific financial implications

Background Papers: None.

Appendices: None

Agenda Item 13.

Report of the Chair of the Scrutiny Programme Committee

Council – 28 April 2016

SCRUTINY DISPATCHES – QUARTERLY IMPACT REPORT

Purpose:	To present the quarterly report from the committee to Council on the impact of scrutiny
Report Author:	Brij Madahar
Finance Officer:	Carl Billingsley
Legal Officer:	Wendy Parkin
Access to Services Officer:	Ann Williams
FOR DISCUSSION	

1.0 Introduction

- 1.1 The Scrutiny Programme Committee is responsible for the overall work programme, including the various informal scrutiny activities, and monitoring progress to ensure that the work is effective.
- 1.2 The committee is also concerned about improving communication and public engagement, and getting more coverage in the media so that the public are more aware of the work of scrutiny.
- 1.3 In order to provide ‘headlines’ from scrutiny activity and give the work of scrutiny greater visibility, both for council and public audience, a quarterly ‘Scrutiny Dispatches’ report is published.

2.0 Scrutiny Dispatches

- 2.1 ‘Scrutiny Dispatches’ is intended to demonstrate scrutiny achievements and outcomes. It is effectively a regular report about impact and how scrutiny is making a difference, rather than a descriptive account of scrutiny activities. The aim is to focus on and promote a small number of ‘significant stories’. A chair’s roundup is also featured to highlight other work.
- 2.2 The quarterly report is attached for Council discussion – see **Appendix 1**.

- 2.3 As well as being a report to Council the content will be shared more widely, with advice and support from the Council's Communications Team and utilising social media. This should help raise awareness of the work and impact of scrutiny, and hopefully encourage more public engagement and participation in scrutiny. It is anticipated that some of the impact stories within Scrutiny Dispatches will generate press releases.
- 2.4 In order to ensure that people are informed more generally about the work of scrutiny a monthly information list is also being produced. This list is shared via an email subscription, and includes details of:
- Forthcoming panel and working group meetings
 - Topics being looked at by scrutiny
 - Progress with current activities

3.0 Equality & Engagement Implications

- 3.1 There are no specific equality and engagement implications raised by this report.

4.0 Financial Implications

- 4.1 There are no specific financial implications raised by this report.

5.0 Legal Implications

- 5.1 There are no specific legal implications raised by this report.

FOR DISCUSSION

Background papers: None

Appendices:

Appendix 1 – Scrutiny Dispatches

‘How scrutiny councillors are making a difference’

Supporting school governors through challenging times

(Lead: Councillor Fiona Gordon)

If the relationship between head teachers and school governors is too cosy it may affect the quality of education in your school. This is one of the claims that was investigated by scrutiny.

A panel of councillors recognised and paid tribute to the valuable work carried out by the 1300 school governors in Swansea. This work is done on a voluntary basis for the benefit of the children in their schools. However, responding to claims that many governing bodies simply act as ‘cheerleaders’ for the head teacher, a number of measures have been proposed to improve the confidence of school governors. The main message in the report published is that school governors can make a real difference but only if they have the information, training and support that they need.

The question considered by the Panel was: How can the Council ensure that school governors provide effective challenge for their schools? The report, [A Very Challenging Role](#), includes a number of recommendations for the Council’s Cabinet including:

- Clearer guidance for governors about their role and what they should expect
- A mechanism for matching new governors with the governing bodies that have a gap for their particular skills
- Better information for governors provided on websites
- Encourage businesses to give their staff time off to serve as school governors

The report also includes a number of good practice ideas for governing bodies such as:

- Encouraging governors to use independent sources of information such as the [My Local School](#) website
- Mentors to help new governors
- Involvement of children and staff in meetings
- Stronger links with community groups and projects
- Training for the whole governing body wherever possible

The report was presented to Cabinet in March and a decision on the recommendations is expected in April. The report was produced by a cross party panel of councillors and draws on the views of education experts, school inspectors and school governors themselves. Professor Catherine Farrell from the University of South Wales worked with the Panel as a special advisor. Three good practice schools also contributed evidence to the inquiry; Hafod Primary, Bishopston Comprehensive and Ysgol Bryn Tawe. Councillors visited these schools and observed their governors meetings to pick up good practice ideas.

