

## GWŶS Y CYNGOR

Rydych dan wŷs trwy hyn i ddod i gyfarfod CYNGOR DINAS A SIR ABERTAWA i'w gynnal yn Siambr y Cyngor, Neuadd y Ddinas, Abertawe  
Dydd Iau, 23 Mawrth 2017 am 5.00 pm

Cynigir trafod y materion canlynol:

1. **Ymddiheuriadau am absenoldeb.**
2. **Datgeliadau o fuddiannau personol a rhagfarnol.**  
[www.abertawe.gov.uk/DatgeliadauBuddiannau](http://www.abertawe.gov.uk/DatgeliadauBuddiannau)
3. **Cofnodion.** **1 - 16**  
Cymeradwyo a llofnodi cofnodion y cyfarfod(ydd) blaenorol fel cofnod cywir.
4. **Ymatebion ysgrifenedig i gwestiynau a ofynnwyd yng Nghyfarfod Cyffredinol Diwethaf y Cyngor.**
5. **Cyhoeddiadau'r Aelod Llywyddol.**
6. **Cyhoeddiadau Arweinydd y Cyngor.**
7. **Cwestiynau gan y Cyhoedd.**  
Rhaid i'r cwestiynau ymwneud â materion ar ran agored agenda'r cyfarfod, ac ymdrinnir â hwy o fewn 10 munud.
8. **Cyflwyniad Cyhoeddus - Dim**
9. **Polisi Tâl 2017/18.** **17 - 38**
10. **Strwythur Uwch-reoli - Cyfarwyddiaeth Adnoddau'r.** **39 - 65**
11. **Ymateb i'r ymgynghoriad - Diwygio Llywodraeth Leol: Cadernid ac Adnewyddiad.** **66 - 76**
12. **Trefniadau Derbyn 2018/2019.** **77 - 108**
13. **Datganiad Lles 2017/18.** **109 - 140**
14. **Cymeradwyaeth Cynllun Rheoli Ardal o Harddwch Naturiol Eithriadol Gwyr (AoHNE).** **141 - 300**
15. **Asesiad o Boblogaeth Bae'r Gorllewin.** **301 - 394**
16. **Dyddiadur y cyngor 2017-2018.** **395 - 409**

- |   |           |
|---|-----------|
| 17. Adroddiadau Craffu - Adroddiad Effaith Chwarterol | 410 - 415 |
| 18. Cwestiynau gan y Cynghorwyr.                      | 416 - 429 |



**Huw Evans**  
**Pennaeth Gwasanaethau Democrataidd**  
**Dydd Mawrth, 14 Mawrth 2017**

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**I: Bob Aelod o'r Cyngor**

# Agenda Item 3.

## CITY AND COUNTY OF SWANSEA

### MINUTES OF THE COUNCIL

HELD AT COUNCIL CHAMBER, GUILDHALL, SWANSEA ON  
THURSDAY, 16 FEBRUARY 2017 AT 2.00 PM

**PRESENT:** Councillor D W W Thomas (Chair) Presided

| <b>Councillor(s)</b> | <b>Councillor(s)</b> | <b>Councillor(s)</b> |
|----------------------|----------------------|----------------------|
| C Anderson           | J C Bayliss          | P M Black            |
| M C Child            | A C S Colburn        | D W Cole             |
| A M Cook             | J P Curtice          | P Downing            |
| C R Doyle            | V M Evans            | W Evans              |
| E W Fitzgerald       | R Francis-Davies     | J E C Harris         |
| T J Hennegan         | L James              | Y V Jardine          |
| M H Jones            | S M Jones            | E T Kirchner         |
| M B Lewis            | R D Lewis            | A S Lewis            |
| C E Lloyd            | P Lloyd              | K E Marsh            |
| P M Meara            | H M Morris           | J Newbury            |
| C L Philpott         | J A Raynor           | T H Rees             |
| P B Smith            | R V Smith            | R C Stewart          |
| D G Sullivan         | M Thomas             | L J Tyler-Lloyd      |
| G D Walker           | L V Walton           |                      |

#### **Apologies for Absence**

Councillor(s): J E Burtonshaw, A M Day, J A Hale, C A Holley, J W Jones, P M Matthews, D Phillips, I M Richard, C Richards, R J Stanton, G J Tanner, C M R W D Thomas and L G Thomas

#### 130. **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 no interests were declared.

#### 131. **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)**

132. **APPOINTMENT OF CHIEF EDUCATION OFFICER.**

The Chief Executive submitted a report which sought to confirm the appointment of the Chief Education Officer. He stated that the Appointments Committee at its meeting on 14 February 2017 resolved that Nick Williams be recommended to Council for appointment.

**RESOLVED** that Nick Williams be confirmed in post in respect of the role of the Chief Education Officer following the departure of the current incumbent, Lindsay Harvey.

The meeting ended at 2.07 pm

**CHAIR**

# CITY AND COUNTY OF SWANSEA

## MINUTES OF THE COUNCIL

HELD AT COUNCIL CHAMBER, GUILDHALL, SWANSEA ON  
THURSDAY, 23 FEBRUARY 2017 AT 5.00 PM

**PRESENT:** Councillor D W W Thomas (Chair) Presided

| <b>Councillor(s)</b> | <b>Councillor(s)</b> | <b>Councillor(s)</b> |
|----------------------|----------------------|----------------------|
| J C Bayliss          | P M Black            | J E Burtonshaw       |
| M C Child            | 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    | B Hopkins            |
| D H Hopkins          | L James              | Y V Jardine          |
| M H Jones            | S M Jones            | J W Jones            |
| E J King             | M B Lewis            | 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           |
| J Newbury            | G Owens              | D Phillips           |
| C L Philpott         | J A Raynor           | T H Rees             |
| 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     | L G Thomas           |
| M Thomas             | L J Tyler-Lloyd      | G D Walker           |
| L V Walton           | T M White            | N M Woollard         |

### **Apologies for Absence**

Councillor(s): C Anderson, R A Clay, U C Clay, A M Day, A J Jones, I M Richard and C Thomas

### 133. **DISCLOSURES OF PERSONAL AND PREJUDICIAL INTERESTS.**

The Interim 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, J P Curtice, T J Hennegan, E J King, G Owens, G J Tanner and L V Walton declared a Personal Interest in Minute 141 "Medium Term Financial Planning 2018/19-2020/21";
- 2) Councillors P M Black, J E Burtonshaw, D W Cole, S E Crouch, J P Curtice, N J Davies, P Downing, R Francis-Davies, F M Gordon, J E C Harris, C A Holley, P R Hood-Williams, L James, J W Jones, M H Jones, S M Jones, E J King, A S Lewis, R D Lewis, C E Lloyd, P Lloyd, K E Marsh, P N May, P M Meara, H M Morris, G Owens, C L Philpott, C Richards, R C Stewart, R J Stanton, G J Tanner, D W W Thomas, L G Thomas, M Thomas, G D Walker, L V Walton and T M White declared a Personal Interest in Minute 142 "Revenue Budget 2017/18";
- 3) Councillors P M Black, J E Burtonshaw, D W Cole, V A Evans, W Evans, C A Holley, E J King, A S Lewis, R D Lewis, P Lloyd, H M Morris, R V Smith, G J Tanner, D W W Thomas and L G Thomas declared a Personal Interest in Minute 143 "Capital Budget & Programme 2016/17-2020/21";
- 4) Councillors P M Black, P Downing, V A Evans, E J King, P N May, P M Matthews, D G Sullivan, G J Tanner and T M White declared a Personal Interest in Minute 144 "Treasury Management Strategy, Prudential Indicators, Investment Strategy and Minimum Revenue Provision Policy Statement 2017/18";
- 5) Councillors T J Hennegan and G J Tanner declared a Personal Interest in Minute 145 "Housing Revenue Account (HRA) Revenue Budget 2017/18";
- 6) Councillors T J Hennegan and G J Tanner declared a Personal Interest in Minute 146 "Housing Revenue Account - Capital Budget & Programme 2017/18-2020/21";
- 7) Councillors A C S Colburn, J P Curtice, N J Davies, W Evans, E W Fitzgerald, P R Hood-Williams, L James, J W Jones, M H Jones, S M Jones, D J Lewis, R D Lewis, K E Marsh, C Richards, R V Smith, D G Sullivan and G D Walker declared a Personal Interest in Minute 147 "Statutory Resolution - Resolutions to be made in accordance with the Regulations in the Setting of Council Tax 2017/18";
- 8) Councillors P M Black, M C Child, A M Cook, S E Crouch, J P Curtice, P Downing, C R Doyle, V A Evans, R Francis-Davies, F M Gordon, C A Holley, B Hopkins, D Hopkins, Y V Jardine, S M Jones, A S Lewis, D J Lewis, C E Lloyd, P Lloyd, P M Meara, P N May, P M Matthews, J Newbury, G Owens, D Phillips, C L Philpott, C Richards, P B Smith, R V Smith, R C Stewart, D G Sullivan, G J Tanner, C M R W D Thomas, D W W Thomas, M Thomas, L J Tyler-Lloyd, L V Walton and T M White declared a Personal Interest in Minute 148 "Wales Investment Pool - Inter Authority Agreement and Joint Governance Committee";

- 9) Councillors P M Black, M C Child, S E Crouch, P Downing, J W Jones, M H Jones, P Lloyd, D Phillips, R C Stewart and L G Thomas declared a Personal and Prejudicial Interest in Minute 149 "Nomination of Lord Mayor Elect and Deputy Lord Mayor Elect 2017-2018" and withdrew from the meeting prior to discussion;
- 10) Councillors K E Marsh and P N May declared a Personal Interest in Minute 149 "Nomination of Lord Mayor Elect and Deputy Lord Mayor Elect 2017-2018";
- 11) Councillors A M Cook, J E C Harris, B Hopkins, P B Smith, M Thomas and L V Walton declared a Personal Interest in Minute 150 "Interim Designation of the Statutory Chief Education Officer";
- 12) Councillor L James declared a Personal Interest in Minute 152 "Councillors Questions";

#### **Officers**

- 1) G Borsden, H Evans, M Hawes, M Nicholls, C Sivers & D Smith declared a Personal Interest in Minute 148 "Wales Investment Pool - Inter Authority Agreement and Joint Governance Committee".

#### 134. **MINUTES.**

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

- 1) Extraordinary Meeting of Council held on 26 January 2017;
- 2) Ordinary Meeting of Council held on 26 January 2017;
- 3) Extraordinary Meeting of Council held on 31 January 2017.

#### 135. **WRITTEN RESPONSES TO QUESTIONS ASKED AT THE LAST ORDINARY MEETING OF COUNCIL.**

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

#### 136. **ANNOUNCEMENTS OF THE PRESIDING MEMBER.**

##### **1) Lindsay Harvey, Chief Education Officer**

The Presiding Member, Leader of the Council and Education Cabinet Member thanked Lindsay Harvey, Chief Education Officer for his dedication to his role and this Authority. Lindsay Harvey returned to the Authority in March 2015 following a period of time working as Head of Curriculum and latterly Head of Digital Learning for the Welsh Government.

Sadly, Lindsay will be leaving in March 2017 to take up the Interim Director of Education and Family Support role within Bridgend Council. On behalf of the Authority, they wished him the best for the future.

**2) Mike Hawes, Director of Resources**

The Presiding Member thanked Mike Hawes, Director of Resources for his dedication to his role and the Authority. Mike Hawes is due to retire in May 2017; however as this was his last budget Council, it was appropriate to record the Authority's thanks for his work over the years in ensuring that the Authority has a balanced budget.

**3) Amendments to Council Summons**

- a) Item 19 "Membership of Committees". An updated version has been circulated.
- b) Item 20 "Councillors Questions", Question 18. An amended version has been circulated.

**137. ANNOUNCEMENTS OF THE LEADER OF THE COUNCIL.**

**1) Liberty Stadium**

The Leader of the Council stated that Cabinet earlier that day had resolved to authorise Officers to enter into detailed negotiations with regards to a revised lease arrangement for the Liberty Stadium.

**2) City Deal Update**

The Leader of the Council provided an update on the current progress of the Swansea Bay Region City Deal.

**138. PUBLIC QUESTIONS.**

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

**139. PUBLIC PRESENTATION - NONE.**

No Public Presentations were received.

**140. TECHNICAL AND BUDGET PRESENTATION**

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

- i) Medium Term Financial Planning 2018-2019 to 2020-2021;
- ii) Revenue Budget 2017-2018;



- iii) Capital Budget & Programme 2016-2017 to 2020-2021;
- iv) Treasury Management Strategy, Prudential Indicators, Investment Strategy and Minimum Revenue Provision Policy Statement 2017-2018.

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

Following the technical questions, the Leader of the Council and Cabinet Members 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.

141. **MEDIUM TERM FINANCIAL PLANNING 2018/19 - 2020/21.**

The Section 151 Officer submitted a report which 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 2018-2019 to 2020-2021 be approved as the basis for future service financial planning.

142. **REVENUE BUDGET 2017/18.**

The Section 151 Officer submitted a report which proposed a Revenue Budget and Council Tax levy for 2017-2018.

**RESOLVED** that:

- 1) A Revenue Budget for 2017-2018 as detailed in Appendix A of the report be approved;
- 2) A Budget Requirement and Council Tax levy for 2017-2018 as detailed in Section 9 of the report be approved.

143. **CAPITAL BUDGET & PROGRAMME 2016/17 - 2020/21.**

The Section 151 Officer submitted a report which proposed a revised Capital Budget for 2016-2017 and a Capital Budget for 2017-2018 to 2020-2021. The report outlined the following budget proposals within its appendices.

**RESOLVED** that the revised Capital Budget for 2016-2017 and a Capital Budget for 2017-2018 to 2020-2021 as detailed in Appendices A, B, C, D and E of the report be approved.

144. **TREASURY MANAGEMENT STRATEGY, PRUDENTIAL INDICATORS, INVESTMENT STRATEGY AND MINIMUM REVENUE PROVISION POLICY STATEMENT 2017/18.**

The Section 151 Officer submitted a report which recommended the Treasury Management Strategy Statement, Prudential Indicators, Investment Strategy and Minimum Revenue Provision Policy Statement for 2017-2018.

**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.

145. **HOUSING REVENUE ACCOUNT (HRA) REVENUE BUDGET 2017/18.**

The Section 151 Officer and Director of Place submitted a joint report which proposed a Revenue Budget for 2017-2018 and a rent increase for properties within the Housing Revenue Account (HRA).

**RESOLVED** that:

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

146. **HOUSING REVENUE ACCOUNT - CAPITAL BUDGET & PROGRAMME 2017/18 - 2020/21.**

The Section 151 Officer and Director of Place submitted a joint report which proposed a Capital Budget 2017-2018 to 2020-2021.

**RESOLVED** that:

- 1) The transfers between schemes and the revised budget for schemes in 2016-2017 be approved;
- 2) The budget proposals for 2017-2018 to 2020-2021 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.

147. **STATUTORY RESOLUTION - RESOLUTIONS TO BE MADE IN ACCORDANCE WITH THE REGULATIONS IN THE SETTING OF COUNCIL TAX 2017/18.**

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 2017-2018.

**RESOLVED** that:

- 1) Council notes and adopts the statutory resolutions set out below;
- 2) It be noted that at its meeting on 24 November 2016, the Council calculated the following amounts for the year 2017-2018 in accordance with Regulations made under Section 33(5) of the Local Government Finance Act 1992 as amended):
  - a) 89,465 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                          | 1,965  |
| Clydach                             | 2,603  |
| Gorseinon                           | 3,1036 |
| Gowerton                            | 1,944  |
| Grovesend                           | 407    |
| Ilston                              | 319    |
| Killay                              | 2,074  |
| Llangennith, Llanmadoc and Cheriton | 488    |
| Llangyfelach                        | 946    |
| Llanrhidian Higher                  | 1,581  |
| Llanrhidian Lower                   | 332    |
| Llwchwr                             | 3,385  |
| Mawr                                | 733    |
| Mumbles                             | 9,623  |
| Penllergaer                         | 1,360  |
| Pennard                             | 1,456  |
| Penrice                             | 410    |
| Pontarddulais                       | 2,277  |
| Pontlliw and Tircoed                | 1,028  |
| Port Eynon                          | 427    |
| Reynoldston                         | 289    |
| Rhossili                            | 187    |
| Three Crosses                       | 715    |
| Upper Killay                        | 566    |

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 2017-2018 in accordance with Sections 32 to 36 of the Local Government Finance Act 1992:
  - a) £686,970,701 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) £267,609,668 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) £419,361,033 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) £310,300,543 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) £1,219.03 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) £964,633 being the aggregate amount of all special items referred to in Section 34(1) of the Act;
  - g) £1,208.25 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 its Council Tax for the year for dwellings in those parts of its area to which no special items relate;

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h) Parts of the Council's area:

|                                     |          |
|-------------------------------------|----------|
| Bishopston                          | 1,228.61 |
| Clydach                             | 1,246.04 |
| Gorseinon                           | 1,234.86 |
| Gowerton                            | 1,225.61 |
| Grovesend and Waungron              | 1,222.99 |
| Ilston                              | 1,218.75 |
| Killay                              | 1,218.86 |
| Llangennith, Llanmadoc and Cheriton | 1,223.11 |
| Llangyfelach                        | 1,233.62 |
| Llanrhidian Higher                  | 1,261.98 |
| Llanrhidian Lower                   | 1,226.32 |
| Llwchwr                             | 1,232.43 |
| Mawr                                | 1,284.65 |
| Mumbles                             | 1,221.38 |
| Penllergaer                         | 1,222.96 |
| Pennard                             | 1,259.76 |
| Penrice                             | 1,232.64 |
| Pontarddulais                       | 1,246.02 |
| Pontlliw & Tircoed                  | 1,242.33 |
| Port Eynon                          | 1,222.30 |
| Reynoldston                         | 1,234.20 |
| Rhossili                            | 1,227.66 |
| Three Crosses                       | 1,250.49 |
| Upper Killay                        | 1,240.05 |

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 A | Band B | Band C   | Band D   | Band E   | Band F   | Band G   | Band H   | Band I   |
|----------------------|--------|--------|----------|----------|----------|----------|----------|----------|----------|
|                      | £      | £      | £        | £        | £        | £        | £        | £        | £        |
| Bishopston           | 819.07 | 955.59 | 1,092.10 | 1,228.61 | 1,501.63 | 1,774.66 | 2,047.68 | 2,457.22 | 2,866.76 |
| Clydach              | 830.69 | 969.14 | 1,107.59 | 1,246.04 | 1,522.94 | 1,799.84 | 2,076.73 | 2,492.08 | 2,907.43 |
| Gorseinon            | 823.24 | 960.45 | 1,097.65 | 1,234.86 | 1,509.27 | 1,783.69 | 2,058.10 | 2,469.72 | 2,881.34 |
| Gowerton             | 817.07 | 953.25 | 1,089.43 | 1,225.61 | 1,497.97 | 1,770.33 | 2,042.68 | 2,451.22 | 2,859.76 |
| Grovesend & Waungron | 815.33 | 951.21 | 1,087.10 | 1,222.99 | 1,494.77 | 1,766.54 | 2,038.32 | 2,445.98 | 2,853.64 |
| Ilston               | 812.50 | 947.92 | 1,083.33 | 1,218.75 | 1,489.58 | 1,760.42 | 2,031.25 | 2,437.50 | 2,843.75 |
| Killay               | 812.57 | 948.00 | 1,083.43 | 1,218.86 | 1,489.72 | 1,760.58 | 2,031.43 | 2,437.72 | 2,844.01 |

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Cont'd

|                                     | Band   | Band   | Band     | Band     | Band     | Band     | Band     | Band     | Band     |
|-------------------------------------|--------|--------|----------|----------|----------|----------|----------|----------|----------|
|                                     | A      | B      | C        | D        | E        | F        | G        | H        | I        |
|                                     | £      | £      | £        | £        | £        | £        | £        | £        | £        |
| Llangennith, Llanmadoc & Cheriton   | 815.41 | 951.31 | 1,087.21 | 1,223.11 | 1,494.91 | 1,766.71 | 2,038.52 | 2,446.22 | 2,853.92 |
| Llangyfelach                        | 822.41 | 959.48 | 1,096.55 | 1,233.62 | 1,507.76 | 1,781.90 | 2,056.03 | 2,467.24 | 2,878.45 |
| Llanrhidian Higher                  | 841.32 | 981.54 | 1,121.76 | 1,261.98 | 1,542.42 | 1,822.86 | 2,103.30 | 2,523.96 | 2,944.62 |
| Llanrhidian Lower                   | 817.55 | 953.80 | 1,090.06 | 1,226.32 | 1,498.84 | 1,771.35 | 2,043.87 | 2,452.64 | 2,861.41 |
| Llwchwr                             | 821.62 | 958.56 | 1,095.49 | 1,232.43 | 1,506.30 | 1,780.18 | 2,054.05 | 2,464.86 | 2,875.67 |
| Mawr                                | 856.43 | 999.17 | 1,141.91 | 1,284.65 | 1,570.13 | 1,855.61 | 2,141.08 | 2,569.30 | 2,997.52 |
| Mumbles                             | 814.25 | 949.96 | 1,085.67 | 1,221.38 | 1,492.80 | 1,764.22 | 2,035.63 | 2,442.76 | 2,849.89 |
| Penllergaer                         | 815.31 | 951.19 | 1,087.08 | 1,222.96 | 1,494.73 | 1,766.50 | 2,038.27 | 2,445.92 | 2,853.57 |
| Pennard                             | 839.84 | 979.81 | 1,119.79 | 1,259.76 | 1,539.71 | 1,819.65 | 2,099.60 | 2,519.52 | 2,939.44 |
| Penrice                             | 821.76 | 958.72 | 1,095.68 | 1,232.64 | 1,506.56 | 1,780.48 | 2,054.40 | 2,465.28 | 2,876.16 |
| Pontarddulais                       | 830.68 | 969.13 | 1,107.57 | 1,246.02 | 1,522.91 | 1,799.81 | 2,076.70 | 2,492.04 | 2,907.38 |
| Pontlliw and Tircoed                | 828.22 | 966.26 | 1,104.29 | 1,242.33 | 1,518.40 | 1,794.48 | 2,070.55 | 2,484.66 | 2,898.77 |
| Port Eynon                          | 814.87 | 950.68 | 1,086.49 | 1,222.30 | 1,493.92 | 1,765.54 | 2,037.17 | 2,444.60 | 2,852.03 |
| Reynoldston                         | 822.80 | 959.93 | 1,097.07 | 1,234.20 | 1,508.47 | 1,782.73 | 2,057.00 | 2,468.40 | 2,879.80 |
| Rhossili                            | 818.44 | 954.85 | 1,091.25 | 1,227.66 | 1,500.47 | 1,773.29 | 2,046.10 | 2,455.32 | 2,864.54 |
| Three Crosses                       | 833.66 | 972.60 | 1,111.55 | 1,250.49 | 1,528.38 | 1,806.26 | 2,084.15 | 2,500.98 | 2,917.81 |
| Upper Killay                        | 826.70 | 964.48 | 1,102.27 | 1,240.05 | 1,515.62 | 1,791.18 | 2,066.75 | 2,480.10 | 2,893.45 |
|                                     |        |        |          |          |          |          |          |          |          |
| All other parts of the Council area | 805.50 | 939.75 | 1,074.00 | 1,208.25 | 1,476.75 | 1,745.25 | 2,013.75 | 2,416.50 | 2,819.25 |

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 2017-2018 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 | 145.50 | 169.75 | 193.99 | 218.24 | 266.74 | 315.24 | 363.74 | 436.49 | 509.24 |

Minutes of the Council (23.02.2017)  
Cont'd

|                    |  |  |  |  |  |  |  |  |  |
|--------------------|--|--|--|--|--|--|--|--|--|
| for South<br>Wales |  |  |  |  |  |  |  |  |  |
|--------------------|--|--|--|--|--|--|--|--|--|

- 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 2017-2018 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                          | 964.57   | 1,125.34 | 1,286.09 | 1,446.85 | 1,768.37 | 2,089.90 | 2,411.42 | 2,893.71 | 3,376.00 |
| Clydach                             | 976.19   | 1,138.89 | 1,301.58 | 1,464.28 | 1,789.68 | 2,115.08 | 2,440.47 | 2,928.57 | 3,416.67 |
| Gorseinon                           | 968.74   | 1,130.20 | 1,291.64 | 1,453.10 | 1,776.01 | 2,098.93 | 2,421.84 | 2,906.21 | 3,390.58 |
| Gowerton                            | 962.57   | 1,123.00 | 1,283.42 | 1,443.85 | 1,764.71 | 2,085.57 | 2,406.42 | 2,887.71 | 3,369.00 |
| Grovesend & Waungron                | 960.83   | 1,120.96 | 1,281.09 | 1,441.23 | 1,761.51 | 2,081.78 | 2,402.06 | 2,882.47 | 3,362.88 |
| Ilston                              | 958.00   | 1,117.67 | 1,277.32 | 1,436.99 | 1,756.32 | 2,075.66 | 2,394.99 | 2,873.99 | 3,352.99 |
| Killay                              | 958.07   | 1,117.75 | 1,277.42 | 1,437.10 | 1,756.46 | 2,075.82 | 2,395.17 | 2,874.21 | 3,353.25 |
| Llangennith, Llanmadoc & Cheriton   | 960.91   | 1,121.06 | 1,281.20 | 1,441.35 | 1,761.65 | 2,081.95 | 2,402.26 | 2,882.71 | 3,363.16 |
| Llangyfelach                        | 967.91   | 1,129.23 | 1,290.54 | 1,451.86 | 1,774.50 | 2,097.14 | 2,419.77 | 2,903.73 | 3,387.69 |
| Llanrhidian Higher                  | 986.82   | 1,151.29 | 1,315.75 | 1,480.22 | 1,809.16 | 2,138.10 | 2,467.04 | 2,960.45 | 3,453.86 |
| Llanrhidian Lower                   | 963.05   | 1,123.55 | 1,284.05 | 1,444.56 | 1,765.58 | 2,086.59 | 2,407.61 | 2,889.13 | 3,370.65 |
| Llŵchwr                             | 967.12   | 1,128.31 | 1,289.48 | 1,450.67 | 1,773.04 | 2,095.42 | 2,417.79 | 2,901.35 | 3,384.91 |
| Mawr                                | 1,001.93 | 1,168.92 | 1,335.90 | 1,502.89 | 1,836.87 | 2,170.85 | 2,504.82 | 3,005.79 | 3,506.76 |
| Mumbles                             | 959.75   | 1,119.71 | 1,279.66 | 1,439.62 | 1,759.54 | 2,079.46 | 2,399.37 | 2,879.25 | 3,359.13 |
| Penllergaer                         | 960.81   | 1,120.94 | 1,281.07 | 1,441.20 | 1,761.47 | 2,081.74 | 2,402.01 | 2,882.41 | 3,362.81 |
| Pennard                             | 985.34   | 1,149.56 | 1,313.78 | 1,478.00 | 1,806.45 | 2,134.89 | 2,463.34 | 2,956.01 | 3,448.68 |
| Penrice                             | 967.26   | 1,128.47 | 1,289.67 | 1,450.88 | 1,773.30 | 2,095.72 | 2,418.14 | 2,901.77 | 3,385.40 |
| Pontarddulais                       | 976.18   | 1,138.88 | 1,301.56 | 1,464.26 | 1,789.65 | 2,115.05 | 2,440.44 | 2,928.53 | 3,416.62 |
| Pontlliw                            | 973.72   | 1,136.01 | 1,298.28 | 1,460.57 | 1,785.14 | 2,109.72 | 2,434.29 | 2,921.15 | 3,408.01 |
| Port Eynon                          | 960.37   | 1,120.43 | 1,280.48 | 1,440.54 | 1,760.66 | 2,080.78 | 2,400.91 | 2,881.09 | 3,361.27 |
| Reynoldston                         | 968.30   | 1,129.68 | 1,291.06 | 1,452.44 | 1,775.21 | 2,097.97 | 2,420.74 | 2,904.89 | 3,389.04 |
| Rhossili                            | 963.94   | 1,124.60 | 1,285.24 | 1,445.90 | 1,767.21 | 2,088.53 | 2,409.84 | 2,891.81 | 3,373.78 |
| Three Crosses                       | 979.16   | 1,142.35 | 1,305.54 | 1,468.73 | 1,795.12 | 2,121.50 | 2,447.89 | 2,937.47 | 3,427.05 |
| Upper Killay                        | 972.20   | 1,134.23 | 1,296.26 | 1,458.29 | 1,782.36 | 2,106.42 | 2,430.49 | 2,916.59 | 3,402.69 |
| All other parts of the Council area | 951.00   | 1,109.50 | 1,267.99 | 1,426.49 | 1,743.49 | 2,060.49 | 2,377.49 | 2,852.99 | 3,328.49 |

148. **WALES INVESTMENT POOL – INTER AUTHORITY AGREEMENT AND JOINT GOVERNANCE COMMITTEE.**

The Section 151 Officer submitted a report which set out the background to the proposed investment pooling arrangements across the eight Welsh Local Authority Pension Funds and the requirement to formally enter into an agreement between the funds to establish administrative and governance arrangements to manage the pooling arrangements.

**RESOLVED** that:

- 1) The content of the draft Inter Authority Agreement (IAA) attached at Appendix B of the report be noted;
- 2) Authority be delegated to the Section 151 Officer in consultation with the Chair of the Pensions Committee and the Interim Head of Legal and Democratic Services to approve and sign the final version of the IAA;
- 3) The establishment of a joint committee (hereinafter referred to as the Joint Governance Committee) on conclusion of the IAA referred to in recommendation 1 above and on the basis of the terms of reference attached be approved;
- 4) The exercise of certain functions be delegated to the Joint Governance Committee as set out in the terms of reference and those functions that are reserved to Council be noted;
- 5) The appointment of the Chair of the Pension Fund Committee or his/her nominated Deputy to the Joint Governance Committee as the City & County of Swansea representative be approved;
- 6) The nominated representative of the City and County of Swansea be delegated authority to act within the terms of reference of the Joint Governance Committee to enable the exercise of any delegated function;
- 7) Carmarthenshire County Council (Dyfed Pension Fund) be approved to act as Host Council with the responsibilities set out in the Inter Authority Agreement;
- 8) Authority be delegated to the Section 151 Officer in consultation with the Interim Head of Legal and Democratic Services to agree any further minor amendments to the IAA.

149. **NOMINATION OF LORD MAYOR ELECT AND DEPUTY LORD MAYOR ELECT 2017-2018.**

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 2017-2018 in order to enable the arrangements for the Inauguration of the Lord Mayor and Deputy Lord Mayor event to proceed.



**RESOLVED** that:

- 1) Councillor Phil Downing be nominated as Lord Mayor Elect 2017-2018;
- 2) Councillor David Phillips be nominated as Deputy Lord Mayor Elect 2017-2018;
- 3) The review of the Lord Mayor and Deputy Lord Mayor Protocol be noted.

150. **INTERIM DESIGNATION OF THE STATUTORY CHIEF EDUCATION OFFICER.**

The Chief Executive submitted a report which sought to comply with Section 532 of the Education Act 1996 and Articles 12.2 and 12.3 of the Council Constitution by designating Nick Williams (Head of Learner Support Service), as the Statutory Chief Education Officer on an interim basis until the new Chief Education Officer commences their employment in the post.

**RESOLVED** that:

- 1) Nick Williams (Head of Learner Support Service), be designated as the Council's Chief Education Officer on an interim basis until the new Chief Education Officer commences their employment in the post.

151. **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. Additional changes to membership of Committees was circulated.

He stated that the Leader of the Council had not made any changes to the membership of the Authority's Outside Bodies.

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

- 1) **Appointments Committee**  
Remove Councillor A C S Colburn.  
Add Conservative Vacancy.
- 2) **Chief Officers Disciplinary Committee**  
Remove Councillor A C S Colburn.  
Add Conservative Vacancy.
- 3) **Constitution Working Group**  
Note: Councillor L J Tyler-Lloyd as Deputy Leader of the Conservative Group.
- 4) **Democratic Services Committee**  
Remove Councillor A C S Colburn.  
Add Councillor L J Tyler-Lloyd.

- 5) **LA Governor Panel**  
Remove Councillor A C S Colburn.  
Add Councillor C M R W D Thomas.
- 6) **Planning Committee**  
Remove Councillors A C S Colburn and H M Morris.  
Add Councillors C Anderson and L J Tyler-Lloyd.
- 7) **Scrutiny Programme Committee**  
Remove Councillor A C S Colburn.  
Add Councillor P R Hood-Williams.
- 8) **Trustees Panel**  
Remove Independent Vacancy.  
Add Councillor A C S Colburn.

152. **COUNCILLORS' QUESTIONS.**

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

Eighteen (18) Part A 'Supplementary Questions' were submitted. The relevant Cabinet Member(s) responded by way of written answers contained in the Council Summons.

No supplementary question(s) required a written response.

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

No (0) Part B 'Questions not requiring Supplementary Questions' were submitted.

The meeting ended at 8.25 pm

**CHAIR**

# Agenda Item 9.

## Report of the Chief Executive

Council – 23 March 2017

### PAY POLICY 2017/2018

|                                    |  |
|------------------------------------|--|
| <b>Purpose:</b>                    | To seek Council approval of the Pay Policy for 2017/2018 |
| <b>Policy Framework:</b>           | None   |
| <b>Reason for Decision:</b>        | To comply with the Localism Act 2011.                    |
| <b>Consultation:</b>               | Human Resources, Legal, Finance and Access to Services.  |
| <b>Recommendation:</b>             | That Council approve the Policy for adoption.            |
| <b>Report Author:</b>              | Steve Rees   |
| <b>Finance Officer:</b>            | Mike Hawes   |
| <b>Legal Officer:</b>              | Tracey Meredith  |
| <b>Access to Services Officer:</b> | Sherill Hopkins  |

## 1. INTRODUCTION

- 1.1 The Localism Act 2011 required the Authority to prepare a Pay Policy Statement which articulates its Policy towards a range of issues relating to the pay of its workforce, particularly senior staff and the lowest paid employees.
- 1.2 This Authority's Pay Policy was approved at Council on March 2012 and subsequently reviewed each year.
- 1.3 The statement must be;
  - a) Prepared each year
  - b) Approved by full Council each year by 31<sup>st</sup> March.
  - c) Published on relevant Authorities' websites

### **3. PAY POLICY STATEMENT 2017/2018**

3.1 A copy of the revised Pay Policy Statement is attached at Appendix A.

### **4. ADVICE ON THE WELSH GOVERNMENT FRAMEWORK ON TRANSPARENCY OF SENIOR REMUNERATION IN THE DEVOLVED PUBLIC SECTOR**

4.1 In December 2016, the Welsh Government in consultation with the Public Services Staff Commission published advice in this respect. To view this document go to: <http://publicservicesstaffcommission.gov.wales/guidance-and-reports/transparency-of-senior-remuneration-devolved-welsh-public-sector?lang=en>. When reviewing the Pay Policy for 2017/18, the advice from Welsh Government has been taken into consideration (a copy is available on request). However, it should be noted that this Authority's Pay Policy already accounts for the issues contained in the advice.

### **5. FINANCIAL IMPLICATIONS**

5.1 The costs arising from the Council's Pay Policy Statement are reflected in the 2017/2018 Budget.

### **6. LEGAL IMPLICATIONS**

6.1 All of the Legal implications have been set out in the Policy.

### **7. EQUALITIES AND ENGAGEMENT IMPLICATIONS**

7.1 Equalities and engagement considerations have been made in accordance with the Authority's Equality Impact Assessment process. .

**Background Papers:** None

**Appendices:** Draft Pay Policy Statement 2017/2018



# PAY POLICY 2017-2018

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## **1. INTRODUCTION AND PURPOSE**

- 1.1 Under Section 112 of the Local Government Act 1972 the Council has ‘the power to appoint officers on such reasonable terms and conditions as the Authority thinks fit’. This Pay Policy statement sets out the Council’s approach to Pay Policy in accordance with the requirements of 38 (1) of the Localism Act 2011 which requires English and Welsh Local Authorities to produce and publish a Pay Policy Statement for each financial year, detailing:
- a) The Authority’s Policies towards all aspects and elements of the remuneration of Chief Officers
  - b) Their approach to the publication of and access to information relating to all aspects of the remuneration of Chief Officers
  - c) The Authority’s Policies towards the remuneration of its lowest paid employees (including the definition adopted and reasons for it)
  - d) The relationship between the remuneration of its Chief Officers and other employees.
- 1.2 Local Authorities are large complex organisations with multi-million pound budgets. They have a very wide range of functions and provide and/or commission a wide range of essential services. The general approach to remuneration levels may therefore differ from one group of employees to another to reflect specific circumstances at a local, Welsh or UK national level. It will also need to be flexible when required to address a variety of changing circumstances whether foreseeable or not.
- 1.3 The global economic crisis and the reduction in budgets during the current Comprehensive Spending Review (CSR) period has necessitated councils going through unprecedented and painful cuts in jobs and services in response. This process has avoided some of the potential financial difficulties for councils but has been essentially reactive, and will require ongoing strategic review going forward.
- 1.4 As required by legislation, full Council approved the Pay Policy in 2012 and this policy statement came into immediate effect. The Policy is subject to review on a minimum of an annual basis in accordance with the relevant legislation.

## **2. LEGISLATIVE FRAMEWORK**

- 2.1 In determining the pay and remuneration of all of its employees, the Council will comply with all relevant employment legislation. This includes the
- a) Equality Act 2010
  - b) Part Time Employment (Prevention of Less Favourable Treatment) Regulations 2000
  - c) Agency Workers Regulations 2010 and where relevant, the
  - d) Transfer of Undertakings (Protection of Earnings) Regulations

### **3. SCOPE OF THE PAY POLICY**

- 3.1 The Localism Act 2011 required Authorities to develop and make public their Pay Policy on all aspects of Chief Officer Remuneration (including on ceasing to hold office), and that pertaining to the 'lowest paid' in the Authority, explaining their Policy on the relationship between remuneration for Chief Officers and other groups. However, in the interests of transparency and accountability the Council has chosen to take a broader approach and produce a Policy covering all employee groups with the exception of School Teachers (as the remuneration for this latter group is set by the Secretary of State and therefore not in Local Authority control).
- 3.2 Nothing within the provisions of the Localism Act 2011 detract from the Council's autonomy in making decisions on pay that are appropriate to local circumstances and which deliver value for money for local tax payers. However, this Policy will be complied with in setting remuneration levels for all groups within its scope.

### **4. BROAD PRINCIPLES OF OUR PAY STRATEGY**

#### **4.1 Transparency, accountability and value for money**

- 4.1.1 The Council is committed to an open and transparent approach to pay policy which will enable the tax payer to access, understand and assess information on remuneration levels across all groups of council employees. To this end the following are provided as Appendices to this policy:-
- i) City & County of Swansea Employee Pay Scales, Local Government Services Employees (Annex A)
  - ii) City & County of Swansea Chief Officer Pay Scales (Annex B)
  - iii) National Pay Grades - Soulbury (Annex C)
  - iv) JNC Chief Officer Terms and Conditions (available upon request from Human Resources)
  - v) JNC Chief Officer Employment Rules (as per Council Constitution) (<http://democracy.swansea.gov.uk/documents/s31874/CouncilConstitutionNovember2016.pdf>)
  - iii) Policy on Redundancy and Severance Payments (<http://www.swansea.gov.uk/redundancyandredeployment>)

#### **4.2 Advice on the Welsh Government Framework on Transparency of Senior Remuneration in the Devolved Public Sector**

- 4.2.1 In December 2016, the Welsh Government in consultation with the Public Services Staff Commission published advice in this respect. To view this document go to: <http://publicservicesstaffcommission.gov.wales/guidance-and-reports/transparency-of-senior-remuneration-devolved-welsh-public-sector?lang=en>. When reviewing the Pay Policy for 2017/18, the advice from Welsh Government has been taken into consideration (a copy is available on request). However, it should be noted that this Authority's Pay Policy already accounts for the issues contained in the advice.

## 4.3 Development of Pay and Reward Strategy

- 4.3.1 The primary aim of a reward strategy is to attract, retain and motivate suitably skilled staff so that the Authority can perform at its best. The biggest challenge for the Council in the current circumstances is to maximise productivity and efficiency within current resources. Pay Policy then is a matter of striking a sometimes difficult balance between setting remuneration levels at appropriate levels to facilitate a sufficient supply of appropriately skilled individuals to fill the Authority's very wide range of posts, and ensuring that the burden on the taxpayer does not become greater than can be fully and objectively justified.
- 4.3.2 In this context it does need to be recognised that at the more senior grades in particular remuneration levels need to enable the attraction of a suitably wide pool of talent (which will ideally include people from the private as well as public sector and from outside as well as within Wales), and the retention of suitably skilled and qualified individuals once in post. It must be recognised that the Council will often be seeking to recruit in competition with other good public and private sector employers.
- 4.3.3 In addition, the Council is the major employer in the area. As such we must have regard to our role in improving the economic well-being of the people of the City & County. The availability of good quality employment on reasonable terms and conditions and fair rates of pay has a beneficial impact on the quality of life in the community as well as on the local economy. The Council also has a role in setting a benchmark example on pay and conditions to other employers in the area for the same reasons.
- 4.3.4 In designing, developing and reviewing its Pay and Reward Strategy, the Council will seek to balance these factors appropriately to maximise outcomes for the organisation and the community it serves, while managing pay costs appropriately and maintaining sufficient flexibility to meet future needs. This Pay Policy will be reviewed on an annual basis in line with our strategy for pay and approved annually by the Full Council.

## 4.4 NJC Pay Structure

- 4.4.1 The Council uses the nationally negotiated pay spine as the basis for its grading structure. This determines the salaries of the larger majority of the non-teaching workforce, together with the use of other nationally defined rates where relevant.
- 4.4.2 The current pay rates for the period 1<sup>st</sup> April 2017 are attached at **Annex A**
- 4.4.3 Since the introduction of the Living Wage, see Paragraph 4.5, spinal column points 6 to 10 are only utilised to calculate pay for hours worked over 37 per week.
- 4.4.4 All other pay related allowances are the subject of either nationally or locally negotiated rates, having been determined from time to time in accordance with collective bargaining machinery and/or as determined by Council Policy.



- 4.4.5 New appointments will normally be made at the minimum of the relevant grade, although this can be varied where necessary to secure the best candidate.
- 4.4.6 All future pay nationally negotiated pay increases for NJC staff will follow the same process as for Chief Officers; see Paragraph 5.5.1 below. The Authority will therefore pay future pay rises as and when determined in accordance with contractual requirements.

#### **4.5 National Pay Grades - Soulbury Committee**

- 4.5.1. The Soulbury Committee has its own pay scales and includes the following groups of staff:-
- Educational Inspectors and Advisers
  - Educational Psychologists
  - Youth and Community Service Officers
- 4.5.2 In addition to the annual pay increase, the Soulbury Committee determines the national salary framework. On other conditions of service issues, the Soulbury agreement ensures that Soulbury officers have conditions which are not less favourable than other local government staff employed in the authority they work in.
- 4.5.3 All future pay nationally negotiated pay increases for Soulbury staff will follow the same process as for Chief Officers; see Paragraph 5.5.1 below. The Authority will therefore pay future pay rises as and when determined in accordance with contractual requirements.
- 4.5.4. The current pay rates for this group of staff for the period 1<sup>st</sup> September 2016 and 1<sup>st</sup> September 2017 are attached at **Annex C**.

#### **4.6 Job Evaluation**

- 4.6.1. Job evaluation is a systematic way of determining the value/worth of a job in relation to other jobs within an organisation. It aims to make a systematic comparison between jobs to assess their relative worth for the purpose of establishing a rational pay structure and pay equity between jobs.
- 4.6.2. The Council implemented Single Status for all staff in terms of Pay & Grading and Terms & Conditions on 1<sup>st</sup> April 2014. The concept of equality was central to this work and our Equality Impact Assessment (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.

## **4.7 National Minimum Wage/National Living Wage/Living Wage Foundation**

### **4.7.1 NATIONAL MINIMUM WAGE (NMW)**

The National Minimum Wage (NMW) is the minimum pay per hour most workers are entitled to by law. The rate will depend on a worker's age and if they are an apprentice. The rate from 1<sup>st</sup> April 2017 is £7.05 an hour for adults aged 21 and over, and £5.60 for those aged 18 to 20. This Authority is paying above these rates. These rates change every April.

### **4.7.2 COMPULSORY NATIONAL LIVING WAGE (NLW)**

From April 2016, the Compulsory National Living Wage (NLW) was introduced and applies to those who are aged 25 and over. The NLW from 1<sup>st</sup> April 2017 is £7.50 per hour and therefore, this Authority's minimum hourly rate of £8.13 per hour is above this rate. Future rises will be recommended by the Low Pay Commission, with the aim that it will reach 60% of median earnings by 2020. This new rate is not connected to the rate used by the Living Wage Foundation.

It should be noted that Living Wage enhancements will only apply to normal working hours (up to 37 hours) and will not be applied to premium payments, such as overtime, weekend working. An example would be where an employee is on spinal column point 10, they would receive £8.13 for all basic hours up to 37 hours per week. However, if they work overtime, they will be paid at the appropriate enhanced rate on spinal column point 10 (see attached for this Authority's Pay Scales).

### **4.7.3 LIVING WAGE FOUNDATION (LWF)**

The living wage, as used by the [Living Wage Foundation](#), is the hourly rate of pay calculated independently to be the minimum that a worker needs to earn to cover the basic costs of living. An employer may choose to pay it, but has no statutory obligation to do so. The current living wage is set at £9.75 an hour in London and £8.45 an hour outside London, reflecting higher living costs in the capital than the rest of the UK. (These voluntary living wage rates should not be confused with the Compulsory National Living Wage, see above.)

The Council initially implemented the Living Wage Foundation rate for employees in April 2013. However, whilst the Council is not an 'Accredited Living Wage Employer and has not continued to pay the Living Wage Foundation Rate, a commitment was made to review this on an annual basis. As a result, subsequent Pay Awards have been applied to Swansea's Living Wage which will be £15,689 per annum, i.e. £8.13 per hour from 1<sup>st</sup> April 2017. See Appendix A.

## **4.8 Market Supplements**

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

4.8.2 The Council has a Market Supplement Policy to ensure that the requirement for such is objectively justified by reference to clear and transparent evidence of relevant market comparators, using appropriate data sources available from within and outside the local government sector. It is the Council's policy that any such additional payments be kept to a minimum and be reviewed on a regular basis so that they can be withdrawn where no longer considered necessary.

#### **4.9 Honoraria Payments**

4.9.1 There may be occasions when an employee is asked to carry out additional duties to those of their substantive post for a period of time. In such circumstances an additional payment may be made in line with the Council's policy on Payment of Honoraria.

#### **4.10 Pay and Performance**

4.10.1 The Council expects high levels of performance from all employees and has an Annual Appraisal Scheme in place to monitor, evaluate and manage performance on an ongoing basis.

4.10.2 For Chief Officers, the annual increment (if not already at top of scale) is only awarded once the Annual Appraisal has been deemed as satisfactory.

#### **4.11 Exit Cap and Recovery Provisions**

4.11.1 In 2017, the UK Government intends to introduce Regulations that will impose a cap of £95,000 on exit payments for public sector workers. It also intends to develop regulations to enable the recovery of exit payments made to employees who leave the public sector and return within 12 months; although the timetable for these regulations is not as clear. The minimum salary to which the recovery provisions will apply is £80,000 per annum. If and when the UK Government introduces these Regulations, Council Policies will be updated as appropriate to take this into account

### **5. CHIEF OFFICER REMUNERATION**

#### **5.1 Definitions of Chief Officer & Pay Levels**

5.1.1 For the purposes of this statement, 'Chief Officers' are as defined within S43 of the Localism Act. The posts falling within the statutory definition of S43 of the Localism Act are set out below: (details of the salary of each are included at Appendix C).

- a) Chief Executive
- b) Corporate Directors
- c) Chief Officers
- d) Heads of Service

- 5.1.2 No bonus or performance related pay mechanism is applicable to Chief Officers' pay; although the annual increment (if not already at top of scale) is only awarded once the Annual Appraisal has been deemed as satisfactory. The Chief Executive is on a spot salary, with no incremental progression.
- 5.1.3 In respect of the nationally agreed JNC Pay Award for the Chief Executive's salary, half is afforded automatically with the other half subject to the performance rating at the Annual Performance Appraisal. The current Chief Executive is on a spot salary of £141,400 p.a. with no incremental progression. This is due to increase to £142,814 on 1<sup>st</sup> April 2017.

## **5.2 Chief Officer Job Evaluation**

- 5.2.1 Director and Head of Service level posts were job evaluated in 2009 using the GLEA Job Evaluation Scheme for Chief Officers in Local Government (1993).

## **5.3 Recruitment of Chief Officers**

- 5.3.1 The Council's Policy and Procedures with regard to recruitment of Chief Officers is contained within the Officer Employment Procedure Rules as set out in Part 4 of the Constitution. The determination of the remuneration to be offered to any newly appointed Chief Officer will be in accordance with the pay structure and relevant policies in place at the time of recruitment.
- 5.3.2 There is a requirement under the Welsh Government Regulations that all vacant posts with a salary of over £100,000 are publicly advertised. The only exception to this new rule is where the appointment is for 12 months or less. It is also possible to divide up the duties from one deleted Chief Officer posts between other existing postholders.
- 5.3.3 Where the Council remains unable to recruit Chief Officers under a contract of service, or there is a need for interim support to provide cover for a vacant substantive Chief Officer post, the Council will, where necessary, consider and utilise engaging individuals under 'contracts for service'. These will be sourced through a relevant procurement process ensuring the Council is able to demonstrate the maximum value for money benefits from competition in securing the relevant service. The Council does not currently have any Chief Officers engaged under such arrangements.

## **5.4 Additions to Salary of Chief Officers**

- 5.4.1. The Council does not apply any bonuses or performance related pay to its Chief Officers. However, the annual increment (if not already at top of scale) is only awarded once the annual appraisal has been deemed as satisfactory.
- 5.4.2 The Council does pay all reasonable travel and subsistence expenses on production of receipts and in accordance with JNC conditions and other local conditions.
- 5.4.3. The cost of membership of one professional body is met by the Authority if it is deemed an essential requirement of the post.

5.4.4. The Chief Executive's salary and Job Description include his role as Returning Officer for Local Government Elections. All other Elections and referenda are not included and are covered by the JNC Terms and Conditions of Employment.

## 5.5 Pay Increases - Chief Officers

5.5.1 The Council employs Chief Officers under JNC terms and conditions which are incorporated in their contracts. The JNC for Chief Officers negotiates on national (UK) annual cost of living pay increases for this group, and any award of same is determined on this basis. Chief Officers employed under JNC terms and conditions are contractually entitled to any national JNC determined pay rises and this Council will therefore pay these as and when determined in accordance with current contractual requirements.

5.5.2 The Pay Scale with effect from 1<sup>st</sup> April 2017 is attached at **Annex B**.

## 5.6 Payments on Termination

5.6.1 The Council's approach to statutory and discretionary payments on termination of employment of Chief Officers (and all other employees), prior to reaching normal retirement age, is set out within its Early Retirement & Redundancy Policy in accordance with Regulations 5 and 6 of the Local Government (Early Termination of Employment) (Discretionary Compensation) Regulations 2006. This is in respect of a redundancy payment being based on actual weekly earnings (Regulation 5) and when an enhanced redundancy payment of up to 45 weeks pay would be granted (Regulation 6). Regulations 12 and 13 of the Local Government Pension Scheme (Benefits, Membership and Contribution) Regulations 2007 do not apply as the Authority does not increase the total membership of active members (Regulation 12) or award additional pension (Regulation 13).

5.6.2 Any other payments falling outside the provisions or the relevant periods of contractual notice shall be subject to a formal decision made by the Chief Executive and Leader of the Council or relevant Elected Members, Committee or Panel of Elected Members with delegated authority to approve such payments.

5.6.3 The Authority will comply with the Welsh Government's guidance that full Council should be given the opportunity to vote before large severance packages beyond a particular threshold are approved for staff leaving the organisation. The guidance states *that "as with salaries on appointment, the Welsh Ministers consider £100,000 is the right level for that threshold to be set. Members must be made aware of any statutory or contractual entitlements due to the employee and the consequences of a non-approval by Council, in which failure to fulfill the statutory or contractual obligations may enable the employee to claim damages for breach of contract"*.

5.6.4. When calculating the value of a severance package, the following payments should include the following items:-

- a) salary paid in lieu
- b) lump sum redundancy/severance payment
- c) cost to the Authority of the strain on the pension fund arising from providing early access to an unreduced pension

## **6. TEACHERS' PAY POLICY**

6.1.1 The Teachers Pay Policy provides a framework for making decisions on Teachers' pay. It has been developed to comply with the requirements of the School Teachers' Pay and Conditions Document (STPCD) and has been the subject of consultation with ASCL, ATL, NAHT, NASUWT, NUT AND UCAC.

6.1.2 A Policy is provided to all schools each year within the Authority with a recommendation that the Governing Body adopt it. A copy of the Policy is available on request.

## **7. PUBLICATION**

7.1 Upon approval by the full Council, this statement will be published on the Council's Website. In addition, for posts where the full time equivalent salary is at least £60,000, as required under the Accounts and Audit (Wales) (Amendment) Regulations 2010, the Councils Annual Statement of Accounts will include a note setting out the total amount of:

- a) salary, fees or allowances paid to or receivable by the person in the current and previous year;
- b) any bonuses so paid or receivable by the person in the current and previous year;
- c) any sums payable by way of expenses allowance that are chargeable to UK income tax;
- d) any compensation for loss of employment and any other payments connected with termination;
- e) any benefits received that do not fall within the above

## **8. PAY RELATIVITIES WITHIN THE AUTHORITY**

8.1 The lowest paid persons employed under a Contract of Employment with the Council are employed on full time [37 hours] equivalent salaries in accordance with the minimum spinal column point currently in use within the Council's grading structure. As at 1<sup>st</sup> April 2017, this will be £15,689 per annum, i.e. Swansea's Living Wage rate. The Council employs Apprentices [and other such Trainees] who are not included within the definition of 'lowest paid employees' as they are not employed under Contracts of Employment.

8.2 The relationship between the rate of pay for the lowest paid and Chief Officers is determined by the processes used for determining pay and grading structures as set out earlier in this Policy Statement.

- 8.3 The statutory guidance under the Localism Act recommends the use of pay multiples as a means of measuring the relationship between pay rates across the workforce and that of senior managers, as included within the Hutton 'Review of Fair Pay in the Public Sector' (2010). The Hutton Report was asked by Government to explore the case for a fixed limit on dispersion of pay through a requirement that no public sector manager can earn more than 20 times the lowest paid person in the organisation. The report concluded that the relationship to median earnings was a more relevant measure and the Government's Code of Recommended Practice on Data Transparency recommends the publication of the ratio between highest paid salary and the median average salary of the whole of the Authority's workforce.
- 8.4 The current pay levels within the Council define the multiple between the lowest paid (full time equivalent) employee and the Chief Executive as 1.10 and between the lowest paid employee and average Chief Officer as 1:5.
- 8.5 The multiple between the median (average) full time equivalent earnings and the Chief Executive is 1:5 and between the median (average) full time equivalent earnings and average Chief Officer is 1:3.
- 8.6 As part of its overall and ongoing monitoring of alignment with external pay markets, both within and outside the sector, the Council will use available benchmark information as appropriate.

## **9 INDEPENDENT REMUNERATION PANEL**

- 9.1 This is in respect of the salary of the Head of Paid Service/Chief Executive and Chief Officers whereby Authorities will pay due regard to any recommendation received from the IRP when performing its functions under Section 38 or 30 of the Localism Act 2011.
- 9.2 To date, no referral has been made to the Independent Remuneration Panel.

## **10. ACCOUNTABILITY AND DECISION MAKING**

- 10.1 In accordance with the Constitution of the Council, the Cabinet is responsible for decision making in relation to the recruitment, pay, terms and conditions and severance arrangements in relation to employees of the Council.

## **11. RE-EMPLOYMENT**

- 11.1 No Chief Officer who was previously made redundant or granted early retirement from the Council will be later re-employed or re-engaged either as an employee (Contract of Service), as a Consultant (Contract for Service) or through an external contractor commissioned to work on behalf of the Council.
- 11.2 The Authority will inform Chief Officers on appointment who are in receipt of a pension under the LGPS from a previous employer that they must inform their Pension Fund Provider of their re-employment in Local Government. The appropriate abatement rules can then be applied.

## **12. REVIEWING THE POLICY**

- 1.21 This Policy outlines the current position in respect of pay and reward within the Council and it will be reviewed over the next year to ensure that it meets the principles of fairness, equality, accountability and value for money for citizens of Swansea. The Policy will be reviewed annually and reported to Council.



## ANNEX A

| GRADE | SCP  | CURRENT SALARY | HOURLY RATE | SALARY 01.04.2016 | HOURLY RATE | SALARY 01.04.2017 | HOURLY RATE |
|-------|--|----------------|-------------|-------------------|-------------|-------------------|-------------|
|       | 6  | £13,614        | £7.06       | £14,514           | £7.52       | £15,014           | £7.78       |
|       | 10   | £14,338        | £7.43       | £15,238           | £7.90       | £15,613           | £8.09       |
| 1     | LW   | £14,689        | £7.61       | £15,389           | £7.98       | £15,689           | £8.13       |
| 2     | 11   | £15,207        | £7.88       | £15,507           | £8.04       | £15,807           | £8.19       |
| 3     | 12   | £15,523        | £8.05       | £15,823           | £8.20       | £16,123           | £8.36       |
| 3     | 13   | £15,941        | £8.26       | £16,191           | £8.39       | £16,491           | £8.55       |
| 4     | 13   | £15,941        | £8.26       | £16,191           | £8.39       | £16,491           | £8.55       |
| 4     | 14   | £16,231        | £8.41       | £16,481           | £8.54       | £16,781           | £8.70       |
| 4     | 15   | £16,572        | £8.59       | £16,772           | £8.69       | £17,072           | £8.85       |
| 4     | 16   | £16,969        | £8.80       | £17,169           | £8.90       | £17,419           | £9.03       |
| 5     | 17   | £17,372        | £9.00       | £17,547           | £9.10       | £17,772           | £9.21       |
| 5     | 18   | £17,714        | £9.18       | £17,891           | £9.27       | £18,070           | £9.37       |
| 5     | 19   | £18,376        | £9.52       | £18,560           | £9.62       | £18,745           | £9.72       |
| 5     | 20   | £19,048        | £9.87       | £19,238           | £9.97       | £19,430           | £10.07      |
| 6     | 21   | £19,742        | £10.23      | £19,939           | £10.34      | £20,138           | £10.44      |
| 6     | 22   | £20,253        | £10.50      | £20,456           | £10.60      | £20,661           | £10.71      |
| 6     | 23   | £20,849        | £10.81      | £21,057           | £10.91      | £21,268           | £11.02      |
| 6     | 24   | £21,530        | £11.16      | £21,745           | £11.27      | £21,962           | £11.38      |
| 6     | 25   | £22,212        | £11.51      | £22,434           | £11.63      | £22,658           | £11.74      |
| 7     | 26   | £22,937        | £11.89      | £23,166           | £12.01      | £23,398           | £12.13      |
| 7     | 27   | £23,698        | £12.28      | £23,935           | £12.41      | £24,174           | £12.53      |
| 7     | 28   | £24,472        | £12.68      | £24,717           | £12.81      | £24,964           | £12.94      |
| 7     | 29   | £25,440        | £13.19      | £25,694           | £13.32      | £25,951           | £13.45      |
| 7     | 30   | £26,293        | £13.63      | £26,556           | £13.76      | £26,822           | £13.90      |
| 8     | 31   | £27,123        | £14.06      | £27,394           | £14.20      | £27,668           | £14.34      |
| 8     | 32   | £27,924        | £14.47      | £28,203           | £14.62      | £28,485           | £14.76      |
| 8     | 33   | £28,746        | £14.90      | £29,033           | £15.05      | £29,323           | £15.20      |
| 8     | 34   | £29,558        | £15.32      | £29,854           | £15.47      | £30,153           | £15.63      |
| 8     | 35   | £30,178        | £15.64      | £30,480           | £15.80      | £30,785           | £15.96      |
| 9     | 36   | £30,978        | £16.06      | £31,288           | £16.22      | £31,601           | £16.38      |
| 9     | 37   | £31,846        | £16.51      | £32,164           | £16.67      | £32,486           | £16.84      |
| 9     | 38   | £32,778        | £16.99      | £33,106           | £17.16      | £33,437           | £17.33      |
| 9     | 39   | £33,857        | £17.55      | £34,196           | £17.72      | £34,538           | £17.90      |
| 9     | 40   | £34,746        | £18.01      | £35,093           | £18.19      | £35,444           | £18.37      |
| 10    | 41   | £35,662        | £18.48      | £36,019           | £18.67      | £36,379           | £18.86      |
| 10    | 42   | £36,571        | £18.96      | £36,937           | £19.15      | £37,306           | £19.34      |
| 10    | 43   | £37,483        | £19.43      | £37,858           | £19.62      | £38,237           | £19.82      |
| 10    | 44   | £38,405        | £19.91      | £38,789           | £20.11      | £39,177           | £20.31      |
| 10    | 45   | £39,267        | £20.35      | £39,660           | £20.56      | £40,057           | £20.76      |
| 11    | 46   | £40,217        | £20.85      | £40,619           | £21.05      | £41,025           | £21.26      |
| 11    | 47   | £41,140        | £21.32      | £41,551           | £21.54      | £41,967           | £21.75      |
| 11    | 48   | £42,053        | £21.80      | £42,474           | £22.02      | £42,898           | £22.24      |
| 11    | 49   | £42,957        | £22.27      | £43,387           | £22.49      | £43,821           | £22.71      |
| 11    | 50   | £43,892        | £22.75      | £44,331           | £22.98      | £44,774           | £23.21      |
| 12    | 51   | £44,812        | £23.23      | £45,260           | £23.46      | £45,713           | £23.69      |
| 12    | 52   | £45,741        | £23.71      | £46,198           | £23.95      | £46,660           | £24.19      |
| 12    | 53   | £46,694        | £24.20      | £47,161           | £24.44      | £47,633           | £24.69      |
| 12    | 54   | £47,667        | £24.71      | £48,144           | £24.95      | £48,625           | £25.20      |
| 12    | 55   | £48,660        | £25.22      | £49,147           | £25.47      | £49,638           | £25.73      |
|       | These spinal column points are used to calculate overtime payments for staff who are on Grade 1 (Living Wage) or Grade 2, i.e. <ul style="list-style-type: none"> <li>➤ Grade 1 (Living Wage)                      premium payments to be paid on scp 6</li> <li>➤ Grade 2    premium payments to be paid on scp 10</li> </ul> |                |             |                   |             |                   |             |

## LEADERSHIP TEAM

PAY SCALES - 1<sup>ST</sup> APRIL 2017

| <b>CHIEF EXECUTIVE'S PAY SCALE</b>   |          |          |          |          |          |          |          |          |
|--|----------|----------|----------|----------|----------|----------|----------|----------|
| £142,814 fixed point   |          |          |          |          |          |          |          |          |
| <b>DIRECTORS' PAY SCALES<br/>£98,848 to £112,211</b>   |          |          |          |          |          |          |          |          |
| Point 1  | Point 2  | Point 3  | Point 4  | Point 5  | Point 6  | Point 7  |          |          |
| £98,848  | £101,449 | £102,010 | £104,560 | £107,111 | £109,661 | £112,211 |          |          |
| <b>CHIEF OFFICERS</b>  |          |          |          |          |          |          |          |          |
| Chief Social Services Officer & Chief Education Officer - £93,645 to £102,010<br>Chief Transformation Officer & Chief Operating Officer - £83,240 to £93,645 |          |          |          |          |          |          |          |          |
| Point 1  | Point 2  | Point 3  | Point 4  | Point 5  | Point 6  | Point 7  | Point 8  | Point 9  |
| £83,240  | £85,841  | £88,443  | £91,044  | £93,645  | £96,246  | £98,848  | £101,449 | £102,010 |
| <b>HEADS OF SERVICE<br/>BAND 1 - £67,633 to £83,240</b>  |          |          |          |          |          |          |          |          |
| Point 1  | Point 2  | Point 3  | Point 4  | Point 5  | Point 6  | Point 7  |          |          |
| £67,633  | £70,234  | £72,835  | £75,436  | £78,038  | £80,639  | £83,240  |          |          |
| <b>HEADS OF SERVICE<br/>BAND 2 - £57,228 to £72,835</b>  |          |          |          |          |          |          |          |          |
| Point 1  | Point 2  | Point 3  | Point 4  | Point 5  | Point 6  | Point 7  |          |          |
| £57,228  | £59,829  | £62,430  | £65,031  | £67,633  | £70,234  | £72,835  |          |          |
| <b>HEADS OF SERVICE<br/>BAND 3 - £52,025 to £62,430</b>  |          |          |          |          |          |          |          |          |
| Point 1  | Point 2  | Point 3  | Point 4  | Point 5  |          |          |          |          |
| £52,025  | £54,575  | £57,228  | £59,829  | £62,430  |          |          |          |          |

**NATIONAL PAY GRADES – SOULBURY****2016 TO 2017**

| <b>EDUCATIONAL PSYCHOLOGISTS - SCALE A</b> |  |  |
|--|--|--|
| <b>SPINE POINT</b>                         | <b>Pay – with effect from<br/>01.09.16</b> | <b>Pay – with effect from<br/>01.09.2017</b> |
| 1.   | £35,377                                    | £35,731                                      |
| 2.   | £37,173                                    | £37,545                                      |
| 3.   | £38,969                                    | £39,359                                      |
| 4.   | £40,764                                    | £41,171                                      |
| 5.   | £42,558                                    | £42,984                                      |
| 6.   | £44,353                                    | £44,797                                      |
| 7.   | £46,044                                    | £46,504                                      |
| 8.   | £47,734                                    | £48,211                                      |
| 9.   | £49,317*                                   | £49,810*                                     |
| 10.  | £50,902*                                   | £51,411*                                     |
| 11.  | £52,380*                                   | £52,903*                                     |

**Notes:**

1. Pay scales to consist of 6 consecutive points, based on the duties and responsibilities attaching to posts and the need to recruit, retain and motivate staff.
2. Extension to scale to accommodate structured professional assessment points.

| <b>SENIOR &amp; PRINCIPAL EDUCATIONAL PSYCHOLOGISTS - SCALE B</b> |  |  |
|---|--|--|
| <b>SPINE POINT</b>  | <b>Pay – with effect from<br/>01.09.16</b> | <b>Pay – with effect from<br/>01.09.2017</b> |
| 1.  | £44,353                                    | £44,797                                      |
| 2.  | £46,044                                    | £46,504                                      |
| 3.  | £47,734*                                   | £48,221*                                     |
| 4.  | £49,317                                    | £49,810                                      |
| 5.  | £50,902                                    | £51,411                                      |
| 6.  | £52,380                                    | £52,903                                      |
| 7.  | £52,987                                    | £53,516                                      |
| 8.  | £54,120                                    | £54,661                                      |
| 9.  | £55,243                                    | £55,795                                      |
| 10.   | £56,386                                    | £56,950                                      |
| 11.   | £57,506                                    | £58,081                                      |
| 12.   | £58,649                                    | £59,235                                      |
| 13.   | £59,811                                    | £60,409                                      |
| 14.   | £60,933**                                  | £61,543**                                    |
| 15.   | £62,110**                                  | £62,731**                                    |
| 16.   | £63,275**                                  | £63,908**                                    |
| 17.   | £64,448**                                  | £65,093**                                    |
| 18.   | £65,620**                                  | £66,276**                                    |

**Notes:**

1. Pay scales to consist of not more than four consecutive points, based on the duties and responsibilities attaching to posts and the need to recruit, retain and motivate staff.
2. \* Normal minimum point for the Principal Educational Psychologist undertaking the full range of duties at this level.
3. \*\* Extension to range to accommodate discretionary scale points and structured professional assessments
4. Principals are paid on a 4 point scale 8 - 14 (this includes 3 spa points)

| <b>TRAINEE EDUCATIONAL PSYCHOLOGISTS</b> |  |  |
|--|--|--|
| <b>SPINE POINT</b>                       | <b>Pay – with effect from<br/>01.09.16</b> | <b>Pay – with effect from<br/>01.09.2017</b> |
| 1  | £22,728                                    | £22,955                                      |
| 2  | £24,393                                    | £24,363                                      |
| 3  | £26,054                                    | £26,314                                      |
| 4  | £27,718                                    | £27,996                                      |
| 5  | £29,381                                    | £29,675                                      |
| 6  | £31,044                                    | £31,355                                      |

| <b>ASSISTANT EDUCATIONAL PSYCHOLOGISTS</b> |  |  |
|--|--|--|
| <b>SPINE POINT</b>                         | <b>Pay – with effect from<br/>01.09.2016</b> | <b>Pay – with effect from<br/>01.09.2017</b> |
| 1  | £27,939                                      | £28,218                                      |
| 2  | £29,080                                      | £29,371                                      |
| 3  | £30,221                                      | £30,523                                      |
| 4  | £31,355                                      | £31,669                                      |

| <b>YOUNG PEOPLE'S / COMMUNITY SERVICE MANAGERS</b> |  |  |
|--|--|--|
| <b>SPINE POINT</b>                                 | <b>Pay – with effect from<br/>01.09.2016</b> | <b>Pay – with effect from<br/>01.09.2017</b> |
| 1  | £34,983                                      | £35,333                                      |
| 2  | £36,128                                      | £36,489                                      |
| 3  | £37,272                                      | £37,645                                      |
| 4  | £38,440*                                     | £38,824*                                     |
| 5  | £39,626                                      | £40,023                                      |
| 6  | £40,784                                      | £41,192                                      |
| 7  | £41,969**                                    | £42,388**                                    |
| 8  | £43,314                                      | £43,747                                      |
| 9  | £44,056                                      | £44,497                                      |
| 10   | £45,202                                      | £45,654                                      |
| 11   | £46,342                                      | £46,805                                      |
| 12   | £47,483                                      | £47,958                                      |
| 13   | £48,616                                      | £49,103                                      |
| 14   | £49,762                                      | £50,259                                      |
| 15   | £50,908                                      | £51,417                                      |
| 16   | £52,057                                      | £52,578                                      |
| 17   | £53,213                                      | £53,745                                      |
| 18   | £54,360                                      | £54,904                                      |
| 19   | £55,502                                      | £56,057                                      |
| 20   | £56,668***                                   | £57,235***                                   |
| 21   | £57,857***                                   | £58,435***                                   |
| 22   | £59,072****                                  | £59,663****                                  |
| 23   | £60,312****                                  | £60,915****                                  |
| 24   | £61,579***                                   | £62,194***                                   |

**Notes:**

The minimum Youth and Community Service Officers' scale is 4 points. Other salary scales to consist of not more than four consecutive points based on duties and responsibilities attaching to posts and the need to recruit retain and motivate staff.

- \* normal minimum point for senior youth and community officers undertaking the full range of duties at this level
- \*\* normal minimum point for principal youth and community service officer undertaking the full range of duties at this level
- \*\*\* extension to range to accommodate discretionary scale points and structured professional assessments.

| <b>EDUCATIONAL IMPROVEMENT PROFESSIONALS (EIPs)</b> |  |  |
|---|--|--|
| <b>SPINE POINT</b>                                  | <b>Pay – with effect from 01.09.2016</b> | <b>Pay – with effect from 01.09.2017</b> |
| 1   | £33,730                                  | £34,067                                  |
| 2   | £34,938                                  | £35,287                                  |
| 3   | £36,078                                  | £36,439                                  |
| 4   | £37,234                                  | £37,606                                  |
| 5   | £38,383                                  | £38,767                                  |
| 6   | £39,533                                  | £39,928                                  |
| 7   | £40,741                                  | £41,148                                  |
| 8   | £41,902*                                 | £42,321*                                 |
| 9   | £43,256                                  | £43,689                                  |
| 10  | £44,436                                  | £44,908                                  |
| 11  | £45,655                                  | £46,112                                  |
| 12  | £46,809                                  | £47,277                                  |
| 13  | £48,116**                                | £48,597**                                |
| 14  | £49,280                                  | £49,773                                  |
| 15  | £50,567                                  | £51,073                                  |
| 16  | £51,731                                  | £52,248                                  |
| 17  | £52,897                                  | £53,426                                  |
| 18  | £54,042                                  | £54,582                                  |
| 19  | £55,223                                  | £55,775                                  |
| 20  | £55,833***                               | £56,391***                               |
| 21  | £57,005                                  | £57,575                                  |
| 22  | £58,027                                  | £58,607                                  |
| 23  | £59,152                                  | £59,744                                  |
| 24  | £60,160                                  | £60,762                                  |
| 25  | £61,239                                  | £61,851                                  |
| 26  | £62,291                                  | £62,914                                  |
| 27  | £63,367                                  | £64,001                                  |
| 28  | £64,457                                  | £65,102                                  |
| 29  | £65,551                                  | £66,207                                  |
| 30  | £66,643                                  | £67,309                                  |
| 31  | £67,725                                  | £68,402                                  |
| 32  | £68,824                                  | £69,512                                  |
| 33  | £69,924                                  | £70,623                                  |
| 34  | £71,050                                  | £71,761                                  |
| 35  | £72,173                                  | £72,895                                  |
| 36  | £73,329                                  | £74,062                                  |
| 37  | £74,465                                  | £75,210                                  |
| 38  | £75,615                                  | £76,371                                  |
| 39  | £76,748                                  | £77,515                                  |
| 40  | £77,880                                  | £78,659                                  |
| 41  | £79,019                                  | £79,809                                  |
| 42  | £80,156                                  | £80,958                                  |
| 43  | £81,293                                  | £82,106                                  |
| 44  | £82,435                                  | £83,259                                  |

|    |             |             |
|----|-------------|-------------|
| 45 | £83,574     | £84,410     |
| 46 | £84,715     | £85,562     |
| 47 | £85,860     | £86,719     |
| 48 | £86,995**** | £87,865**** |
| 49 | £88,135**** | £89,016**** |
| 50 | £89,275**** | £90,168**** |

**Notes:**

Salary scales to consist of not more than four consecutive points, based on the duties and responsibilities attaching to posts and the need to recruit and motivate staff.

\* normal minimum point for EIP undertaking the full range of duties at this level

\*\* normal minimum point for senior EIP undertaking the full range of duties at this level

\*\*\* normal minimum point for leading EIP undertaking the full range of duties at this level

\*\*\*\* extension to range to accommodate structured professional assessments.



# Agenda Item 10.

## Report of the Chief Executive

Council – 23 March 2017

### SENIOR MANAGEMENT STRUCTURE – RESOURCES DIRECTORATE

|                             |  |
|-----------------------------|--|
| <b>Purpose:</b>             | To propose a senior Management Structure following the retirement of the Corporate Director (Resources) at the end of May 2017.  |
| <b>Policy Framework:</b>    | None.  |
| <b>Reason for Decision:</b> | To allow consultation to proceed.  |
| <b>Consultation:</b>        | Legal, Finance and HR.   |
| <b>Recommendation(s):</b>   | <ol style="list-style-type: none"><li>1. Approve the structure, subject to the consultation below and as detailed in the report.</li><li>2. Authorise the Chief Executive to consult all affected staff.</li><li>3. Subject to 2 above identifying no significant changes, authorise the Chief Executive to implement the structure.</li></ol> |
| <b>Report Author:</b>       | Phil Roberts   |
| <b>Finance Officer:</b>     | Mike Hawes   |
| <b>Legal Officer:</b>       | Debbie Smith   |
| <b>H.R. Officer:</b>        | Deb Yeates   |

#### 1. Background.

- 1.1 The current Corporate Director (Resources), Mike Hawes, will retire on 31 May 2017.
- 1.2 On 7 April 2016, pending the departure of the then Director of Corporate Services, Council approved a structure which incorporated the role of the Chief Finance/Section 151 Officer with the Director Post to create the interim role of Corporate Director (Resources).
- 1.3 That report also set out proposals to revise significantly the Heads of Service Posts within the new Resources Directorate in line with proposals developed to implement the outcome of the Business Support Commissioning Review.

- 1.4 Issues that arose subsequent to the report being approved by Council involving the post of Head of Legal Services, not fully resolved until November 2016, meant that there was limited scope to implement new structures before that date. Subsequent to those issues being resolved, the Council proceeded to appoint to the substantive post of Chief Transformation Officer in August 2016.
- 1.5 Given the imminent retirement of the current Director, the opportunity has arisen to review the structure as originally approved. This requirement has been given added impetus by the failure to appoint to the combined post of Director/Section 151 Officer at the end of January 2017.

## **2. Key considerations.**

### **2.1 The current agenda**

#### **2.1.1 Over the next two years,**

- Budgets will continue to reduce dramatically in real terms; perhaps by 20% as austerity measures are reflected in future Revenue Support Grant settlements;
- There remains the need to create stability within the Resources Directorate.
- Proposals for Local Government reform through the potential for regionalised service delivery mechanisms and the governance implications makes it essential that the Council maintains a strong core governance function and is able to lead in the development of future service structures.
- The Council must ensure that resources are allocated in accordance with the established corporate priorities, namely;
  - Safeguarding
  - Pupil Attainment
  - Poverty
  - City Centre and Economy
  - Building Sustainable Communities
- The Council's major transformation programme, *Sustainable Swansea – Fit for the Future*, must continue to be driven in order to transform services and modernise the organisation;
- The process of commissioning reviews, including the new cross-cutting reviews, is key to this and resources must be in place to ensure that the process and implementation of reviews is carried out effectively.

## **2.2 Organisational Context.**

2.2.1 As stated earlier, structure is only one aspect of the organisation which contributes to fitness for purpose. However along with culture, values and others it is an important contributor to how we work and ultimately our performance.

2.2.2 The internal reasons for structural change are many but the key areas can be summarised;

- The need to deal with the imminent departure of the current Corporate Director (Resources), whilst maintaining the progress made in improving services and driving forward transformation;
- The need to make adequate and permanent arrangements to fulfil the statutory role of the Section 151 Officer is crucial. The financial environment is severe. The Council has set a challenging budget for 2017/18 and an ambitious Medium Term Financial Plan. This will need major focus and significant effort if it is to be managed effectively;
- To maintain corporate grip and governance and to maintain the excellent working relationships the Council has with regulatory bodies
- Cabinet has agreed a new model for business support and senior management arrangements will need to encompass this.
- To create the capacity for National and Regional Collaborative working and to raise the profile of the City and the Council in Wales, UK, Europe and beyond;

## **3. The Proposed Structure.**

### **3.1 Overall**

3.1.1 This report recognises the difficulty that the Council is likely to encounter in recruiting to a combined post of Corporate Director/Resources/Section 151 Officer.

3.1.2 However, it has to be recognised that it is essential that the Council appoints to the Statutory Section 151 Officer post prior to the current postholder retiring.

3.1.3 The structure proposed also recognises the significant governance issues that are likely to arise from a number of potential activities including proposals for the regionalisation of services, possibly through Joint Committees, and regionalisation work which will be necessitated by the proposed City Deal.

3.1.4 To this extent the proposed structure seeks to keep and develop the key governance roles of Section 151 Officer and Monitoring Officer of the Council at Head of Service level within the Council with both roles forming part of the Corporate Management Team of the Council.

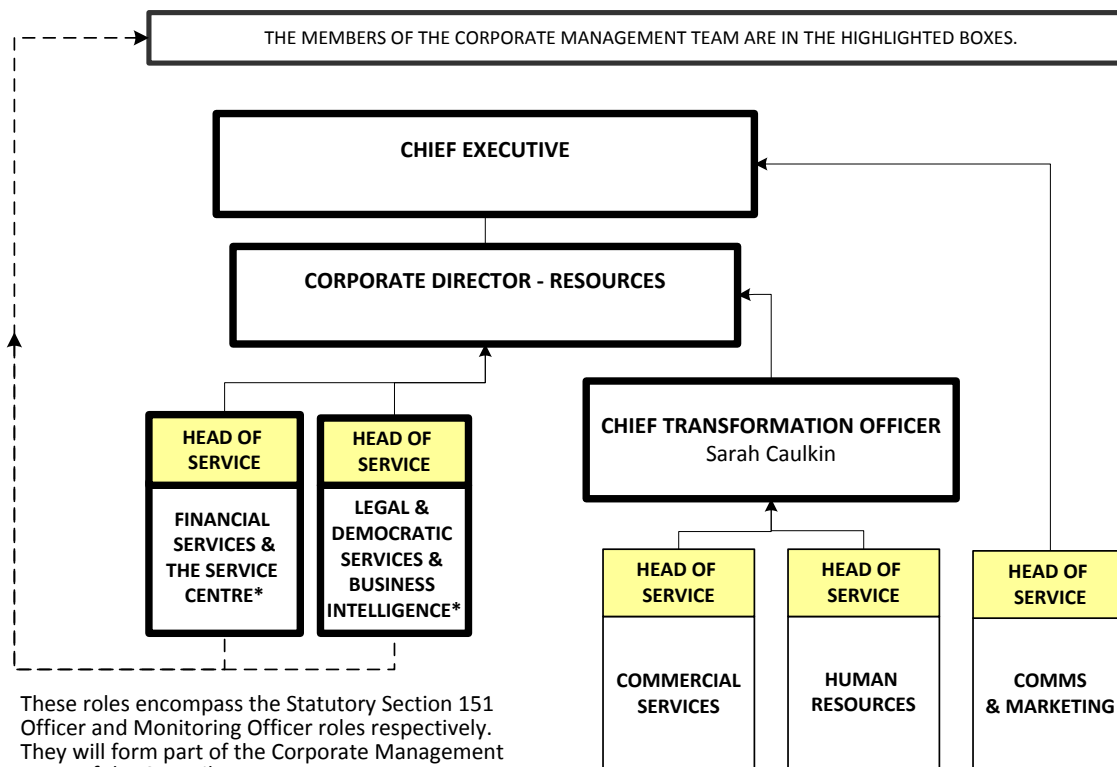
3.1.5 In line with Sustainable Swansea principles, it is intended to incorporate into those roles key elements of the Business Support commissioning review outcomes, particularly around development of The Service Centre and Business Intelligence layers of the new model.

### 3.2 Proposed Structure

3.2.1 This report recognises the clear need to move to a Senior Staffing structure at Head of Service Level within Resources Directorate that mirrors the operational requirements of the *Sustainable Swansea - Fit for the Future* Commissioning Review but also recognises the importance of the statutory roles of Section 151 Officer and Monitoring Officer within the Council.

3.2.2 As such, it is proposed that the Senior Officer structure in respect of the Resources Directorate is configured as follows:-

## RESOURCES DIRECTORATE SENIOR MANAGEMENT TEAM - PROPOSED STRUCTURE : MARCH 2017



\* These roles encompass the Statutory Section 151 Officer and Monitoring Officer roles respectively. They will form part of the Corporate Management Team of the Council. They will report to the Chief Executive for statutory purposes only.

3.2.3 The proposed structure allows for the Head of Communications and Marketing to report directly to the Chief Executive based on the need for that function to cover authority wide activities.

3.2.4 Details of the proposed service responsibilities for the Chief Transformation Officer and proposed Heads of Service are given at Appendix 1 to this report.

#### **4. Next Steps.**

- 4.1 Subject to approval by Council today it will be necessary to undertake a 30 day consultation with affected staff. Should the consultation result in proposals for substantive alterations to these proposals a further report will be brought to Council. If not the process of implementing the new structure will commence thereafter. The target implementation date is currently 1 May 2017.
- 4.2 Subject to Council approval it will be necessary to advertise and recruit to the post of Corporate Director (Resources).

#### **5. HR & Legal Implications.**

- 5.1 These proposals reduce the current senior management structure from 24 (April 2016) posts to 23.
- 5.2 In terms of the post of Corporate Director (Resources) it is proposed that the post is advertised and recruited to via external competition in line with the Council's Constitution.
- 5.3 It is proposed that the current Acting Head of Legal and Democratic Services is confirmed in the post of Head of Legal and Democratic Services and Business Intelligence on a permanent basis. This is on the basis that her performance whilst in the interim post was satisfactory. This post is the designated Monitoring Officer.
- 5.4 It is proposed that the current Chief Finance and Deputy Section 151 Officer is confirmed in the post of Head of Financial Services and Service Centre on a permanent basis. This is on the basis that he ultimately undertook the role of the Head of Financial Services and his performance during this period was satisfactory. This post is the Council's Section 151 Officer.
- 5.5 It should be noted that the Council's constitution clearly states that the requirement to publicly advertise a post for the appointment of a Chief Officer only applies where the remuneration proposed is £100,000 or more per annum. Furthermore, it should also be noted that Section 7 of the Local Government and Housing Act 1989, states that all appointments should be made on merit. These members of staff have both clearly demonstrated their ability in the posts.
- 5.6 All other posts are currently filled by existing employees albeit proposed roles and responsibilities will change. These employees will be confirmed in the posts and issued with revised Role Profiles.
- 5.7 Appendix 1 to this report details proposed service responsibilities for the Heads of Service impacted.
- 5.8 The Director Role Profile is at Appendix 2 and a generic Role Profile for the Heads of Service at Appendix 3. These will be updated following consultation.

- 5.9 Following the Council meeting, the proposals will be confirmed in writing to all Directors and Heads of Service and formal consultation will then commence. Although not legally required, good practice would suggest a consultation period of 30 days in which written responses can be sent to the Chief Executive.
- 5.10 At the end of the consultation period, the Chief Executive will formally inform all Heads of Service of the outcome of the consultation.
- 5.11 All proposed Head of Service posts will be evaluated and appointed on the appropriate grade for Heads of Service in line with the approved pay policy of the Council.
- 6. Financial Implications.**
- 6.1 These proposals can be accommodated within existing budget provision but will not result in the overall level of savings identified as potentially occurring in the report approved by Council on 7 April 2016.