Councillor Fiona Gordon, Convener for the Panel, said: The role of school governors has changed significantly over recent years, with governors playing an increasingly important part in the management of schools, and school improvement. In many schools, governing bodies have responded to this change, but in others, old ways of working need to be updated to ensure governors have the capacity to challenge schools sufficiently. Each governing body has a different dynamic, just as each school is unique, and this report aims to point out general principles of good practice which the Panel recommends that governors are encouraged to consider.

Ensuring education for all

(Lead: Councillor Cheryl Philpott)

Schools should be doing more to keep children in mainstream education, and not in specialist units. This is one of the conclusions of a report looking at services for those children that are educated other than at school.

The [Education Inclusion Scrutiny Inquiry](#) concluded that there is a need for improvement in meeting the needs of this group of vulnerable children. It argued that there needs to be a greater emphasis on reintegration of young people back into school, and better communication between professionals. Scrutiny councillors also called for urgent improvements to the fabric and suitability of the buildings used to house those children being educated other than at school.

Cabinet has now accepted recommendations, which means action to improve the quality of education for these children. As a result of the scrutiny inquiry, work will be done to:

- Develop a Behaviour Plan and Strategy
- Encourage school head teachers to explore ways in which joint working could take place as part of this Plan, as well as part of the development of school to school support
- Develop clearly defined entry and exit plans in relation to reintegrating young people back in to school
- Train all EOTAS staff and external providers in UNCRC principles
- Develop a new 14-16 service for young people with emotional and behavioural difficulties as part of an EOTAS Pathways restructure
- Explore other sites for Pupil Referral Unit provision

Councillors working on the Inquiry Panel wanted to ensure that every child is fulfilling its full potential by being able to access education even if they are not able to attend mainstream school. Councillors were concerned at reports that pupil referral units had inconsistent practice and that they are too often seen as an afterthought both within local and national priorities.

Scrutiny Councillors spoke to a number of interested parties including for example Head teachers from Bishop Gore and Pentrehafod Comprehensive Schools and Clase Primary School, Careers Wales West, Youth Offending Service, Swansea Youth Service, and Social Services.

Challenging spending

(Lead: Councillor Chris Holley)

The Council should do more to involve the public in difficult budget decisions.

A meeting of the Service Improvement & Finance Scrutiny Performance Panel called the Leader of the Council, Councillor Rob Stewart, and Chief Accountant to give account for the budget proposals for 2016/17. The scrutiny process also enabled questions from members of the public.

Scrutiny councillors [raised issues](#) for the attention of Cabinet, which were presented by Councillor Chris Holley, convener. This included calling for:

- Improvements to budget consultation, such as the level of detail provided, to enable the public to make more informed decisions
- Public consultation on proposals arising from Commissioning Reviews about future service delivery

Questions were asked about the funding of leisure and cultural services, community asset and building transfer, fees and charges, new commercial approaches. The Panel expressed concern that continuing reductions to the Council's budget could feasibly lead to a long term position where there is no money available for anything other than statutory services.

Meeting the Welsh Housing Quality Standard

(Lead: Councillor Terry Hennegan)

Council tenants are on course to benefit from improvements to the quality of their homes, such as new kitchens and bathrooms.

This is part of plans to deliver the Welsh Housing Quality Standard to all Council homes by 2020. It requires all social landlords to improve their housing stock to an acceptable level by 2020, to make sure that all homes are of good quality and suitable for the needs of existing and future residents.

A cross-party Scrutiny Working Group met to discuss progress with this important issue and was pleased with this news. Councillors stated that feedback from tenants in their wards was very positive and offered congratulations to officers on the work that has been done so far and the rapid acceleration of the investment programme. It was clear that the Council has a good grasp on what is required to achieve the standard by 2020 and that the mechanisms are in place to ensure that progress is measured and reported accurately. The Working Group [wrote](#) to the Cabinet Member for Next Generation Services, who has responsibility for Housing Services. Key points included:

- To expand existing ways of communicating with tenants through increased use of Building Advisory Groups – which are a tried and tested way to ensure that contractors working in an area are able to get to know the tenants and local councillors, and can help to prevent problems escalating.
- To increase the amount of information provided to tenants and councillors on long term plans, to enable them to understand where their properties / wards fall in the investment programme priorities.
- Take 'before and after' photos in order to publicise the improvement works.