**Background Papers:** None

**Appendices:**

Appendix 1 - Proposed Service responsibilities – Chief Transformation Officer and Heads of Service

Appendix 2 – Role Profile – Corporate Director of Resources

Appendix 3 – Role Profile - Generic Heads of Service for Resources Directorate

## APPENDIX 1

| <b>PROPOSED SERVICE RESPONSIBILITIES : CHIEF TRANSFORMATION OFFICER AND HEADS OF SERVICE</b> |                                    |  |
|--|------------------------------------|--|
| <b>SERVICE AREA</b>  | <b>REPORTING TO</b>                | <b>FUNCTIONS</b>   |
| Corporate Director<br>(Resources)  | Chief Executive                    | Strategic Delivery Unit,<br>Local Government reorganisation<br>Strategic Industrial Relations<br>Sustainable Swansea   |
| Chief Transformation<br>Officer  | Director                           | ICT<br>Unified Communications & Telephony<br>Digital<br>Sustainable Swansea<br>Change Management<br>Organisational Development and Training<br>Customer Services<br>Information Governance and SIRO  |
| Head of Legal and<br>Democratic Services &<br>Business Intelligence                          | Director                           | Legal Services<br>Coroners Service<br>Democratic Services<br>Cabinet/Council support which includes;<br><ul style="list-style-type: none"> <li>➤ Cabinet Office</li> <li>➤ Mayoral Support</li> <li>➤ Elections and Electoral Registration</li> </ul> Corporate Complaints<br>Equalities<br>Scrutiny   |
| Head of Communications &<br>Marketing  | Chief Executive                    | News Services<br>Marketing<br>Customer Engagement<br>Design Print<br>CMT support   |
| Head of Human Resources  | Chief<br>Transformation<br>Officer | Human Resources Operations<br>Pay and Grading<br>HR Policy & Strategy<br>Health & Safety and Well Being  |
| Head of Commercial<br>Services   | Chief<br>Transformation<br>Officer | Procurement<br>Commercial Team (new opportunities development /<br>development of commercial culture)<br>Commissioning Development and Support (lead on input<br>into the procurement design - from commercial<br>perspective - and commissioning reviews)<br>Corporate Commercial Strategy  |
| Head of Financial Services &<br>the Service Centre   | Director                           | Accountancy Services (Revenue and Capital)<br>Treasury Management/Pensions investment and<br>accounting<br>Internal Audit & Fraud investigation<br>Service Centre which includes;<br><ul style="list-style-type: none"> <li>➤ Payables, Receivables and Cashiers</li> <li>➤ Employee Services</li> <li>➤ Pensions Administration</li> </ul> Revenue and Benefits<br>Performance Management and Reporting |



|                     |
|---------------------|
| <b>ROLE PROFILE</b> |
|---------------------|

|                      |                                     |
|----------------------|-------------------------------------|
| <b>POST TITLE:</b>   | Corporate Director                  |
| <b>DIRECTORATE:</b>  | Resources                           |
| <b>FAMILY:</b>       | Corporate Management and Leadership |
| <b>REPORTING TO:</b> | Chief Executive                     |
| <b>SALARY</b>        | £98,848 to £112,211                 |
| <b>POST NO:</b>      | RE0001                              |
| <b>DATE:</b>         | March 2017                          |

| <b>PURPOSE</b>   |   |
|--|---|
| To provide strategic leadership for the Council and the organisation in the assigned Directorate; to lead and support thematic delivery of corporate strategies, plans, strategic programmes and projects for the Council. To influence regional and national public sector services agenda. |   |
| <b>KEY RESPONSIBILITIES</b>  |   |
| <b>RESPONSIBLE FOR:</b>  | Corporate Services which includes; <ul style="list-style-type: none"> <li>➤ Communications &amp; Marketing;</li> <li>➤ Financial Services &amp; Service Centre;</li> <li>➤ Legal &amp; Democratic Services and Business Intelligence;</li> <li>➤ Commercial Services;</li> <li>➤ Human Resources</li> </ul> |
| <b>THEMES:</b>   | Efficiency, Effectiveness, Performance, Delivery, Governance; Regionalisation; Financial strategy and performance   |
| <b>STRATEGIC PROGRAMMES &amp; PROJECTS:</b>  | <ul style="list-style-type: none"> <li>➤ Transformation Agenda</li> <li>➤ Sustainable Swansea – Fit for the Future</li> <li>➤ Capital Development, Investment &amp; Risk Management</li> <li>➤ Regeneration Agenda for the City</li> </ul>  |
| <b>STRATEGIC LEAD:</b>   | Financial Strategy, Workforce Planning, Information Management, Performance Management, Delivery, Customer Care, Organisational Development, Improvement Plan, Scrutiny; Governance   |



| ROLE ACCOUNTABILITY   | END RESULT   |
|---|--|
| <b>Leadership</b>   |  |
| To provide strategic leadership on Corporate Plans, Strategies and priorities and to lead internal portfolios, programmes and external partnerships and initiatives                     | <ul style="list-style-type: none"> <li>➤ Strategic leadership for the Council's portfolios, programmes and projects</li> <li>➤ The Council's view is effectively represented on national and regional fora and partnerships</li> <li>➤ Leadership on corporate change and transformation</li> </ul>  |
| <b>Corporate Management</b>   |  |
| To provide Directorate lead on corporate decision making fora to ensure sustainable delivery of the services within the assigned Directorate  | <ul style="list-style-type: none"> <li>➤ Participation in Executive Management decision making</li> <li>➤ Completed strategic corporate and business plans</li> <li>➤ Clear aims and objectives disseminated across all services</li> <li>➤ Local, regional and national plans considered in future corporate planning</li> </ul>  |
| <b>Policy</b>   |  |
| Develop and oversee the implementation of Corporate strategies and policies. Influence and contribute to regional and national strategies, policies and plans on behalf of the Council. | <ul style="list-style-type: none"> <li>➤ Statutory and legislative requirements effectively translated into Corporate and Service policies and strategies</li> <li>➤ Regional and national policy across the public sector influenced</li> <li>➤ Council policies developed and implemented</li> </ul>   |
| <b>Professional advice and guidance</b>   |  |
| Support and provide advice to the Chief Executive, Members and other internal and external stakeholders in area of expertise and context of business requirements                       | <ul style="list-style-type: none"> <li>➤ Chief Executive and Members supported</li> <li>➤ Chief Officers/Heads of Service/Senior Managers supported</li> <li>➤ Stakeholders supported</li> </ul>   |
| <b>Resources &amp; Financial Management</b>   |  |
| <p>Lead, set, monitor and control the budgets and resources for the Directorate</p> <p>Overall responsibility for Directorate budget and resourcing to meet Corporate objectives</p>    | <ul style="list-style-type: none"> <li>➤ Effective financial, asset and resource management of the Directorate</li> <li>➤ Resource planning is effective for the Directorate</li> <li>➤ Budget targets planned and met, variances identified and remedial action taken</li> <li>➤ All resources effectively employed/ deployed</li> <li>➤ Contracts outcomes achieved to plan</li> </ul> |

| ROLE ACCOUNTABILITY   | END RESULT  |
|---|---|
| <b>Compliance</b>   |   |
| <p>Ensure appropriate legislative and regulatory compliance mechanisms are in place for the Directorate</p>   | <ul style="list-style-type: none"> <li>➤ Statutory and regulatory compliance on behalf of the Council is met</li> <li>➤ Professional and regulatory standards monitored and met</li> <li>➤ Council risk is identified and mitigated</li> </ul>  |
| <b>Customer and Citizen Focus</b>   |   |
| <p>Provide an environment that supports the development of new ways of working and support innovation that focuses on the customer/citizen; ensure customer/citizen satisfaction</p>  | <ul style="list-style-type: none"> <li>➤ New models of delivery considered/ supported to achieve value for money and efficiencies</li> <li>➤ Customer/Citizen needs prioritised and met</li> </ul>  |
| <b>Performance Management</b>   |   |
| <p>Ensure Directorate KPIs and standards are set in place for each service and responsible officers have adequate resources to deliver performance outcomes</p>   | <ul style="list-style-type: none"> <li>➤ Performance targets met</li> <li>➤ Outcomes identified and met</li> <li>➤ Key risks mitigated and issues resolved</li> <li>➤ Corrective actions implemented</li> <li>➤ Statutory requirements and external standards satisfied</li> <li>➤ Improvements identified and planned</li> </ul> |
| <b>People Management</b>  |   |
| <p>Lead, manage, develop and motivate the services and teams within the Directorate, and support cross functional/cross agency teams.<br/>Support regular Directorate workforce planning activities to ensure the sustainability of the Directorate workforce.</p>  | <ul style="list-style-type: none"> <li>➤ Positive climate</li> <li>➤ Capable and knowledgeable staff</li> <li>➤ Directorate Workforce and Training Plans in place</li> <li>➤ Appraisal mechanisms maximised to ensure optimal performance</li> <li>➤ Council and HR policies/procedures met</li> </ul>                            |
| <b>NATURE OF CONTACTS</b>   |   |
| <ul style="list-style-type: none"> <li>➤ Represent the Council/Directorate/Service</li> <li>➤ Substantial knowledge and experience of navigating the political environment at regional and national level.</li> <li>➤ External organisations including government bodies, local and regional partnerships.</li> <li>➤ Lead consultation groups at all levels – providing advice, informing and influencing their approach and decisions.</li> <li>➤ Internal and External Customers – engage and interact with, provide expert response to complex/sensitive queries, give advice and inform and influence decisions.</li> <li>➤ External providers and suppliers – Outcomes reviewed and managed effectively, remedial action taken as required at the appropriate level.</li> <li>➤ Colleagues, management, Directors, Members and external organisations -supporting future corporate planning, reporting and presenting options to assist and inform decision making</li> </ul> |   |

### **WORKING ENVIRONMENT**

Mainly office based with travel to various locations for external meetings. May be required to travel to other sites, including outdoor sites.

### **PROCEDURAL CONTEXT**

The role's impact will be on Directorate issues, and may include compliance with legal and statutory frameworks, and will extend to influence on matters of corporate or national importance. Role will also include:

- Influencing the development of external policy frameworks, national and regional initiatives and programmes; taking the lead role in interpreting them in the Council context.
- Supporting the Council and the Chief Executive in delivering corporate strategies/plans and policies
- Leading the development of plans, policies and systems - integrating these plans into business planning for short, medium and longer term situations.
- Lead/support the implementation of Corporate Change Programmes and Projects.
- Deputise for the Chief Executive.

### **KEY FACTS AND FIGURES**

Manage a number of Services – additional services/functions may be integrated into the Directorate from time to time.

Responsible for Directorate budget and strategic planning and control – overall responsibility for budget monitoring and deployment of resources for the Directorate.

### **INDICATIVE QUALIFICATIONS**

- A relevant degree is desirable and/or Chartered membership of an appropriate professional body (CCAB) is mandatory.
- Post graduate level professional qualification
- Relevant Degree

### **WORK KNOWLEDGE**

- Proven track record in public sector organisations, with significant political acumen at the regional and national level.
- In depth technical, professional and legislative knowledge across specific areas of expertise – ability to present on specific areas at highest levels to influence policy and decision making
- In depth management experience, including extensive project / programme management/sponsoring experience.
- Thorough understanding of the Council, and the wider local, Regional, National and international context to develop and implement strategies, policies and standards.

### **EQUIPMENT AND ASSOCIATED SKILLS**

- Standard Office equipment.
- ICT literate in standard office software.
- Associated professional software applications where appropriate.



## COMPETENCIES

### A NOTE ON COMPETENCIES

Mandatory competencies have been designed to ensure that officers in the Executive Management and Leadership family are fully aware of their responsibilities in these areas.

### COMPULSORY REQUIREMENTS FOR HEALTH AND SAFETY COMPLIANCE

All Directors have statutory duties under Health and Safety Legislation and responsibilities placed on them in the Authority's Corporate Health and Safety Policy.

1. The Director shall, while at work, take reasonable care for the health, safety and wellbeing of themselves and of other persons who may be affected by their acts or omissions
2. The Director shall comply with the provisions of the Health and Safety at Work etc Act 1974, and regulations made under that Act relevant to their work activities
3. The Director shall fulfil their responsibilities for health and safety as detailed in the City and County of Corporate Health and Safety Policy and its arrangements and additionally be responsible collectively for delivering the responsibilities of CMT.
4. The Director shall take action to ensure that all persons delivering work under their direction comply with the provisions of the Health and Safety at Work etc Act 1974, and regulations made under that Act, and that employees fulfil their responsibilities for health and safety as detailed in the City and County of Swansea Health and Safety Policy.

### COMPULSORY REQUIREMENTS FOR EQUALITY AND DIVERSITY (EQUALITY ACT 2010)

The City and County of Swansea, as a public body, has legal obligations under the Equality Act 2010 and Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 that includes the Public Sector Equality Duty.

#### Managers must:

1. have knowledge and understanding of the legislation and public sector duties so that both are considered in their work to ensure legislative compliance.
2. ensure that all corporate work (including priorities, strategies and plans) fully complies with the requirements of all equality legislation

### COMPULSORY REQUIREMENTS FOR THE WELSH LANGUAGE ACT

The authority has obligations to meet the requirements of the Welsh Language Act 1993 and the Welsh Language (Wales) Measure 2011. This is achieved through implementing policies and standards regarding the Welsh Language, as outlined in the authority's Welsh Language Standards Compliance Plan (or as amended from time to time).

#### Managers must:

1. understand their obligations within the remit of their own role in order to implement the Plan and ensure compliance with legislation
2. ensure that all corporate strategies and plans fully comply with the requirements of Welsh language legislation and standards as implemented via the authority's Compliance Plan

## **COMPULSORY REQUIREMENTS FOR INTRODUCING CHANGE AND NEW WAYS OF WORKING**

The Council is experiencing an unprecedented period of change and budget pressures that are having a profound impact on the organisation. Change has become the norm rather than the exception, and is now embedded into 'business as usual'. In order to support this, the following competencies have been defined in order to assist employees and managers with understanding their role and responsibilities within this context:

### **Managers must:**

1. demonstrate commitment to the Council's new ways of working, providing a positive, engaging and supportive environment that initiates and enables innovative and sustainable working practices that deliver high quality services for our citizens
2. embrace change through actively and flexibly participating in and adapting to new ways of working with our workforce and citizens, as agreed through formal consultation with Trades Unions and HR Policies and procedures

## **SAFEGUARDING**

All Directors, Chief Officers and Heads of Service – through their Management Teams – are jointly responsible for ensuring that all the statutory requirements in terms of safeguarding and promoting the welfare of children and adults receive due consideration. This includes the quality, content and frequency of training provided and maintaining sufficient staff training records.



## ROLE PROFILE SPECIFIC BEHAVIOURS

### A NOTE ON BEHAVIOURAL COMPETENCIES

The Corporate Management and Leadership family role profiles have been designed to reflect the new Corporate Senior Management Structure for 2013. This is a generic competency framework designed to introduce the concept of behavioural competencies in a flexible format in the first instance. An example of the flexibility of the behaviours may be that some Corporate Services HOS will have more strategic involvement than others, depending on the remit of their role; whereas other Heads of Services will have more affinity with community and citizen engagement behaviours. The competency framework will be piloted for 12 months and then reviewed.

### BEHAVIOUR 1

#### Job Knowledge and Professionalism

|                |   |
|----------------|---|
| <b>Purpose</b> | Directors have a clear understanding of their roles and responsibilities, and carry them out professionally and ethically on behalf of the Council  |
| 1              | Believes in the ethos of public service; leads and inspires others by setting an example of highest standards, striving for best practice; and represents the Council professionally and ethically locally, regionally and nationally |
| 2              | Effectively leads and exemplifies the Council's corporate culture and values; creates a positive environment where innovation and achievement can thrive  |
| 3              | Provides impartial professional advice and guidance to the Council in areas of strategy, policy and delivery of Council services  |
| 4              | Effectively supports the development and implementation of Council strategies and programmes  |
| 5              | Effectively deals with difficult/controversial issues directly with others, providing leadership to find a way forward  |

### BEHAVIOUR 2

#### Planning and Organising

|                |   |
|----------------|---|
| <b>Purpose</b> | Directors are able to effectively plan and organise own/service and directorate team productivity to make effective decisions on behalf of the Service/Directorate/Council. |
| 1              | Ensures strategies, plans and procedures are put into place and managed appropriately within the internal (Council's) and external (regional/ national/ European) context   |
| 2              | Accepts responsibility and is accountable for own decision making and judgement   |
| 3              | Understands the political climate and future horizon, and responds appropriately on behalf of Service/Council   |
| 4              | Promotes and aligns decisions to Council priorities within the Council's Corporate Risk Framework, providing consistent guidance to others to assist decision making        |
| 5              | Creates and effectively communicates organisational goals for implementing vision,  |

| <b>BEHAVIOUR 3<br/>Decision Making</b>                |   |
|---|---|
| <b>Purpose</b>  | Directors demonstrate skill in reading situations, and makes accurate decisions in the interests of the Service/Directorate/Council.              |
| 1   | Takes responsibility for own and team/s decisions and effectively manages risk  |
| 2   | Proactively steps up to responsibility for team/service when required, even in the face of opposition   |
| 3   | Demonstrates willingness to take calculated risks and ability to make difficult decisions without all of the available information                |
| 4   | Actively seeks creative solutions to difficult problems even when under pressure, and ensures solutions are implemented effectively               |
| 5   | Objectively evaluates and aligns decision making with corporate / service objectives  |
| <b>BEHAVIOUR 4<br/>Building Working Relationships</b> |   |
| <b>Purpose</b>  | Directors work collaboratively and successfully with others, demonstrating an understanding of the internal and external political context.       |
| 1   | Advocates, lobbies and influences key external players in the political context ethically and professionally on behalf of the Service/Council     |
| 2   | Utilises consultation ethically and professionally and shares information appropriately to break down barriers between people and groups          |
| 3   | Is diplomatic and sensitive to the political context, and works collaboratively in ways that are compatible with political goals                  |
| 4   | Actively initiates and supports cross-sectoral innovation, collaboration and partnership working as 'business as usual'                           |
| 5   | Develops effective, ethical, political relationships to achieve Council priorities  |
| <b>BEHAVIOUR 5<br/>Communicating and Influencing</b>  |   |
| <b>Purpose</b>  | To ensure Directors communicate effectively and use their influence ethically and professionally in the interests of the Council and its citizens |
| 1   | Communicates clearly and openly, conveying clear and concise messages and adapting content and style to help others to understand what is meant   |
| 2   | Establishes an atmosphere of open communication and transparency across the service/directorate/ organisation                                     |
| 3   | Promotes equality and diversity through appropriate communication procedures across the service/directorate/organisation                          |
| 4   | Promotes the Council's strategies, plans, initiatives and programmes effectively through appropriate media and marketing channels                 |
| 5   | Influences and negotiates ethically and effectively at all levels, internally and externally, on behalf of the Council's aims and objectives.     |

| <b>BEHAVIOUR 6</b><br><b>Customer and Citizen Focus</b>         |   |
|---|---|
| <b>Purpose</b>  | Directors demonstrate enthusiasm and willingness to serve the community in their role, in behalf of the Council   |
| 1   | Demonstrates ability to meaningfully consult and engage with stakeholders to identify and implement service improvement, and strives to meet expectations               |
| 2   | Proactively champions the needs of customers through creating a culture of high quality customer service delivery   |
| 3   | Objectively evaluates the needs of different groups, translating into appropriate action  |
| 4   | Demonstrates ability to initiate and implement new and innovative services for customers  |
| 5   | Ensures that Council services are delivered effectively to meet current and future client/customer needs.   |
| <b>BEHAVIOUR 7</b><br><b>Delivering the Service</b>             |   |
| <b>Purpose</b>  | Directors understand the Council's team work ethic and are committed to the service delivery and performance outcomes   |
| 1   | Initiates and supports cross-sector and/or portfolio working; seeks establish and maintain effective partnerships and collaborative working                             |
| 2   | Demonstrates accountability for and supports innovation and improvement initiatives to ensure current service and future sustainability.                                |
| 3   | Effectively identifies and measures performance requirements for the Directorate/Service, ensuring effective delivery of outcomes.                                      |
| 4   | Creates a positive team environment by encouraging achievement and commitment to the delivery of quality outcomes for service users                                     |
| 5   | Ensures effective performance measures and mechanisms are adhered to across the Directorate/Service to achieve the efficiency agenda                                    |
| <b>BEHAVIOUR 8</b><br><b>Information, Finance and Resources</b> |   |
| <b>Purpose</b>  | Directors understand the governance rules and regulations of the Council for effective management of the resources and assets of the Council.                           |
| 1   | Understands the strategic framework to develop financial plans and efficiency agenda for the Service/Directorate/Council  |
| 2   | Objectively and fairly provides appropriate support and development opportunities to improve knowledge and understanding of financial and resource management processes |
| 3   | Utilises effective and ethical negotiations and influencing to agree the allocation of financial resources internally and externally                                    |
| 4   | Effectively evaluates the financial performance of the Directorate/Service, projects and programmes   |
| 5   | Provides objective professional and expert advice to improve knowledge and understanding of the Council's financial, asset and resource management processes            |



| <b>BEHAVIOUR 9</b><br><b>Programme and Project Management</b> |   |
|---|---|
| <b>Purpose</b>  | Directors are able to co-ordinate, manage and deliver projects and programmes, support and manage change, to meet Council aims and objectives   |
| 1   | Utilises resources to ensure programme/ project delivery, providing opportunities for Service/Directorate/Council to develop appropriate knowledge and skills to ensure effective and sustainable delivery. |
| 2   | Consistently applies Council's Project/Programme management methodology, monitoring control, and programme/project assurance and reporting mechanisms and procedures effectively.                           |
| 3   | Works collaboratively at strategic level to identify programmes/projects and associated risks, aligning outcomes to Corporate Priorities, ensuring programme and project governance as required.            |
| 4   | Provides effective leadership to ensure that all project/programme outcomes are achieved (on time and within budget)  |
| 5   | Demonstrates commitment to achieving agreed project/ programme outcomes through effective management and mitigation of project, programme and Corporate risk  |
| <b>BEHAVIOUR 10</b><br><b>People and Performance</b>          |   |
| <b>Purpose</b>  | Directors understand the requirements to ensure that the right people are in the right place at the right time to deliver Council services and Corporate priorities   |
| 1   | Accepts responsibility for all aspects of the Service/Directorate's development and performance through implementation of effective HR and workforce development mechanisms                                 |
| 2   | Actively engages and collaborates across agency boundaries internally and externally to develop an effective and sustainable public sector workforce  |
| 3   | Actively engages with local/regional and national political agenda for promoting performance excellence (representing the Council at national/international level)  |
| 4   | Effectively leads on workforce planning, workforce development, succession planning and service/business planning activities for the Service/Directorate/Council  |
| 5   | Works proactively to achieve service efficiencies and improvements through effective allocation, deployment and development of assets/resources   |



|                     |
|---------------------|
| <b>ROLE PROFILE</b> |
|---------------------|

|                                  |                                   |
|----------------------------------|-----------------------------------|
| <b>POST TITLE:</b>               | Head of Service                   |
| <b>DIRECTORATE:</b>              | Resources                         |
| <b>FAMILY:</b>                   | Corporate Management & Leadership |
| <b>REPORTING TO:</b>             | See Appendix 1 of the report      |
| <b>SALARY BAND &amp; SALARY:</b> | To be determined                  |
| <b>POST NO:</b>                  | RE                                |
| <b>DATE:</b>                     | March 2017                        |

|  |
|--|
| <b>PURPOSE</b>   |
| To determine the strategic planning and operational delivery of a full Service / Business Unit within the Resources Directorate. |
| <b>KEY RESPONSIBILITIES</b>  |
| See Appendix 1 of the report   |

| ROLE ACCOUNTABILITY   | END RESULT  |
|---|---|
| <b>Corporate Management</b>   |   |
| Overall responsibility for the management and control of Service projects / cases, policies and initiatives to meet Corporate and business plan objectives                            | <ul style="list-style-type: none"> <li>• Service teams' objectives disseminated/ interpreted to meet Corporate Priorities</li> <li>• Business plan objectives set and outcomes met</li> <li>• Professional and regulatory standards met</li> </ul>  |
| <b>Policy</b>   |   |
| Assist the Director with the development and implementation of strategies, policies, procedures and standards for the Service and set and/or contribute to wider strategies and plans | <ul style="list-style-type: none"> <li>• Service policies and strategies set</li> <li>• Policy implementation is monitored and reviewed</li> <li>• Regional and national agenda integral to policy development and implementation</li> </ul>  |
| <b>Planning</b>   |   |
| Support corporate planning and lead on strategic service/business planning.   | <ul style="list-style-type: none"> <li>• Strategic corporate planning mechanisms supported</li> <li>• Service business plans implemented and monitored and reviewed to timescales</li> <li>• Clear service aims and objectives disseminated across all teams</li> <li>• Local, regional and national plans considered/integrated in business plan</li> </ul>  |
| <b>Professional Guidance and Support</b>  |   |
| Support and provide advice to senior officers and politicians, team members and direct reports, and other internal and external stakeholders in area of expertise/business context    | <ul style="list-style-type: none"> <li>• Members, Chief Executive, Directors, Chief Officers are supported</li> <li>• Managers and teams supported</li> <li>• Stakeholders supported</li> </ul>   |
| <b>Resources &amp; Financial Management</b>   |   |
| Overall responsibility for service budget and for resourcing the delivery of service in order to meet service/corporate objectives  | <ul style="list-style-type: none"> <li>• Corporate Financial Probity is maintained (<i>S151 Officer</i>)</li> <li>• Effective financial management and probity is maintained for the service</li> <li>• Budget targets planned and met</li> <li>• All resources effectively employed/ deployed for service efficiency</li> <li>• Contracts planned, established and monitored – remedial actions taken</li> </ul> |
| <b>Compliance</b>   |   |
| Identify professional and regulatory requirements and best practice for the service and lead the development and the implementation of appropriate compliance standards               | <ul style="list-style-type: none"> <li>• Professional and regulatory standards monitored and met</li> <li>• Best practice trends identified and implemented where appropriate</li> <li>• Implications/risks assessed and advice given</li> <li>• Proposals and plans in place to protect the Council position</li> </ul>  |

| ROLE ACCOUNTABILITY  | END RESULT  |
|--|---|
| <b>Customer Focus</b>  |   |
| <p>Support teams to deliver service improvement and innovation to maximise customer satisfaction and optimise service delivery</p>   | <ul style="list-style-type: none"> <li>• New models of delivery considered and implemented to achieve value for money and efficiencies</li> <li>• Customer needs prioritised and met</li> <li>• Customer complaints dealt with fairly and effectively</li> </ul>  |
| <b>Performance management</b>  |   |
| <p>Responsibility for taking action to support delivery of outcomes and monitoring KPIs internally and externally at a senior level. Set and deliver performance targets and standards for own service</p>   | <ul style="list-style-type: none"> <li>• Service reporting mechanisms in place</li> <li>• Key risks and issues identified and mitigated</li> <li>• Corrective actions implemented</li> <li>• Service and own performance targets met</li> <li>• Statutory requirements and external standards satisfied</li> <li>• Improvements identified and planned</li> </ul> |
| <b>Representation</b>  |   |
| <p>Put Council case from a service / corporate view and inform and influence outcomes both internally and externally</p>   | <ul style="list-style-type: none"> <li>• Council view effectively represented at all levels</li> <li>• Council case understood and promoted effectively locally, regionally and nationally</li> <li>• Beneficial outcomes negotiated appropriately</li> </ul>   |
| <b>People Management</b>   |   |
| <p>Lead, manage, develop and motivate the service, teams (internal and external). Undertake regular workforce/succession planning activities to ensure the sustainability of the service</p>   | <ul style="list-style-type: none"> <li>• Positive climate</li> <li>• Capable and knowledgeable staff</li> <li>• Achievement of service/work objectives</li> <li>• Service Workforce and Training Plans in place</li> <li>• Council and HR policies and procedures met</li> </ul>  |
| <b>NATURE OF CONTACTS</b>  |   |
| <ul style="list-style-type: none"> <li>• Represent the Service / Directorate / Council internally and externally.</li> <li>• Substantial knowledge and experience of navigating the political environment.</li> <li>• External organisations including government bodies, local and regional partnerships.</li> <li>• Lead consultation groups at all levels – providing advice, informing and influencing their approach and decisions.</li> <li>• Internal and External Customers – engage and interact with, provide expert response to complex/sensitive queries, give advice and inform and influence decisions.</li> <li>• External providers and suppliers – Outcomes reviewed and managed effectively, remedial action taken as required at the appropriate level.</li> <li>• Support colleagues, managers, Directors, Members and external organisations within own specialist remit.</li> <li>• Consult and communicate with wide range of groups and senior individuals internally and externally to explain situations, give advice, inform and influence their approach and decisions</li> <li>• Colleagues, management, Directors, Members and external organisations, including government bodies – support future corporate planning, deliver reports, present options and inform and influence decision making .</li> </ul> |   |

## WORKING ENVIRONMENT

Mainly office based with travel to various locations for external meetings. May be required to travel to other sites, including outdoor sites.

## PROCEDURAL CONTEXT

- Lead the development of plans, policies and systems within the context of regulatory and legislative frameworks and integrating these plans into business planning for short, medium and longer term situations.
- Influence the development of external policy frameworks and developments; take the lead role in interpreting them in the Council context.
- The output of the role's impact will be on service issues and will also often extend to influence on matters of corporate or national importance.
- Undertake critical analysis, provides expert point of view and advice, negotiates results and influences decisions in Council and external forums.
- Lead in the planning process for business planning, budgets, resources and development of policies and procedures in short, Mid and longer term planning situations.
- Lead/support the implementation of Corporate Change Projects.
- Provide expert point of view and advice, negotiates results and influences decisions at appropriate level.

## WORK KNOWLEDGE

- In depth technical, professional and legislative knowledge across specific areas within the service.
- Thorough understanding of the Council in a local, Regional and National context to develop and implement policies and standards.
- Ability to provide expert specialist advice and inform and influence outcomes across the service/Directorate.
- Proven track record in public sector organisations, with ability to demonstrate political acumen internally and externally.
- In depth technical, professional and legislative knowledge across specific areas within the Service/statutory regulatory function.
- In depth management experience, including extensive project / programme management applicable to the Service/organisation.

## EQUIPMENT AND ASSOCIATED SKILLS

- Standard Office equipment.
- ICT literate in standard office software.
- Associated professional software applications where appropriate.

## INDICATIVE QUALIFICATIONS

Substantial relevant experience of the public sector/local government political environment and/or

- Relevant Degree
- Post graduate level professional qualification
- Chartered membership of appropriate professional body will be required in some areas of expertise.
- Fully qualified Accountant to meet the requirements of Section 151 Officer and substantial relevant experience of the public sector/Local Government political environment. *This applies to the Head of Financial Services & Service Centre only*

## KEY FACTS AND FIGURES

- Manage diverse functions in one full service area – additional functions may be integrated into the service from time to time.
- Responsible for service budget and service planning and control – budget monitoring and deployment of resources.
- Monitor and control service/corporate budgets.



## COMPETENCIES

### A NOTE ON COMPETENCIES

Mandatory competencies have been designed to ensure that officers in the Corporate Management and Leadership family are fully aware of their responsibilities in these areas.

### COMPULSORY REQUIREMENTS FOR HEALTH AND SAFETY COMPLIANCE

All Heads of Service have statutory duties under Health and Safety Legislation and responsibilities placed on them in the Authority's Corporate Health and Safety Policy. The level of responsibility and accountability is described in the following statements:

1. The Head of Service shall, while at work, take reasonable care for the health, safety and wellbeing of themselves and of other persons who may be affected by their acts or omissions
2. The Head of Service shall comply with the provisions of the Health and Safety at Work etc Act 1974, and regulations made under that Act relevant to their work activities
3. The Head of Service shall fulfil their responsibilities for health and safety as detailed in the City and County of Corporate Health and Safety Policy and its arrangements
4. The Head of Service shall take action to ensure that all persons delivering work under their direction comply with the provisions of the Health and Safety at Work etc Act 1974, and regulations made under that Act, and that employees fulfil their responsibilities for health and safety as detailed in the City and County of Swansea Health and Safety Policy

### COMPULSORY REQUIREMENTS FOR EQUALITY AND DIVERSITY (EQUALITY ACT 2010)

The City and County of Swansea, as a public body, has legal obligations under the Equality Act 2010 and Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 that includes the Public Sector Equality Duty.

#### Managers must:

1. have knowledge and understanding of the legislation and public sector duties so that both are considered in their work to ensure legislative compliance
2. ensure that their statutory function/service complies with the requirements of all equality legislation.

### COMPULSORY REQUIREMENTS FOR THE WELSH LANGUAGE ACT

The Authority has obligations to meet the requirements of the Welsh Language Act 1993 and the Welsh Language (Wales) Measure 2011.

This is achieved through implementing policies and standards regarding the Welsh Language, as outlined in the authority's Welsh Language Standards Compliance Plan (or as amended from time to time).

#### Managers must:

1. understand their obligations within the remit of their own role in order to implement the Plan and ensure compliance with legislation
2. ensure that their statutory function/Service complies with the requirements of Welsh language legislation and standards as implemented via the authority's Compliance Plan

## COMPULSORY REQUIREMENTS FOR INTRODUCING CHANGE AND NEW WAYS OF WORKING

The Council is experiencing an unprecedented period of change and budget pressures that are having a profound impact on the organisation. Change has become the norm rather than the exception, and is now embedded into 'business as usual'. In order to support this, the following competencies have been defined in order to assist employees and managers with understanding their role and responsibilities within this context:

### **Managers must:**

3. demonstrate commitment to the Council's new ways of working, providing a positive, engaging and supportive environment that initiates and enables innovative and sustainable working practices that deliver high quality services for our citizens
4. embrace change through actively and flexibly participating in and adapting to new ways of working with our workforce and citizens, as agreed through formal consultation with Trades Unions and HR Policies and procedures

## SAFEGUARDING

All Directors, Chief Officers and Heads of Service – through their Management Teams – are jointly responsible for ensuring that all the statutory requirements in terms of safeguarding and promoting the welfare of children and adults receive due consideration. This includes the quality, content and frequency of training provided and maintaining sufficient staff training records.



## ROLE PROFILE SPECIFIC BEHAVIOURS

### A note on Behavioural Competencies

The Corporate Management and Leadership family role profiles have been designed to reflect the new Corporate Senior Management Structure for 2013. This is a generic competency framework designed to introduce the concept of behavioural competencies in a flexible format in the first instance. An example of the flexibility of the behaviours may be that some Corporate Services HOS will have more strategic involvement than others, depending on the remit of their role; whereas other Heads of Services will have more affinity with community and citizen engagement behaviours. The competency framework will be piloted for 12 months and then reviewed.

### BEHAVIOUR 1

#### Job Knowledge and Professionalism

| Purpose | Heads of Service have a clear understanding of their roles and responsibilities, and carry them out professionally and ethically on behalf of the Council   |
|---------|---|
| 1       | Believes in the ethos of public service; leads and inspires others by setting an example of highest standards, striving for best practice; and represents the Council professionally and ethically locally, regionally and nationally |
| 2       | Effectively leads and exemplifies the Council's corporate culture and values; creates a positive environment where innovation and achievement can thrive  |
| 3       | Provides impartial professional advice and guidance to the Council in areas of strategy, policy and delivery of Council services  |
| 4       | Effectively supports the development and implementation of Council strategies and programmes  |
| 5       | Effectively deals with difficult/controversial issues directly with others, providing leadership to find a way forward  |

### BEHAVIOUR 2

#### Planning and Organising

| Purpose | Heads of Service are able to effectively plan and organise own/service and directorate team productivity to make effective decisions on behalf of the Service/Directorate/Council. |
|---------|--|
| 1       | Ensures strategies, plans and procedures are put into place and managed appropriately within the internal (Council's) and external (regional/ national/ European) context          |
| 2       | Accepts responsibility and is accountable for own decision making and judgement  |
| 3       | Understands the political climate and future horizon, and responds appropriately on behalf of Service/Council  |
| 4       | Promotes and aligns decisions to Council priorities within the Council's Corporate Risk Framework, providing consistent guidance to others to assist decision making               |
| 5       | Creates and effectively communicates organisational goals for implementing vision,   |



| <b>BEHAVIOUR 3</b>                    |  |
|---------------------------------------|--|
| <b>Decision Making</b>                |  |
| <b>Purpose</b>                        | Heads of Service demonstrate skill in reading situations, and makes accurate decisions in the interests of the Service/Directorate/Council.              |
| 1                                     | Takes responsibility for own and team/s decisions and effectively manages risk   |
| 2                                     | Proactively steps up to responsibility for team/service when required, even in the face of opposition  |
| 3                                     | Demonstrates willingness to take calculated risks and ability to make difficult decisions without all of the available information                       |
| 4                                     | Actively seeks creative solutions to difficult problems even when under pressure, and ensures solutions are implemented effectively                      |
| 5                                     | Objectively evaluates and aligns decision making with corporate / service objectives   |
| <b>BEHAVIOUR 4</b>                    |  |
| <b>Building Working Relationships</b> |  |
| <b>Purpose</b>                        | Heads of Service work collaboratively and successfully with others, demonstrating an understanding of the internal and external political context.       |
| 1                                     | Advocates, lobbies and influences key external players in the political context ethically and professionally on behalf of the Service/Council            |
| 2                                     | Utilises consultation ethically and professionally and shares information appropriately to break down barriers between people and groups                 |
| 3                                     | Is diplomatic and sensitive to the political context, and works collaboratively in ways that are compatible with political goals                         |
| 4                                     | Actively initiates and supports cross-sectoral innovation, collaboration and partnership working as 'business as usual'                                  |
| 5                                     | Develops effective, ethical, political relationships to achieve Council priorities   |
| <b>BEHAVIOUR 5</b>                    |  |
| <b>Communicating and Influencing</b>  |  |
| <b>Purpose</b>                        | To ensure Heads of Service communicate effectively and use their influence ethically and professionally in the interests of the Council and its citizens |
| 1                                     | Communicates clearly and openly, conveying clear and concise messages and adapting content and style to help others to understand what is meant          |
| 2                                     | Establishes an atmosphere of open communication and transparency across the service/directorate/ organisation  |
| 3                                     | Promotes equality and diversity through appropriate communication procedures across the service/directorate/organisation                                 |
| 4                                     | Promotes the Council's strategies, plans, initiatives and programmes effectively through appropriate media and marketing channels                        |
| 5                                     | Influences and negotiates ethically and effectively at all levels, internally and externally, on behalf of the Council's aims and objectives.            |

| <b>BEHAVIOUR 6</b>                        |   |
|---|---|
| <b>Customer and Citizen Focus</b>         |   |
| <b>Purpose</b>                            | Heads of Service demonstrate enthusiasm and willingness to serve the community in their role, in behalf of the Council  |
| 1   | Demonstrates ability to meaningfully consult and engage with stakeholders to identify and implement service improvement, and strives to meet expectations               |
| 2   | Proactively champions the needs of customers through creating a culture of high quality customer service delivery   |
| 3   | Objectively evaluates the needs of different groups, translating into appropriate action  |
| 4   | Demonstrates ability to initiate and implement new and innovative services for customers  |
| 5   | Ensures that Council services are delivered effectively to meet current and future client/customer needs.   |
| <b>BEHAVIOUR 7</b>                        |   |
| <b>Delivering the Service</b>             |   |
| <b>Purpose</b>                            | Heads of Service understand the Council's team work ethic and are committed to the service delivery and performance outcomes  |
| 1   | Initiates and supports cross-sector and/or portfolio working; seeks establish and maintain effective partnerships and collaborative working                             |
| 2   | Demonstrates accountability for and supports innovation and improvement initiatives to ensure current service and future sustainability.                                |
| 3   | Effectively identifies and measures performance requirements for the Directorate/Service, ensuring effective delivery of outcomes.                                      |
| 4   | Creates a positive team environment by encouraging achievement and commitment to the delivery of quality outcomes for service users                                     |
| 5   | Ensures effective performance measures and mechanisms are adhered to across the Directorate/Service to achieve the efficiency agenda                                    |
| <b>BEHAVIOUR 8</b>                        |   |
| <b>Information, Finance and Resources</b> |   |
| <b>Purpose</b>                            | Heads of Service understand the governance rules and regulations of the Council for effective management of the resources and assets of the Council.                    |
| 1   | Understands the strategic framework to develop financial plans and efficiency agenda for the Service/Directorate/Council  |
| 2   | Objectively and fairly provides appropriate support and development opportunities to improve knowledge and understanding of financial and resource management processes |
| 3   | Utilises effective and ethical negotiations and influencing to agree the allocation of financial resources internally and externally                                    |
| 4   | Effectively evaluates the financial performance of the Directorate/Service, projects and programmes   |
| 5   | Provides objective professional and expert advice to improve knowledge and understanding of the Council's financial, asset and resource management processes            |

| <b>BEHAVIOUR 9</b>                      |   |
|---|---|
| <b>Programme and Project Management</b> |   |
| <b>Purpose</b>                          | Heads of Service are able to co-ordinate, manage and deliver projects and programmes, support and manage change, to meet Council aims and objectives  |
| 1                                       | Utilises resources to ensure programme/ project delivery, providing opportunities for Service/Directorate/Council to develop appropriate knowledge and skills to ensure effective and sustainable delivery. |
| 2                                       | Consistently applies Council's Project/Programme management methodology, monitoring control, and programme/project assurance and reporting mechanisms and procedures effectively.                           |
| 3                                       | Works collaboratively at strategic level to identify programmes/projects and associated risks, aligning outcomes to Corporate Priorities, ensuring programme and project governance as required.            |
| 4                                       | Provides effective leadership to ensure that all project/programme outcomes are achieved (on time and within budget)  |
| 5                                       | Demonstrates commitment to achieving agreed project/ programme outcomes through effective management and mitigation of project, programme and Corporate risk  |
| <b>BEHAVIOUR 10</b>                     |   |
| <b>People and Performance</b>           |   |
| <b>Purpose</b>                          | Heads of Service understand the requirements to ensure that the right people are in the right place at the right time to deliver Council services and Corporate priorities                                  |
| 1                                       | Accepts responsibility for all aspects of the Service/Directorate's development and performance through implementation of effective HR and workforce development mechanisms                                 |
| 2                                       | Actively engages and collaborates across agency boundaries internally and externally to develop an effective and sustainable public sector workforce  |
| 3                                       | Actively engages with local/regional and national political agenda for promoting performance excellence (representing the Council at national/international level)  |
| 4                                       | Effectively leads on workforce planning, workforce development, succession planning and service/business planning activities for the Service/Directorate/Council  |
| 5                                       | Works proactively to achieve service efficiencies and improvements through effective allocation, deployment and development of assets/resources   |

# Agenda Item 11.

## Report of the Chief Executive

Council – 23 March 2017

### CONSULTATION RESPONSE – REFORMING LOCAL GOVERNMENT: RESILIENT AND RENEWED

**Purpose:** To agree in principle responses to the recently issued Welsh Government white paper in order that a detailed response can be prepared for submission by the deadline of 11 April 2017.

**Policy Framework:** None.

**Reason for Decision:** To allow a consultation response to be submitted.

**Consultation:** CMT, Legal, Finance, Access to Services.

#### Recommendation(s):

- 1) That Council considers the White Paper issued by Welsh Government **Reforming Local Government: Resilient and Renewed** and authorises the Chief Executive to construct a response in consultation with the Leader of the Council in line with the suggested responses shown highlighted in black within this report.

**Report Author:** Mike Hawes

**Finance Officer:** Ben Smith

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## 1. Background.

- 1.1 On 31 January 2017 Welsh Government formally launched a Consultation White Paper '**Reforming Local Government: Resilient and Renewed**' setting out the Welsh Government's statement of intent about the future of Local Government in Wales.

- 1.2 The white paper sets out Welsh Government initial proposals in respect of:-
- Potential services to be delivered on a regional basis across Wales;
  - The geographic areas proposed for regional working purposes;
  - Governance and scrutiny models that could support regional working;
  - Funding issues relating to regional working proposals;
  - The future role for Councils and Councillors;
  - The future role of Community Councillors;
  - Proposals around elections and voting.
- 1.3 The white paper sets out a series of consultation questions, to which responses are required by 11 April 2017.
- 1.4 This report sets out the proposals contained in the report together with proposed outline responses in each area that could form the basis of the Council's more detailed response.

## **2 Key assumptions.**

- 2.1 The key assumption of the White Paper is that change is a necessity if there is to be continued financial and operational resilience as far as Local Government services in Wales are concerned. It identifies an enthusiasm across Local Government for regional working but suggests that such working should only be undertaken where there is clearly better outcomes and/or greater resilience.
- 2.2 The report suggests a series of 'tests' to establish whether regional delivery of services might be appropriate

## **3. Operational boundaries for regional working.**

- 3.1 The consultation paper sets out four potential models for regional working:-

### Option 1: Mandating prescribed footprints for regional working

Welsh Government would require regional working by specifying what functions had to be exercised on which footprint. This is the original approach arising from the discussions in the summer based on the 'economic development' footprint and Local Health Board boundaries and would be the most rigid approach. It would have the advantage of clarity and simplification.

Greater flexibility could be provided by allowing building blocks of footprints to be combined to support the delivery of specific services across a wider area. For example, a regional collaboration which spanned two Local Health Board boundaries.

### Option 2: Mandating a framework

This option would offer the greatest flexibility and would see Welsh Government requiring regional working for specific services, but without specifying the footprint on which it had to take place, which would be left to local determination. Welsh Government would provide a framework within which that local determination would be made. For example, this could involve specifying a minimum number of Local Authorities that need to be

part of a regional arrangement or requiring the Local Authorities have regard to certain things, such as Local Health Board boundaries.

Option 3: A framework and a footprint

An alternative approach is where for some functions a footprint would be prescribed, for example transport planning and strategic land use planning might be prescribed to take place on an economic development footprint. However, for other functions, such as public protection, regional working arrangements would need to comply with the framework for regional working, for example, a minimum number of Local Authorities working together, and /or consideration of Local Health Board boundaries.