Chair's Roundup:

This is my third quarterly roundup of the work of [scrutiny](#).

Working on in-depth inquiries

We have been busy gathering evidence over the last few months on:

- Child & Adolescent Mental Health Services – an Inquiry Panel is looking at ways in which the council and its partners can reduce the demand for specialist child & adolescent mental health services.
- Building Sustainable Communities - an Inquiry Panel is focused on how the council can best support residents to run some services in their own communities.

These inquiries will report shortly their findings, conclusions and recommendations.

A new inquiry is expected to start in the next month with a focus on the council's priority and plans on tackling poverty.

Holding Cabinet Members to account

Each month's Scrutiny Programme Committee meeting features a Q & A session with a Cabinet Member in order to hold them to account for their work. As I write we are due to meet with the Cabinet Member for Enterprise, Development & Regeneration in April and Cabinet Member for Environment & Transportation in May. We will develop a programme for all Cabinet Members to come before the committee during the coming year. Acting as a 'critical friend' we question and challenge them on their priorities, actions, achievement and impact. We invite members of the public and all scrutiny councillors to contribute ideas to ensure the committee asks the right questions. A summary of each session and views of the committee are published in the form of letter to relevant Cabinet Members. Over the last few months we have put questions to the Cabinet Members for Next Generation Services, Adults & Vulnerable People, and Anti-Poverty.

Scrutinising proposed Cabinet decisions

One of the ways in which scrutiny can hold the cabinet to account is to carry out pre-decision scrutiny. This means questioning Cabinet Members on proposals, e.g. rationale, potential impact / implications, options considered, consultation undertaken, and presenting views to Cabinet ahead of decisions. We usually reserve pre-decision scrutiny for matters taking into account strategic impact, public interest and financial implications. Over the last few months we have looked at proposals in relation to the disposal of former Penllergaer Civic Centre, the development of City Centre Sites, and the Review of Abergelli and The Beeches Day Services. A look at changes to the School Music Service Arrangements with Neath Port Talbot Council is also planned for April.

Working in different ways to look at some issues

Adopting a more light-touch approach, one-off Working Groups are set up to look at some topics. However there is flexibility where further work is necessary. One of these has been the issue of Tethered Horses. This work has generated a lot of partner and public interest. The Working Group has been keen to ensure everyone who wishes to express a view is able to do so, and has gathered a range of evidence to help it make recommendations to relevant Cabinet Members. Conclusions will be drawn in relation to a petition that has been made to the Council to ban the tethering of horses on public land. This work is coming to a close.

Attracting Inward Investment

Following our scrutiny inquiry major steps forward had been made in relation to inward investment in the Swansea Bay City Region. The inquiry provided focus for how Swansea and the wider City Regions should be promoted and presented to potential investors. Recommendations identified key elements of an effective process for establishing and operating inward investment response and support. The recommendations made have been put in place, including the creation of a regional marketing suite for inward investment inquiries based at the Swansea Bay University Campus, to provide a welcoming 'front of house' to potential investors.

Improving the Streetscene

Another inquiry carried out has helped lead to a change in structure, with the cleansing service forming part of a new Waste Management and Parks Service. This should result in better working relationships between cleaning and waste services, and operational efficiencies. In response to another recommendation more information about our services to and one to one contact with commercial waste customers has led to an increase in separation of commercial food waste by over 10 tonnes a week.

Making the work of scrutiny more transparent and accessible

Just a reminder about our on-line '[publications page](#)' for easy access to all scrutiny agenda packs, reports and letters as well as responses from Cabinet Members. We know that it is important to make the work of scrutiny transparent and accessible.

Looking back and looking forward

We have been inviting people to reflect on the past year of scrutiny and are collecting views about future work through our annual survey. The Scrutiny Programme Committee will look at the results and host the Annual Scrutiny Work Planning Conference, which will take place on 12 May. All non-executive councillors are invited to participate in this. The work programme will try to balance community concerns with issues of importance to the council. We want to know if people have any issues of concern and will see how best scrutiny could deal with it to make a difference.

Connect with Scrutiny:

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Agenda Item 14.