Option 4: Deliberatively Regional

Another variant on requiring regional working might be one where Welsh Government would engage in a deliberative process with local government to determine the appropriate footprint for each service / function and the footprints would be made mandatory at the conclusion of that process.

- 3.2 **Each of the above models brings its own complexities. It is the view of the Council that where regional working is proposed that it is undertaken across the Economic ‘City Deal’ region, regardless of the activity. However, the Council recognises the problem that would be caused in terms of integration of Health and Social Care and is of the opinion that a full risk assessment would have to be carried out prior to any changes to regional arrangements in this area.**
- 3.3 It is recognised both in the paper and by the Council that this may well conflict with existing regional arrangements and indeed with existing Health boundaries, but it is clearly felt that any other model will add huge complexity in terms of future working and financial arrangements.
- 4. Proposed governance arrangements for regional working.**
- 4.1 The paper examines a number of options for exercising governance over regional arrangements. The clear preference within the paper is the setting up of Joint Governance Committees (JGC’s) to oversee regional working arrangements and, more importantly, to undertake the exercise of regional functions which will be delegated to the JGC by constituent LA’s.
- 4.2 The proposals will be backed by a common rulebook issued by WG under which JGC’s will be expected to operate.
- 4.3 Proposed membership of the JGC would be the elected member with responsibility for the functions being undertaken by the Committee; It is envisaged that there could be more than one JGC per region (functionally based) or that each JGC could set up a series of sub-committees to exercise powers.
- 4.4 It is assumed therefore that cabinet members and/or the Leader of Council would form part of JGC membership.
- 4.5 The report acknowledges that arrangements will have to be made to ensure that there is adequate local scrutiny of JGC reports and decisions.

- 4.6 The report specifically that Welsh Government will set out a framework for JGC's to include:-
- **membership arrangements** – The proposal is that the membership of the 'Joint Governance Committee' should be made up of the Elected Member or Members with responsibility for the function(s) being exercised, with the proviso that each Local Authority must have equal membership
  - **delegation of functions** – The proposal is that we will prescribe the functions which must be exercised regionally by the Local Authority. The delegation process will therefore be about providing clarity and transparency for Elected Members and the public about to whom the delegations are made in each Local Authority and the accountability which has been put in place to hold them to account, there will be no option to refuse to delegate
  - **voting arrangements** – The proposal is that each Local Authority will have equal representation and voting power on any 'Joint Governance Committee'
  - **funding flows** from Local Authorities to the 'Joint Governance Committee' – the proposal is that we will provide a mandatory framework for this and develop it in partnership with local government.
  - **Scrutiny arrangements** – WG will provide a range of options for the approach to scrutiny and ensure that those undertaking scrutiny have a duty to consider the regional as well as the local interest
- 4.7 In terms of funding arrangements the paper clearly indicates that L.A's are expected to agree funding arrangements preferably by means of pooled budget arrangements.
- 4.8 More specifically the proposals do not set out the key questions to be asked in terms of regional funding which are:
- Will the JGC have powers to decide levels of funding to provide devolved services with the ability to simply effectively levy constituent LA's for annual budget provision? This would clearly potentially have a profound effect on each LA's budget setting process and Local Accountability for setting Council Tax levels
  - Will the JGC be reliant on individual LA budget setting proposals in terms of its funding levels for the provision of services?
- 4.9 Should we reach a position where the JGC can effectively levy LA's for funding (a similar model being combined Fire Authorities) then, in the scenario where levies exceed core funding increases there will be a stark choice between reducing funding for non-devolved/non-pooled services or the raising of Local Taxation.
- 4.10 A further issue revolves around the fact that funding arrangements as envisaged only include revenue funding streams. It is clear that for some of the proposed regional activities (e.g. transport) service delivery includes significant capital investment and control. It is difficult to see (given that borrowing controls and debt management/cost falls to individual LA's) how any decisions around capital could become a devolved function.

- 4.11 The report does float the idea of a mandatory framework for financing JGC activity where no local agreement can be made.
- 4.12 Given that JGC's will not constitute legal bodies in their own right it is assumed that:-
- A lead LA will be required to undertake administration on behalf of LGC's including finance, HR, procurement, etc. It may be that there will need to be a lead employing body in terms of devolved functions where it makes administrative sense to group employees.
- 4.13 **In terms of proposed governance arrangements it is the opinion of this Council that:-**
- **A JGC would appear to be the most appropriate model for governance of regional arrangements**
  - **Any proposals must include provision for adequate scrutiny of JGC decision making**
  - **Financial arrangements should not include the ability for direct precept/Levy of individual Councils effectively pre-deciding democratic resource allocation.**
  - **We would not support a mandatory framework for financing JGC expenditure**
  - **Welsh Government should consider the implications on Regional working on the Capital as well as revenue budgets of LA's.**
  - **Consideration needs to be given as to what would constitute an effective client function in terms of governance and how the costs of the significant additional administration would be shared.**
  - **It would be preferable for regional Governance arrangements to evolve over time as experience and need dictates.**

## **5. Services subject to Regional Working**

- 5.1 The paper identifies the background to the development of proposals for regional working and, in particular, the need to consider such working in the context of the Well Being of Future Generations Act.
- 5.2 The paper sets out a proposed series of 'tests' that could help inform considerations around the appropriateness of services for regional working. These proposed tests are outlined in at Section 2.2.1 of the paper.
- 5.3 In setting out proposed functions for regional working, the paper initially identifies two groups of services:
- Those requiring regional working
  - Those where regional working could be explored.
- 5.4 Services where it is indicated Regional working will be required include:
- Economic Development
  - Transport
  - Land Use Planning and Building Control



- Social Services
  - Education improvement
  - Public protection
- 5.5 In terms of **Economic Development** Council is already committed to progressing Regional City Deal proposals across the identified Swansea Bay City Region economic area.
- 5.6 The paper as set out does not define Economic Development, and indeed it remains the case that LA's do not have particular economic development statutory powers, but actually rely on the well-being power as defined in the Local Government Act 2000. In England, but not in Wales, these powers have been superseded by a power of general competence.
- 5.7 The paper does not specify whether the mandating of the economic development function on a regional basis precludes individual LA's from carrying out their own activity.
- 5.8 **The Council is of the opinion that delegation of these powers on a regional basis should only be undertaken where the scale and impact of the proposals is best delivered at a regional level – it should not, for example, include lower level activities such as the management and development of managed workshops to support local business within a specific locality.**
- It is also of the opinion that there is no justification for extending regional working beyond the current agreed City deal region**
- 5.9 In respect of **Transport** it is acknowledged that strategic plans are already drawn up on a regional basis and that there is alignment between the transport, economic development and planning functions of Councils.
- However, regionalisation of transport functions will also require a change of approach from Welsh Government given the recent guidance note on Transport grant directed at individual LA's.
- 5.10 **Whilst the Council recognises the potential benefits of regional transport planning inevitably it imparts a level of complexity between National transport infrastructure (e.g. electrification of main line trains), regional infrastructure and local infrastructure.**
- 5.11 **The Council also recognises the difficulty in devolving any elements of Capital expenditure on a regional basis due to the impact on individual LA's and the question of ultimate asset ownership.**
- 5.12 **In respect of Land Use Planning and Building Control whilst the Council again recognises the potential benefits from regional working it is clear that, once again, regionalisation may well introduce an added level of complexity, with planning matters potentially being decided at more than 5 levels from National Government down to Community level.**
- 5.13 **The Council is not convinced that Building Control needs to be provided on a regional basis.**

- 5.14 In terms of Social Services, the paper recognises that, as mandated by the Social Services and Wellbeing (Wales) Act, partnership arrangements have been made across each Local health Board area.
- 5.15 **The Council recognises the fact that Regional working in line with the Swansea Bay City deal region does not conform with Health boundaries but that is closely tied up with significant decisions to be made regarding regional working for Bridgend County Borough Council.**
- 5.16 In terms of **Education Improvement** the paper envisages that existing regional arrangements are built upon (albeit those exist on a different footprint at present) and further re-examined.
- 5.17 The paper envisages the inclusion of Additional Learning Needs as a regional function following the introduction of the Additional Learning needs and Educational Tribunal (Wales) Bill (The ALNET bill) on 12<sup>th</sup> December 2016 which, amongst other things, transferred responsibility to individual LA's for maintaining individual development plans for learners who require specialist post 16 placements.
- 5.18 **The Council acknowledges the potential for the ongoing regional agenda for Education Improvement and ALN services, but is of the opinion that until such time that education and Health/Social care exist within the same footprint there could be significant risk to vulnerable children.**
- 5.19 With regard to Public Protection, it is proposed that Environmental Health Services, Trading Standards and Licensing are carried out on a regional basis.
- 5.20 This causes a specific issue to arise with regard to licensing as this is specifically a non-executive function within each LA.
- 5.21 **This Council does not believe that matters relating to licensing, specifically relating to Taxi licensing, street trading, entertainment and sex establishments should be undertaken other than on an individual LA basis.**
- 5.22 Services where the paper concludes that Regional working could be explored include Housing, Waste, Community safety and Youth Justice and Shared Support Services
- 5.23 With regard to Housing, the paper covers a range of functions relating to both HRA and General Fund Services, from operational matters to Housing strategy.
- 5.24 Plainly, for those LA's who do not have a HRA function, the concept of regional working in terms of a landlord function does not apply.
- 5.25 The proposals also include such matters as the regulation of mobile home sites.
- 5.26 **The Council understands the potential for regional collaboration on Housing Policy matters but believes strongly that for those LA's who retain Housing stock then matters relating to the management and development of LA Housing stock should remain a local issue.**

- 5.27 With regard to Waste services, as with transport, there remain serious issues regarding the potential for capital expenditure linked to the potential development of regional facilities. It remains the case that on a regional basis LA's have developed individual and different waste collection and recycling systems and that any move towards consistency on a regional basis will result in short to medium term operational pressures and cost-of-change pressures for some of not all LA's.
- 5.28 With regard to shared back office services a number of options are presented including transfer of support functions to the NHS Wales shared services partnership.
- 5.29 It is clear that the statutory reporting requirements of LA's, the legal and democratic framework in which they operate, the existence of different pay and grading models and differing terms and conditions are such that **this Council would not support the transfer of support requirements to the NHS shared services arrangement.**
- 5.30 In terms of tax collection powers and benefits administration greater efficiency might be achieved by the regionalisation (or indeed national provision) of these services but any such transformation would be costly to some or all of the LA's involved and would bring with it significant operational risk.
- 5.31 **The Council would support further exploration of regional support services but at recognition of the potential significant transition risk both financially and operationally that could arise from the adoption of consistent systems and processes and would seek upfront financial and other assistance in mitigating those costs.**

**6. Other issues raised in the paper include:-**

- The future role of Public Service Boards should be considered in terms of the potential to merge into more regional arrangements which is somewhat difficult to comprehend given that the whilst established by statute (The future generations Act) PSB's have no legal personality of their own or comprehensive governance arrangements underpinning their operation.

**The Council is of the opinion that wherever possible the footprint of the PSB's should follow that suggested for regional collaboration.**

- The proposal that further legislation is developed to provide for voluntary mergers which should be supported by strong support from stakeholders and a strong business case.

**The Council recognises this possibility but considers that it is unlikely that there will be support for such mergers at the current time**

- The paper sets out a framework for Local Leadership which suggests a relaxing of unnecessary burdens, a requirement for Leaders of Councils to set objectives with cabinet members at least twice during an election cycle and a duty of the Leaders of all political groups to promote good standards of conduct by their members

- In terms of governance, it is proposed that Corporate Governance and Audit Committee would replace the existing Audit Committee arrangements, taking on a greater role in challenging performance across each LA area. The paper also suggests that LA's in Wales should have the opportunity to choose a non-executive model of working by returning to the Committee system if they so chose

**This Council would not support a return to the Committee system and believes there should be one model of operation across all LA's in Wales**

- As far as Councillors are concerned, it is the Welsh Government's intention to increase the diversity of people who stand for election, with changes to Council meetings proposed to make broadcasting of meetings mandatory and to enable remote attendance.

There are further proposals to place duties on all Councillors to enable their constituents to be in contact with them and to ensure councillors constantly engage with their electorate.

- There are proposals to ensure that Members and Officers act in the best interests of both their LA and any regional arrangement and it is proposed that statutory Officers could be appointed on a regional basis.

**This Council does not support at this time the concept of regional statutory officers which would have to be carefully considered in the light of current statutory obligations, potential conflict of interest and workload constraints.**

- The paper envisages a debate around the future of Community Councils and at this point in time and policy direction remains unclear.
- The paper sets out proposals to review voting arrangements across Wales, proposals to create a single electronic register for Wales, the need for candidates to be clearer as to their membership of political parties, proposals preventing Assembly Members standing as Councillors, the ability for Councils to determine their own voting arrangements including the ability to introduce a single transferable vote system and the extension of the franchise to 16-18 year olds.

**Most of these issues are a matter for political level debate and response but the Council would urge the Welsh Government to take forward changes to the elections and voting arrangements with caution as it is crucial that the electorate maintain full confidence in the democratic process. However, the Council does believe that there should be common voting arrangements across all Councils in Wales.**

- There is a proposal in the white paper to phase out Returning Officer Fees for Welsh Elections. **The Chief Executive has a pecuniary interest in this matter and, as the main author of this report, offers no views on the matter (and he will be declaring an interest at the Council meeting).** However, should Members wish to discuss this matter, then the Council's Monitoring Officer and Directors will be available to advise as the

Chief Executive will have to withdraw from the meeting in these circumstances.

The removal of RO Fees is a contentious issue and the Authority seeks clarification as to whether the Welsh Government also intends to remove the “Liability” from the RO for the election and associated process. It seems perverse to remove one without the other.

## **7. Section 4 “A Framework for Good Leadership”**

- 7.1 The Authority notes the proposed additional duty “on leaders of Political Groups to promote good standards of conduct by their members...” but questions what the sanctions proposed are, should a Political Group Leader fall short of this duty. (Paragraph 4.2.3 of the White Paper).

## **8. Section 5 “Leading Localities”**

- 8.1 The Authority notes the proposal to make broadcasting of Council meetings a statutory requirement and to allow Councillors to attend meetings remotely. It would be useful if the Welsh Government could clarify what is meant by “Council meetings”; is it the full Council meeting or others such as Cabinet too? Equally, does the Welsh Government’s guidance on what is required for Remote Attendance stand or has it been simplified to make the principal potentially possible. (Paragraph 5.2.5 of the White Paper).
- 8.2 The Authority welcomes the suggestion to allow Councillors to liaise with their constituents in a variety of ways not solely via Councillor Surgeries. This is a clear commitment to emerging and established social media technologies. (Paragraph 5.2.7 of the White Paper).

## **9. Conclusions**

- 9.1 Members will be aware that this is the fourth White paper issued since the Williams report was published in January 2014 on an issue that has been ongoing in one form or another since 2011.
- 9.2 The White paper passes mixed messages in terms of the desire to promote a collaborative agenda between Welsh Government and Local Authorities whilst at the same time highlighting the mandating of functions to be carried out regionally and the potential to mandate on a range of other activities including financial arrangements where deemed necessary.
- 9.3 Regional working, taken in the round, is more likely to lead to added complexity in terms of financial, governance and support arrangements when resources (financial and human) are at a premium.
- 9.4 Equally, it will be difficult for Members and Officers to navigate and almost impossible for the public to hold to account those that they elect.
- 9.5 Whatever else, the transition to regional working if taken forward has the potential to distract Council’s from the very real task at hand in terms of delivering service transformation and efficiencies and, in terms of potential

transition costs and service risk, will be a real challenge in itself in the short to medium term.

9.6 Many Local Authorities have been criticised for not producing medium term financial plans which clearly set out in detail over a three or four year period very specific and precise service and operational savings plans. To the extent that such plans are being formalised by individual local authorities any move towards regionalisation has the potential to delay or obviate the benefits of implementation.

## 10 **Financial Implications**

10.1 There are no direct financial implications arising from this report.

## 11. **Legal implications**

11.1 There are no legal implications arising from this report.

## 12. **Access to Services implications**

12.1 There are no equality issues arising from this report.

### **Background Papers:**

Welsh Government Consultation Paper – *Reforming Local Government: Resilient and Renewed*

<https://consultations.gov.wales/consultations/reforming-local-government-resilient-and-renewed>

### **Appendices:**

None

# Agenda Item 12.

## Report of the Cabinet Member for Education

Council – 23 March 2017

### ADMISSION ARRANGEMENTS 2018/2019

**Purpose:** To determine the admission arrangements for maintained schools for the academic year 2018-2019

**Policy Framework:** The Admission Arrangements to Schools Policy

**Reason for Decision:** There is a duty on the local authority to determine its admission arrangements annually.

**Consultation:** Education; Legal; Finance; all Headteachers and Governing Bodies including Voluntary Aided Schools; Neighbouring Admission Authorities; the Admissions Forum

**Recommendation(s):**

- 1) The proposed admission arrangements for 2018-2019 for Nursery as set out in Appendix A are approved.
- 2) The proposed admission arrangements for 2018-2019 for Reception as set out in Appendix B are approved.
- 3) The proposed admission arrangements for 2018-2019 for Year 7 as set out in Appendix B are approved.
- 4) The proposed admission arrangements for 2018-2019 for in-year transfers as set out in Appendix B are approved.
- 5) The proposed admission arrangements/criteria for entry for 2018-2019 for sixth forms set in Appendix C are approved.
- 6) The Schedule of Events at Appendix D is approved.
- 7) The admission numbers for primary and secondary schools are noted, as set out in Appendix E.

**Report Authors:** Melissa Taylor/Claire Abraham

**Finance Officer:** Ben Smith

**Legal Officer:** Stephanie Williams

**Access to Services Officer:** Sherill Hopkins

## **1. Introduction**

- 1.1 By virtue of Section 89 of the School Standards and Framework Act (1998), the local authority is responsible for determining the admission arrangements for County-maintained schools. In accordance with the Education (Determinations of Admission Arrangements) (Wales) Regulations 2006 the Council has a duty to review the Admissions to Schools Policy and to consult governing bodies of voluntary aided schools on their admission arrangements.
- 1.2 The Welsh Government in July 2013 issued the School Admissions Code and the School Admission Appeals Code in December 2013. The School Admissions Code applies to arrangements made for the 2018-2019 academic year and covers admissions to primary and secondary schools.
- 1.3 Copies of the proposed admission arrangements for nursery classes are attached at Appendix A.
- 1.4 Copies of the proposed admission arrangements for primary schools are attached at Appendix B.
- 1.5 Copies of the proposed admission arrangements for secondary schools are attached at Appendix B
- 1.6 Copies of the proposed admission arrangements for in year transfers are attached at Appendix B.
- 1.7 Copies of the proposed admission arrangements and criteria for entry for sixth forms are attached at Appendix C.
- 1.8 The proposed 'Schedule of Events' for the admission process is shown at Appendix D.

In a change to previous years' admission arrangements, both the Year 7 (secondary) and Reception (primary) admission rounds are scheduled to run together in the autumn term for a period of eight weeks. This revised timetable was proposed following discussions with the Funding and Information Unit and in order to assist with budget planning preparation for schools will benefit by being in a better position to provide pupil projection figures which are submitted in January.

- 1.9 The admission numbers (ANs) for primary and secondary schools are shown at Appendix E.

## **2. Admission limits**

### **Primary**

- 2.1 The capacity of each primary school including its nursery classes has been calculated using the Welsh Government formula and from this an AN has been set. The admission numbers for primary schools are shown in Appendix E. All schools



must admit up to their AN in the year of entry (i.e. Reception in primary schools). In the year of entry, and in all other year groups, a child will be refused a place by the local authority (LA) once the AN is reached.

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

### **Secondary**

- 2.3 The ANs shown at Appendix E are the limits for each year group.
- 2.4 Schools must not exceed their AN in the year of entry (i.e. Year 7 for secondary admissions or in any other year group).

### **Primary and secondary**

- 2.5 Even if parents living within the catchment area of a school apply for a place before the parental deadline, there is no guarantee of a catchment place if the AN has been reached.

### **In-year transfers**

- 2.6 Availability of places is determined by reference to the school's admission number. A child will be refused a place once the admission number has been reached. ANs shown at Appendix E are the limits for each year group. Schools must not exceed their AN in the year of entry (i.e. Reception for primary admissions and Year 7 for secondary admissions, or in any other year group).

### **Sixth forms**

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

## **3. Admissions criteria**

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

looked after), are also included in this criteria under the Welsh Government's School Admissions Code.

- 3.2 Pupils with a Statement of Special Educational Needs do need to be included and accounted for when places are allocated and schools are informed of this.

### **Oversubscription**

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

- 3.4 A definition for the term 'statutory school age' has been added to the oversubscription criteria for siblings (criteria number 3) and is as follows:

\*\*\*\* Statutory school age is defined as pupils who are between age 5 and 16 (i.e. pupils in any year group between and including Reception to Year 11)

## **4. Results of the consultation**

### **4.1 Response 1**

Response 1 was from a chair of governors who commented that:

"I believe that the county (and Wales) has a policy of admitting children to Welsh-medium schools, despite the schools being full, if neighbouring Welsh-medium schools are also full, with the schools then being able to admit more than the official admission number. I am not sure if every head teacher is aware of this. Is it possible for this arrangement, which is a special circumstances arrangement, to be noted in the document? This would help head teachers and parents."

#### **LA response:**

Thank you for your response. I note you have indicated 'that the county (and Wales) has a policy of admitting children to Welsh-medium schools, despite the schools being full, if neighbouring Welsh-medium schools are also full, with the schools then being able to admit more than the official admission number. To clarify this is not the Council's Policy however the Council takes into consideration the 'School Admission (Infant Class Sizes) (Wales) Regulations 2013 that came into force on 8 July 2013. The Schedule to the Regulations specifies permitted exceptions to the requirement for infant classes not to have more than 30 pupils in the class per one qualified teacher. Paragraph 9 of the Schedule to the Regulations specifies an exception to Infant Class Size Limit where Welsh speaking is desired and the school is the only such school within a reasonable distance of the child's home. This is the exemption the Council relies upon in the circumstance you describe and each application is looked at to see whether the Regulations apply.

Where the local authority receives a higher number of applications for Welsh medium primary schools than the places they have to offer discussion always takes place directly with the headteacher to consider how many pupils the local authority can agree to admit. The local authority has implemented a very successful protocol to engage in discussion with headteachers in order to avoid having to direct admission of any pupils.

Therefore, in answer to your query, headteachers are aware of the Regulations and the exemption. However, I will ensure that headteachers of Swansea Welsh medium primary schools are made aware of this exemption during the course of this term.

In response to your request for the information to be included in the published over subscription criteria I will ensure that a link to the Regulations and Welsh Government Guidance is included on the City and County of Swansea school admissions website. However, the local authority would not support your request for the information to be included as part of the published over subscription criteria. The Regulations indicates that an infant class with one qualified teacher will be allowed to have more than 30 children in a certain very specific circumstances. The local authority would not therefore seek to include the information which may be seen by parents as a guarantee of a Welsh-medium school place at a particular school for their child. Each case will be looked at individually.

I would like to thank you for taking the time to respond to the consultation but the local authority will not pursue the latter part of your request on this basis.

#### **4.2 Response 2**

Response 2 was from a headteacher who commented that:

The AN will change for Gowerton School as the LA are removing four classrooms. Still waiting for advice on actual numbers.

#### **LA response:**

In response to your comment relating to the admission number for Gowerton School for September 2018 included in the Admission Arrangements 2018-2019. The local authority will be able to undertake a re-assessment of the schools capacity to account for the change to accommodation and removal of classrooms following the information you provided. A working admission number can only be applied where an increase has been agreed and an early implementation date can be determined.

However, where an admission number is reduced the same principle cannot be applied and therefore the admission number for Gowerton School for September 2018 will remain at 216.

When the demountable buildings have been completely removed it will be possible for the local authority to write to the Welsh Minister to make a special case for consideration. Can you therefore please advise Mrs Kathryn Thomas (Head of

School Support Unit) when the demountable buildings have all been removed so that the local authority can prepare a case for the Welsh Minister to consider?

#### **4.3 Response 3**

Response 3 was from a primary school governing body who made the following comments:

- Document only appears to reference 'community schools'. Are there different arrangements for other schools? How do they differ?
- Nursery admission arrangements - Is this correct: 'Parents/guardians have no right of recourse should they feel that their case has not been dealt with appropriately'?
- 'Children attending the nursery class of a school will not have an automatic right of admission to full time education at the same school. Parents/carers will need to apply for a place along with other applicants at the appropriate time' – Does this mean parents have to apply for a nursery place and apply again for a place in full time school?

#### **LA response:**

Thank you for your feedback which has been noted. The admission arrangements for the LA are in line with the statutory requirements of the Welsh Government's School Admissions Code (Statutory Code document no: 005/2013) and are scrutinised by our Legal Department to ensure compliance. All statements within the admission arrangements are factually correct.

The LA's admission arrangements apply to all LA primary and secondary schools. Voluntary-aided schools (i.e. Roman Catholic schools) are their own admissions authority and therefore have their own admission arrangements and oversubscription criteria which the school's governing body will have agreed.

If you would like to discuss these arrangements in more detail, please do not hesitate to contact the School and Governor Team on (01792) 636550.

#### **5. Admission Forum**

- 5.1 Following due consideration the Forum agreed that their recommendation would be that the Admission Arrangements 2018-2019 be approved in their current format.

#### **6. Equality and engagement implications**

- 6.1 A full Equality Impact Assessment (EIA) Report was completed for admission arrangements in 2014, with no adverse impacts identified. The EIA has been reviewed for the 2018-2019 arrangements, with no further changes required.

#### **7. Financial implications**

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

## **8. Legal implications**

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

### **Background papers:**

Education (Determination of Admission Arrangements) (Wales) Regulations 2006

Welsh Government (WG) guidance 'Measuring the Capacity of Schools in Wales'.

School Admissions Code, School Admission Appeals Code. WG July 2013 and December 2013

### **Appendices:**

Appendix A Admission Arrangements 2018-2019 Nursery

Appendix B Admission Arrangements 2018-2019 Reception

Appendix B Admission Arrangements 2018-2019 Year 7

Appendix B Admission Arrangements for 2018-2019 for In-Year Transfers

Appendix C Admission Arrangements/Criteria for Entry 2018-2019 Sixth Forms

Appendix D Schedule of Events

Appendix E Admission Numbers for Primary and Secondary Schools

Appendix F EIA Report

**ADMISSION ARRANGEMENTS 2018-2019  
(Nursery classes based at local authority schools)**

The local authority, the LA, is the admitting authority for all community schools in the area.

**Admission to nursery classes**

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

Parents/carers can either apply in writing for a place at the catchment school or express a preference for a placement at an alternative school. Requests for places will be granted unless to do so would prejudice the provision of efficient education or the efficient use of resources.

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

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

**(a) Oversubscription Criteria – nursery classes in Community Schools**

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

1. Children who are in the care of a local authority (LA) i.e. looked after children (LAC), or previously looked after\*.
2. Children who live within the school's defined catchment area. If there are more applications than places, the places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority\*\*.
3. Children who have a brother or sister of statutory school age\*\*\*\* attending the school at the date of their admission\*\*\*. If there are more applications than places, the places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority\*\*.
4. Other children for whom a place has been requested for whom criteria 1 to 3 above do not apply. If there are more applications than places, the places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority\*\*.

\*Previously looked after children: looked after children who cease to be so because they were adopted or became subject to a residence order, or special guardianship order immediately following having been looked after.

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

\*\*\* A brother or sister will be defined as a natural or legally adopted child of either parent living at the same address. In any circumstances in which there is

one place available and the next eligible children are twins/triplets then the LA will admit both/all children.

\*\*\*\* Statutory school age is defined as pupils who are between age 5 and 16 i.e. pupils in any year group between and including Reception to Year 11.

**Note** that schools have a duty to admit children with a Statement of Special Educational Needs who have been placed in a school by the LA and these pupils are counted towards the number admitted up to the admission number unless they are placed in a Special Teaching Facility with planned places.

Requests for admission to voluntary aided schools will be determined by reference to admission criteria set by the governing body. The governing bodies of Voluntary Aided Schools are responsible for determining their own admission arrangements.

### **(b) Admission Procedures – nursery places in Community Schools**

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

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

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

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

#### **Waiting Lists**

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

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

**NB:** The oversubscription criteria does not apply to pupils for whom the LA holds a Statement of Special Educational Needs although the rights of parents/carers to be involved in the placement of their child are protected in law. The LA in consultation with parents/carers and schools will determine the school at which education is to be provided. The LA reserves the right to name a school which is not the catchment area school.

**Note:** During this period the local authority (LA) may undertake a consultation to propose changes to catchment areas.

## ADMISSION ARRANGEMENTS 2018-2019 (Reception)

The local authority, the LA, is the admitting authority for all community schools in the area.

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

Parents/carers can apply on line for a place at the catchment school or express a preference for a placement at an alternative school. Requests for a place will be granted unless to do so would:

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

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

### (a) Admission Limits – Community Schools

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

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

### (b) Oversubscription Criteria – Community Schools

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

1. Children who are in the care of a local authority i.e. looked after children (LAC), or are previously looked after\*.
2. Children who live within the school's defined catchment area. If there are more applications than places, the places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority\*\*.
3. Children who have a brother or sister of statutory school age\*\*\*\* attending the school at the date of their admission.\*\*\* If there are more applications than places, the places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority\*\*.
4. Other children for whom a place has been requested for whom criteria 1 to 3 above do not apply. If there are more applications than places, the places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority\*\*



\*Previously looked after children: looked after children who cease to be so because they were adopted or became subject to a residence order, or special guardianship order immediately following having been looked after.

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

\*\*\*A brother or sister will be defined as a natural or legally adopted child of either parent living at the same address. In any circumstances in which there is one place available and the next eligible children are twins/triplets then the LA will admit both/all children.

\*\*\*\* Statutory school age is defined as pupils who are between age 5 and 16 i.e. pupils in any year group between and including Reception to Year 11.

The LA **will not** provide transport or make any contribution towards transport costs for children admitted from outside the school's defined catchment area. However, if the catchment area school is full in the year group, transport will be provided to the nearest school with room if that school is more than 2 miles from the home address.

### **Children who have a Statement of Special Educational Needs**

The oversubscription criteria does not apply to pupils for whom the LA holds a Statement of Special Educational Needs although the rights of parents to be involved in the placement of their child are protected in law. The LA in consultation with Parents/carers and schools will determine the school at which education is to be provided. The LA reserves the right to name a school which is not the catchment area school.

Schools have a duty to admit children with a Statement of Special Educational Needs who have been placed in a school by the LA and these pupils are counted towards the number admitted up to the admission number unless they are placed in a Special Teaching Facility with planned places.

### **Voluntary Aided Schools**

Requests for admission to voluntary aided schools will be determined by reference to admission criteria set by the governing Body. (The governing bodies of Voluntary Aided Schools are responsible for determining their own admission arrangements).

### **(c) Admission Procedures – Community Schools**

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

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

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

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

Requests for admission to reception submitted on or before the administrative closing date, **1 December 2017** will be processed collectively and places allocated according to the above oversubscription criteria. In this respect, no advantage shall be gained from the early submission of an admission request. Requests submitted after the closing date will be processed in date order once all on time applications have been dealt with.

Admissions will not be determined on the basis of selection criteria involving the sitting of tests, viewing of school reports, or interviewing pupils with or without parents/carers for the purpose of assessing ability or aptitude. Parents/carers who have applied by the **1 December 2017** will be advised whether they have been allocated a place by the **16 April 2018**.

### **Right of Appeal**

Parents/carers will be informed, in writing, as to whether their application has been successful. Where their application has been refused parents/carers will be informed in writing that they have right of appeal to an independent appeal panel. If they exercise that right, the appeal must be forwarded to the School and Governor Team at the Civic Centre by **14 May 2018**. The appeal will be considered by an independent appeal panel of 3 or 5 people comprising lay members, and persons with experience in education.

### **Please note:**

Because of the statutory class size maximum of 30, there are very restricted circumstances in which an appeal for a place in an infant class (Reception, Year 1 and Year 2) can be successful.

### **Waiting Lists**

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

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

**Note:** During this period the local authority (LA) may undertake a consultation to propose changes to catchment areas.

## **ADMISSION ARRANGEMENTS 2018-2019 (Year 7)**

The local authority, the LA, is the admitting authority for all community schools in the area.

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

Parents/carers can apply on line for a place at the catchment school or express a preference for a placement at an alternative school. Requests for a place will be granted unless to do so would:

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

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

### **(a) Admission Limits – Community Schools**

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

The admission number applies to all year groups.

### **(b) Oversubscription Criteria – Community Schools**

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

1. Children who are in the care of a local authority i.e. looked after children (LAC) or previously looked after\*.
2. Children who live within the school's defined catchment area. If there are more applications than places, places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority\*\*.
3. Children who have a brother or sister of statutory school age\*\*\*\* attending the school at the date of their admission\*\*\*. If there are more applications than places, places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority\*\*.
4. Children attending a designated partner primary school but who live outside the catchment area of that school. If there are more applications than places, places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority\*\*.

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

\*Previously looked after children: looked after children who cease to be so because they were adopted or became subject to a residence order, or special guardianship order immediately following having been looked after.

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

\*\*\* A brother or a sister will be defined as a natural or legally adopted child of either parent living at the same address. In any circumstances in which there is one place available and the next eligible children for that place are twins/triplets, the LA will admit both/all children.

\*\*\*\* Statutory school age is defined as pupils who are between age 5 and 16 i.e. pupils in any year group between and including Reception to Year 11.

The LA **will not** provide transport or make any contribution towards transport costs for children admitted from outside the school's defined catchment area. However, if the catchment area is full in the year group, transport will be provided to the nearest school with room if that school is more than 3 miles walking distance from the home address.

### **Children who have a Statement of Special Educational Needs**

The oversubscription criteria does not apply to pupils for whom the LA holds a Statement of Special Educational Needs although the rights of parents/carers to be involved in the placement of their child are protected in law. The LA in consultation with parents/carers and schools will determine the school at which education is to be provided. The LA reserves the right to name a school which is not the catchment area school.

Schools have a duty to admit children with a Statement of Special Educational Needs who have been placed in a school by the LA and these pupils are counted towards the number admitted up to the admission number unless they are placed in a Special Teaching Facility with planned places.

### **Voluntary Aided Schools**

Requests for admission to voluntary aided schools will be determined by reference to admission criteria set by the governing body. (The governing bodies of Voluntary Aided Schools are responsible for determining their own admission arrangements).

### **(c) Admission Procedures – Community Schools**

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

Requests for admission will be granted provided there are places available as determined by the published admission number.

Where admission requests exceed the number of places available, places will be allocated by applying the LAs oversubscription criteria.

Applications for admission to the relevant age group (i.e. the age group at which children are normally admitted to the school) submitted on or before the administrative closing date, **1 December 2017** will be processed collectively. In this respect, no advantage shall be gained from the early submission of an admission request. Requests submitted after the closing date will be processed in date order once all on time applications have been dealt with.

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

The LA will be under no duty to comply with preference expressed otherwise than in accordance with its arrangements. Parents/carers who have applied by the **1 December 2017** will be advised whether they have been allocated a place on the **1 March 2018**.

### **Right of Appeal**

Parents/carers will be informed, in writing, as to whether their application has been successful. Where their application has been refused parents will be informed in writing that they have right of appeal to an independent appeal panel. If they exercise that right, the appeal must be forwarded to the School and Governor Team at Civic Centre by **29 March 2018**. The appeal will be considered by an independent appeal panel of 3 or 5 people comprising lay members, and persons with experience in education.

### **Waiting Lists**

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

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

**Note:** During this period the local authority (LA) may undertake a consultation to propose changes to catchment areas.

## **ADMISSION ARRANGEMENTS 2018-2019 (In Year Transfer)**

The local authority, the LA, is the admitting authority for all community schools in the area.

### **Admission to Community Schools – (Primary and Secondary)**

Parents/carers can apply for a place at the catchment school or express a preference for a placement at an alternative school. Requests will be granted unless to do so would:

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

#### **(a) Admission Limits – Community Schools**

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

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

#### **(b) Oversubscription Criteria – Community Schools**

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

1. Children who are in the care of a local authority i.e. looked after children (LAC), or are previously looked after\*.
2. Children who live within the school's defined catchment area. If there are more applications than places, the places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority\*\*.
3. Children who have a brother or sister of statutory school age\*\*\*\* attending the school at the date of their admission.\*\*\* If there are more applications than places, the places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority\*\*.
4. Other children for whom a place has been requested for whom criteria 1 to 3 above do not apply. If there are more applications than places, the places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority\*\*.

\*Previously looked after children: looked after children who cease to be so because they were adopted or became subject to a residence order, or special guardianship order immediately following having been looked after.

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

\*\*\*A brother or sister will be defined as a natural or legally adopted child of either parent living at the same address. In any circumstances in which there is one place available and the next eligible children are twins/triplets then the LA will admit both/all children.

\*\*\*\* Statutory school age is defined as pupils who are between age 5 and 16 i.e. pupils in any year group between and including Reception to Year 11.

The LA **will not** provide transport or make any contribution towards transport costs for children admitted from outside the school's defined catchment area. However, if the catchment area school is full in the year group, transport will be provided to the nearest school with room if that school is more than 2 miles for primary or 3 miles for secondary from the home address.

### **Children who have a Statement of Special Educational Needs**

The oversubscription criteria does not apply to pupils for whom the LA holds a Statement of Special Educational Needs although the rights of parents to be involved in the placement of their child are protected in law. The LA in consultation with Parents/carers and schools will determine the school at which education is to be provided. The LA reserves the right to name a school which is not the catchment area school.

Schools have a duty to admit children with a Statement of Special Educational Needs who have been placed in a school by the LA and these pupils are counted towards the number admitted up to the admission number unless they are placed in a Special Teaching Facility with planned places.

### **Voluntary Aided Schools**

Requests for admission to voluntary aided schools will be determined by reference to admission criteria set by the governing body. (The governing bodies of Voluntary Aided Schools are responsible for determining their own admission arrangements).

### **(c) Admission Procedures – Community Schools**

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

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

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

### **Right of Appeal**

Parents/carers will be informed, in writing, as to whether their application has been successful. Where their application has been refused parents/carers will be informed in writing that they have right of appeal to an independent appeal panel (**there is no right of appeal for nursery**). If they exercise that right, the appeal must be forwarded to the School and Governor Team at the Civic Centre. The appeal will be considered by an independent appeal panel of 3 or 5 people comprising lay members, and persons with experience in education.

### **Please note:**

Because of the statutory class size maximum of 30, there are very restricted circumstances in which an appeal for a place in an infant class (Reception, Year 1 and Year 2) can be successful.

### **Waiting Lists**

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

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

**Note:** During this period the local authority (LA) may undertake a consultation to propose changes to catchment areas.



## **Admissions to Sixth Form Criteria for Entry**

### **Application Closing Date**

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

### **Provisional Offer**

Pupils will be offered a provisional place. This provisional place will be subject to achieving certain specified entry qualifications as published by each individual school. The schools should be contacted regarding their specific entry qualifications.

### **GCSE/Equivalent Results**

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

### **Choice of Subjects**

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

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

**Pupils will not be required to sit an entrance interview.**

### **Admission Limits – Sixth Forms**

All school sixth forms can admit up to their admission number subject to students achieving a schools entry requirements (which are available from individual schools), in the year of entry i.e. Year 12 in sixth form. Parents and pupils who are refused a place at the school sixth form must be given the right of appeal.

### **Admission Arrangements**

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

### **Waiting List**

If a school sixth form is over-subscribed and the school cannot meet the demand for courses a waiting list will be maintained. Applicants who have met the entry criteria (see above) but who have been refused a place due to the limit on places available

will be offered an opportunity to put their name on a waiting list. In the event that a place/s become/s available, pupil/s whose name/s are on the waiting list will be offered a place in accordance with the oversubscription criteria (see below).

### **Oversubscription Criteria**

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

1. Pupils who are looked after by a local authority (LAC) or are previously looked after\*.
2. Pupils who live within the school's defined catchment area. If there are more applications than places, the places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority.\*\*
3. Pupils who have a brother or sister of statutory school age \*\*\* attending the school at the date of their admission \*\*\*\*. If there are more applications than places, the places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority \*\*
4. Pupils who attended the school in year 11 but who live outside the catchment area of that school. If there are more applications than places, the places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority.\*\*
5. Other pupils for whom a place has been requested for whom criteria 1 to 4 above do not apply. If there are more applications than places, the places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority.\*\*

\*Previously looked after children: looked after children who cease to be so because they were adopted or became subject to a residence order, or special guardianship order immediately following having been looked after.

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

\*\*\*Statutory school age is defined as pupils who are between age 5 and 16 i.e. pupils in any year group between and including Reception to Year 11.

\*\*\*\*A brother or sister will be defined as a natural or legally adopted child of either parent living at the same address. In any circumstances in which there is one place available and the next eligible pupils are twins/triplets then the LA will admit both/all pupils.

**NOTE:** A small number of pupils with Statements of Special Educational Needs may transfer to sixth forms in Swansea schools. The decision to transfer is made by the local authority in consultation with the relevant school.

**Note:** During this period the local authority (LA) may undertake a consultation to propose changes to catchment areas.



## Education Department / Adran Addysg

**SCHEDULE OF EVENTS FOR ADMISSION ARRANGEMENTS 2018-2019  
PRIMARY SCHOOLS (Reception)**

|  |   |
|--|---|
| 5 December 2016                                    | Issue of admission arrangements to schools for consultation.  |
| 27 January 2017                                    | Return of consultation responses to local authority (LA)  |
| 30 January – 10 February 2017                      | Period to resolve queries   |
| 2 March 2017                                       | Report of consultation to Corporate Briefing.   |
| 23 March 2017                                      | Determination of admission arrangements by Council  |
| 25 September 2017                                  | Information for parents made available to schools and parents/carers on City and County of Swansea website or by hard copy (available on request) |
| 9 October 2017                                     | Parents/carers are invited to apply for a school place  |
| 9 October – 1 December 2017                        | A period of eight weeks for parents to make their admission applications  |
| <b>1 December 2017</b>                             | <b>Deadline for parents/carers to submit admission application to the School Support Unit, Civic Centre</b>                                       |
| 16 April 2018                                      | Local authority notifies parents/carers of primary school place offered   |
| <b>EASTER HOLIDAY<br/>30 March – 13 April 2018</b> |   |
| 14 May 2018  | Date by which parents/carers lodge appeal   |



## Education Department / Adran Addysg

**AMSERLEN DIGWYDDIADAU AR GYFER TREFNIADAU DERBYN 2018-2019  
YSGOLION CYNRADD (Derbyn)**

|  |   |
|--|---|
| 5 Rhagfyr 2016                                       | Rhoi'r trefniadau derbyn i ysgolion ar gyfer ymgynghori   |
| 27 Ionawr 2017                                       | Dychwelyd ymatebion i'r ymgynghoriad i awdurdod lleol (ALI)   |
| 30 Ionawr – 10 Chwefror 2017                         | Cyfnod i ddatrys ymholiadau   |
| 2 Mawrth 2017  | Adroddiad ar yr ymgynghori i Briffio Corfforaethol  |
| 23 Mawrth 2017                                       | Y cyngor yn pennu'r Trefniadau Derbyn   |
| 25 Medi 2017   | Gwybodaeth i rieni ar gael i ysgolion a rhieni/gofalwyr ar wefan Dinas a Sir Abertawe neu ar gopi caled (ar gael ar gais) |
| 9 Hydref 2017  | Gwahoddir rhieni/gwarcheidwaid i gyflwyno cais am le yn yr ysgol  |
| 9 Hydref – 1 Rhagfyr 2017                            | Cyfnod o wyth wythnos i rieni gyflwyno eu ceisiadau derbyn  |
| <b>1 Rhagfyr 2017</b>                                | <b>Y dyddiad cau i rieni/ofalwyr gyflwyno cais am le i'r Uned Cefnogi Ysgolion, y Ganolfan Ddinesig</b>                   |
| 16 Ebrill 2018                                       | Yr awdurdod lleol yn dweud wrth rieni/ofalwyr am y lleoedd a gynigiwyd mewn ysgolion cynradd                              |
| <b>GWYLIAU'R PASG<br/>30 Mawrth – 13 Ebrill 2018</b> |   |
| 14 Mai 2018  | Dyddiad olaf i rieni/warcheidwaid gyflwyno apêl   |



**Education Department / Adran Addysg**

**SCHEDULE OF EVENTS FOR ADMISSION ARRANGEMENTS 2018-2019  
SECONDARY SCHOOLS (Year 7)**

|  |   |
|--|---|
| 5 December 2016                                    | Issue of admission arrangements to schools for consultation.  |
| 27 January 2017                                    | Return of consultation responses to local authority (LA)  |
| 30 January – 10 February 2017                      | Period to resolve queries   |
| 2 March 2017                                       | Report of consultation to Corporate Briefing.   |
| 23 March 2017                                      | Determination of admission arrangements by Council.   |
| 25 September 2017                                  | Information for parents made available to schools and parents/carers on City and County of Swansea website or by hard copy (available on request) |
| 9 October 2017                                     | Parents/carers are invited to apply for a school place.   |
| 9 October – 1 December 2017                        | A period of eight weeks for parents to make their admission applications.   |
| <b>1 December 2017</b>                             | <b>Deadline for parents/carers to submit admission application to the School Support Unit, Civic Centre</b>                                       |
| 1 March 2018                                       | Local authority notifies parents/carers of secondary school place offered   |
| <b>HALF TERM HOLIDAY<br/>19 – 23 February 2018</b> |   |
| 29 March 2018                                      | Date by which parents/carers lodge an appeal.   |



Education Department / Adran Addysg

**AMSERLEN DIGWYDDIADAU AR GYFER TREFNIADAU DERBYN 2018-2019  
YSGOLION UWCHRADD (Blwyddyn 7)**

|   |   |
|---|---|
| 5 Rhagfyr 2016  | Rhoi'r trefniadau derbyn i ysgolion ar gyfer ymgynghori   |
| 27 Ionawr 2017  | Dychwelyd ymatebion i'r ymgynghoriad i awdurdod lleol (ALI)   |
| 30 Ionawr – 10 Chwefror 2017                          | Cyfnod i ddatrys ymholiadau   |
| 2 Mawrth 2017   | Adroddiad ar yr ymgynghori i Briffio Corfforaethol  |
| 23 Mawrth 2017  | Y cyngor yn pennu Trefniadau Derbyn   |
| 25 Medi 2017  | Gwybodaeth i rieni ar gael i ysgolion a rhieni/gofalwyr ar wefan Dinas a Sir Abertawe neu ar gopi caled (ar gael ar gais) |
| 9 Hydref 2017   | Gwahoddir rhieni i gyflwyno cais am le yn yr ysgol.   |
| 9 Hydref – 1 Rhagfyr 2017                             | Cyfnod o wyth wythnos i rieni gyflwyno eu ceisiadau derbyn.   |
| <b>1 Rhagfyr 2017</b>                                 | <b>Y dyddiad cau i rieni/ofalwyr gyflwyno cais am le i'r Uned Cefnogi Ysgolion, y Ganolfan Ddinesig</b>                   |
| 1 Mawrth 2018   | Yr awdurdod lleol yn rhoi gwybod i rieni/ofalwyr am leoedd a gynigir mewn ysgolion uwchradd.                              |
| <b>GWYLIAU HANNER TYMOR<br/>19 – 23 Chwefror 2018</b> |   |
| 29 Mawrth 2018  | Dyddiad olaf i rieni/warcheidwaid gyflwyno apêl.  |

**CITY AND COUNTY OF SWANSEA  
PRIMARY SCHOOLS**

**ADMISSION NUMBERS  
2018-2019**

|                           |    |
|---------------------------|----|
| Birchgrove Primary        | 60 |
| Bishopston Primary        | 38 |
| Blaenymaes Primary        | 37 |
| Brynhyfryd Primary        | 60 |
| Brynmill Primary          | 45 |
| Burlais Primary           | 75 |
| Cadle Primary             | 51 |
| Casllwchwr Primary        | 30 |
| Christchurch Ch. in Wales | 16 |
| Cila Primary              | 16 |
| Clase Primary             | 36 |
| Clwyd Primary             | 37 |
| Clydach Primary           | 35 |
| Craigcefnparc Primary     | 16 |
| Craigfelen Primary        | 24 |
| Crwys Primary             | 26 |
| Cwm Glas Primary          | 40 |
| Cwmrhydyceirw Primary     | 60 |
| Danygraig Primary         | 35 |
| Dunvant Primary           | 46 |
| Gendros Primary           | 43 |
| Glais Primary             | 15 |
| Glyncollen Primary        | 30 |
| Gors Community            | 44 |
| Gorseinon Primary         | 45 |
| Gowerton Primary          | 45 |
| Grange Primary            | 30 |
| Gwyrosydd Primary         | 58 |
| Hafod Primary             | 30 |
| Hendrefoilan Primary      | 30 |
| Knelston Primary          | 19 |
| Llangyfelach Primary      | 30 |
| Llanrhidian Primary       | 19 |
| Mayals Primary            | 30 |
| Morrison Primary          | 26 |
| Newton Primary            | 30 |
| Oystermouth Primary       | 30 |
| Parkland Primary          | 60 |
| Pen y Fro Primary         | 29 |
| Penclawdd Primary         | 30 |
| Pengelli Primary          | 14 |
| Penllergaer Primary       | 45 |

|                                |    |
|--------------------------------|----|
| Pennard Primary                | 30 |
| Pentrechwyth Primary           | 24 |
| Pentre'r Graig Primary         | 45 |
| Penyrheol Primary              | 35 |
| Plasmarl Primary               | 26 |
| Pontarddulais Primary          | 60 |
| Pontlliw Primary               | 26 |
| Pontybrenin Primary            | 45 |
| Portmead Primary               | 34 |
| Sea View Community Primary     | 29 |
| Sketty Primary                 | 60 |
| St. David's Primary            | 30 |
| St. Helen's Primary            | 30 |
| St. Illtyd's Primary           | 30 |
| St. Joseph's Cathedral Primary | 60 |
| St. Joseph's Primary (Clydach) | 30 |
| St. Thomas' Primary            | 55 |
| Talycopa Primary               | 28 |
| Terrace Road Primary           | 45 |
| Townhill Primary               | 60 |
| Trallwn Primary                | 39 |
| Tre Uchaf Primary              | 29 |
| Waun Wen Primary               | 28 |
| Waunarwydd Primary             | 41 |
| Whitestone Primary             | 27 |
| Ynystawe Primary               | 24 |
| YGG Bryniago                   | 31 |
| YGG Bryn-y-Mor                 | 37 |
| YG y Cwm                       | 27 |
| YGG Felindre                   | 11 |
| YGG Gellionnen                 | 43 |
| YGG Llwynderw                  | 45 |
| YGG Lon Las                    | 75 |
| YGG Pontybrenin                | 67 |
| YGG Tan-y-lan                  | 14 |
| YGG Tirdeunaw                  | 59 |
| YGG Y Login Fach               | 30 |



**CITY AND COUNTY OF SWANSEA  
SECONDARY SCHOOLS**

**ADMISSION NUMBERS  
2018-2019**

|                              |     |
|------------------------------|-----|
| Birchgrove Comprehensive     | 163 |
| Bishop Gore Comprehensive    | 234 |
| Bishop Vaughan Comprehensive | 230 |
| Bishopston Comprehensive     | 218 |
| Cefn Hengoed Comprehensive   | 160 |
| Dylan Thomas Community       | 127 |
| Gowerton Comprehensive       | 216 |
| Morrison Comprehensive       | 218 |
| Olchfa Comprehensive         | 278 |
| Pentrehafod Comprehensive    | 200 |
| Penyrheol Comprehensive      | 195 |
| Pontarddulais Comprehensive  | 160 |
| Ysgol Gyfun Bryn Tawe        | 201 |
| Ysgol Gyfun Gwyr             | 166 |

## Equality Impact Assessment (EIA) Report (Appendix F)

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

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

|  |
|--|
| <b>Where do you work?</b>                  |
| Service Area: School & Governor Unit (SGU) |
| Directorate: Education                     |

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

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

**(b) Please name and describe below...**

Admission Arrangements 2018/2019.

Every Local Authority (LA) has a statutory duty to manage admissions to its schools. The Admission Arrangements are set out in accordance with the Welsh Government (WG) School Admission Code (July 2013) and ensures that the admissions to schools are managed in a fair and equitable manner for all pupils.

**(c) It was initially screened for relevance to Equality and Diversity on 03/01/2014.**

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

|                                    |                          |                               |                          |
|------------------------------------|--------------------------|-------------------------------|--------------------------|
| Age .....                          | X                        | Sex.....                      | <input type="checkbox"/> |
| Disability .....                   | X                        | Sexual orientation .....      | <input type="checkbox"/> |
| Gender reassignment .....          | <input type="checkbox"/> | Welsh language .....          | X                        |
| Marriage & civil partnership ..... | <input type="checkbox"/> | Poverty/social exclusion..... | X                        |
| Pregnancy and maternity .....      | <input type="checkbox"/> | Carers .....                  | X                        |
| Race .....                         | <input type="checkbox"/> | Community cohesion .....      | <input type="checkbox"/> |
| Religion or (non-)belief .....     | <input type="checkbox"/> |                               |                          |

**(e) Lead Officer**

**Name:** Melissa Taylor / Claire Abraham

**Job title:** Admissions Officers

**Date:** 09/01/2017

**(f) Approved by Head of Service**

**Name:** Nick Williams

**Date:** 2017

**Reviewed for Admission Arrangements 2018/2019** - There have been no changes from previous submission.

**Date:** 09/01/17

## Section 1 – Aims (See guidance):

Briefly describe the aims of the function, service, policy, procedure, strategy, plan, proposal or project:

### What are the aims?

The aim of the policy is to ensure pupils are able to access school places in a manner which is fair and equitable to all.

### Who has responsibility?

The LA has a statutory responsibility to manage the admissions process for all of its community schools.

### Who are the stakeholders?

The stakeholders are pupils, parents, schools, Headteacher, governing bodies, neighbouring LA's. and other admission authorities within the 'relevant area' i.e. City & County of Swansea.

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

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

|                                    |                          |                               |                          |
|------------------------------------|--------------------------|-------------------------------|--------------------------|
| Age .....                          | X                        | Race.....                     | <input type="checkbox"/> |
| Disability .....                   | X                        | Religion or (non-)belief..... | <input type="checkbox"/> |
| Gender reassignment .....          | <input type="checkbox"/> | Sex.....                      | X                        |
| Marriage & civil partnership ..... | <input type="checkbox"/> | Sexual orientation .....      | <input type="checkbox"/> |
| Pregnancy and maternity.....       | <input type="checkbox"/> | Welsh language .....          | X                        |
| Carers .....                       | <input type="checkbox"/> |                               |                          |

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

The School Admissions Code sets out the limited information which can be requested from service users. This is to ensure that there is an equality of process and procedure for all applicants and to ensure no one applicant or group of applicants is disadvantaged.

### Any Actions Required?

- No.

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

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

|                              | Positive                   | Negative                 | Neutral | Needs further investigation |
|------------------------------|----------------------------|--------------------------|---------|-----------------------------|
| Age                          | ➔ <input type="checkbox"/> | <input type="checkbox"/> | X       | <input type="checkbox"/>    |
| Disability                   | ➔ <input type="checkbox"/> | <input type="checkbox"/> | X       | <input type="checkbox"/>    |
| Gender reassignment          | ➔ <input type="checkbox"/> | <input type="checkbox"/> | X       | <input type="checkbox"/>    |
| Marriage & civil partnership | ➔ <input type="checkbox"/> | <input type="checkbox"/> | X       | <input type="checkbox"/>    |
| Pregnancy and maternity      | ➔ <input type="checkbox"/> | <input type="checkbox"/> | X       | <input type="checkbox"/>    |
| Race                         | ➔ <input type="checkbox"/> | <input type="checkbox"/> | X       | <input type="checkbox"/>    |
| Religion or (non-)belief     | ➔ <input type="checkbox"/> | <input type="checkbox"/> | X       | <input type="checkbox"/>    |

|                    |   |                          |                          |   |                          |
|--------------------|---|--------------------------|--------------------------|---|--------------------------|
| Sex                | → | <input type="checkbox"/> | <input type="checkbox"/> | X | <input type="checkbox"/> |
| Sexual orientation | → | <input type="checkbox"/> | <input type="checkbox"/> | X | <input type="checkbox"/> |
| Welsh language     | → | <input type="checkbox"/> | <input type="checkbox"/> | X | <input type="checkbox"/> |
| Carers             | → | <input type="checkbox"/> | <input type="checkbox"/> | X | <input type="checkbox"/> |

**Thinking about your answers above, please explain in detail why this is the case?**  
 The School Admissions Code is a legally binding document, the purpose of which is to ensure that LA's are working to non discriminatory processes and procedures.

---

**What consultation and engagement has been undertaken (e.g. with the public and/or members of protected groups) to support your view? Please provide details below.**  
 A compulsory consultation takes place annually with stakeholders written to (e.g. schools, headteachers, governing bodies, neighbouring LA's and other admission authorities). The LA's Admissions Forum which is a statutory body also considers all responses to the consultation and makes it own recommendations which are also included in the admission arrangements report, which in turn goes to Corporate Briefing, Cabinet and Council for approval in line with the statutory timescales.

---

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

- No

### Section 4 - Other Impacts:

Please consider how the initiative might address the following issues. You could base this on service user information, data, consultation and research or professional experience (e.g. comments and complaints).

|  |   |
|--|---|
| <b>Foster good relations between different groups</b>              | <b>Advance equality of opportunity between different groups</b> |
| <b>Elimination of discrimination, harassment and victimisation</b> | <b>Reduction of social exclusion and poverty</b>                |

(Please see guidance for definitions on the above)

**Please explain any possible impact on each of the above.**

- The format of the application form complies with the School Admissions Code which aims to make certain there is equality for all users.
- The arrangements are set out to ensure that no pupil or groups of pupils are disadvantaged by the admission application process.
- The process ensures that all pupils have a school place.

**What work have you already done to improve any of the above?**  
 The LA complies with its statutory responsibility to ensure this process is in place year on year.

**Is the initiative likely to impact on Community Cohesion (see the guidance for more information)?**  
 No.

**How will the initiative treat the Welsh language in the same way as the English**

**language?**

The process is the same for both English and Welsh medium schools. The application process is bilingual.

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

- No

**Section 5 - Monitoring arrangements:**

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

**Monitoring arrangements:**

- Consultation on admission arrangements takes place annually.
- The LA's Admissions Forum has a statutory role to play in ensuring a fair admissions system and it meets at least twice a year in accordance with the School Admissions Code.
- WG code is updated periodically and these updates are included in any consultation and/or review of our policy.

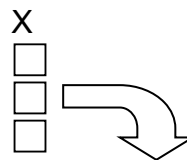
**Actions:**

Revisited through the statutory consultation process annually with the EIA being reviewed and updated as required.

**Section 6 – Outcomes:**

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

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



For outcome 3, detail the justification for proceeding here:

**Section 7 - Publication arrangements:**

On completion, please follow this 3-step procedure:

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

## Action Plan:

| Objective - What are we going to do and why?   | Who will be responsible for seeing it is done?        | When will it be done by?                      | Outcome - How will we know we have achieved our objective? | Progress  |
|--|---|---|--|---|
| Revisited through the statutory consultation process annually with the EIA being reviewed and updated as required.         | Claire Abraham – Admissions Officer                   | Annually to comply with statutory timescales. | The LA has complied with its statutory responsibilities.   | Ensure LA continues to meet its statutory responsibilities. |
| <b>11/12/14 – Reviewed</b><br>No changes to process. Will continue to monitor annually to meet statutory responsibilities. | Claire Abraham – Admissions Officer                   | Annually to comply with statutory timescales. | The LA has complied with its statutory responsibilities.   | Ensure LA continues to meet its statutory responsibilities. |
| <b>11/01/16 – Reviewed</b><br>No changes to process. Will continue to monitor annually to meet statutory responsibilities. | Melissa Taylor / Claire Abraham – Admissions Officers | Annually to comply with statutory timescales. | The LA has complied with its statutory responsibilities.   | Ensure LA continues to meet its statutory responsibilities. |
| <b>11/01/16 – Reviewed</b><br>No changes to process. Will continue to monitor annually to meet statutory responsibilities. | Melissa Taylor / Claire Abraham – Admissions Officers | Annually to comply with statutory timescales. | The LA has complied with its statutory responsibilities.   | Ensure LA continues to meet its statutory responsibilities. |
|  |   |   |  |   |
|  |   |   |  |   |

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

# Agenda Item 13.

## Report of the Cabinet Member for Transformation & Performance

Council – 23 March 2017

### WELL-BEING OBJECTIVES AND STATEMENT 2017/18

|                             |  |
|-----------------------------|--|
| <b>Purpose:</b>             | To set out the well-being objectives and well-being statement 2017/18 for the Council as required by the Well-Being of Future Generations (Wales) Act 2015 |
| <b>Policy Framework:</b>    | <i>Delivering for Swansea Corporate Plan 2016/17</i>   |
| <b>Reason for Decision:</b> | To implement the requirements outlined within the Well-Being of Future Generations (Wales) Act 2015  |
| <b>Consultation:</b>        | Cabinet Member, Legal, Finance and Access to Services  |

#### **Recommendation(s):**

- 1) The Council's 5 key priorities expressed in its current Corporate Plan 2016/17 are carried forward into 2017/18 as the Council's Well-Being Objectives.
- 2) The Council's 'Well-Being Statement' for 2017/18 is approved.
- 3) The work currently underway to review the Council's Well-Being Objectives continues after the local government elections with the newly elected Administration into 2017/18 with a new Corporate Plan published as soon as practicably possible.

**Report Author:** Richard Rowlands

**Finance Officer:** Carl Billingsley

**Legal Officer:** Debbie Smith

**Access to Services Officer:** Sherill Hopkins

#### **1.0 Introduction**

- 1.1 This report outlines proposals for meeting the requirements set out in the Well-Being of Future Generations (Wales) Act 2015 (the 'Act') for public bodies to set Well-Being Objectives.

1.2 In summary, the Act sets out:

- I. **The Well-Being Duty.** The Well-Being Duty requires public bodies to carry out sustainable development and encompasses two main obligations:
  - a. Deciding priorities – the duty to set ‘Well-Being Objectives’.
  - b. Meeting priorities – the duty to take ‘reasonable steps’.
- II. **Well-Being Statement (Public Bodies) / Local Well-Being Plans (PSB).** The duty to publish statements about Well-Being Objectives.
- III. **Annual Report.** The duty to report annually on progress toward meeting Well-Being Objectives.
- IV. **Progress.** National Milestones and Indicators.
- V. **Evidence.** Including the Future Trends Report.
- VI. **Accountability.** Auditor General Wales (Public Bodies) / Scrutiny (PSB).
- VII. **Supporting the Change.** Future Generations Commissioner.

## 2.0 Requirements for setting Well-Being Objectives

### 2.1 *Setting and Publishing ‘Well-Being Objectives’*

The Act sets out some specific proposals regarding Corporate Planning and the setting of objectives.

2.1.1 The Council must set and publish ‘*Well-Being Objectives*’ **no later than 31 March 2017**.

2.1.2 When setting its Well-Being Objectives, the Council must have regard to **all seven** of the national Well-Being Goals prescribed under the Act.

2.1.3 The seven national Well-Being Goals are summarised below. Their full description can be found at **Appendix A**:

- I. A prosperous Wales.
- II. A resilient Wales.
- III. A healthier Wales.
- IV. A more equal Wales.
- V. A Wales of cohesive communities.
- VI. A Wales of vibrant culture and thriving Welsh language.
- VII. A globally responsible Wales.

2.1.4 The Council’s Well-Being Objectives must be designed to ‘maximise its contribution’ to achieving each of the seven national Well-Being Goals; and the Council must take ‘all reasonable steps’ (in exercising its functions) to meet them. The Goals are not to be considered a hierarchy (i.e. they are all of equal importance), but as an integrated set.



- 2.1.5 The Council will have to understand its current contribution to each of the seven national Well-Being Goals and seek to maximise that contribution through its Well-Being Objectives.
- 2.1.6 The Council will need to be able to explain in its *Well-Being Statement* (see para 2.3) why it considers that its Well-Being Objectives will contribute to the achievement of the seven national Well-Being Goals.
- 2.1.7 The Council must also have regard to evidence when setting its Well-Being Objectives. This evidence includes:
- *National Indicators* (when published) – *population* indicators comprising of data as it affects a community area (in this case a regional area, i.e. Wales); they are not performance indicators measuring the performance of the Council or any single organisation.
  - *A Future Trends Report* – published by the Welsh Government outlining predictions of likely future trends in social, economic, environmental and cultural well-being of Wales.
  - *The Assessment of Local Well-Being* – undertaken by (on behalf of) the Public Service Board (PSB).
- 2.1.8 The Council's Well-Being Objectives must be reviewed on an annual basis.

## **2.2 *Applying the Sustainable Development Principle – five key ways of working***

The Act puts in place a '*Sustainable Development Principle*', which tells organisations how to go about meeting their duty under the Act.

- 2.2.1 The Sustainable Development Principle is based upon five key ways of working that the Council will need to apply (and demonstrate that it has applied) when setting its Well-being Objectives and setting out the steps it will take to meet them, as follows:
- I. *Long-Term* – the Council balancing short-term needs with the need to safeguard the ability to also meet long-term needs. The Council's Well-Being Objectives must look ahead to the long-term at least 10+ years and up to 25+ years into the future.
  - II. *Prevention* – the Council when setting and taking steps to meet its Well-Being Objectives acting to prevent problems from occurring or getting worse.
  - III. *Integration* – the Council considering how its Well-Being Objectives may impact upon each of the seven national Well-Being Goals, on its other objectives and on the objectives of other public bodies; action should be taken to minimise any detrimental impacts.

- IV. *Collaboration* – the Council considering how it can work with other public bodies, or with other parts of the Council, to meet its Well-Being Objectives.
  - V. *Involvement* – the Council involving people with an interest in achieving its Well-Being Objectives and ensuring that those people reflect the diversity of the area that the Council serves.
- 2.2.2 The Council will need to set out in its Well-Being Statement why it considers that its Well-Being Objectives have been set in accordance with the Sustainable Development Principle.
- 2.3 *Publish a Well-Being Statement in the Corporate Plan.***  
The Council must publish a *Well-Being Statement* in its Corporate Plan along with its Well-Being Objectives.
- 2.3.1 The Well-Being Statement must outline why the Council feels that each Well-Being Objective will see it maximise its contribution to the seven national Well-Being Goals.
- 2.3.2 The Well-Being Statement will also need to set out how the Council has applied the Sustainable Development Principle (the 5 ways of working) in setting and taking steps to meet its Well-Being Objectives.
- 2.3.3 The Council’s well-being statement for 2017/18 is attached to this report at **Appendix B**.
- 2.4 *Requirement to set ‘Improvement Objectives’***
- 2.4.1 Local authorities are still under an obligation under the Local Government (Wales) Measure 2009 to set ‘Improvement Objectives’ as soon as is reasonable practical after the start of the financial year.
- 2.4.2 Guidance issued to local authorities by the WLGA following discussions with Welsh Government, the Wales Audit Office and Office of the Future Generations Commissioner states that to all intents and purposes well-being objectives and improvement objectives can be treated as one and the same and that one set of objectives would jointly discharge the separate duties to produce well-being objectives and improvement objectives.
- 3.0 PROPOSALS FOR 2017/18**
- 3.1 The Council’s current Corporate Plan 2016/17 *Delivering for Swansea* describes 5 key priorities:
- I. Safeguarding Vulnerable People
  - II. Improving Pupil Attainment
  - III. A Vibrant & Viable City and Economy
  - IV. Tackling Poverty
  - V. Building Sustainable Communities

- 3.2 Work is underway to review the existing Corporate priorities in light of the requirements set out within the Act. This includes:
- I. **An Integrated Impact Assessment (IIA) completed** on the current Corporate Plan 2016/17. The IIA seeks to: firstly, establish supporting evidence to show how the Corporate Plan demonstrates that the Council is maximising its contribution to the 7 national goals through its Well-Being Objectives (nee priorities); secondly, identify and seek to address gaps in our current priorities and Corporate Plan contributing to the national goals and provide options on how these gaps may be addressed.
  - II. **Public survey** on the outcome from the IIA to help establish public and partner views, as part of the *Involvement* and *integration* principles, on how important to Swansea the Council's contributions are in terms of the 7 national goals. This was done through a survey on the Council's 'Have your say' section of the web page; staff and Members, PSB members, Community Councils and various representative groups / forums were sent the link to the survey. Further and more meaningful consultation, engagement and involvement with a diversity of citizens on reviewing our well-being objectives will need to take place following the local government elections in May 2017.
  - III. **Service Plan diagnostic workshops** to help services map and evidence their contribution to the 7 national goals and to prepare and plan for changes to their service in order to maximise opportunities and to comply with the Act.
  - IV. **Engaging with other public bodies** will need to be undertaken as part of the *integration* principle; to ensure that there are no adverse consequences for other public bodies from our Well-being Objectives and any proposals to revise them.
- 3.3 Other sources of evidence to inform the review and development of Well-Being Objectives are in varying states of availability. The Local Assessment of Well-Being is still under development. The Welsh Government has not yet published the results from the national set of population indicators established to support the Act.
- 3.4 The Administration elected following the Local Government Elections in May 2017 may wish to review and revise the existing corporate priorities, which will need to be done in line with the requirements set out within the Act.
- 3.5 For the reasons outlined above, the following course of action is proposed for 2017/18:

- I. That the Council's 5 key priorities expressed in its current Corporate Plan 2016/17 are carried forward into 2017/18 as the Council's well-being objectives.
- II. The 'Well-Being Statement' for 2017/18 attached at Appendix B is approved.
- III. The work currently underway to review the Council's priorities (Well-Being and Improvement Objectives) continues after the local government elections with the newly elected Administration into 2017/18 with reviewed well-being objectives (also discharging the duty to produce improvement objectives) and a new Corporate Plan published as soon as practicably possible.

#### **4.0 Equality & Engagement Implications**

- 4.1 This report has no immediate equality and engagement implications. The "Well-Being Statement" includes an explanation as to how the Council proposes to involve other persons with an interest in achieving its well-being objectives in reviewing its well-being objectives and that those persons will reflect the diversity of the population.
- 4.2 The Statement points out that Swansea was the first UK Council to adopt the United Nations Convention on the Rights of the Child (UNCRC). The UNCRC will inform the Council's review of its well-being objectives and how children and young people will be involved and supported to participate.
- 4.3 The Well-Being Statement also describes how the Council's Equality Objectives will be considered during the review of our well-being objectives to identify how equality can support their achievement; an Equality Impact Assessment will be undertaken to support this.
- 4.4 The Statement also sets out that in reviewing our well-being objectives, the Council will ensure this is done in accordance the requirements of the Welsh Language (Wales) Measure 2011.

#### **5.0 Financial Implications**

- 5.1 This report has no direct financial implications.

#### **6.0 Legal Implications**

- 6.1 Under the Local Government (Wales) Measure 2009 for each financial year the Council must set itself objectives for improving the exercise of its functions during that year ("improvement objectives") and further must have regard to guidance issued by the Welsh Ministers. By 1<sup>st</sup> April 2017, the Council must set itself "Well-Being Objectives" as required by the Well-Being of Future Generations (Wales) Act 2015 and have regard to guidance issued by the Welsh Ministers.

6.2 The WLGA, following discussions with the Welsh Government, Wales Audit Office and the Office of the Future Generations Commissioner, has issued advice to local authorities on statutory objective setting and reporting duties through the Local Government Measure 2009 and the Well-Being of Future Generations Act 2015, in particular given the interpretation of statutory timescales and the implications of the local government elections in May 2017; para 3.5 outlines proposals to meet this requirement.

**Background Papers:** None.

**Appendices:**

Appendix A - The 7 National Well-Being Goals prescribed by the Well-Being of Future Generations (Wales) Act 2015/16

Appendix B – *Delivering for Swansea* The City & County of Swansea's Well-Being Statement for 2017/18

**Appendix A – The 7 National Well-Being Goals** prescribed by the Well-Being of Future Generations (Wales) Act

| Goal  | Description of the goal   |
|---|---|
| <b>A prosperous Wales</b>                                     | An innovative, productive and low carbon society which recognises the limits of the global environment and therefore uses resources efficiently and proportionately (including acting on climate change); and which develops a skilled and well-educated population in an economy which generates wealth and provides employment opportunities, allowing people to take advantage of the wealth generated through securing decent work. |
| <b>A resilient Wales</b>                                      | A nation which maintains and enhances a biodiverse natural environment with healthy functioning ecosystems that support social, economic and ecological resilience and the capacity to adapt to change (for example climate change).  |
| <b>A healthier Wales</b>                                      | A society in which people's physical and mental well-being is maximised and in which choices and behaviours that benefit future health are understood.  |
| <b>A more equal Wales</b>                                     | A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio economic background and circumstances).   |
| <b>A Wales of cohesive communities</b>                        | Attractive, viable, safe and well-connected communities.  |
| <b>A Wales of vibrant culture and thriving Welsh language</b> | A society that promotes and protects culture, heritage and the Welsh language, and which encourages people to participate in the arts, and sports and recreation.   |
| <b>A globally responsible Wales</b>                           | A nation which, when doing anything to improve the economic, social, environmental and cultural well-being of Wales, takes account of whether doing such a thing may make a positive contribution to global well-being.   |

# ***Delivering for Swansea***

## **The City & County of Swansea's Well-Being Statement for 2017/18**

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## Appendix B

### Foreword

Swansea faces a number of challenges now and in the future, such as climate change, poverty, health inequalities and jobs and growth. To tackle these we need to work together. To give current and future generations a good quality of life we need to think about the long term impact of the decisions we make.

If we are to beat these challenges, we know we can't keep doing things in the way we always have. We have to do things differently to make things change.

The Well-being of Future Generations (Wales) Act is about improving the social, economic, environmental and cultural well-being of Wales. It will make the public bodies listed in the Act, like the City & County of Swansea, think more about the long-term, work better with people and communities and each other, look to prevent problems and take a more joined-up approach. This will help us to create a Wales that we all want to live in, now and in the future.

None of this will be easy and will take time to fulfil. The City & County of Swansea has made a good start but there is a lot more to do. Swansea was an early adopter for the Well-Being of Future Generations Act and continues to push the boundaries of sustainable practice. Our values and principles together with our well-being objectives that are described in our Corporate Plan already make a significant contribution to improving the economic, environmental and cultural well-being of Wales; but the Council needs to do more to show that it is doing all it can do contribute to the Wales that we want and is working in a way that shows that the Sustainable Development Principle is fully embedded in its business.

The City & County of Swansea is fully committed to embedding sustainability as its central organising principle. It will build upon the good practice that already exists and will continue its maturing commitment to sustainable development, learning together along the way so that it shapes all that we do both now and in the future.

Cllr Rob Stewart  
Leader of the Council

Phil Roberts  
Chief Executive



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### 1. Introduction

The City & County of Swansea has been a leader in sustainable development in Wales and the UK. The Council has had a Sustainable Development function and resources in place since 1997.

The City & County of Swansea recognises the opportunity that the Well-Being of Future Generations (Wales) Act 2015 provides and is aiming beyond compliance to achieve transformational change.

The Council acted as Wales' Model Authority in implementing the WLGA Sustainable Development Framework. This learning influenced the development of the Well-Being of Future Generations Act and accelerated the pace of change within the organisation. As an early adopter of the Act, the Council continues to work to embed sustainable practice. A Future Generations Board has been established to support the delivery of the Act within the City & County of Swansea. A Next Generation Services Cabinet portfolio has been created to help support the change.

There are some good examples to show how applying the sustainable development principle is making a difference in Swansea. For example, Swansea was the first UK Council to adopt and embed the United Nations Convention on the Rights of the Child (UNCRC). This aims to teach young citizens to respect rights and understand responsibilities. A globally responsible Wales needs globally aware and responsible citizens. More than one hundred schools have been supported by the Council to become UNICEF Rights Respecting Schools.

Swansea received a UNESCO Learning City Award at the Mexico conference – the only one in the UK and one of only 12 worldwide at that point in time. Swansea is planning to host the 2017 UNESCO Learning City Regional Seminar.

The Council has recently been awarded the Platinum Corporate Health Standard. To gain Platinum, an organisation really has to excel in terms of wider corporate social responsibility and innovation across the six categories – transport, facilities management, procurement, employment and skills, capital build, and community engagement. You also have to demonstrate that sustainability runs through each of these, providing a direct link to the Well-being of Future Generations Act.

Our Corporate Plan *Delivering for Swansea* sets out our values, principles and well-being objectives that show how we are contributing to improving the economic, environmental and cultural well-being of Swansea and of Wales. The change is in progress but there is still a lot more to do.

Our Corporate Plan needs to be reviewed and revised to show that the Council is doing all that it can to contribute to economic, environmental and cultural well-being of Swansea and of Wales. The Council needs to show that, through its maturing approach to the Act, sustainable development is becoming further embedded in the ways in which we work. A revised Corporate Plan will be published as soon as possible following the local government elections in May 2017.

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The work to review and revise the Corporate Plan and embed sustainable ways of working to show how we are maximising our contribution to the well-being of Wales is however already underway. An Integrated Impact Assessment (IIA) has been completed on the existing Corporate Plan, which illustrates our contribution and identifies options for maximising that contribution; this will be considered during the revision of the Corporate Plan following the local government elections in May 2017.

During the review of our well-being objectives and Corporate Plan, we will involve citizens to review and maximise our contribution. We will look ahead to future trends and ensure that we meet the needs of today without compromising the interests of future generations. We will involve other public bodies in our proposals to see how we can add value by working together and ensure that we do not plan to do something that could have a detrimental impact on what they plan to do. At the same time, we will need to ensure that these ways of working are also fully embedded into the way that the Council operates and does business.

This document details our initial well-being objectives to be set by 31<sup>st</sup> March 2017 and the steps being undertaken to contribute to the seven well-being goals outlined in the Act. Options for maximising that contribution will be reviewed during the revision of the Corporate Plan following the local government elections in May 2017; some of these options are also included in this document. This document also shows how the five ways of working set out in the Act have been applied in determining our well-being objectives and how this will be revisited during the review of the well-being objectives and Corporate Plan following the local government elections.

## **2. Our Corporate Plan – vision, values, principles and well-being objectives**

Our Corporate Plan *Delivering for Swansea* outlines our future challenges, our priorities (well-being objectives) and the way in which we will work to deliver our objectives and meet future challenges.

### **The challenges ahead**

Swansea faces a number of challenges in the years ahead, which include:

- Attracting economic investment.
- Regenerating Swansea's city centre and communities across Swansea.
- Creating high quality employment opportunities and associated skills.
- Addressing inequalities in health, education, employment and life chances between people living within different communities in Swansea.
- Demographic pressures and increasing demand for public services.
- Significant reductions in public spending.
- Technological change.
- Climate change.
- Energy security.

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### Our ambitions and commitments to residents – our well-being objectives

In order to meet these challenges, we have prioritised five well-being objectives. We want to:

- **Safeguarding Vulnerable People** – so that our citizens are free from harm and exploitation.
- **Improve Pupil Attainment** – so that every child and young person in Swansea gains the skills and qualifications they need to succeed in life.
- **Create a viable and vibrant City and Economy** – so that Swansea has a thriving mixed use City Centre and local economy that will support the prosperity of our citizens.
- **Tackle Poverty** – so that every person in Swansea can achieve their potential.
- **Build Sustainable Communities** – so that the places where people live and work meet the diverse needs of existing and future residents.

### How we will work – our values and principles

Our values and principles expressed in our Corporate Plan underpin the delivery of our well-being objectives and reflect the Sustainable Development Principle:

#### Our Values

Our Plans will be built on three clear values, which will guide the way that we work, how we develop as an organisation and our decision making through the years ahead.

- **People Focus**  
We will focus on community needs and outcomes and on improving the lives of the people who live and work in Swansea. We will also respect, value and support our employees and demonstrate the highest standards of integrity.
- **Working Together**  
We will promote a whole partnership approach, working across services to maximise resources and knowledge and joining forces with others outside the Council to ensure we prioritise our resources and get the best for our communities.
- **Innovation**  
We will promote and support a culture of innovation. We will think and work differently to improve our ability to deliver and to meet the financial, demographic and societal challenges we face. We will share learning across the Council, as part of our Innovation Programme.

#### Our Principles

Our Plans and Priorities will be underpinned by three key principles. These principles are essential to deliver our well-being objectives and will be woven into the way that we work.

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- **Sustainability**

We will work to improve the economic, social and environmental well-being of Swansea. This means making sure that the needs of the present are met without compromising the ability of future generations to meet their aspirations. It is a key principle at the heart of our *Sustainable Swansea – Fit for the Future* strategy, which is about transforming Council services, ensuring the financial viability of the Council and improving outcomes for residents. As part of this we will continue to engage with and seek the views of residents and service users. The principle of sustainability has prevention and integration at its heart and we will develop long term plans for addressing our well-being objectives, working with others. We will also ensure that, through this approach, we meet the requirements of the *Well Being of Future Generations (Wales) Act 2015*.

- **Prevention**

We will intervene earlier in order to support people at greatest risk, change behaviours and prevent the need for costly specialist services, often with a long-term support programme. This will help to make families and communities more resilient, reduce the demand for Council services, lower costs and achieve better outcomes. We will adopt a whole-Council approach to managing the demand for services and aim to deepen our understanding of customer contact and how services can be redesigned to eliminate, reduce or divert demand.

- **Partnerships**

We will work together with our partners across the public, business and voluntary sectors through the Public Service Board and through other collaborative means in order to meet the shared challenges that face Swansea and its communities. We will take a 'Team Swansea' approach, working as a whole-Council to ensure that every service can play a part in contributing to our well-being objectives and that we share resources and expertise. The needs of our residents and the major challenges facing Swansea can only be tackled through productive partnerships, greater integration of our services and pooling of resources.

### 3. Our Delivery – the steps

The table on the next page demonstrates that all of our well-being objectives taken together and the steps that we are undertaking to deliver them as described in the current Corporate Plan show our contribution to all seven national goals<sup>1</sup> and to the social, economic and cultural well-being of Swansea and Wales.

The table also outlines options for maximising our contribution, which will be considered during the review of our well-being objectives and Corporate Plan following the local government elections in May 2017. These options were identified as a result of an Integrated Impact Assessment (IIA) undertaken on the current Corporate Plan.

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<sup>1</sup> The National Goals are: A Prosperous Wales; A Resilient Wales; A Healthier Wales; A More Equal Wales; A Wales of More Cohesive Communities; A Wales of Vibrant Culture and Thriving Welsh Language; A Globally Responsible Wales.

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The IIA helped us review our current contribution and generated options for maximising that contribution when seeking to address gaps in our contribution evident in our current Corporate Plan; particularly concerning our environmental and cultural contribution, including the Welsh language. These options are not exclusive and will be determined following engagement with other public bodies and with the diversity of Swansea citizens following the local government elections in May 2017.