Council – 28 April 2016

COUNCILLORS' QUESTIONS

PART A – SUPPLEMENTARIES

- | | |
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| 1. | <p>Councillors C A Holley, L G Thomas & M H Jones
Will the Cabinet Member explain to Council and the public of Swansea what part did he or the Labour Party play in the re-opening of the LC (Swansea Leisure Centre). There is a statement in his recent Evening Post column which says "we have proved that arm's length companies work".</p> <p>Response of the Cabinet Member for Wellbeing & Healthy City
As detailed in the Cultural Services Partnership Report there are a number of examples of how third party operators have made a success of running leisure and cultural operations.
In particular, the Leisure Centre, under the management of Bay Leisure Limited has performed above target during the last year and has effectively absorbed a reduction in the CCS management fee.</p> <p>The overall usage and income of the venue has increased for the eighth consecutive year and notably, the health and fitness suite has seen an increase, despite competition in the area.
The Council has retained involvement in the governance, with Councillors Andrea Lewis and Mandy Jones sitting on the Board and officers meet with the management and operational teams regularly. The Council has also retained ownership of the asset and subsequently responsibility for the structure and the partnership enables a sinking fund and reinvestment of surplus funds into planned and necessary maintenance, ensuring the venue is competitive, efficient and attractive. The sinking fund for the LC has been utilised for remedial work on the roof caused by storm damage and is being used to rectify a fault on the spiral staircase in the Fitness Suite.</p> <p>Performance is monitored by officers in the Council's Cultural Service team with the maintenance regime overseen by the Corporate Building & Property Service, who confirm a high standard is now achieved. Due to the independent structure and constitution, the company is able to reinvest funding across its estate to reduce the subsidy of the Authority at the LC and officers continue to monitor the effectiveness of this, within the governance of the LC Board.</p> <p>The full performance table in the Partnership report demonstrates why we can say arms length companies in Swansea are working well, highlighted by the reduction in the management fee since 2012 by some £130,000 with further reductions agreed. This is within the context of sustaining earned income and increasing usage by over 22,000 users during the reporting period ie. April 2012 to March 2015.</p> |
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2.	<p>Councillors A M Day, J W Jones, P M Black Will the Leader/Cabinet Member tell Council how many people have been employed by our Corporate Building Services over the last 3 months? What tradesmen are they and what projects are they going to be employed on.</p> <p>Response of Cabinet Member for Transformation & Performance Corporate Building and Property Services have not taken on any trade employees within the last 3 months, the last trade employees were employed in November 2015 which included 17 plasterers, 6 electricians, 6 bricklayers and 3 scaffolders. These employees initially work within the Maintenance section on voids, adaptations, electrical installation contracts and day to day repairs.</p> <p>In addition to the trade employees CB&PS have also taken on 12 apprentices in 2015 (3 Electricians, 2 Plumbers, 4 Plasterers and 3 Bricklayers) and is currently in the process of taking on 14 apprentices for 2016 (3 Electricians, 3 Plumbers, 5 Carpenters, 2 Bricklayers and 1 Plasterer)</p> <p>Further trade resource and apprentices will be recruited throughout 2016 to assist the Council in delivering its Welsh Housing Quality Standard work and New Homes pilot project.</p>
3.	<p>Councillors E W Fitzgerald, L James, S M Jones, K E Marsh, I M Richard, D G Sullivan and G D Walker Most councillors, like staff, have paid for parking permits. What is going to be done to ensure that sufficient space is available in both the Guildhall and Civic Centre car parks to meet the demand.</p> <p>Response of the Leader The reallocation of parking permits at both the Guildhall and the Civic Centre has been undertaken based on work styles to ensure that limited parking available best meets the business needs of the authority. The ratio of permits to spaces has to be done based on an over-allocation subject to “churn” of usage coupled with the fact that at any one time there will never be 100% attendance of Councillors or Staff. For this reason it can never be guaranteed that a space can be found in a preferred location however there are sufficient overflow car parks at Trawler Road, St Mary’s and the Recreation Ground. The management of spaces will be subject to constant review and more rigorous enforcement of Traffic Regulation Orders.</p>
4.	<p>Councillors C A Holley, J W Jones & M H Jones Will the Leader/Cabinet Member tell Council if we have received a letter of confirmation that the Welsh Government is giving us the £3 million to take the St.David’s development forward up to planning stage.</p> <p>Response of the Leader An in principle offer to support the request for funding of up to £6.2m in respect of the costs of working up the St David’s scheme to the point of delivery was made by Minister Hart on 17th March. This followed lengthy discussions with Minister Hart and Minister Hutt and leading WG officials over many months. It demonstrates the confidence and support WG have in the ambitious</p>