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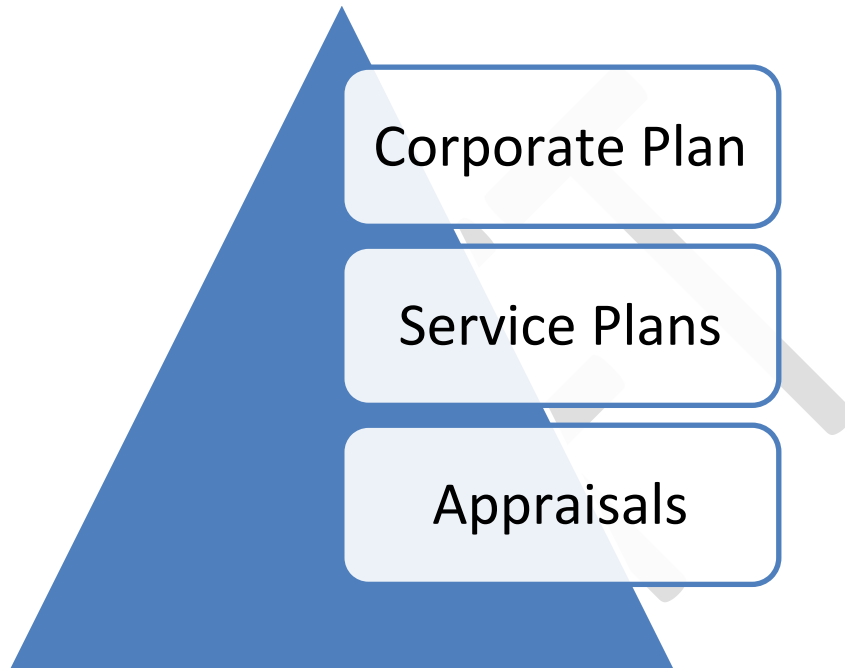
| National Goals  |  |   |  |  |
|---|--|---|--|--|
| Well-Being Objectives   |  |   |  |  |
| Safeguarding Vulnerable People  | Improving Pupil Attainment   | A Vibrant and Viable City & Economy   | Tackling Poverty   | Building Sustainable Communities   |
| Our current contribution  | Our current contribution   | Our current contribution  | Our current contribution   | Our current contribution   |
| <ul style="list-style-type: none"> <li>Improved understanding and awareness of safeguarding amongst Council staff, elected Members and those working on behalf of the Council.</li> <li>Council employees, elected Members, those who work on behalf of the Council and the public know how to report safeguarding concerns.</li> <li>Those who work for and with the Council have appropriate safeguarding arrangements in place.</li> <li>Effective safeguarding arrangements are in place to protect those at risk from significant harm from exploitation.</li> <li>Working to reduce incidents of domestic abuse and ensuring that victims are supported well.</li> <li>Safeguarding is considered during service change and transformation.</li> <li>Our approach to safeguarding is informed by the UNCRC</li> </ul> | <ul style="list-style-type: none"> <li>Working to improve school attendance and attainment so that pupils improve their skills and qualifications that they need to go on into further education, training or employment.</li> <li>Supporting and challenging schools to improve attendance and pupil performance and encouraging schools to support each other.</li> <li>Focusing on improving literacy in English and Welsh at all ages so that pupils are able to read and to follow the curriculum.</li> <li>Working to improve pupil numeracy.</li> </ul> | <ul style="list-style-type: none"> <li>Redevelopment of the City Centre - new retail offers, better quality commercial floorspace, city living and an employment hub.</li> <li>Developing Swansea as a City of Innovation and grow higher value economic activities.</li> <li>Working to deliver a competitive digital infrastructure to support investment, growth and productivity.</li> <li>Employment &amp; Training opportunities created through social benefit clauses in regeneration contracts.</li> <li>A Planning Policy Framework supporting the creation of a vibrant &amp; viable city and economy</li> <li>Working to attract new inward investment into Swansea.</li> <li>Progressing strategic housing and mixed development sites to meet housing need and provide employment opportunities.</li> <li>Promoting and enhancing a diverse and sustainable rural economy, including extension of the tourist season.</li> <li>Improving, expanding and diversifying leisure, cultural and heritage facilities and infrastructure.</li> </ul> | <ul style="list-style-type: none"> <li>Working with our Health partners to ensure that, through our Early Years Strategy, children in their early years and at Foundation Phase achieve their expected language, emotional, social and cognitive development and are ready for learning and for school.</li> <li>Through our Youth Progression Framework, ensuring that young people are able to access employment, education or training after reaching 16 years of age.</li> <li>Helping to address the impacts of Welfare reform and preparing for the introduction of Universal Credit, such as helping people to receive the maximum benefits that they are entitled to.</li> <li>Investing to improve Council housing and building more Council homes to help meet housing need, regenerate estates and bring wider economic and employment benefits.</li> <li>Preventing homelessness to help maintain stability and security for families, safeguard health, well-being and prevent social exclusion.</li> </ul> | <ul style="list-style-type: none"> <li>Working with others and the community to build capacity and promote community action to enable communities to run services and manage assets.</li> <li>Promoting wellbeing and preventing people from requiring statutory services through early intervention and preventative services.</li> <li>Working to ensure that more people are living at home or in the community instead of in residential care.</li> <li>Providing people with equitable access to services in order to promote independence and improve quality of life.</li> <li>Working to ensure that there is better engagement with the third sector.</li> <li>Work to improve the cohesiveness of communities so that people like where they live and who they live with.</li> </ul> |
| Options for maximising our contribution   | Options for maximising our contribution  | Options for maximising our contribution   | Options for maximising our contribution  | Options for maximising our contribution  |
| <ul style="list-style-type: none"> <li>Continue to implement the <i>Signs of Safety</i> approach to involving all relevant stakeholders in ensuring that children are safeguarded.</li> <li>Develop a comparable practice</li> </ul>  | <ul style="list-style-type: none"> <li>Continue to transform the schools estate to prepare for reducing budgets, new housing developments and increased demand for Welsh-medium education.</li> </ul>  | <ul style="list-style-type: none"> <li>Raise skill levels in the workplace and contribute to the development of ambitious, skilled children and young people and adults by providing apprenticeships.</li> </ul>  | <ul style="list-style-type: none"> <li>Provide training and employment opportunities for people living in households where no-one is in work through the <i>LIFT</i> scheme.</li> <li>Help those adults furthest away from the labour market into</li> </ul>   | <ul style="list-style-type: none"> <li>Tackle health inequalities in line with Swansea's Health City status.</li> <li>Work with Health partners to refer inactive patients with a variety of medical conditions to a programme of supervised physical activity.</li> <li>Work with partners to provide</li> </ul>  |

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|   |   |   |  |  |
|---|---|---|--|--|
| <p>framework for Adult Services to improve social work practice and ensure that vulnerable adults are effectively safeguarded.</p> <ul style="list-style-type: none"> <li>Working with Barnardo's through the BAYS project to help young people make the transition from care to independent living and help deal with youth homelessness.</li> <li>Continue to involve looked after children in getting their voice heard about the services that they receive, e.g. through the <i>Fe Fi Forum</i>.</li> <li>Continue to strengthen collaboration and partnerships on safeguarding through the Western Bay Adult and Children's Safeguarding Boards.</li> <li>Working in partnership with others through the <i>Team Around the Family</i> to ensure that families with multiple needs broader than one service can address are supported.</li> </ul> <p>Continue to support Swansea's status as a City of Sanctuary; a City that is especially welcoming to asylum seekers and refugees - people fleeing violence and persecution.</p> <ul style="list-style-type: none"> <li>Work to tackle hate crime and prevent bullying in schools.</li> <li>Enforce consumer laws through Trading Standards to encourage fair, safe and honest trading.</li> </ul> | <ul style="list-style-type: none"> <li>Continue to work with six other local authorities through the regional ERW arrangements to deliver school improvement services.</li> <li>Providing support for the education of specific groups of pupils who are disengaged from learning and those who are travellers, ethnic minorities or asylum seekers.</li> <li>Providing support to pupils and schools through the Education Learner Support service for learning and behaviour support, education welfare, educational psychology and statutory assessment.</li> <li>Promote environmental literacy by increasing understanding, respect and appreciation of our environment through the <i>Sustainable Swansea Schools</i> and <i>Eco Schools</i> schemes.</li> <li>Work to meet demand for Welsh-medium education through the <i>Welsh in Education Strategic Plan</i>.</li> <li>Continue to provide library services to boost literacy and improve well-being and Welsh-medium library services, e.g. Welsh rhyme time for babies and toddlers.</li> </ul> | <ul style="list-style-type: none"> <li>Promote the Green Economy, including renewable energy, such as the proposals for the Tidal Lagoon Scheme, providing energy security, climate change mitigation and economic and employment benefits.</li> <li>Work with others to provide sustainable transport as part of the city centre redevelopment providing improved / cheaper connectivity and mobility and associated economic benefits at reduced environmental cost.</li> <li>Working with the Welsh Government, four other local authorities and partners in the public and private sectors across the Swansea Bay City Region to improve prosperity.</li> <li>Promote public leisure and cultural events aimed at increasing footfall in the city centre and providing economic benefits, e.g. the Wales National Air Show.</li> <li>Protecting, enhancing and promoting biodiversity and our natural environment providing social, economic and environmental benefits.</li> <li>Promoting improved bathing water quality and air quality to improve wellbeing.</li> </ul> | <p>employment through the <i>Communities for Work</i> scheme.</p> <ul style="list-style-type: none"> <li>Provide people on a low income with opportunities to improve their health and well-being through the <i>Passport to Leisure</i> scheme.</li> <li>Help Swansea's poorest communities tackle poverty by accessing arts, culture and heritage in order to boost skills, confidence, self-esteem and aspiration.</li> <li>Provide free or low cost environmental events, including guided walks and cycle rides; a wide range of talks, workshops and training courses about wildlife and environmental issues and children's events promoting environmental literacy and improving health and wellbeing.</li> <li>Work with through the <i>ParkLives</i> scheme to provide free and easily accessible activities in local parks.</li> <li>Support tackling climate change, help eradicate fuel poverty and boost economic development through the <i>ARBED</i> Scheme and energy efficiency measures in social housing.</li> </ul> | <p>information, advice and assistance to all, including carers and young carers.</p> <ul style="list-style-type: none"> <li>Implementing the Prevention Strategy and developing innovative preventative/early intervention approaches to delay access to statutory services and allowing people to be more resilient in their own communities.</li> <li>Consolidating the commitment to develop Local Area Coordination in all areas of Swansea.</li> <li>Provide easier access for disabled customers and carers to leisure and recreational services through the <i>Hynt</i> card.</li> <li>Through the Neighbourhood Environmental Action Team (NEAT) provide work for adults with learning disabilities.</li> <li>Continue to have a reablement focus to all Adult Services to maximise independence and the ability to stay at home for longer in line with people's wishes.</li> <li>Provide home adaptations for elderly and disabled people so that homes are better suited to meet needs.</li> <li>Provide housing related support and advice to people through the <i>Tenancy Support Unit</i> in order to prevent homelessness and maintain independence.</li> <li>Provide play opportunities for children to help their social, emotional, intellectual and physical development.</li> <li>Work with the police, fire, health and probation services through <i>Safer Swansea</i> to reduce crime and anti-social behaviour.</li> <li>Through the CONTEST Strategy work with partners to prevent extremism.</li> <li>Implement the Community Cohesion Delivery Plan to promote cohesive and inclusive communities in Swansea.</li> </ul> |
|---|---|---|--|--|

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The Council's contribution to the national goals and well-being of Swansea and Wales is not just expressed in the Corporate Plan. The Corporate Plan describes our key well-being objectives and contribution but it forms part of our wider Performance Improvement Framework, which includes departmental Service Plans; the Corporate Plan taken together with Service Plans describes our full contribution. This arrangement is outlined in the diagram below:



### 4. Our Delivery – five ways of working

The Council will further maximise its contribution to the social, economic and cultural well-being of Swansea and Wales through embedding the five ways of working described in the Act.

These ways of working are reflected in our values and principles but also in the steps we are taking and plan to take, highlighted in the table on the previous page, in order to maximise our contribution.

- **Looking ahead to the long-term challenges**

Our Corporate Plan and well-being objectives seek to address long-term challenges highlighted in section 2 of this document. Some examples showing how we are doing this described in our Corporate Plan are highlighted on the next page:



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### **Example 1 – Creating a Vibrant and Viable City & Economy**

**Long-term challenge/s:** create high quality employment opportunities / attracting economic investment / technological change

**Our Contribution:** work to deliver a competitive digital infrastructure to support investment, growth and productivity within a context of technology and innovation providing catalysts for future economic growth.

### **Example 2 – Tackling Poverty**

**Long-term challenge:** Significant reductions in public spending.

**Our Contribution:** Helping to address the impacts of Welfare reform and preparing for the introduction of Universal Credit, such as helping people to receive the maximum benefits that they are entitled to.

### **Example 3 – Building Sustainable Communities**

**Long-term challenge:** Demographic pressures and increasing demand for public services.

**Our Contribution:** Promoting wellbeing and preventing people from requiring statutory services through early intervention and preventative services.

Other examples of long-term planning relate to how the Council is building resilience into its service delivery. For example, the Council has successfully applied a **Safe Looked After Children Reduction Strategy** as part of its efforts to ensure a more preventative approach aimed at safely reducing demand for children's services and ensuring that other alternatives to statutory Child & family Services are explored. Where children do become looked after, the strategy also promotes quality placement arrangements and positive outcomes to help children in these situations reach their potential.

The Council will need to further develop its capability and capacity for foresighting and take a longer-term strategic outlook looking at future trends and scenarios in order to build a strategic picture looking ahead to between 10 and 25+ years. The City and County of Swansea has been working on building up a picture of what future trends might mean for the Council and for Swansea's communities in the future. For example, the Council has produced a **Future Trends Report** to inform strategic planning.

At a local level this knowledge has been used to help develop **ward scenarios**, which provide a narrative of how future trends might have an impact at a community level. A pilot was carried out in collaboration with 'The Wales We Want' and *Cynefin* to engage local residents and service providers in Penderry

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about future challenges and opportunities at a ward level. A workshop held with elected ward Members, officers and third-sector community organisations explored how future trends might affect the way that the community might function in 2040 and identified ways in which residents and services might act in the short-term to create a more vibrant and sustainable community in the long-term.

More recently a series of '**conversation starters**', featuring localised future trends and questions, have been posted to a local Facebook group to generate discussion amongst residents who do not typically engage through more traditional channels.

The Council has already started to review its **Risk Management Framework** and policy to embed all of the five ways of working, including long-term, to reflect a better understanding, assessment and management of long-term challenges and risks.

The Council has a number of strategic schemes, which help mitigate or adapt to future trends including:

- a 30% carbon reduction target over a 10 year period from 2011;
- working in partnership with local organisations to improving energy efficiency and reduce carbon emissions (Welsh Quality Housing Standard, Green Deal Home Improvement Fund, ARBED);
- the development of the Local Flood Risk Management Plan;
- improving facilities in the city centre for sustainable modes of transport;
- developing a Green Infrastructure Strategy for Swansea, and;
- reducing waste through the 'Keep it to three' campaign.

The Council also runs schemes designed to work directly with communities to help make them more resilient to future trends. For example, increasing **growing spaces** across the County to improve self-sufficiency, food security, access to affordable, healthy produce and promote community cohesion and resilience. The **Swansea Community Energy and Enterprise Scheme (SCEES)** explores how local people in some of Swansea's most economically deprived areas can benefit from community renewable energy projects.

- **Preventing problems from occurring or getting worse**

Through our well-being objectives we are working to prevent problems or to stop them from getting worse. Some examples of how we are working preventatively, which are reflected in our contribution and described in our Corporate Plan, are highlighted on the next page:

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### ***Example 1 – Safeguarding Vulnerable People***

**Issue:** preventing vulnerable people from being subjected to abuse, harm and exploitation.

**Contribution to prevention:** Improved understanding and awareness of safeguarding amongst Council staff, elected Members and those working on behalf of the Council so that they know how to identify and report concerns.

### ***Example 2 – Improving Pupil Attainment***

**Issue:** Preventing children from not being in education, employment or training post-16 years of age.

**Contribution to prevention:** Working to improve school attendance and attainment so that pupils improve their skills and qualifications that they need to go on into further education, training or employment.

### ***Example 3 – Tackling Poverty***

**Issue:** Preventing children from not being ready for learning at school.

**Contribution to prevention:** Working with our Health partners to ensure that, through our Early Years Strategy, children in their early years and at Foundation Phase achieve their expected language, emotional, social and cognitive development and are ready for learning and for school.

We are continuing to embed preventative approaches into service delivery. For example, Social Services manages the property and financial affairs of service users who are aged over 18 and have been assessed as mentally incapable of managing their finances and where there is no suitable third party, e.g. family, who are able or willing to do so. This work prevents and safeguards such service users from being subjected to financial abuse.

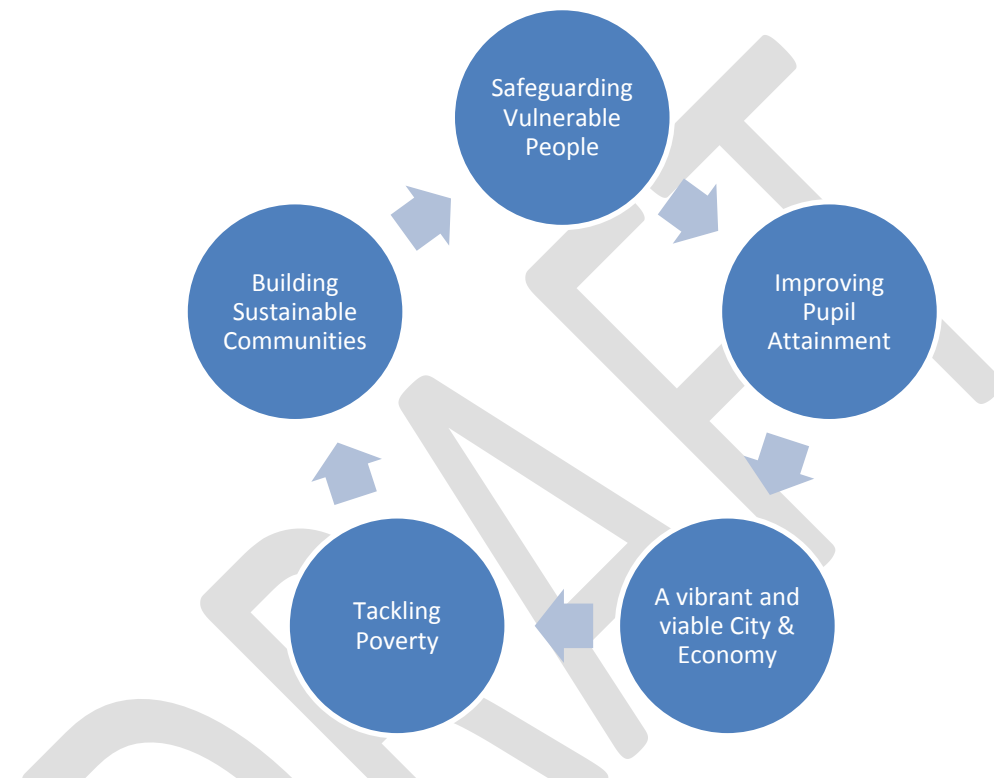
One of the intended outcomes from our well-being objectives to *Safeguard Vulnerable People* is to ensure that there are reduced incidents of domestic abuse and that victims are supported well. Swansea's new Domestic Abuse One Stop Shop is a multi-agency initiative of the Domestic Abuse Forum offering a range of services, including early intervention and preventative services, to support anyone who has experienced domestic abuse.

The Council needs to continue to develop its preventative approach and is to that end developing a ***Prevention Strategy*** that will further embed early intervention and prevention into the Council's business and place an even greater focus on improving well-being.

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- **How our well-being objectives relate to each other and to other public bodies objectives**

It is important to point out though that each of our well-being objectives cannot be seen in isolation from each other. Each well-being objective both affects and is affected by the others. For example, improving educational attainment is both important to our efforts to tackle poverty and improve the city and economy. This interdependency is illustrated in the diagram on the next page:



Here is an illustration of how our well-being objective to *Create a Vibrant and Viable City & Economy* integrates with our other well-being objectives.

- **Create a vibrant and viable City & Economy**
  - The LDP helps inform planning provision for school places (**Improving Pupil Attainment**) and the provision of affordable housing (**Tackling Poverty**).
  - Placing social benefit clauses in regeneration contracts will create employment and training opportunities for the long-term unemployed and economically inactive (**Tackling Poverty**).
  - Working to deliver a competitive digital infrastructure will help people in communities benefit from technological improvements (**Building Sustainable Communities**) and enable them to have the facilities and get the skills needed to deal with welfare reform and the introduction of Universal Credit (**Tackling Poverty**).

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The Council is working to identify the connections and potential impacts of diverse policies and programmes and highlight where such policies / programmes can reinforce or undermine each other. The Council's ***Integrated Impact Assessment tool (IIA)*** is being used in the Council to identify and strengthen interdependencies.

We have subjected our current Corporate Plan and well-being objectives to an IIA, which has helped us map our current contribution to the national goals and identify further options for maximising our contribution to the social, economic and cultural well-being of Swansea and Wales, which are set out in this document.

The assessment is carried out by a panel made up of experts from disciplines covering all themes. The panel analyse how the strategy / policy / procedure or process contributes to each national goal and embodies the five ways of working described in the Act. Recommendations are given to help maximise positive contributions and mitigate negative impacts.

The IIA has also been used to assess a wide range of strategies within the Council including the Single Integrated Plan, City Centre Strategic Framework Review, Swansea Destination Management Plan and draft Area of Outstanding Natural Beauty (AONB) Management Plan. It is also used by the Local Health Board.

The IIA has been shared with colleagues from both local and regional government. It is being replicated and used by health colleagues nationally and has been presented internationally to the World Health Organisation, where it was well received and praised. The Marmot Team UK was impressed in particular by the way the IIA generates discussion. Locally the IIA approach is endorsed by the Healthy Cities Board.

Our services are currently at the time of writing completing IIAs as part of their Service Planning, which is providing them with the opportunity of mapping their contribution to the national goals and our well-being objectives and how that contribution could be maximised through the five ways of working. Services are being assisted with corporate support to complete their IIAs through diagnostic workshops.

Our Public Service Board partners were given the opportunity to comment in a survey on the outcome from the IIA on our Corporate Plan. During our review of our well-being objectives and the Corporate Plan after the local government elections in May 2017, we will involve other public bodies in our proposals to see how we can avoid issues and add value by working together so that we do not plan to do something that could have a detrimental impact on what they plan to do.

- **Working in collaboration with others**

We are collaborating with partners from the public, private and third sector in order to take steps to deliver our well-being objectives, showing our contribution

## Appendix B

and options to maximise our contribution to the social, cultural and economic well-being of Swansea and Wales. Examples of how we are collaborating with other organisations to meet our well-being objectives include:

- **Safeguarding Vulnerable People**
  - Working in partnership on safeguarding with representatives of each of the main agencies and professionals who are responsible for helping to protect children and adults from abuse and neglect through the Western Bay Adult and Children's Safeguarding Boards.
- **Improving Pupil Attainment**
  - Working with six other local authorities through the regional ERW arrangements to deliver school improvement services.
- **A Vibrant and Viable City & Economy**
  - Working with Welsh Government, four other local authorities and partners in the public and private sectors across the Swansea Bay City Region to improve prosperity.
- **Tackling Poverty**
  - Working with Health partners to ensure that through our Early Years Strategy, children in their early years and at Foundation Phase achieve their expected language, emotional, social and cognitive development and are ready for learning and for school.
- **Building Sustainable Communities**
  - Working to ensure that there is better engagement with the third sector to help build community capacity and resilience.

There are many other examples of collaboration. We are taking steps to improve, expand and diversify leisure, cultural and heritage facilities and infrastructure to bring economic, environmental and cultural benefits. We are working in partnership with Swansea University to breathe life back into the site of the former Hafod-Morfa Copperworks through the ***Cu@Swansea project***. The project includes a programme of physical works to reclaim the site from dereliction and enable people to visit and reconnect with the site, including schools, the public and community groups and a strong friends group has emerged.

Swansea has been recognised by UNESCO for its efforts to promote learning, alongside cities such as Beijing and Mexico City. Swansea received a ***UNESCO Learning City Award*** at the Mexico conference – the only one in the UK and one of only 12 worldwide at that point in time. The Swansea Bay City Region's work to become a Learning City is carried out by a partnership which includes

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Swansea Council, Swansea University, the University of Wales Trinity St David, Neath Port Talbot Council, Carmarthenshire Council, Pembrokeshire Council, Gower College Swansea, the Neath Port Talbot Colleges Group, Coleg Sir Gar, Pembrokeshire College and schools across the region. The focus has been on current and future generations, encouraging entrepreneurial learning among all citizens, from pre-school to old age. Swansea is planning to host the 2017 UNESCO Learning City Regional Seminar.

- **Involving all of our citizens in what we are doing**

The Council is committed to consulting with, and involving, residents, other stakeholders and employees in the council's decision making process. We have a **Consultation and Engagement Strategy** in place, underpinned by a set of principles and supported by a **Consultation Toolkit** for practitioners to help them engage with residents and service users.

**Swansea Voices Online Panel** consists of database of residents who are regularly consulted by the Council about its services and local issues. Its membership is continually refreshed to give as many people as possible the opportunity to take part. Recent areas of consultation have included the City Centre redevelopment and priorities for the Council's budget.

**Swansea Reputation Tracker** is an ongoing telephone survey undertaken by the Council. Every other month 180 people are asked their opinion about the Council, the services it provides, Council staff and satisfaction with their local area. The information gathered each year provides us a representative account of public opinion and is used to inform our service plans and is submitted as part of our performance monitoring processes.

In addition, the Council engages with the diversity of the population through diversity groups and forums, such as the 50+ Network, BME Forum and LGBT Forum. For example, during the development of the **Council's Strategic Equality Plan** and Equality Objectives, we involved a large number of local groups and individuals as part of an ongoing engagement process, 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.

The Council's Equality Objectives will be considered during the review of our well-being objectives. This will be to help us understand how equality supports the setting and achievement of our well-being objectives and an Equality Impact Assessment will be undertaken to support this. In reviewing our well-being

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objectives we will ensure this is done in accordance the requirements of the Welsh Language (Wales) Measure 2011.

Some further examples on the next page demonstrate how we are working to involve people who have an interest in meeting in our well-being objectives:

- **Safeguarding Vulnerable People**

- Involvement of looked after children is sought through the **Fe Fi Forum**, a forum for young people 'looked after' by the Council. The forum was responsible for developing the children's guide '*Swansea Cares*' in conjunction with the Participation and Children's Rights Worker.

- **Improving Pupil Attainment**

- The Council was the first in the UK to adopt and fully embed the **United Nations Convention on the Rights of the Child (UNCRC)** that sets out rights for all children and enables them to participate in society in an equitable way. As part of its commitment to the UNCRC, schools in Swansea participate in the **Rights Respecting Schools Award**. The Award recognises achievement across aspects of school life, including active pupil participation in decision making throughout the school. More than 100 schools have been supported by the Council to become Rights Respecting Schools. More than 15 of our schools have now achieved Level 2 – the highest level of the award granted by UNICEF UK to schools that have fully embedded children's rights in their policies, practice and ethos. YGG Llwynderw has become the first Welsh medium school in Wales to achieve the award. This work is supported by involving pupils through **School Councils** and through **Pupil Voice**, which is directly aimed at increasing pupil participation as set out in Article 12 of the UNCRC. The UNCRC will inform the Council's review of its well-being objectives and how children and young people will be involved and supported to participate.
- **The Big Priority Setting Conversation** took place in March 2016 where young people worked together to agree themes for Big Conversations in 2016/17. The priorities identified were:
  - mental health;
  - anti-bullying;
  - support in transition to adulthood;
  - substance abuse;
  - housing and homelessness;
  - domestic abuse, feeling safe in school, and;
  - a curriculum for life.
- These priorities were fed into the Children and Young People's Partnership Plan for the next three years. Since then, there have been the **Big Mental Health Conversation** in May 2016, the **Big Anti-Bullying Conversation** in July 2016 and **Big Housing Conversation** in September 2016 involving school pupils and young people from across Swansea.



- **A Vibrant and Viable City & Economy**

- The Council has undertaken an extensive consultation and engagement process during the development of its **Local Development Plan (LDP)**. The views of the public and interested stakeholders are critical in the formation of the LDP. Public consultation has taken place during each key stage of its development through surveys and through public events.

- **Tackling Poverty**

- The **Big Conversation** gave pupils the opportunity to meet with Swansea Council elected Members in order to discuss ideas and opinions about their education. They were also involved in a number of workshops where they had the opportunity to find out ways in which they can have their voice heard in Swansea and in Wales. Ideas from the conversations helped inform the Councils Education strategy.

- **Building Sustainable Communities**

- **Community action** is central to how the Council is looking to plan and deliver services. The formation of 'Friends' groups are being supported to regenerate local parks, beaches and allotments. Examples of success include **Parc Llewellyn**, where a Green Flag Award resulted from the work of the Friends Group, and **Vetch Veg** - a community vegetable garden created in collaboration between residents of the Sandfields in Swansea and the artist Owen Griffiths located at the former Vetch field football ground to promote and encourage community spirit through gardening and social activities. A recent review of Community Action was undertaken by the Building Sustainable Communities Scrutiny Panel and its recommendations on supporting volunteers will be implemented where not already underway.

There are many more examples of citizen and user involvement in the delivery of our well-being objectives, including both one-off consultation events and where engagement with users is ongoing. Close to 800 people visited a Swansea city centre public exhibition giving people the chance to share their views on ideas and concepts to regenerate the **St David's development site** as part of the regeneration of the City Centre set out in our well-being objective to *Create a Vibrant and Viable City & Economy*.

Swansea is the first Council in Wales to implement the **Signs of Safety (SOS)** approach to safeguarding. The SOS approach has a strong emphasis on involvement and on building partnerships and collaboration. This takes place not only with the family, but also with other professionals, extended family and peer relationships. This helps build resilience in families and communities and helps

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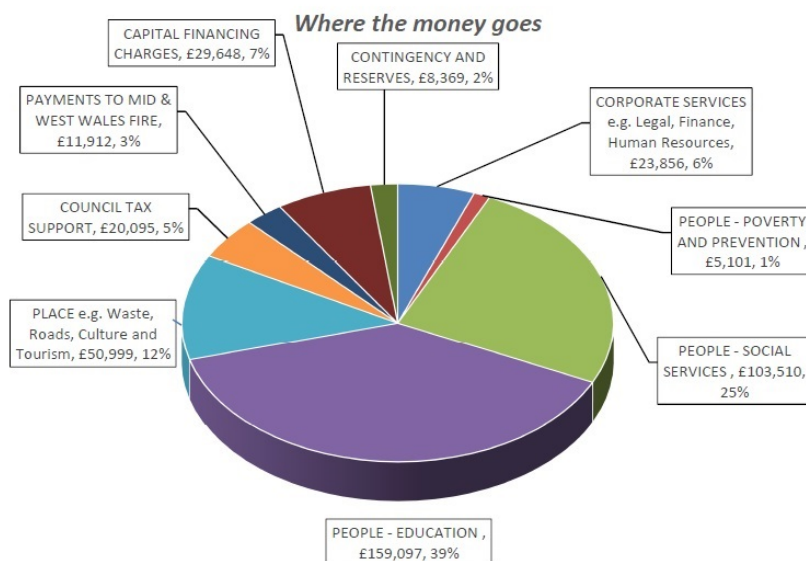
them find solutions that are unique to their individual circumstances so they are able to provide safe care for their children by developing a safety network. It also gives a way of working that involves all stakeholders, including the children, to enable them to give their own view and how they feel about their situation.

As part of the Council's recent award of the Platinum Corporate Health Standard, Assessors met with 15 service users and staff and were impressed with a range of projects. These include the **Fforestfach Day Service** which is doing great things to support adults with learning disabilities to benefit from jobs and work experience that makes a difference to them and to local communities. The service deserves great credit for seven brilliant projects ranging from the well-known Neighbourhood Environmental Action Team (NEAT) teams to catering services at the Victoria Park Kiosk, the Fforestfach fruit and vegetable nursery and the Grounds Maintenance Team, which supports management of wildlife and environmental habitats.

The Council will continue to look to improve how it involves organisations and a diversity of people from all communities in its well-being objectives. During the review of our well-being objectives and Corporate Plan following the local government elections in May 2017, we will involve organisations and a diversity of citizens to review and maximise our contribution and how they can be further involved, considering the impact on different groups and communities.

### 5. Our Budget – resourcing our priorities

Following consultation with staff, the public and other stakeholders, a report on the budget goes to Cabinet and is then discussed at a meeting of full Council. The Council has over £400 million to spend. The vast majority of this money comes from the Government and grants, and we raise further money from council tax and income. This is how it is currently allocated (2016/17 budget):



Public consultation on 2017/18 budget is already underway at the time of writing. Although the amount of money we receive from Welsh Government is likely to

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increase next year by £3million, there will need to be £16million of additional expenditure, which is outside our control such as the new apprenticeship levy, for example.

We also think that our funding from Welsh Government will reduce significantly in the coming years, which means we'll have £55m less to spend at a time when demand for services like social care is rising.

The public have already told us their priorities are schools and social services. Our budget includes a list of budget priorities in line with our well-being objectives set out in our Corporate Plan. But with less money we'll have to reduce spending on these priorities whilst making bigger cuts in other areas to balance the books.

We raise around £100million in council tax each year, but this isn't enough to cover the cost of our social services, let alone all the other services we provide. The overall cost of council services means simply raising council tax is not an option. So we have to take other steps.

### **Changing the way we work – *Sustainable Swansea: fit for the future***

We've already reduced our costs by transforming the council through our *Sustainable Swansea: Fit for the Future* programme. This includes modernising services by using the internet, reducing administration and back-office services, generating income to pay for services and **helping families earlier** so that we can reduce costs later on. This is expected to save £16.3 million next year alone.

We've saved money by reducing senior staff and we've identified efficiencies and savings in services totalling over £65 million in the last three years. We're planning to further reduce management and business support costs by £3.4million in the coming year alone.

We're also reviewing all of our services to ensure they are delivered in the best way and saving money by **working with partners** such as the police and health, or **preventing the need** for people to access costly statutory services where need can be met elsewhere. Stakeholders are involved at key stages during service reviews and options are subjected to an Equality Impact Assessment to ensure there are no negative implications for the diversity of the population.

The **public can play their part** by helping to run services, such as the successful scheme where bowlers are maintaining their greens, or by increasing recycling at home.

But it's not all about reducing spending. We want to invest in our priorities like the city centre, improving classrooms and delivering the City Deal with the potential to create 9,000 jobs.

Balancing all of these things will mean taking difficult decisions. We may have to close some services but if we take action now and find sustainable alternatives, we'll be able to protect more services.

### **6. Monitoring Delivery – keeping performance under review**

We will monitor delivery and keep our progress meeting our well-being objectives under review as follows once revised and published in our Corporate Plan following the local government elections:

#### **How we will monitor progress**

- As part of the regular performance improvement framework through Quarterly and Annual Performance Monitoring Reports to Cabinet.

#### **How we will report achievements**

- Quarterly and annually through Cabinet.
- Annual Report.

#### **When and how this plan will be updated**

- Annual update.

### **7. Next Stages – what we plan to do next**

The work already underway to review our well-being objectives and Corporate Plan will continue after the local government elections in May 2017.

We plan to consult and engage with other public bodies in order to see how we can collaborate to maximise our contribution and ensure that our plans do not conflict with what they intend to do.

We intend to involve organisations and the diversity of citizens in a meaningful way in reviewing our well-being objectives and will consider options for maximising our contribution through the steps we plan to take and through the ways of working by referring to options identified in the Integrated Impact Assessment that we have undertaken on our current well-being objectives and Corporate Plan.

We will also review evidence to help inform this work, including future trends and our own assessment of local well-being, which is currently being prepared at the time of writing.

This work will seek to address gaps in our contribution evident in our current Corporate Plan, particularly concerning our environmental and cultural contribution, including the Welsh language.

We intend to publish the reviewed well-being objectives and Corporate Plan as soon as possible after the local government elections.

At the same time, while we have made some good progress embedding the ways of working into how we do business as illustrated in this document, we want to continue to build on this.

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In order to fully meet our obligations under the Act and through our review of business support, we want to:

- ensure sufficient and joined-up capability and capacity in strategic planning;
- continue to look for ways to increase citizens involvement;
- look to create a longer-term strategic outlook, looking ahead up to 25+ years;
- use long-term data and trends;
- ensure strategic integration and coherence between plans and strategies;
- work to ensure that the sustainable development principle shapes strategy, and;
- review our governance arrangements to further embed the ways of working.

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### 8. Where to find additional information

Corporate Plan 2016/17 *Delivering for Swansea*

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

One Swansea Plan

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

Sustainable Development

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

Corporate Health Standard Award

<http://www.healthyworkingwales.wales.nhs.uk/corporate-health-standard>

Safeguarding

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

Schools and learning

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

Children and Young People's Rights – UNCRC

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

Flying Start

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

Local Development Plan (LDP)

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

Swansea Central Area Regeneration Framework <http://www.swanseacitycentre.com/wp-content/uploads/2012/10/SCARF18.02.16-V4iii.pdf>

Community Action

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

Swansea Bay City Region

<http://www.swanseabaycityregion.com/en/index.htm>

Western Bay Safeguarding Boards

<http://www.wbsb.co.uk/default.aspx?page=10651>

Education Through Regional Working (ERW)

<http://erw.wales/>

Have Your Say – consultations

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

Strategic Equality Plan

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

Welsh Language

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

# Agenda Item 14.

## Report of the Cabinet Member for Enterprise, Development and Regeneration

Council – 23 March 2017

### APPROVAL OF THE GOWER AREA OF OUTSTANDING NATURAL BEAUTY (AONB) MANAGEMENT PLAN

|                                    |   |
|------------------------------------|---|
| <b>Purpose:</b>                    | To approve and adopt the Gower AONB Management Plan as Council policy and as Supplementary Planning Guidance  |
| <b>Policy Framework:</b>           | Countryside and Rights of Way Act 2000<br>Council Constitution – Gower AONB Partnership<br>Unitary Development Plan<br>Local Development Plan   |
| <b>Consultation:</b>               | Access to Services, Finance, Legal  |
| <b>Recommendation(s):</b>          | It is recommended that:<br><br>1) The Gower AONB Management Plan is approved and adopted as Council policy and as Supplementary Planning Guidance to the Unitary Development Plan (UDP) and emerging Local Development Plan (LDP) |
| <b>Report Author:</b>              | Chris Lindley   |
| <b>Finance Officer:</b>            | Paul Roach  |
| <b>Legal Officer:</b>              | Jonathan Wills  |
| <b>Access to Services Officer:</b> | Ann Williams  |

#### 1. Introduction

- 1.1 The Gower AONB Management Plan (2016) has been produced by the Council's AONB Team on behalf of the Gower AONB Partnership, who approved the Plan (subject to completed amendments) at their meeting on 19 December 2016. Once adopted by the Council as policy, it will also be adopted as Supplementary Planning Guidance (SPG) under the current Unitary Development Plan (UDP) and the emerging Local Development Plan (LDP). As SPG, the Management Plan will be a material consideration in the determination of planning applications within and affecting the AONB. A copy of the Management Plan (2016) is available following this hyperlink:

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

- 1.2 The Gower AONB Partnership ('the Partnership') is the advisory body to the Council, convened by them, to facilitate the management of the Gower AONB. The Partnership works to support the activity of everyone – local landowners, farmer, businesses, visitors, community groups and individuals - in their conservation and enhancement of natural beauty. The Partnership includes the key stakeholders in the AONB representing a wide range of interests. Terms of Reference are incorporated into the Council's Constitution, and the Partnership includes CCS Councillors, Natural Resources Wales (NRW) representatives plus 10 others elected at the Annual Forum.
- 1.3 The Steering Group of the Partnership is responsible for overseeing the management of the AONB, and is responsible for the development of policy and strategy for the AONB area, particularly through the AONB Management Plan. Specific responsibilities of the Steering Group include the preparation of the AONB Management Plan on behalf of the City and County of Swansea, as well as the coordination of its implementation.
- 1.4 The current adopted Management Plan was first published in 2006 and is overdue for its statutory review. This report summarises the Management Plan review and consultation process. Formal approval of this finalised version of the Management Plan is now required from the Council to approve its adoption as policy and for adoption as SPG.
- 1.5 The Management Plan provides policy and guidance that is broader than SPG to the UDP/LDP and the Constitution therefore provides for it to be adopted by Council.

## **2. Management Plan – Overview and Review Process**

- 2.1 The first statutory Gower AONB Management Plan was adopted by the Council and published in 2006. The plan was the result of wide-ranging consultation, with involvement from stakeholders over more than two years in meetings, focus groups, site visits, presentations and consultations.
- 2.3 This first review of the Management Plan was initiated in 2010, but has been protracted for a number of reasons. Production of the Gower AONB Management Plan (2016) has been preceded by a number of preparation stages, including:
  - Statutory notifications letters (to Countryside Council for Wales (CCW) and Welsh Government) of an intention to review the management plan
  - Stakeholder Workshops (in May 2010) to identify key issues for the Management Plan review
  - SEA scoping report and consultation (in autumn 2010) with Cadw, CCW and the Environment Agency (the latter two now combined in NRW); and more recently



- Consultation with the AONB Partnership Steering Group and NRW (in summer 2013) on a draft State of the AONB report
- Public consultation on the draft Management Plan and supporting documentation in 2014/15.

2.4 The latest version of the Management Plan retains much of the structure and format of the 2006 Plan and comprises the following chapters

| Chapter  | Purpose  |
|--|--|
| <b>1: Introduction</b>                         | An overview of: the Gower AONB; AONB management and management planning; links with other plans and strategies   |
| <b>2: Resources</b>                            | Updates the characteristic of the special qualities of the Gower AONB - including their extent and condition - under four themes: <ul style="list-style-type: none"> <li>• Natural</li> <li>• Cultural</li> <li>• Environmental</li> <li>• Recreation</li> </ul> |
| <b>3: Activities and Pressures</b>             | An assessment of the activities and pressures acting on the special qualities of the AONB and how they may change in the future.   |
| <b>4: The Vision</b>                           | The overall 20-year vision for the AONB, expressing the desirable condition, with specific vision statements for 14 key themes.  |
| <b>5: The Strategy</b>                         | 5-year objectives and policies for each of the 14 key themes   |
| <b>6: Action Plan</b>                          | A 5-year action plan (2014-18) to achieve the objectives and implement policy.   |
| <b>7: Implementation Monitoring and Review</b> | Monitoring and review requirements for: <ul style="list-style-type: none"> <li>• the implementation of the Management Plan</li> <li>• reporting on the condition of the AONB special qualities</li> </ul>  |

### 3.0 Consultation on Draft Management Plan

3.1 Formal consultation responses on the draft Management Plan were received from the following organisations:

- Natural Resources Wales
- The National Trust
- The Gower Society
- The Countryside Management System Consortium
- Swansea Bay Sustainable Travel and Transport Partnership (Baytrans)
- Glamorgan Gwent Archaeological Trust (GGAT)
- Wildlife Trust of South and West Wales
- South Wales Police
- Friends of Swansea Horses

Responses were also received from ten private individuals/businesses.

- 3.2 The attached Consultation Report details the responses received and the consequent amendments have been incorporated into the final version of the Management Plan.
- 3.3 The Gower AONB Partnership gave their approval to the Management Plan at their meeting 19 December 2016. Approval was subject to a small number of minor amendments that have been incorporated into the attached version.

#### **4. Equality and Engagement Implications**

- 4.1 An Equality Impact Assessment Screening was carried out which indicated that, at this level, a full EIA was not required. Any actions undertaken in delivery of the Gower AONB Management Plan will be subject to the standard EIA process.

#### **5. Financial Implications**

- 5.1 Whilst there are no immediate financial implications arising from this report, acceptance of this policy could result in additional expenditure at a future time. Acceptance of the policy does not mean that additional resources will be made available and it should be assumed that future spending needs will 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'. Delivery of the Action Plan in Chapter 6 is dependent on the AONB Partnership organisations (not just the Council) working together to secure resources and deliver projects.

#### **6. Legal Implications**

- 6.1 The Council have a legal duty under the Countryside and Rights of Way Act 2000 to publish and review the Management Plan for the Gower AONB. The Management Plan is expected to '...formulate their policy for the management of the area of outstanding natural beauty and for the carrying out of their functions in relation to it'.

**Background Papers:** None

**Appendices:**

- Appendix A Gower AONB Management Plan – hyperlink to be provided
- Appendix B Consultation Responses

**Gower Area of Outstanding Natural Beauty  
Management Plan  
October 2016**



## **FOREWORD**

Areas of Outstanding Natural Beauty (AONBs) are some of our finest landscapes in Britain. They are cherished by residents and visitors alike and allow millions of people from all walks of life to understand and connect with nature.

It is now 60 years since Gower became the first AONB in the UK and I am pleased to see that this Management Plan demonstrates how the AONB Partnership will continue to protect this unique landscape despite the significant challenges ahead. With a changing climate, the increasing demands of a growing population and in difficult economic times, the AONB Management Plan represents just the sort of community driven, collaborative approach needed to ensure our natural environment is maintained for generations to come.

I believe that the AONB designation should be a driver for the sustainable use and management of the natural resources in Gower and that this will be promoted by the framework now being set by contemporary Welsh legislation - particularly the Well Being of Future Generations Act and the Environment (Wales) Act.

This Management Plan makes the important connection between people and nature. Local communities have been central to the development of the Plan, and need to be at the heart of its delivery. The continued enthusiasm and commitment of the communities that love Gower and are concerned over its future ranging from volunteers on biodiversity and heritage projects to local businesses working to promote sustainable tourism - will be key to the successful implementation of the Plan.

Gower AONB is - and will continue to be – a landscape of change. The Management Plan is vital to ensure that these changes are for the better. I would like to thank all those who were involved in bringing this Plan together and I look forward to working with you in its implementation.

**Cllr Paul Lloyd**  
**Chair, Gower AONB Partnership**  
**City and County of Swansea**  
**November 2016**

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### Gower Area of Outstanding Natural Beauty

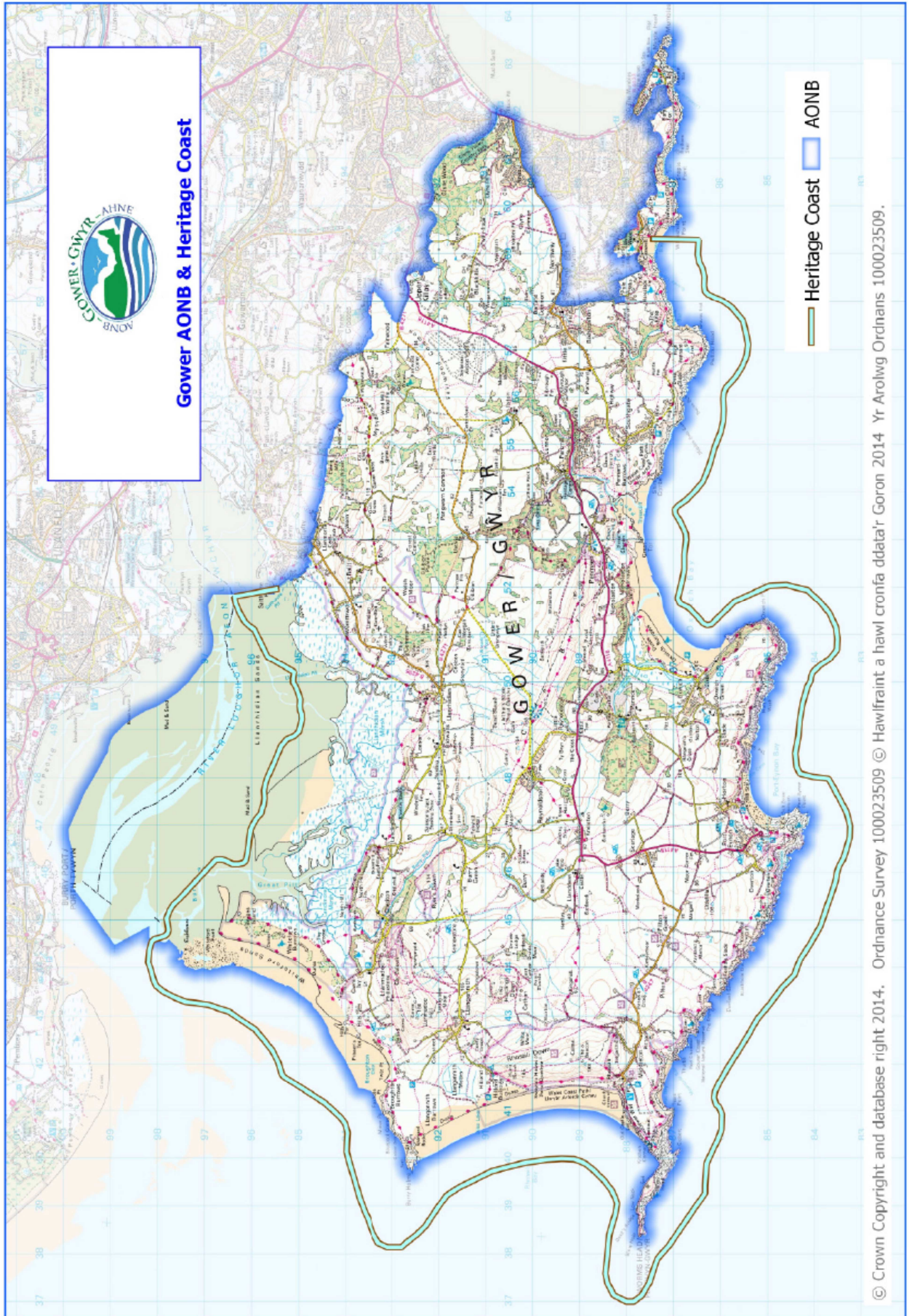
- 1.0 Areas of Outstanding Natural Beauty (AONB) are some of the most beautiful and cherished landscapes in Britain. Their distinctive character and natural beauty are so precious that it is in the nation's interest to safeguard them. AONBs are designated in recognition of this national importance and to ensure that their character and special qualities are protected for all to enjoy. The landscape and scenic beauty of AONBs are of equal importance with National Parks and are internationally recognised as protected areas<sup>[1]</sup> by the IUCN.
- 1.1 Chosen for its classic coastline and outstanding natural environment, Gower became the first AONB in the UK in 1956. Gower AONB covers an area of 188 square kilometres (73 square miles (See Map 1), with 59 kilometres (37 miles) of its coastline also designated as Heritage Coast. Except for the small, urbanised north-eastern corner, the entire Gower peninsula is within the AONB. The geology of Gower creates a wide variety of scenery in a relatively small area. It ranges from the south coast's superb carboniferous limestone scenery - between Worms Head and Oxwich Bay - to the salt marshes and dune systems in the north. Inland, the most prominent features are the large areas of common, dominated by sandstone heath ridges including the soaring sweep of Cefn Bryn. Secluded valleys have rich deciduous woodland and the traditional agricultural landscape is a patchwork of fields characterised by walls, stone-faced banks and hedgerows. Although not part of the reason for designation, the AONB also has a rich archaeological and built heritage including over 80 Scheduled Ancient Monuments, nearly 130 listed buildings, and two areas recognised as Landscapes of Outstanding Historic Interest.
- 1.2 The primary objective for the Gower AONB designation is for the conservation and enhancement of its natural beauty. The Countryside and Rights of Way (CRoW) Act 2000 requires the City and County of Swansea (CCS) to:
- “take all such actions as appears expedient to them to the accomplishment of the purpose of conserving and enhancing the natural beauty of the area...”
- 1.3 In addition, all public bodies have a duty under section 85 of the CRoW Act and must have ‘regard to the purpose of conserving and enhancing the natural beauty of the area...’ when exercising their functions.

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<sup>[1]</sup> Category V of the International Union for the Conservation of Nature Protected Areas Categories System – see

[http://www.iucn.org/about/work/programmes/gpap\\_home/gpap\\_quality/gpap\\_pacategories/](http://www.iucn.org/about/work/programmes/gpap_home/gpap_quality/gpap_pacategories/)

Map 1



- 1.4 Much of the coastline is owned and managed by public sector and voluntary bodies, particularly the National Trust (who own approximately 70%) – and also:
- CCS
  - Natural Resources Wales (NRW<sup>1</sup>); and
  - Wildlife Trust for South and West Wales.
- 1.5 CCS also has an important role as the local planning authority for the AONB - setting planning policy and exercising development control and enforcement under the Town and Country Planning Acts.
- 1.6 The majority of the AONB is in private ownership and management. The AONB designation needs to support the continued sympathetic management by local landowners, farmers and commoners that is essential to conserve and enhance the natural beauty of the landscape.
- 1.7 The Gower AONB Partnership is the advisory body to the Council regarding the AONB and its management. The Partnership works to support the activity of everyone – local landowners, farmer, businesses, visitors, community groups and individuals - in their conservation and enhancement of natural beauty. The Partnership includes the key stakeholders in the AONB and represent a wide range of interests. Terms of Reference are incorporated into the Council's Constitution, and the Partnership includes CCS Councillors, NRW representatives plus 10 others elected at the Annual Forum.
- 1.8 Heritage Coasts are stretches of outstanding, undeveloped coast in England and Wales that were identified through agreement with local authorities. The protection and management of the Gower Heritage Coast – being entirely within the Gower AONB - is considered as integral to the AONB and this Management Plan.

### **AONB Management Plans**

- 1.9 The CRoW Act 2000 requires the Council to prepare a management plan for the Gower AONB. The requirement is to 'prepare and publish a plan which formulates the policy for the management of the area of outstanding natural beauty and for the carrying out of the Council's functions in relation to it'. The CRoW Act also requires local authorities to review AONB Management Plans at 5-year intervals.
- 1.10 NRW has published guidance for the preparation and review of plans of AONB management plans<sup>[2]</sup>. This plan review has followed that guidance.

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<sup>1</sup> As of 1 April 2013, the CCW, Environment Agency Wales and Forestry Commission Wales became Natural Resources Wales/Cyfoeth Naturiol Cymru)

<sup>[2]</sup> Countryside Council for Wales (2009). Areas of Outstanding Natural Beauty Management Plans in Wales – Guidance on the Review of Management Plans.



- 1.11 In summary, the NRW guidance expects that the management plan will develop and expand on the vision for the AONB and the action needed to conserve and enhance the special qualities for which it has been designated. This will link the special qualities with the underlying social and economic issues, which impact on, or interact with them. The Plan is intended to promote an integrated approach to the planning and management of land at a strategic level. Although the Plan will contain the policies of the local authority, it will also involve stakeholders in developing the vision and explaining how they will help achieve the objectives.
- 1.12 The NRW guidance recommends a five-stage review process for AONB management plans:
- Stage 1 – State of the AONB
  - Stage 2 – Strategy for the AONB
  - Stage 3 – Reporting
  - Stage 4 – Formal Consultation
  - Stage 5 – Monitoring

## **Gower AONB Management Plan**

### **Management Plan History and Review**

- 1.13 Glamorgan County Council prepared a ‘Strategy for Gower’ in 1973, which identified many features and issues of the time, but was largely a planning policy- orientated document.
- 1.14 Swansea City Council published a first ‘management plan’ for the AONB in 1990, which addressed the AONB management in a series of topics (e.g. agriculture; common land) and zones (e.g. Caswell/Mumbles Head; Oxwich and Penrice).
- 1.15 Following the CRoW Act requirement for statutory AONB management plans, CCS had the option to review the 1990 Plan, but elected to start again to ensure that contemporary guidance and statutory requirements were followed.
- 1.16 The first statutory Gower AONB Management Plan was adopted by the Council and published in 2006. The plan was the result of wide-ranging consultation, with involvement from stakeholders over more than two years in meetings, focus groups, site visits, presentations and consultations.
- 1.17 This first review of the management plan was initiated in 2010, but has been protracted for a number of reasons. The publication of the Gower AONB Management Plan (2016) has been preceded by review activities, including:
- Statutory notifications letters (to Countryside Council for Wales (CCW) and Welsh Government) of an intention to review the management plan
  - Stakeholder Workshops (in May 2010) to identify key issues for the Management Plan review

- SEA scoping report and consultation (in autumn 2010) with Cadw, CCW and the Environment Agency (the latter two now combined in NRW); and more recently
- Consultation with the AONB Partnership Steering Group and NRW (in summer 2013) on a draft State of the AONB report
- Public consultation on the draft Management Plan and supporting documentation in 2014/15.

## Management Plan Structure

1.18 The management plan retains much of the structure and format of the 2006 Management Plan and includes the following chapters:

| Chapter   | Purpose  |
|---|--|
| <b>1: Introduction</b>                          | An overview of: the Gower AONB; AONB management and management planning; links with other plans and strategies   |
| <b>2: Resources</b>                             | Updates the characteristic of the special qualities of the Gower AONB - including their extent and condition - under four themes: <ul style="list-style-type: none"> <li>• Natural</li> <li>• Cultural</li> <li>• Environmental</li> <li>• Recreation</li> </ul> |
| <b>3: Activities and Pressures</b>              | An assessment of the activities and pressures acting on the special qualities of the AONB and how they may change in the future.   |
| <b>4: The Vision</b>                            | The overall 20-year vision for the AONB, expressing the desirable condition, with specific vision statements for 14 key themes.  |
| <b>5: The Strategy</b>                          | 5-year objectives and policies for each of the 14 key themes   |
| <b>6: Action Plan</b>                           | A 5-year action plan (2014-18) to achieve the objectives and implement policy.   |
| <b>7: Implementation, Monitoring and Review</b> | Monitoring and review requirements for: <ul style="list-style-type: none"> <li>• the implementation of the management plan</li> <li>• reporting on the condition of the AONB special qualities</li> </ul>  |

## AONB Management Plan relationship with other Plans

1.19 The relationship between the AONB Management Plan and other plans is important as it articulates the vision for the AONB based on the special qualities and how these will be protected through sustainable development policies. The AONB Management Plan provides the policy reference point for CCS - and other public bodies - to exercise their duties by having regard to conserving and enhancing the natural beauty of the Gower AONB.

1.20. The main policy documents are:

- **The Unitary Development Plan (UDP)** - for the City and County of Swansea provides the adopted planning policy context for development in the area up to 2016. Specific planning policies – that reflect national planning policy and legislation - protect the special qualities of the AONB, and other policies give indirect support to their protection (e.g. biodiversity and built environment policies).  
<http://www.swansea.gov.uk/index.cfm?articleid=20475>
- **The Local Development Plan (LDP)** - will provide a new development blueprint for the County for the period up to 2025, and will set out how the aspiration for sustainable growth will be delivered. Once adopted, the LDP will replace the UDP. The protection of the natural beauty of the AONB will however remain the primary policy consideration in the new plan. <http://www.swansea.gov.uk/index.cfm?articleid=28061>
- **The One Swansea Plan 2013** - is the Single Integrated Plan for Swansea. The overall purpose of this new plan is to make the delivery of services simpler and to ensure that everyone is working towards the same agreed priorities. The Single Integrated Plan replaces the current community strategy and the plans for community safety; health, social care and wellbeing; and children and young people. This plan includes an ambition to protect, enhance and promote Swansea's unique and diverse natural environment.  
<http://www.swansea.gov.uk/oneswansea>
- **Time to Change: The Swansea Environment Strategy** – prepared and published by the Swansea Environmental Forum (SEF), this strategy provides a long-term vision and strategic priorities for the natural and built environment in Swansea.  
<http://swanseaenvironmentalforum.net/environment-strategy/>
- **Local sector-specific plans and strategies** that interact with or deliver AONB objectives; key examples include:
  - The Swansea Local Biodiversity Action Plan (LBAP):  
<http://www.swansea.gov.uk/article/10113/Swansea-Local-Biodiversity-Action-Plan>

- Countryside Access Plan 2007-2017:  
<http://www.swansea.gov.uk/countrysideaccessplan>
  - Swansea Bay Tourism Destination Management Plan:  
<http://www.swansea.gov.uk/dmp>
  - Western Wales River Basin Management Plan:  
<http://webarchive.nationalarchives.gov.uk/20140328084622/http://www.environment-agency.gov.uk/research/planning/125095.aspx>
- 1.21 To be clear, the NRW Guidance recognises that the LDP is a critical aspect in the maintenance of the AONB's special qualities – in that it is through the LDP that development is controlled. The AONB Management Plan does not override the LDP, but is expected to give a clear indication of how LDP policies should address development issues in the AONB.
- 1.22 The Gower AONB Management Plan (2016) is expected to become Supplementary Planning Guidance (SPG) to both the adopted UDP and emerging LDP. Evidence and other outputs from the 2006 Plan (such as the Gower AONB Design Guide 2011) have also been adopted as SPG.
- 1.23 The Gower AONB Management Plan (2016) is expected to become Supplementary Planning Guidance (SPG) to the emerging LDP. Evidence and other outputs from the 2006 Plan (such as the Gower AONB Design Guide 2011<sup>2</sup>) have also been adopted as SPG.
- 1.24 A number of national planning policies/guidance have recently been updated, including Planning Policy Wales (Edition 7, July 2014), Technical Advice Note (TAN) 5: Nature Conservation and Planning, TAN 12: Design and TAN 16: Sport, Recreation and Open Space.
- 1.25 In this Plan period, Welsh Government are implementing a significant legislative programme that will have implications for AONB management and governance. The Environment (Wales) Act, Planning (Wales) Act and the Wellbeing of Future Generations Act all have a bearing on AONB Management Plan. There is also an ongoing Review of Designated Landscapes in Wales that has culminated in the Marsden Report and ongoing collaborative work under the Future Landscapes Wales programme<sup>3</sup>.

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<sup>2</sup> City and County of Swansea (2011). Gower AONB Design Guide. <http://www.swansea.gov.uk/spg>

<sup>3</sup> <http://gov.wales/topics/environmentcountryside/consmanagement/review-designated-landscapes-wales/?lang=en>

## CHAPTER 2 RESOURCES

- 2.1 Chapter 2 describes and assesses the current understanding of the special qualities of the AONB, their condition and the forces for change acting on them.
- 2.2 The special qualities are grouped into four themes:

| Theme         | Special qualities                         |
|---------------|---|
| Natural       | Biodiversity                              |
|               | Geology                                   |
|               | Landscape                                 |
|               | Seascape                                  |
| Cultural      | Archaeology                               |
|               | Historic Landscapes                       |
|               | Historic Parks and Gardens                |
|               | Historic Buildings and Conservation Areas |
| Environmental | Air Quality                               |
|               | Water Quality                             |
|               | Soil Quality                              |
|               | Tranquillity                              |
| Recreation    | Public Rights of Way                      |
|               | Access Land                               |
|               | Beaches                                   |

- 2.3 The following sections express - for each of the identified special qualities - the following:
- State of the special quality – its nature, character and specifically its extent, condition and why it is important
  - Drivers for change – such as climate change, policy drivers, resource exploitation and recreational pressures

- The trend evident in the condition of the characteristics that have occurred since the preparation of the last Plan
- The changes or trends that are taking place (or could take place in the future) that could lead to a reduction or enhancement of the characteristic
- Potential indicators that could be used to monitor change over the coming five years

## **Theme: Natural    Special Quality: Biodiversity**

2.4 The Gower AONB has a highly valued and wide range of habitats and species of priority for conservation in Wales as well as locally important species. The significance of the AONB is recognised through the large number of sites with international, national and local protection.

### **State of Special Quality**

- 2.5 The AONB includes a range of types and extent of designations reflecting the importance of the area for biodiversity. These include:
- Five sites with European and international designations (Special Areas of Conservation (SAC); Wetlands of International Importance (Ramsar Sites); Special Protection Areas (SPA)
  - National designations (Sites of Special Scientific Interest (20 with biological features) and 3 National Nature Reserves)
  - Other designations and sites (Local Nature Reserves; Wildlife Trust and Woodland Trust Reserves; Sites of Interest for Nature Conservation (SINCs) and Ancient Woodland and Planted Ancient Woodland Sites (PAWS).
- 2.6 The key statutory designated sites (SACs, SPAs and SSSI) are shown on Map 2.
- 2.7 The Swansea Local Biodiversity Action Plan<sup>4</sup> (LBAP, 2005) sets out a framework for the protection, management, enhancement and promotion of Swansea's natural environment and biodiversity. There are more than 20 priority habitats identified in the LBAP that occur within the AONB and many more priority species.

### **Drivers for Change**

- 2.8 There are 46 candidate Sites of Importance for Nature Conservation (SINCs) in the City and County of Swansea, covering 3197ha. SINCs are non-statutory sites which are of importance for nature conservation as they support priority habitats and species for conservation in Wales. Swansea's SINCs have been resurveyed and reverified but there will be ongoing verification of SINCs against new criteria set out within the Wales Biodiversity Partnership's 'Wildlife Sites Guidance Wales' which was published in 2008; when complete this will form an important element of the environmental baseline data for the AONB.
- 2.9 Section 42 of the Natural Environment and Rural Communities (NERC) Act 2006 places a biodiversity duty on the all public bodies (including CCS) to have "regard to the purpose of conserving biodiversity when exercising its functions." Similarly, the Countryside and Rights of Way (CROW) Act 2000 places a duty on CCS to have regard to the conservation of biodiversity and

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<sup>4</sup> Swansea Biodiversity Partnership, 2005. Promoting Swansea's Natural Environment: A Local Biodiversity Strategy and Action Plan.

maintain lists of species and habitats for which conservation steps should be taken or promoted.

2.10 The Wales Biodiversity Partnership has developed Priority Biodiversity Action Plan (BAP) Action Area Maps to enable Local BAP partners and groups prioritise action on those habitats/species in greatest need of management.

Priority Action Areas relevant to the Gower AONB include:

- South Wales Valleys Marshy Grasslands
- Gower Coast Limestone Grasslands and Heathlands
- Gower Commons
- Gower Arable
- Coastal Soft Cliff
- Welsh Sand Dunes

2.11 The Swansea LBAP is currently under review to encompass changes such as changes in the NERC Section 42 list, new datasets and work on habitat connectivity.

### **Current and Future Trends**

2.12 European and International Designations:

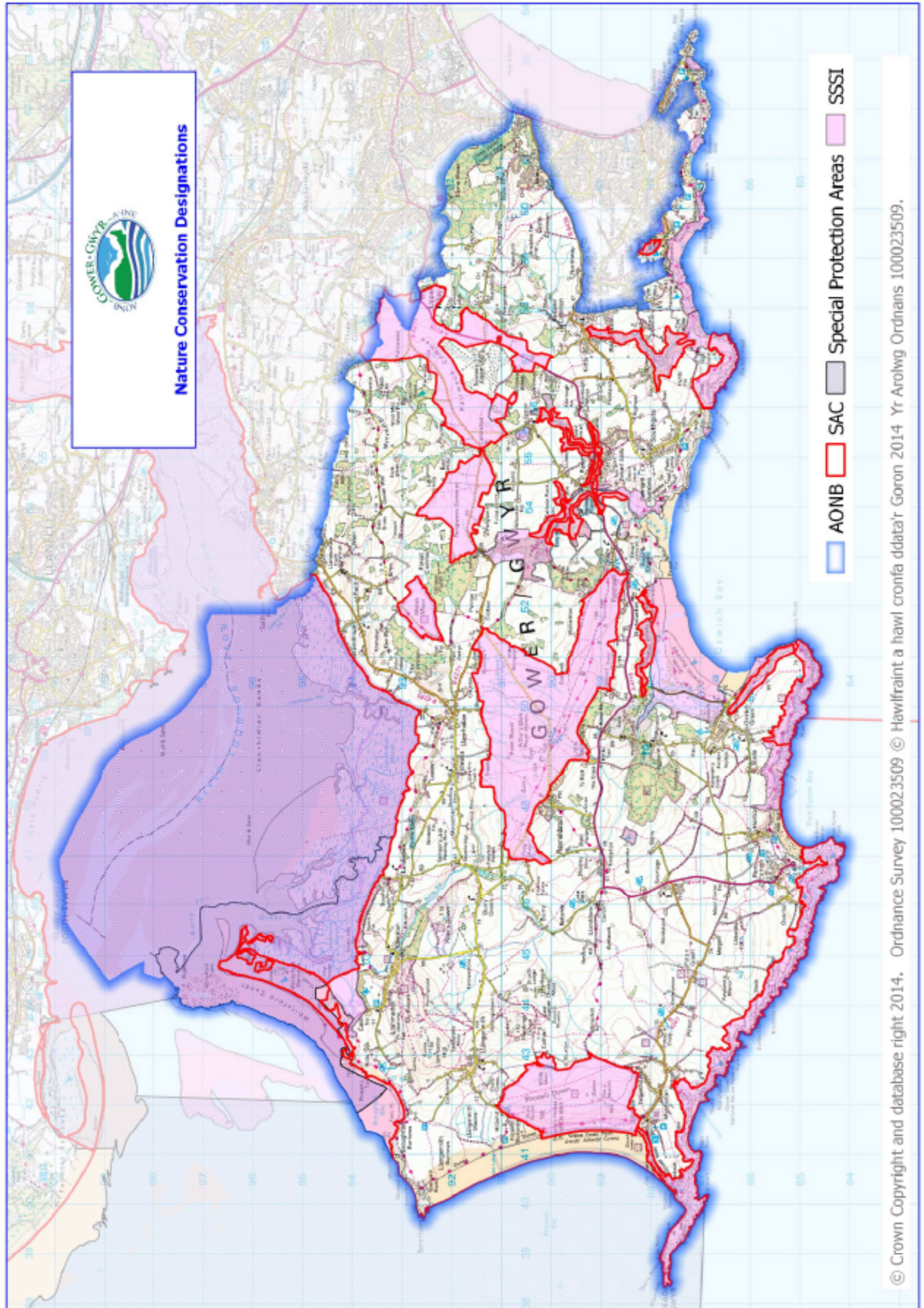
Four of the five SACs within the AONB have core management plans that identify the vision, conservation objectives and performance indicators for each European habitat and species feature. The current view of feature condition (favourable or unfavourable, based on monitoring reports where available), management requirements and action plan are also stated. The remaining SAC - Carmarthen Bay and Estuaries SAC (including the Burry Inlet Special Protection Area and Ramsar Site) - is covered by NRW advice under Regulation 35 of the Conservation of Habitats and Species Regulations 2010 to relevant authorities (the various statutory authorities and agencies responsible for the European Marine Sites) as to the conservation objectives for the site, and advice on what activities may cause damage or disturbance to the special features. The Relevant Authorities Group has developed a Management Scheme for the site<sup>5</sup>.

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<sup>5</sup> <http://english.cbeems.org/management/management-scheme/>



Map 2



### 2.13 National Designations:

Of the current 26 SSSIs within the AONB, 20 have biological and geological/geomorphological features of interest (the remaining sites are geological/geomorphological SSSIs). There is no summary assessment of the condition of these features across the AONB, but key summary issues affecting SACs/SSSI include:

- Over- and/or under-grazing;
- scrub encroachment;
- sustainable management of common land; and
- management of invasive/non-native species

### 2.14 Other Designations:

There is no current information on current condition or trends affecting other designated sites. As described above, the CCS Nature Conservation Team has reviewed the current suite of SINC's in the County.

### 2.15 Biodiversity - Habitats and Species:

Compared to many other parts of Wales, Gower is relatively free of Invasive Non-Native Species (INNS) at present, but is vulnerable to future invasions (either deliberate, accidental or natural) due to its wide range of habitats. There are several INNS recorded on Gower; some examples of known species and areas at risk include:

- Cotoneaster and Holm Oak on the South Gower Cliffs
- Himalayan Balsam and Japanese Knotweed from Three Cliffs Bay up to Parkmill and Ilston
- *Crassula helmsii* in Broadpool

2.16 Other species include *Montbretia*, Hottentot Fig, and *Sedum album*. As well as threats to habitats, INNS are also potential risks to many of the other special qualities of the AONB, e.g. historic sites and features.

2.17 The recent rapid spread of tree diseases - such as Ash Die-back – has raised the profile of biosecurity issues affecting land management in the UK. Ash is the dominant tree species in many of the Gower native woodlands; significant losses of mature ash trees would have impacts for the biodiversity and landscape character of the AONB.

2.18 Longer term effects of predicted climate change on the key habitats and species of the AONB have not been assessed.

## Potential Monitoring and Indicators

### 2.19

- Favourable conservation status of European designated sites within the AONB
- Condition of biological SSSI features within the AONB.
- Condition reporting for the SINC sites within the AONB
- LBAP progress monitoring through the Biodiversity Action Reporting System
- Extent/Distribution of INNS

## **Theme: Natural    Special Quality: Geology**

### **State of the Special Quality**

- 2.20 The AONB includes a wide range of sites important for their geology and geomorphology, reflecting the variety of geology within the area. Key features can be grouped into:
- Coastal cliff sections in Carboniferous Limestone (with associated fossils)
  - Quaternary deposits and landforms e.g. solifluction terraces overlying small remnants of 'raised beaches', cave sediments with associated fossils
  - Coastal geomorphology (e.g. cliffs, wave-cut platforms, beaches and extensive dune systems)
  - Karst scenery (e.g., dry valleys sinkholes and resurgences, cave systems)
  - Old Red sandstone ridges and associated rock exposures

### **Drivers for Change**

- 2.21 The UDP includes planning policies that protect and enhance SSSIs and Regionally Important Geological Sites (RIGS). No RIGS sites were formally adopted by the UDP, although these are now being considered through the emerging LDP.
- 2.22 The British Geological Survey (BGS) has published information on RIGS in Swansea. The report identifies RIGS assessment criteria and a set of nine sites proposed for designation as RIGS, eight of which are within the AONB. Further work is required to identify, and evaluate a full suite of RIGS across Swansea.
- 2.23 The Stop Waste in Our Landscape Project was a partnership project highlighting to landowners how the insensitive depositing and use of waste materials – such as building rubble or unwanted soil – can cause irreversible damage to the AONB geological, landscape and heritage features, wildlife and the environment. Relatively small incidents are difficult to detect, monitor and regulate, but may have significant cumulative effects.

### **Current and Future Trends**

- 2.24 Of the current 26 SSSIs within the AONB, 15 have some geological or geomorphological features of interest; some of these are of international importance to geological science. There is no published summary assessment of the condition of geological SSSI features across the AONB. Recent consideration by NRW on this matter indicates that these features are generally in favourable condition. However, there are several issues that are raising concern, including:
- Human disturbance to cave features and the need for comprehensive cataloguing and curation of cave finds

- Human disturbance and natural erosion damaging geological exposures
- Tree and other vegetative growth obscuring geological exposures that are valuable for study and research

2.25 In the longer-term, sea level rise as a consequence of climate change is also likely to affect some of the coastal geological features of the AONB, as well as some of the cave systems and their underground drainage.

### **Potential Monitoring and Indicators**

2.26

- Condition assessments of Geological SSSI features
- The BGS RIGS report presents good information the identified RIGs sites that could form a suitable baseline for condition monitoring.

## **Theme: Natural    Special Quality: Landscape**

2.27 The quality and variety of Gower's landscape, contained in such a small area, is the essence and original reason for its designation as an AONB - the highest UK designation in terms of landscape and scenic beauty (being of equivalent status to National Parks in this regard). The coastline is also designated as Heritage Coast – recognised as one of the most outstanding stretches of undeveloped coastline in England and Wales.

### **Status of the Special Quality**

2.28 Gower is one of the 48 regional-scale landscape character areas identified by NRW<sup>6</sup>. The Gower landscape has its own distinctive sense of place; its landscape characteristics, qualities and influences on the landscape have been recorded and evaluated into a nationally consistent data set.

2.29 LANDMAP is the method used to assess the importance and value of a landscape in Wales. The LANDMAP study for Swansea identified nine landscape character types within the Gower AONB. LANDMAP has now informed the preparation and publication of a Landscape Character Assessment (LCA) for the AONB<sup>7</sup>. This systematic assessment identifies and describes 40 Landscape Character Areas within the AONB. Each character area description includes:

- Special qualities and key characteristics;
- Management guidelines; and
- Strengths, weaknesses, opportunities and threats

### **Drivers for Change**

2.30 Implementation of the 2006 Plan delivered specific UDP policies that protect the natural beauty of the AONB from inappropriate development; the AONB Design Guide has been developed and published as Supplementary Planning Guidance.

2.31 The Review of Designated Landscapes in Wales culminated in a series of recommendations in the Marsden Report and there is ongoing collaborative work under the Future Landscapes Wales programme.

### **Current and Future Trends**

2.32 The LCA now provides a suitable objective baseline against which to assess future landscape change in each of the 40 character areas.

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<sup>6</sup> Land Use Consultants and Sheffield University for Countryside Council for Wales. (2007). Landscape Character Map for Wales.. See: <http://www.ccw.gov.uk/idoc.ashx?docid=dc3096a3-4149-409d-8a45-50ffc1ad72b4&version=-1>.

<sup>7</sup> Gower Landscape Partnership (2013). Gower Landscape Character Assessment. <http://www.swansea.gov.uk/index.cfm?articleid=50163>

- 2.33 Current evidence to assess the scale of landscape change is limited. Updates to LANDMAP data are expected to be completed for Gower within this plan period and may assist in identify change and trends. Although the AONB remains largely unaffected by significant or large scale developments, landscapes and key features remain vulnerable to small-scale and gradual changes that may lead to cumulative effects over time; these effects are difficult to quantify and address.

### **Potential Monitoring and Indicators**

- 2.34 A series of fixed-point photomonitoring locations was undertaken in 2007/8 to start monitoring the landscape of the AONB; this photography has yet to be repeated. A detailed series of oblique aerial photographs have also been taken of the AONB and are available for non-commercial use<sup>8</sup>.
- 2.35 The principle of fixed point photomonitoring repeated every few years is a valuable one. However, the methodology and results of the 2007/8 monitoring may be difficult to replicate and do not provide a full and objective programme to provide evidence of landscape change across the AONB. A revised photomonitoring programme is proposed, building on the LCA and progress made on photomonitoring methodology in other AONBs.

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<sup>8</sup> <http://www.pixaerial.com/>

## **Theme: Natural      Special Quality: Seascape**

2.35 With 70km of coastline, seascape is an important aspect of the AONB character. Most of the coastline is also designated as Heritage Coast. Many of the classic views of Gower – such as Rhossili, Worm’s Head, and Three Cliffs Bay - feature the coastline and the sea beyond. Less well known are the views of the coast from the sea. All these components make significant contributions to the special qualities of the AONB.

### **Status of The Special Quality**

2.36 A Welsh Seascapes assessment (NRW, 2009<sup>9</sup>) focussed on the visual or scenic aspect of the coastline, but also provided context with reference to the geological, land use, historic and cultural aspects. The study also assessed the sensitivity of each seascape to selected offshore development types.

2.37 The seascape survey provided a valuable baseline description of the seascape around the AONB coast. Seascape region summaries from the report that are relevant to Gower are included in Annex 1 and include:

- 43 – Loughor Estuary
- 44 – Whiteford Point to Worms Head – Rhossili Bay
- 45 – Worms Head to Mumbles – South Gower

### **Drivers for Change**

2.38 Marine Planning has been significantly restructured since the introduction of the Marine and Coastal Access Act 2009. The Act includes a new system of marine planning that will cover all key marine activities. The marine planning system will guide and direct decision makers and sea users towards a more sustainable use of the sea; ensuring a strong link between policy and individual developments and activities.

2.39 The UK Marine Policy Statement sets out the policy framework for UK seas and provides the context for developing Marine Plans. Marine plans will provide more detailed policy and guidance at a country or regional level. Responsibilities for marine planning arising from the Marine and Coastal Access Act 2009 lie with Welsh Government. The marine plans will set out policies for sustainable development in the Welsh marine environment.

2.40 The Marine and Coastal Access Act 2009 also include a new marine licensing system that consolidates and modernises the existing consenting regimes.

2.41 Proposals for the Atlantic Array windfarm have been withdrawn by the developer. However, other renewable energy developments coming forward in the Bristol Channel have the potential to affect the seascape and key views from the AONB.

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<sup>9</sup> Countryside Council for Wales (2009). Welsh seascapes and their sensitivity to offshore developments. <http://www.ccgc.gov.uk/landscape--wildlife/protecting-our-landscape/seascapes/seascape-assessment-of-wales.aspx>



2.42 Around the coast, the Lavernock Point to St Ann's Head Shoreline Management Plan provides a large-scale assessment of the risks associated with coastal erosion and flooding. The SMP also presents policies to help manage these risks to people and to the developed, historic and natural environment in a sustainable manner. The current plan (SMP2) identifies policy approaches for coastal management sections around the AONB.

### **Current and Future Trends**

2.43 Current evidence to assess the scale of seascape change is limited, although the AONB coast and seascape is expected to be sensitive to future change from:

- Offshore developments
- The effects of climate change and sea level rise
- Implementation of active coastal flood/erosion management policies/projects
- Recreational uses

### **Potential Monitoring and Indicators**

- An appropriate monitoring methodology for seascape needs to be considered and developed. This will need to be well linked to any fixed point photomonitoring/landscape character assessment monitoring.

## **Theme: Cultural    Special Quality: Archaeology**

### **Status of Special Quality**

- 2.44 There are 83 Scheduled Monuments in the AONB, and many other archaeological sites and records, representing most periods – from Upper Palaeolithic caves (and some of the earliest human remains in the UK) through to eighteenth century parklands and industrial heritage.
- 2.45 Summary information on the condition of Scheduled Ancient Monuments is available from Cadw, as the Field Monument Wardens visit SAMs regularly and produce a report on their condition.

### **Drivers for Change**

- 2.46 National policies (in Planning Policy Wales, Chapter Six: Conserving the Historic Environment, Eighth Edition January 2016) and current UDP policies protect Scheduled Ancient Monuments (SAMs) and sites on the Historic Environment Record (HER) from harmful development, including unscheduled sites. The HER is a charitable Trust within Glamorgan Gwent Archaeological Trust (GGAT). The emerging LDP will be expected to include similar policies. Scheduled Monument consent is also required for other activities that may affect them, but these sites are still potentially at risk from e.g. erosion from recreational uses and other third party activities.
- 2.47 The current statutory framework protecting the historic environment and guidance documents for its implementation include:
- The Historic Environment (Wales) Act 2016
  - Welsh Office Circular 60/96 Planning and the Environment
  - Welsh Office Circular 61/96 Planning and the Historic Environment: Historic Buildings and Conservation Areas
  - Guide to Good Practice on Using the Register of landscapes of Historic Interest in Wales in the Planning and Development Process (Second Edition, Cadw 2007).
- 2.48 Cadw published a set of Conservation Principles in 2011, intended as a guide to the protection and management of the historic environment. Cadw strongly encourages local authorities to use these in their decision making. The six principles are:
- Historic assets will be managed to sustain their values.
  - Understanding the significance of historic assets is vital.
  - The historic environment is a shared resource.
  - Everyone will be able to participate in sustaining the historic environment.
  - Decisions about change must be reasonable, transparent and consistent.
  - Documenting and learning from decisions is essential.

- 2.49 Whether a feature is Scheduled or not, sympathetic management by owners and land managers of archaeological features is key to their protection.
- 2.50 Factors likely to impact (both adversely and beneficially) on the archaeological resource include:
- Inappropriate development and utilities works
  - Unsympathetic land management activities
  - Recreational activities
  - Scrub and vegetation encroachment
  - Lack of public awareness
  - Climate change e.g. sea level rise, site erosion or damage to peats and dune systems, much of which contain archaeological remains and fragile palaeoenvironmental evidence
  - agricultural & forestry works (e.g. turf growing/cutting for sale, ploughing, drainage, planting & felling);
  - creation of caravan & camping sites with services and hardstanding
  - public access arrangements such as footpaths and open country (information boards, erosion – including cycling/vehicular off-roading, vandalism and theft) can change the numbers visiting archaeologically sensitive sites.
- 2.52 The Historic Environment Strategy (Second edition, 2013) sets out the Welsh Government's vision for the historic environment. Welsh Government has consulted on changes to heritage protection, with the Historic Environment (Wales) Bill, now making its passage through the National Assembly. Implementation of the Bill will impact on the management of heritage assets in Wales.
- 2.53 Initiatives in other Welsh protected landscapes include the development of 'local lists' and may be a way forward in protecting Gower's heritage. Local Lists recognise the value and significance of locally important heritage sites to the landscape and local communities. Producing a Local List gives a voice to local communities, helping to formally identify and recognise the heritage assets that are important to the local area and its people. Local Lists celebrate local heritage and ensure that it is appreciated and valued.

### **Current and Future Trends**

- 2.54 Cadw holds information on trends affecting the condition of SAMs, but there is very little information available relating to trends affecting non-scheduled archaeological sites/resource across the AONB.
- 2.55 A report for Cadw has recently explored the direct impacts of climate change on the historic environment of Wales. Across Wales, Historic Landscapes are predicted to be most at risk from climate change. Next stages of work are to address the need for an improved and locally accurate evidence base of which historic assets could be at risk and where.

## Potential Monitoring and Indicators

2.56

- Condition of SAMs - Cadw Field Monument Wardens make regular visits to SAMs
- Condition of HER sites - some HER sites have been visited with Trusted community groups, and projects such as Glastir, Arfordir, and participation in the Gower Landscapes Project

## **Theme: Cultural    Special Quality: Historic Landscapes**

2.57 The best examples of different types of historic landscapes in Wales have been included on the Register of Landscapes of Historic Interest in Wales. Gower is one of the most archaeologically rich areas in Wales.

### **Status of Special Quality**

2.58 The two best surviving and most complete archaeologically rich areas of the peninsula (West Gower and Cefn Bryn) have been identified on the Register of Landscapes of Historic Interest in Wales. These two areas cover approximately 30% of the AONB.

2.59 The Glamorgan Gwent Archaeological Trust (GGAT) completed an historic landscape character assessment of the entire AONB in 2006. This has been supplemented by a characterisation of North East Gower to cover an area peripheral to the AONB around Crofty and Penclawdd. These studies have informed the development of the LCA (see Landscape, above) and the proposed management guidelines.

### **Drivers for Change**

2.60 The Historic Environment Strategy and the Historic Environment (Wales) Act (see Archaeology, above) may bring significant changes to how areas on the Register of Historic Landscapes are protected and managed.

2.61 Current UDP policies do not permit development that would harm the character of the Historic Landscapes; the emerging LDP is expected to adopt similar policies.

### **Current and Future Trends**

2.62 Current weaknesses, threats and opportunities – and management guidelines - are outlined in the LCA (see Landscape, above). Management guidelines emphasise the need for continuing the safeguarding and management of common land and maintaining traditional boundary features such as hedges and banks.

2.63 The report for the Historic Environment Group<sup>10</sup> on the direct impacts of climate change suggests that historic landscapes will be the historic asset most affected by climate change in Wales.

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<sup>10</sup>Powell, J., Murphy, K., Ings, M., and Chambers, F.M. (2012) A strategic approach for assessing and addressing the potential impact of climate change on the historic environment of Wales, Report to Historic Environment Group – Climate Change Subgroup. CCRI: Gloucester  
<http://www.ccri.ac.uk/cadwrepor/>

## **Potential Monitoring and Indicators**

2.64

- Condition of Historic Landscapes

## **Theme: Cultural    Special Quality: Historic Parks and Gardens**

2.65 The Cadw Register of Parks and Gardens of Special Historic Interest in Wales includes those Parks and Gardens considered to be of national importance.

### **Status of Special Quality**

2.66 The AONB includes five sites on the Register of Landscapes, Parks and Gardens of Special Interest in Wales:

- Clyne Castle
- Fairy Hill
- Kilvrough Manor
- Penrice Castle
- Stouthall

### **Drivers for Change**

2.67 Entry on the Register aims to avoid damage to significant features of the sites, such as historic layout, structure, built features and planted elements. It is not the intention to preserve everything as it is; in fact, in many cases development is both benign and beneficial. However, it is important not to let insensitive development harm the historic and visual character of historic parks and gardens.

2.68 Sympathetic management by owners and land managers of these parks and gardens is key to their maintenance.

2.69 The Historic Environment Strategy (Second edition, 2013) sets out the Welsh Government's vision for the historic environment. The Historic Environment (Wales) Act 2016 will impact on the management of heritage assets in Wales.

2.70 Current UDP policies do not permit development that would harm the character of the Historic Parks and Gardens or affect their 'essential settings'. The emerging LDP is expected to adopt similar policies.

### **Current and Future Trends**

2.71 Information on the current condition of the five sites on the Register is not available.

### **Monitoring and Indicators**

2.72

- Condition of Historic Parks and Gardens - Cadw

## **Theme: Cultural    Special Quality: Historic Buildings and Conservation Areas**

- 2.73 Listed Buildings are structures officially recognised by Cadw as being of special architectural, historical or cultural significance. Buildings are either Grade I, II\* or II – dependent on their importance- with Grade I being the most important. Landmark buildings and structures – castles, churches, large houses and traditional long houses – add features to the Gower landscape.
- 2.74 Conservation Areas are designated by local planning authorities for their special architectural and historic interest. Conservation areas define village envelopes and include the buildings and spaces within them that contribute to the village character.

### **Status of Special Quality**

- 2.75 There are 131 listed buildings (4 Grade I; 22 Grade II\*; and 105 Grade II) and 17 Conservation Areas in the AONB.

### **Drivers for Change**

- 2.76 The Historic Environment (Wales) Act (see Archaeology, above) may bring significant changes to how Listed Buildings and Conservation Areas are protected and managed.
- 2.77 Current UDP policies do not permit development that would harm the character of historic buildings and Conservation Areas. Where proposals for improving historic assets (including listed buildings), consultation should be made with Cadw; the Royal Commission on the Ancient and Historic Monuments of Wales and GGAT.
- 2.78 CCS is preparing a strategy to tackle the issue of 'at risk' listed buildings across the City and County; this has identified that eight listed buildings within Gower are considered to be at risk. CCS is considering the use of statutory powers alongside potential grant funding to start tackling what has been a long running problem.
- 2.79 Many of the Conservation Areas on Gower were declared in the 1970s and 1980s; none of them have current Character Appraisals or Management Plans. The AONB Design Guide does provide guidance for built development in the AONB. The Guide includes individual 'Settlement Statements' that highlight key characteristics for each settlement, with a description of prevalent materials and detailing.
- 2.80 The CCS is reviewing their Conservation Areas, but with 31 across the authority area, Conservation Areas on Gower are unlikely to be reviewed for a number of years. In the meantime development control decisions must be made on a case by case basis using the 'preserve or enhance' test. This draws on the expertise of the Design and Conservation Team.



2.81 The Historic Environment Strategy (2012) sets out the Welsh Government's vision for the historic environment. Implementation of the Bill Historic Environment (Wales) Act will impact on the management of heritage assets in Wales.

### **Current and Future Trends**

2.82 A 'Buildings at Risk' survey of Listed Buildings was undertaken during 2007-08. Of 515 Listed Buildings surveyed in the wider Swansea area, 7.7% were assessed as 'at risk'. An informal listed building at risk review in 2012 indicates that this trend is worsening with approximately 8.9% of listed buildings now being considered to be at risk.

2.83 The main reason for vulnerability of listed buildings in Gower is because many are structures with no income generation potential and this leads to a general neglect and lack of maintenance.

2.84 Anecdotal evidence and recent Conservation Area consent casework history suggest a slow deteriorating trend in their condition. However - without objective and contemporary Character Appraisals or Management Plans - there is no objective evidence to identify trends in the condition of Conservation Areas across the AONB.

2.85 The recent report for the Historic Environment Group<sup>11</sup> on the direct impacts of climate change highlights the following potential future problems, including:

- insect infestation and fungal growth in warmer, more humid conditions;
- structural problems, for example, caused by soils shrinkage in hotter, drier summers;
- dilapidation to stonework caused by more frequent freezing/thawing;
- damage as a result of extreme weather; and
- the thermal movement of materials such as slate, lead, timber and paintwork

### **Potential Monitoring and Indicators**

- 2.86
- Condition of Listed Buildings
  - Condition of Conservation Areas

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<sup>11</sup>Powell, J., Murphy, K., Ings, M., and Chambers, F.M. (2012) A strategic approach for assessing and addressing the potential impact of climate change on the historic environment of Wales, Report to Historic Environment Group – Climate Change Subgroup. CCRI: Gloucester  
<http://www.ccri.ac.uk/cadwrepor/>

**Theme: Environmental    Special Quality: Air Quality**

2.87 Air Quality is important to the sensory perception of the AONB, the physical well-being of inhabitants and visitors, vegetation, flora and fauna.

**Status of the Special Quality**

2.88 CCS reviews, monitors and reports on air quality across Swansea to comply with the Environment Act 1995 and other Local Air Quality Management (LAQM) policy and technical guidance.