	<p>transformational scheme for Swansea. The offer is subject to the Council and Welsh Government agreeing a delivery model which meets the funding criteria and the necessary legal documentation needed to deliver the funding which will be taken forward in the coming weeks/months.</p>
5.	<p>Councillors E W Fitzgerald, L James, S M Jones, K E Marsh, I M Richard, D G Sullivan and G D Walker</p> <p>The head of the Welsh Retail Consortium has claimed that the National Living Wage will have a disproportionate impact on Welsh firms and that job losses will follow. What makes the Leader confident that 4300 new jobs will be generated in the city centre, many of which will be in the retail sector?</p> <p>Response of the Leader</p> <p>Regeneration of our City Centre is a Corporate Priority and is critical in creating inward investment and jobs in our city centre. Our programme is ambitious but provides over 500,000sq ft of new mixed use accommodation that has been identified in the City Centre Strategic Framework Review for delivery during the next 10 years. We are confident that with the assistance of key stakeholders the estimated construction and permanent jobs will be met and hopefully improved upon based upon the proportionate levels of anticipated development, floor space and investment value. In addition evidence is that introduction of the minimum wage and living wage has increased employment and not impacted it.</p>
6.	<p>Councillors J W Jones, A M Day & P M Black</p> <p>Will the Cabinet Member confirm that full cost recovery fees are to be levied against the take up and renewal of all third party lease agreements and will he also give some indication of the range of fees involved.</p> <p>Response of the Leader</p> <p>Full cost recovery is expected in all circumstances to ensure that the authority has sufficient income to ensure sustainability of service delivery, however, each case will be considered on its merits and in some instances, costs cannot be legally recovered. Actual amounts recovered will also differ dependent upon the extent of work involved.</p>
7.	<p>Councillors E W Fitzgerald, L James, S M Jones, K E Marsh, I M Richard, D G Sullivan and G D Walker</p> <p>Given the importance of ensuring that there are sufficient disposal facilities for dog faeces, could the Leader comment on the information that councillors wishing to install new bins must also pay an additional charge of £1200 per bin to cover emptying costs over a four year period.</p> <p>Response of the Cabinet Member for Environment & Transport</p> <p>New bins (litter and dog bins) are not provided unless to replace those that have been damaged/removed or requested by a Councillor via their Community Budget (previously Environment Improvement Grant). Councillor requests to provide a new bin are considered on their merits based on the experience of the Area Supervisor/Operatives and the history of the area. In addition to dedicated dog bins, standard litter bins can also be used for the disposal of dog waste.</p>

	<p>The costs associated with the provision of new bins (including servicing costs) were agreed as part of the previous scheme. The costs are summarised on the attached document. As a condition of the Environment Improvement Grant, any initiative funded is required to be maintained and supported for a period of 10 years. As a compromise it was previously agreed that servicing costs (emptying of the bins etc.) would initially be funded for a minimum period of 3 years. A review is carried out after this time to determine whether the Councillor was prepared to continue to fund the servicing costs of the bin year on year.</p> <p>Since the new community budget scheme has been approved by cabinet a review of the pricing schedule is being updated and will be sent to all Cllrs within the next few weeks</p>
	<p>PART B - None</p>

Councillor Bin Installation and Servicing costs as of 1/10/14

		Purchase price (£)¹	Installation (£)	Emptying costs over 3 years (£)	Total Costs Over 3 years (£)	Yearly Costs After 3 Years (£)
Dog bin	40 litre	133	150	975	1,258	325
	40L+post	163	150	975	1,288	325
	60 litre	219	150	975	1,344	325
Litter bin	Quad	995	150	975	2,120	325
	Duo	495	150	975	1,620	325

1. Price of bin may vary from price quoted depending on model/capacity.
2. Average travelling time for installation 1 hour return (2 men + vehicle + Plant + Mats = £75 per hr)
3. Average Installation 1 hour
4. Emptying once a week, 15 mins average per bin (2 men + vehicle = £25 per hr)
5. Tipping (no charge)
6. Review after 3 years for continued Cllr support/payment
7. Bins will only be installed in Public owned land/Highway