2.89 Air Quality monitoring tends to be undertaken in areas where known pollution sources are likely cause exceedance levels of prescribed threshold levels for key air pollutants. Gower AONB is not seriously affected by sources of pollution such as built-up areas, industrial sites and major roads with high traffic volumes.

2.90 A limited amount of empirical data is therefore available on air quality. Surveys of roadside Nitrogen Dioxide levels in 1985-6 and 1996-7 found levels to be well within maximum acceptable limits.

**Drivers for Change, Current and Future Trends**

2.91 The latest LAQM report indicates that there are no local air quality management issues affecting the AONB. Air quality in the AONB is likely to remain good for the foreseeable future.

**Potential Monitoring and Indicators**

2.92 CCS will continue to review, monitor and report on air quality across the County in compliance with Welsh LAQM regulation, strategy and policy: <http://www.swansea.gov.uk/article/2831/Air-quality>

**Theme: Environmental    Special Quality: Water Quality**

2.93 Water quality is important for bathing beaches and nature conservation. Good water quality supports quiet recreation and a variety of terrestrial and marine wildlife. Sandy beaches and clean water are important features of the recreation resource and for the tourism industry.

**Status of Special Quality**

2.94 NRW is the competent authority with regard to water quality and the Water Framework Directive issues in Wales. The AONB is within the Western Wales River Basin Management Plan (RBMP) area. The RBMP identifies all significant inland and coastal waterbodies in the AONB, and sets environmental quality objectives for each.

2.95 The RBMP identifies the larger inland and coastal waterbodies in the AONB, and sets environmental quality objectives for each. The RBMP classifies waterbodies into these categories:

- Rivers
- Lakes
- Transitional (Estuarine)
- Coastal; and
- Groundwater

2.96 The following table indicates the current status of each waterbody within/adjacent to the AONB.

| Waterbody Classification | No. of type in AONB | Current Status                 | Good Ecological Status Objective to be achieved by: |
|--------------------------|---------------------|--------------------------------|---|
| Rivers                   | 14                  | 2 Poor<br>6 Moderate<br>6 Good | 7 by 2015<br>7 by 2027                              |
| Lakes                    | 0                   | --                             | --  |
| Transitional             | 1                   | Moderate                       | 2027  |
| Coastal                  | 3                   | 2 Moderate<br>1 Good           | 1 by 2015<br>2 by 2027                              |
| Groundwater              | 2                   | 1 Good<br>1 Moderate           | 1 by 2015<br>1 by 2027                              |

2.97 There is also a range of smaller pools, ponds and watercourses not featured in the RBMP – such as Broad Pool and Oxwich Marsh - that are important components of the AONB landscape, but are outside the scope of the RBMP. There is no summary information on the extent or condition of these smaller features.

2.98 Bathing Waters are subject to a discrete and specific water quality monitoring regime. All seven of the Gower AONB beaches tested have met the Higher Bathing Water Quality Standard every year for the period 2010-2012.

## **Current and Future Trends**

- 2.99 Bathing water is subject to influences outside of the AONB – particularly discharges from the nearby conurbations (Swansea and Llanelli). Over recent years, huge improvements have been made to the quality, frequency and regulation of point source discharges into bathing waters. Further improvements may be needed in order to meet the requirements of the revised Bathing Water Directive. This is likely to involve actions and initiatives tackling more diffuse/cumulative pollution sources e.g. from agricultural diffuse pollution and septic tanks. Work is ongoing to understand and address these issues.
- 2.100 There is little information available around water resource management issues on Gower. Limestone bedrock on Gower retains water and is recognised as Principal Aquifer. Groundwater is an important resource and supports surface water flows and wetland ecosystems. Issues around resident/visitor water demand/supply and climate change may have future impacts on water resources in the AONB. Plans for further development outside the sewered areas in Gower is often accompanied by pressure to allow the proliferation of septic tank and package plant sewage treatment systems. In limestone areas this carries a significant risk of pollution to groundwater.

## **Potential Monitoring and Indicators**

2.101

- Bathing Water - quality of designated Bathing Waters
- WFD compliance (including shellfish waters compliance)
- Good Ecological Status of water bodies, through the RBMP.
- Bathing Water Quality annual monitoring.

## **Theme: Environmental    Special Quality: Soil Quality**

2.102 Soil exerts a strong influence on our whole ecosystem, being the foundation for many of the ecosystem services and functions recognised; soil is a fragile resource that needs to be understood and protected. Soil quality affects land use and landscape and the Gower AONB contains a significant amount of better quality agricultural land.

### **Status of Special Quality**

2.103 In the 2006 Plan, information and data on soil quality in the AONB was limited to the Agricultural Land Classification (ALC, 1977), which classified agricultural land into Grades 1-5. All of these grades are represented within the AONB. The 2006 plan identified generic factors affecting soil condition.

2.104 Further information on soils is now available from the National Soil Resources Institute (NSRI) - responsible for holding and disseminating soils information in England and Wales. Developed by Cranfield University and sponsored by Defra, the NSRI Soilscales<sup>12</sup> viewer provides a summary description of the soils at specified locations across England and Wales. The map displays the soilscales and soil descriptions for the specified location, as well as a number of the more interesting soil characteristics, including summary soil texture, drainage status, soil fertility, and commonly associated habitat and land cover.

### **Drivers for Change**

2.105 Agricultural and other land management practices have the biggest influence on soil quality in the AONB. These practices are driven in part by livestock and produce market prices, agricultural policy and subsidies.

2.106 The Water Framework Directive and actions in the River Basin Management Plan (see Water Quality, above) are focussing on tackling diffuse pollution of minor watercourses arising from agricultural practices – primarily contamination associated with increased nitrate levels because of agricultural run off.

2.107 The UDP has policies to protect the ‘best and most versatile’ agricultural land (ALC grades 1-3a); a similar policy is expected to be applied in the emerging LDP.

### **Current and Future Trends**

2.108 The generic land management and water protection risks and issues for the soil types found on Gower include:

- Nutrient enrichment and siltation of streams from soil erosion
- Groundwater contamination with nitrate
- Soil erosion along footpaths or from burnt areas

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<sup>12</sup> <https://www.landis.org.uk/soilscales/>

- Gripping or overgrazing can lead to accelerated run-off and erosion
- Overland flow (of organic slurry, fertiliser, pathogens or fine sediment in suspension/solution) from compacted or poached fields

2.109 However, there is no direct evidence of any substantial issues or trends in soil quality within the AONB.

2.110 The Stop Waste in Our Landscape Project (see 2.46, Archaeology) is also relevant to soil quality in the AONB.

2.111 The 2006 Plan references a potential issue with an increase in the lifting of pasture for turf – which may lead to soil erosion and loss of soil structure over time. However, there is no information to assess trends or the potential effects of this on soil quality in the AONB.

### **Potential Monitoring and Indicators**

2.112 No monitoring requirements identified.

## Theme: Environmental Special Quality: Tranquillity

2.113 Gower is one of the few remaining areas in South Wales where the countryside is relatively undisturbed by noise and visual intrusion. There is also an absence of 'sky glow' caused by light pollution.

### Status of Special Quality

2.114 A 1997 survey undertaken by ASH Consulting Group for Countryside Council for Wales<sup>13</sup> (CCW) identified the AONB as being an area "usually free of any substantial daytime disturbance". The survey also identified the absence of sky glow caused by light pollution as an indicator of tranquillity.

2.115 In 2009, CCW commissioned Land Use Consultants<sup>14</sup> (LUC) to reassess tranquillity in Wales by updating the 1997 research and allowing a comparison to be made of the changes in tranquillity within the 12-year period. Data for the City and County of Swansea was incomplete in the 1997 survey, but – even taking this into account – the 2009 survey indicated a slight reduction in extent of tranquil areas within the local authority area. The results for Swansea are shown in the table below.

| Zone  | 1997      |       | 2009      |       |
|---|-----------|-------|-----------|-------|
|   | Area (ha) | %     | Area (ha) | %     |
| Tranquil  | 126.29    | 29.98 | 124.52    | 29.56 |
| Zone B - Countryside subject to significant traffic intrusion and other disturbance | 187.54    | 44.52 | 221.70    | 52.64 |
| Zone C - Countryside somewhat disturbed by light traffic                            | 70.17     | 16.66 | 74.97     | 17.80 |
| All disturbed (Zone B + C)  | 257.70    | 61.18 | 296.68    | 70.44 |
| No data   | 37.20     | 8.83  | n/a       | n/a   |

### Drivers for Change

2.116 There has been good progress with the actions and objectives from 2006 Plan – the AONB Lighting Scheme Guidance<sup>15</sup> and the Gower AONB Design

<sup>13</sup> ASH Consulting Group (1997) Tranquil Areas Wales – A Report to the Countryside Council for Wales.

<sup>14</sup> Land Use Consultants (2009). Tranquil Areas Wales Map, 2009. Prepared by Land Use Consultants for Countryside Council for Wales.

<sup>15</sup> City and County of Swansea (2010). Lighting Scheme Guidance for Gower AONB. <http://www.swansea.gov.uk/index.cfm?articleid=41674>

Guide<sup>16</sup> have both been published as Supplementary Planning Guidance (SPG) in response to the issue.

- 2.117 Development pressures continue to affect the AONB, including developments/lighting schemes from outside of the AONB affecting the dark skies of the AONB e.g. from urban Swansea and Llanelli. There are also concerns that minor lighting projects on existing individual properties in the AONB have the potential for cumulative impacts on dark sky.
- 2.118 Higher levels of noise around e.g. main roads and sporadic bursts of noise from military aircraft and watercraft such as jet skis and speedboats continue to disturb the tranquillity of the AONB.
- 2.119 There is a growing International Dark Sky Movement that increases the profile and importance of dark skies e.g. Brecon Beacons National Park has been declared an International Dark Sky Reserve.
- 2.120 The Noise Action Plan for Wales<sup>17</sup> recognises that ‘...a range of tranquil environments is likely to be beneficial, from the brief escape to an urban oasis.....to a more demanding challenge in the great outdoors further afield.’ The Action Plan recommends that NRW ‘consider whether there is a case for further rounds of rural tranquil areas mapping and the method to be used in any such mapping’.

### **Current and Future Trends**

- 2.121 The all-Wales surveys of tranquillity do not indicate any real change in the extent of tranquil areas of the AONB; however, with no local specific survey undertaken for tranquillity or dark sky, it is not possible to reach any firm conclusion on an underlying trend.
- 2.122 With time, development pressures are likely to cause a slow deterioration in tranquillity and Dark Night Skies – both from within AONB and around its periphery.

### **Potential Monitoring and Indicators**

- 2.123 Tranquillity – A local survey (detailed methodology to be determined) should allow for specific nature of Gower but also consistency with national/other surveys. The survey should be repeatable every 5 years and should have good integration with any future proposed pan-Wales mapping.

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<sup>16</sup> City and County of Swansea (2011) Gower AONB Design Guide.  
<http://www.swansea.gov.uk/index.cfm?articleid=42737>

<sup>17</sup> Welsh Government (2013). A Noise Action Plan for Wales 2013-2018.  
<http://wales.gov.uk/topics/environmentcountryside/epq/noiseandnuisance/environmentalnoise/noisemonitoringmapping/noise-action-plan/?lang=en>



2.124 Dark sky assessments – The International Dark-Sky Association (IDA) have guidance and can advise on the requirements – typically using light meter readings, photography; Bortle-scale qualitative assessments<sup>18</sup>.

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<sup>18</sup> <http://www.darksky.org/night-sky-conservation/269>

2.125 There is extensive public access to the countryside and coast in the AONB and the path network is an important resource for visitors and the tourism industry. Much of the path network is bounded lanes and historical routes and some are important landscape features.

**Status of the Special Quality**

2.126 The CCS Countryside Access team undertake annual monitoring of the condition of the Rights of Way network across the county. The monitoring involves random sampling of approximately 10% of the network to determine which paths are ‘easy to use’. Analysis of the results over a number of years can indicate an improving/declining trend in the condition of the network.

2.127 Monitoring results for the path network within the AONB are summarised in the table below:

| Year | Network length within the AONB | Proportion in usable and accessible condition | Based on a survey sample length (and proportion of AONB network) of |
|------|--------------------------------|---|---|
| 2008 | 402.0 km                       | 63.2 %  | 31.8 km (7.90%)   |
| 2009 | 402.0 km                       | 51.6 %  | 42.8 km (10.65%)  |
| 2010 | 402.0 km                       | 62.8 %  | 35.7 km (8.88%)   |
| 2011 | 412.1 km                       | 65.8 %  | 31.1 km (7.56%)   |
| 2012 | 414.9 km                       | 80.2 %  | 48.7 km (11.73%)  |
| 2013 | 414.9 km                       | 69.9 %  | 45.0 km (10.84%)  |

2.128 The Wales Coast Path officially opened in May 2012, and has become a significant resource and recognised tourism asset. There has been capital funding to develop the Coast Path and the rights of way network in the coastal zone. Recognition of the Wales Coast Path within the AONB as a key tourism asset should assist in maintaining its profile for investment and management.

2.129 The 35-mile Gower Way crosses both the AONB and the Mawr area of the old Lordship of Gower. There are also a small number of permissive access routes provided by landowners; these can form important additions to the Rights of Way network.

**Drivers for Change**

2.130 The Swansea Local Access Forum<sup>19</sup> advises the local authority on the improvement of public access to the countryside for the purposes of open-air recreation and the enjoyment of the area. Improvements to countryside access – for all users - are delivered through the City and County of Swansea Countryside Access Plan (2007-17). Key actions in the plan include:

- Wales Coast Path Development Programme

<sup>19</sup> <http://www.swansea.gov.uk/article/6194/Local-access-forum>

- Increasing the promoted routes for walkers and other users
- Increasing connectivity of the path network
- The Community Path Improvement Programme
- Improving the path network so that 75% of it is 'easy to use'
- Publication of a new definitive map

2.131 The overall target of the Countryside Access Plan is to ensure that 75% of the path network - across the entire county - is easy to use. The AONB Management Plan has a specifically elevated target of ensuring that 95% of the path network in the AONB is of 'easy to use' standard.

2.132 Continued resources for maintaining the path network are required, because even recently improved routes will deteriorate over time – e.g. from the level and nature of use, erosion, vegetation growth and obstructions.

2.133 There may be further resources available for making improvements to the Coast Path, but there will be continued restricted resources available for maintaining path network in the AONB as open and easily accessible.

2.134 As a wider issue, recreational use of the AONB may already be changing. There are more visitors and more people participating in a wider range of activities in the AONB – e.g. walking, wildlife watching, cycling, surfing, windsurfing and hand-gliding. Without some level of mutual understanding between different users, some activities may lead to localised conflicts e.g. fishing and kayaking.

2.135 The Active Travel (Wales) Act 2013<sup>20</sup> made it a legal requirement for local authorities to map and plan for suitable routes for active travel, and to build and improve their infrastructure for walking and cycling every year. It creates new duties for highways authorities to consider the needs of walkers and cyclists and make better provision for them. It also requires both the Welsh Government and local authorities to promote walking and cycling as a mode of transport.

2.136 The provisions in the Act requiring the production and publication of maps and to make year on year improvements to infrastructure will only apply to particular areas where there is potential for active travel to be a well-used mode of transport. Welsh Government is consulting on where these proposed areas may be; as well as the main urban areas of Swansea, some of the larger settlements in the AONB e.g. Southgate and Murton have also been proposed.

2.137 The Welsh Government has also announced a review of existing legislation and guidance relating to access and outdoor recreation<sup>21</sup>. The aim is to

<sup>20</sup> <http://wales.gov.uk/topics/transport/integrated/walkingcycling/activetravelact/?lang=en>

<sup>21</sup>

<http://wales.gov.uk/topics/environmentcountryside/consmanagement/countrysidecoastalaccess/review-of-access-and-outdoor-recreation-legislation/?lang=en>

secure better access to the outdoors for recreation, modernise and simplify the current regulatory framework, and provide clarity and certainty over where people can go and what they can do there.

### **Current and Future Trends**

2.138 The overall target of the Countryside Access Plan is to ensure that 75% of the path network - across the entire county - is easy to use. The AONB Management Plan has a specifically elevated target of ensuring that 95% of the path network in the AONB is of 'easy to use' standard.

### **Potential Monitoring and Indicators**

2.139

- Current Rights of Way annual monitoring and reporting programme.

## **Theme: Recreation**

## **Special Quality: Access Land**

2.140 A significant area of the AONB is land with some public right or permission to access on foot, including; common land; village greens, National Trust land and land in public ownership.

### **Status of Special Quality**

2.141 Rights for public access on foot apply to:

- Common Land
- Land mapped as open country under the Countryside and Rights of Way Act 2000 (CRoW Act 2000) and
- Dedicated access land – e.g. NRW public forest estate

2.142 Exclusions and restrictions can be used on access land when management operations e.g. tree felling require public access to be restricted.

2.143 Other land has higher rights of public access and the AONB also includes areas where the landowner has agreed to permit public access; this includes significant areas owned by the National Trust.

2.144 The overall total of these types of land is 3145ha - 16.7% of the AONB.

### **Drivers for Change**

2.145 Natural Resources Wales has completed a review of the maps of access land published under the CRoW Act 2000.

2.146 A large proportion of access land is owned or managed by the National Trust, or is in public ownership and is actively managed for recreation and nature conservation.

2.147 There is also a large proportion of access land that is common land; the accessibility and value of this land as a recreation resource is dependent on appropriate commons management – particularly controlled burning and appropriate grazing levels.

### **Current and Future Trends**

2.148 The high extent and distribution of land available for public access is expected to be maintained. There may be localised or temporary issues where it is difficult to integrate public access and land management requirements issues, e.g. on some commons, or in public forests where tree felling is required.

### **Potential Monitoring and Indicators**

2.149

- Extent and accessibility of access land.

## **Theme: Recreation**

## **Special Quality: Beaches**

2.150 Sandy beaches are important for recreation, health and well-being and are a high profile landscape feature of the AONB that promotes the area for tourism.

### **Status of Special Quality**

2.151 Gower's sandy beaches are one of the main attractions for visitors to the area, and therefore a significant natural resource supporting the tourism industry. There are 16 main beaches, with a number of smaller coves and inlets. Beaches across Gower consistently attain Blue Flag or Green Coast awards standards. The National Trust beach at Rhossili has a strong national and international profile with visitors.

### **Drivers for Change**

2.152 The Destination Management Plan for Swansea Bay<sup>22</sup> recognises the importance of Gower beaches to the area's tourism offer. There will be a continued need for coordinated beach management to sustain their high quality.

2.153 The Shoreline Management Plan provides a large-scale assessment of the risks associated with coastal erosion and flooding around the coast of South Wales. It also presents policies to help manage these risks to people and to the developed, historic and natural environment in a sustainable manner. The current plan (SMP2) identifies policy approaches for coastal management sections around the AONB.

### **Current and Future Trends**

2.154 Bathing Water Quality on Gower beaches has been of a consistently high standard in the recent past (see Water Quality) and is expected to be maintained for the foreseeable future.

2.155 Water quality and the extent/standard of beach facilities is such that Gower beaches are regularly Blue Flag award beaches; four Gower beaches (Caswell Bay, Langland Bay, Bracelet Bay and Port Eynon) regularly receive blue flag awards.

2.156 Visitor numbers to the wider Swansea Bay area have increased (4.2 million visitors in 2011 compared to 3.9 million in 2006), with almost one in five visitors coming because of the coast/beaches. Visitor numbers, tourism revenue and the number of tourism-related jobs are all expected to increase; the emerging Swansea Bay Destination Management Plan will be seeking to manage the sustainable development of these trends. However, increasing

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<sup>22</sup> <http://www.swansea.gov.uk/dmp>

visitor numbers to Gower beaches can lead to environmental problems (such as erosion and habitat damage), beach and facility degradation.

2.157 Concerns around the loss of sand from beaches along the south coast – possibly linked to dredging in the Bristol Channel - were expressed in the 2006 plan. Studies<sup>23</sup> supporting the Shoreline Management Plan review suggest that beach levels are naturally variable on this stretch of coast with little evidence supporting any overall trend.

### **Potential Monitoring and Indicators**

2.158

- Continued monitoring of bathing water quality to EU standards
- Annual application and awards of Blue Flag/Green Coast Awards
- Beach profile surveillance and monitoring through the SMP2
- Monitoring/Surveillance of beach litter (including sea borne litter)

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<sup>23</sup> Halcrow for the Swansea and Carmarthen Bay Engineering Group (2010). Baseline Process Understanding Report.

- 3.1 This Chapter describes a broader picture of activities and pressures the AONB, and how these may change over the next 20 years. Activities and pressures reflect the social and economic aspects of the AONB. The principle of sustainable development recognises the inter-relationship and inter-dependency between these two aspects and the environment of the AONB.
- 3.2 Activities and pressures are described below under the following headings:
- Primary industries
    - Agriculture
    - Timber & forestry
    - Fishing
    - Minerals
  - Tourism
  - Transport
  - Utilities and communications
  - Climate Change
  - Development and off-shore activities
  - Housing
  - Community facilities and local services

The Council maintains socio-economic profiles for all of Swansea's wards (see <http://www.swansea.gov.uk/wardprofiles>). There is no specific total population figure available for the AONB. The total population of the two wards fully within the AONB (Gower and Pennard) is 6300, with many more people living in the other wards peripheral to the AONB. Gower ward is one of the sparsely populated wards in Swansea and - compared to the rest of Swansea – wards in the AONB tend to have an older population with lower birth rates.



## Primary Industries

### Agriculture

- 3.3 Agriculture is the main primary industry in the AONB. Good quality soils (a significant amount of enclosed farmland is Grade 1 or 2) and a relatively (for Wales) mild climate make Gower one of the more agriculturally versatile and productive parts of Wales.
- 3.4 Farming in recent years has typically been focussed on rearing livestock (mainly cattle and sheep), with some arable and horticultural crops. After a period of decline in numbers, it is thought that only three dairy farms remain in the AONB. Significant tracts of common land, including the North Gower salt marshes are grazed by cattle and sheep and - to a lesser extent - by ponies.
- 3.5 Farms tend to be small- or medium- sized, and many have diversified into tourism and/or producing goods for sale through farm shops. Most of the caravan sites on Gower are on farms, some of which are still working farms. There are also a small number of enterprises growing vegetables and fruit.
- 3.6 The Welsh Agricultural Survey<sup>24</sup> provides a range of statistical estimates for the different types of land usage, livestock numbers and agricultural labour. Data specifically for Gower AONB is not available, but for the areas that include the AONB, some key statistics/trends include:
- Estimates of active farm holdings remained at around 200 (e.g. 207 in 2002; 198 in 2006; 217 in 2012);
  - Estimates of total number of farmers remained at around 360, but more are now part time (161 full time/195 part time in 2002, compared to 146 full time/220 part time in 2012);
  - Estimates of holdings with crops or horticulture reduced from 94 in 2002 to 71 in 2012;
  - More specifically, estimates of holdings growing cereals reduced from 61 in 2002 to 42 in 2012
- 3.7.1 Like elsewhere, farming patterns on Gower are influenced by market prices for agricultural products and services. Agri-environment schemes have supported farmers with bio-diversity, woodland and wider environmental management on their farms. In 2010, there were 53 Tir Gofal agreements, covering 3198 ha of land. The current Glastir<sup>25</sup> scheme (funded through the Wales Rural Development Plan) initially had a comparatively low take-up on

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<sup>24</sup> Statistics for Wales 2013. Agricultural Small Area Statistics for Wales, 2002-2012. Statistical Bulletin SB102/2013. <http://wales.gov.uk/statistics-and-research/agricultural-small-area-statistics/?lang=en>. 'Small areas' 199 and 200 include Swansea communities of: Penrice; Port Eynon; Rhossili; Reynoldston; Llangennith, Llanmadoc and Cheriton; Llanrhidian Lower and Llanrhidian Higher; Ilston; and Three Crosses.

<sup>25</sup>

<http://wales.gov.uk/topics/environmentcountryside/farmingandcountryside/farming/schemes/glastir/?lang=en>

Gower (394ha – Entry Level, 131ha – Advanced in 2013), but the latest agreement figures (March 2015) are:

- Glastir Entry – 1697ha
- Glastir Commons – 1781ha
- Glastir Advanced – 826ha

- 3.8 Other initiatives such as the Gower Commons Initiative (and its successor Life in Common) helped to encourage more grazing on common land – enhancing its bio-diversity and its appearance by the removal of scrub and bracken and the creation of firebreaks.
- 3.9 Agriculture can have mixed impacts on the landscape and biodiversity. For example, arable cultivation can leave field margins for wildlife, but the use of pesticides can have the negative impact. Cultivated agricultural land of south-east Gower coast is home to a highly diverse arable plant community – one of the biggest declining and most threatened groups of plants in Wales. Gower has retained a strong landscape pattern of small- to medium- sized fields bounded by hedges and stone walls; however, the use of plastic sheeting and polytunnels to cover fruit and vegetables - although not prevalent in the AONB - can have an adverse effect on the landscape.
- 3.10 One activity that has raised concerns is the lifting of pasture for turf as a type of farm diversification. This can initially leave a barren landscape and a loss of habitat for wildlife, although this can be moderated if areas are lifted and reseeded in rotation. Where this is associated with the removal of topsoil the long term impact on soil quality may become more serious. However, any changes to uncultivated or semi-cultivated land which may cause soil erosion or loss of soil structure over time now require an Environmental Impact Assessment<sup>26</sup>.
- 3.11 It is difficult to predict the future for farming in Gower. Single farm payments have replaced previous production subsidies and support less intensive production. One of the requirements of the single farm payment scheme is for farmers to demonstrate cross-compliance on a range of statutory management requirements for the environment, public, plant, and animal health and welfare. Farmers are also expected to maintain cross-compliance to keep land in good agricultural and environmental condition. The single farm payment scheme is expected to continue support for farmers to conserve and enhance landscape features and bio-diversity, by retaining field margins and hedgerows for example, and to manage land well and keep soils in good condition.
- 3.12 Other, more locally-driven rural development initiatives include Rural Swansea Action - supporting the diversification of the rural economy, enhancing prosperity at a local level and developing Rural Swansea's identity

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<sup>26</sup> Environmental Impact Assessment (Agriculture) (Wales) Regulations 2007.  
<http://wales.gov.uk/topics/environmentcountryside/consmanagement/conservationbiodiversity/eiahome/eia-whatrtheregs/?lang=en>

for producing high quality Food, Arts, Crafts and Natural Products able to supply local markets.

- 3.13 Maintaining grazing on the extensive areas of Common Land is essential to their conservation. Some commons have suffered from under-grazing because of traditional practices have altered. Pressures from traffic travelling across the commons have combined to increase the risk of car/livestock accidents. Some 40 mph speed limits on roads across certain commons in Gower have been introduced to reduce this risk.
- 3.14 Trends toward fewer full-time farmers – with an aging demographic - as fewer young people enter farming. Opportunities for farm diversification may buffer Gower farms from some of these effects and assist in continuing the positive land management practices which protect Gower's special qualities.
- 3.15 Affordable housing and other incentives will be needed to help young farmers. The growth of horse riding and stables, and the use of farmland for grazing horses near the larger villages on the edge of the AONB are expected to continue giving more fields a paddock-like appearance. In turn, this is likely to keep land values higher than their normal agricultural value. Sites being used in this way tend to coincide with the location of some of the best quality land in the AONB.
- 3.16 Sustaining the viability of farming on Gower is a major consideration in safeguarding the special qualities of the AONB. The previous management plan was important in informing the UDP, the Tourism Strategy, Swansea 2020 the Economic Development Strategy and the Swansea Rural Development Strategy 2007-2013. This revised management plan needs to provide a similar service to current and emerging policy – particularly the Local Development Plan and the current round of Rural Development planning and investment.

### **Timber, Forestry, and Woodland Management**

- 3.17 The timber industry in Gower is small, with a handful of growers, one static sawmill at Cilibion, several mobile sawmills and several woodland management contractors. The Penrice Estate has some large areas of woodland, and NRW manages two productive woodland sites; Parkwood is a mixed wood plantation with some broadleaves dating back 150 years, whereas Millwood is predominantly coniferous/mixed woodland. Many of Gower's woodlands are privately owned or owned by conservation bodies: National Trust, the Wildlife Trust of South and West Wales and Coed Cadw (the Woodland Trust in Wales).
- 3.18 In recent years, grant schemes have encouraged owners to actively manage woodlands through appropriate felling, thinning and replanting. Emphasis on management of NRW woodlands has been increasingly toward multiple use and community benefit, with informal recreation being encouraged.

- 3.19 Gower's woodlands form predominantly small blocks dispersed throughout the landscape between fields and commons. Gower is particularly noted for its ash and alder woodlands, which are important landscape and biodiversity features; several of these woodland blocks are of European biodiversity importance (Special Areas of Conservation).
- 3.20 Woodlands make a significant contribution to the appearance and character of the landscape. Management techniques that adopt a continuous-cover approach and rely on small-scale felling, replanting and regeneration can help to maintain healthy and attractive woodland.
- 3.21 With an emphasis and commitment toward managing woodlands for sustainable and community use, the future for Gower's woodlands looks generally stable. Further stands of Gower woodlands would benefit from appropriate active management to improve their condition and support forestry enterprises. Replacement of conifers with broadleaf species in some areas would be desirable.
- 3.22 Ash Die-Back (*Chalara fraxinea*) disease presents an uncertain future risk to ash woodland on Gower. The first cases have now been confirmed on Gower, and AONB management needs to keep in touch with the ongoing situation in Wales and the rest of the UK and respond appropriately.
- 3.23 The Welsh Government 'Woodlands for Wales'<sup>27</sup> strategy has identified four strategic themes:
- Responding to climate change;
  - Woodlands for people;
  - A competitive and integrated forest sector; and
  - Environmental quality.

## Fishing

- 3.24 The Gower fishing communities are famed for, and rely on, the industries related to their high quality shellfish. Lobster and crab are landed at Oxwich Bay, with cockle fishing along the north coast in the Burry Inlet and Loughor estuary that is still carried out by hand. NRW is working closely with the cockle industry to create a sustainable fishery which can provide a regular income to licence holders. Small seafood processing plants are situated on Gower and these local employers are under pressure to diversify if they are to have a long-term future.
- 3.25 Overall, fishing employs relatively few people in the area. Limited commercial fishing around the coast of Gower is by a small fleet based near the Tawe Barrage in Swansea. There are also several lobster boats based at Oxwich. Mussel gathering takes place off Whiteford and in Swansea Bay, and commercial fishermen from outside take crabs and lobster. Angling is carried

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<sup>27</sup> <http://www.forestry.gov.uk/wwstrategy>

out by individuals from the shore or by kayak and from private and charter boats, many of which are based near the Tawe Barrage.

## Minerals

- 3.26 Limestone was historically quarried on a small-scale on Gower, providing building materials and raw material for the manufacture of lime. One of the larger quarries was at Pwlldu Bay, which exported rock to north Devon by sea. Barlands Quarry at Kittle was the last working quarry in the AONB, and this ceased operation several years ago. Around Crofty and Penclawdd - on the north-eastern edge of the AONB - coal and other minerals were mined until the 1930's, but limited traces of the associated works are now visible apart from mineshafts which occasionally appear on Llanrhidian marsh.
- 3.27 Minerals Planning Policy Wales (2000) requires Swansea Council to make provision for mineral resources, and a Regional Technical Statement (2008) identifies the contribution which is expected. Reserves of aggregates within the Local Authority area are very limited, and limestone deposits within the AONB form a significant part of these reserves.
- 3.28 There is current commercial interest in the possibility of extracting Coalbed Methane (CBM) gas from in the Coal Measures using a process referred to as 'fracking'. CBM is a clean burn gas, and carbon dioxide emissions are lower than for coal and oil productions. A UK Onshore Petroleum Exploration and Development License (PEDL) was granted in May 2008 that covers 10,000 hectares of the South Wales Coalfield, including parts of the County. The UK government are currently consulting on a further licensing round for PEDL. Underground Coal Gasification (the conversion of solid coal into gas through underground combustion) is also being considered as an approach to accessing energy reserves from Coal Measures under the Loughor Estuary. Developments and commercial extraction using these technologies have the potential to effect the special qualities of the AONB. Potential effects may include:
- landscape/visual effects from surface infrastructure/facilities
  - impacts on groundwater from contamination by chemical additives/processes during extraction

## Tourism and Recreation

- 3.29 Tourism and recreation have become increasingly important sectors of the local economy of the AONB. The wider Swansea Bay area welcomes more than four million visitors every year, most of whom would have visited the AONB. In 2011, visitors spent around £333m, supporting about 5,600 jobs. A 2012 visitor survey found that the factors which most influenced visitor's to visit the area were the coast (44%), scenery/landscape (44%), beaches (35%), The most popular activity undertaken by visitors was low level walking (2-8 miles) (45%), which has been the most popular activity undertaken by visitors every year since 2005 (and 52% of visitors in 2012).
- 3.30 Total bedstock figures for Gower are estimated at 21,500, with the majority (87%) accounted for by camping and caravan parks. A proportion of this bedstock will be properties/caravans taken up by local people for their own use and not therefore available to visitors from out of the area. There is a significant number (c.250) of self-catering properties. Bed and Breakfasts have been declining in number and there are very few hotels in the rural area.
- 3.31 A wide range of recreational activities take place on Gower, many of which are associated with the special qualities, and especially associated with the sea. Water based recreation activities include surfing, diving, fishing, boating and canoeing. Land based activities include walking, cycling, horse riding, climbing, caving, golf, archery, and less active ones such as bird watching, archaeology, and visiting historic sites. In a 2001 visitor survey<sup>28</sup>, natural beauty and tranquillity were identified as the main reasons for visits. Interpretation off and on site can add to visitors' enjoyment, understanding and appreciation.
- 3.32 Tourism and recreation activities have environmental impacts on the natural beauty and special qualities of the AONB. For example, static caravan sites, traffic congestion at peak times, and erosion of footpaths. Indeed in the 2001 visitor survey, visitor pressure was cited as the greatest threat to Gower, followed by sand erosion, and air pollution (e.g. from vehicle exhaust fumes). Other impacts include litter, especially on the beaches.
- 3.33 Recent tourism trends have been summarised<sup>29</sup> as:
- Trips by GB resident to Wales fell slightly from 2006-10 but recovered in 2011 to nearly 9.7m trips.
  - Like the rest of the UK, Wales has benefited from the staycation effect. Since the economic downturn in 2008 the number of holidays taken in Wales has grown strongly with an extra 1 million trips taken in 2011. However business and VFR (Visiting Friends and Relatives) trips fell sharply in this period.
  - The largest growth has been in mid length holidays (4-7 nights) which have grown by nearly 40% from 2008 to 2011. Holidays of this length

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<sup>28</sup> Gower Visitor Survey 2001 prepared for the City and County of Swansea by Market Research Wales and published in December 2001

<sup>29</sup> The Tourism Company (2013). Sustainable Tourism Strategy and Action Plan for Rural Swansea Including Gower AONB. Draft report for Swansea Rural Development Partnership.

are often taken in non-serviced accommodation and are particularly relevant to Gower.

- There has also been growth, albeit smaller, in short stays, which still account for the largest number of trips in Wales. They have the advantage of being significantly less seasonally peaked than longer holidays.
- Data on activities undertaken in Wales show the importance of sightseeing, relaxing, walking, visiting beaches, visiting castles and swimming, which are all activities for which Gower has a comparative advantage.
- Specific outdoor activities have been growing in popularity. The market of people undertaking these activities as part of a general holiday experience is much larger than those motivated by them specifically as the main reason to travel.
- Watching wildlife, visiting beaches and walking by the coast are areas in which Wales has a relatively strong market share compared to the rest of the UK.
- Market segments with particular opportunities for Wales include: Pre-family Explorers; Budget Families; Active Family Explorers; Older Cultural Explorer Couples and Scenic Explorer Couples. Gower is currently seeing a balance of families and couples in its visitor profile, with significant numbers of older 'single' groups.
- Natural capital is seen as Wales's particular comparative strength, embracing scenery and landscapes in addition to beaches. Gower has an international profile in this context.

3.34 Whilst the growth in the tourist industry will benefit the local economy, this must be carefully balanced against the potential negative impact on the environment and its special qualities. An approach based on the principles of sustainable tourism would address this. Sustainable tourism attempts to make a low impact on the environment and local culture, while helping to generate income, employment, and the conservation of local ecosystems; it is 'responsible tourism', which is both ecologically and culturally sensitive. The aim of sustainable tourism is to ensure that development brings a positive experience for the local people, tourism companies and the tourists themselves. The principle of promoting sustainable tourism - particularly around walking and cycling - should be more actively encouraged and has been embraced by the Swansea Rural Development Plan. The Transport section (below) describes the links with the promotion of public transport for walking. Public transport has the particular advantage of reducing the impact of traffic pollution, congestion, shortage of parking spaces but more positively, makes linear (particularly) coastal walks easier. Public transport can deliver visitors staying in Swansea (where the majority of accommodation is) benefits of easy access to Gower without their cars. Cycling is more difficult to promote as there are few 'safe' roads in Gower and even fewer alternatives other than the incomplete north Gower cycle route.

3.35 Like many rural areas, Gower suffers from some nuisance and illegal activities. These tend to be confined to localised sites and encompass common problems such as fly-tipping, wild-camping, barbecue parties, and

opportunistic car parking. Off-roading in 4x4 vehicles and motor bikes has been problem on Cefn Bryn but was reduced by the installation of roadside bunding. There have also been issues with mountain bikers using the coastal path and doing damage to some iron-age earthwork sites such as The Bulwark on Llanmadoc Hill. Sea borne debris and litter on the beaches is a regular problem and organisations such as the National Trust Wales organise regular beach cleaning events.



## Transport

- 3.36 The Gower road network is all single carriageway and consists of one A class road, four B roads and a number of unclassified roads. Many of the roads are narrow and bounded by hedges or stone walls that contribute to the character of the AONB. Council policy is not to widen or carrying out improvements to Gower roads, unless necessary for road safety. A Highways Works Good Practice Guide<sup>30</sup> supports management of highways assets on Gower that conserves and enhances the AONB.
- 3.37 Travel by car is the typical mode of transport for residents and visitors. Some routes to the more popular beaches become congested at peak times. Narrow road sections – particularly around Parkmill and Kilvrough – can lead to severe delays when buses interact with cars/caravans, motor homes, freight vehicles and coaches. Traffic counter figures suggest a slower increase in volumes in recent times than the national average. Several of the car parks serving the more popular coastal destinations are Council owned, but others are private enterprises. Car parks for the beaches nearest to Swansea (such as Bracelet Bay, Langland Bay and Caswell Bay) tend to get full at peak periods.
- 3.38 Public bus services reach most parts of Gower from central Swansea. The main routes in south and north Gower have frequent services, though the smaller villages in north-west and south Gower have limited schedules. The continuing reductions in public funding for buses represent a future threat to the network and a positive plan to protect, grow and further improve the service would be valuable. The Gower Sunday Explorer – funded through the RDP – has provided a dedicated service during the summer months for several years, but there is no long-term plan for the continuance of this service. Bus stop infrastructure on Gower is often sub-standard, visually intrusive and impacts on the visitor environment.
- 3.39 The network serves local people's needs as well as visitors. It has been successfully promoted for walkers through a series of 'Walking by Bus' leaflets produced by CCS and the National Trust as well as through pocket time tables and leaflets and the BayTrans public transport partnership website.
- 3.40 The car is likely to continue to be the main means of transport in Gower. Traffic growth will to some extent be limited by the capacity of the road network, and the fact that Gower being a peninsula does not have any through routes. At the same time limited car park capacity at the popular destinations, rising fuel costs and wider policy objectives aimed at reducing carbon emissions are all likely to be influencing factors. In the 1990s the Gower Sustainable Transport Project (formerly the Gower Transport Initiative) examined ways of encouraging the use of alternative means of transport to the car for recreational trips. It proposed several pilot schemes including a circular bus service geared to walkers and cyclists, traffic calming on routes

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<sup>30</sup> CCS 2011 Good Practice Guide for Highways Works within the Gower Area of Outstanding Natural Beauty.

across common land, and the promotion of a lightly trafficked route on road for cyclists on North Gower. The bus service is now part of the Gower Explorer bus network and the cycle route has been completed (see paragraph 3.46 below). It would be a valuable exercise to review sustainable transport issues and provision during the next plan period.

- 3.41 A range of issues around car parking in the AONB have been raised by stakeholders and visitors, including visual appearance and upkeep, pricing, location and capacity at peak times.
- 3.42 In 2007 a new partnership was established to promote public transport in Swansea's rural areas including Gower. This followed the establishment of the Gower Explorer bus network in 2004 and a subsequent consultant's report which recommended that partnership be established to promote public transport. The Swansea Bay Travel and Tourism Partnership (branded as BayTrans) includes local authorities, public transport operators, NRW, the Gower Society and the Ramblers. Through a combination of leaflets and a website, BayTrans is encouraging greater use of public transport for recreation activities such as walking. For example, there has been a significant increase in people using the Gower Explorer buses for this purpose, with patronage up more than 35% in the first three years.
- 3.43 Gower roads are generally not well suited to cycling, as they are hilly and narrow in many places. Although mountain biking is generally a popular activity, much of the AONB is not used as the off road routes are not continuous. An on-road route following lightly trafficked roads in North Gower has been established. It is linked to the Celtic Trail (Route 4 of the national cycle network) at Dunvant and Gowerton, with plans to eventually follow an off-road route between Llanmorlais and Gowerton, part of which has already been constructed.
- 3.44 There is an extensive public rights of way network of more than 400km, which consists mainly of footpaths and bridleways. Traditionally these were used for travel between villages on foot or horseback. Now they are mainly used for recreational purposes, for walking, cycling, and horse riding. A number of the routes are bounded, or are sunken lanes, with their own character. This network is an important resource, providing potential traffic-free routes between settlements.
- 3.45 The Wales Coast Path opened in 2012, and the Gower section is one of its highlights. The route between Mumbles and Crofty is 38 miles long. Implementation of the development programme around Gower included improvements to the rights of way network connecting to the Wales Coast Path. Better linkage between Gower's rights of way network, the Wales Coast Path, bus routes and bus stops would be helpful to reinforce the development of sustainable tourism based on walking.
- 3.46 There are no railway routes in the AONB. The nearest railway stations are Gowerton, northeast of the AONB, and the main station at Swansea. There are good links to bus services.

3.47 Swansea airport on Fairwood Common lies on the eastern side of the AONB. There have been no scheduled flights since 2004 and the airport is now used by private aircraft and the Wales Air Ambulance.

## Utilities and Communications

- 3.48 Utility company assets and equipment (e.g. sewage treatment works, pumping stations, electricity substations and transmission lines) are generally small and not visually intrusive. Companies have a duty<sup>31</sup> to consider the conservation and enhancement of the natural beauty of the AONB when carrying out their functions. In 2010, Western Power Distribution (WPD, the local electricity distribution company) entered into the Ofgem scheme for undergrounding of selected power lines with a voltage of 10,000 and under. This is part of WPD's corporate planning. A panel consisting of representatives of the protected landscapes in South Wales (Gower and Wye Valley AONBs and the Brecon Beacons and Pembrokeshire Coast National Parks) has been set up to assess bids for funding for appropriate schemes. Sections of power line at Rhossili and Cefn Bryn have been undergrounded, and a number of other schemes are under consideration.
- 3.49 There is a limited public sewer and wastewater treatment capacity on Gower; this could limit development in some areas and development that does occur could be associated with an increased risk of pollution where sewage disposal arrangements are unsatisfactory.
- 3.50 The growth in mobile phones and the provision of digital radio communications (TETRA) for the police resulted in the construction of a number of masts in the AONB. There is a joint accord between the protected landscapes in England and Wales and the Mobile Phone Operators Association<sup>32</sup>. The accord recognises the operators' obligations to protect the special qualities of AONBs and National Parks, and at the same time, the Association recognises the obligations on the operators to provide a consistent a service as possible in all parts of the countryside including protected areas.
- 3.51 The number of mobile 'not- spots' on Gower is a cause of concern e.g. to public transport users in the event of delays or cancellations to bus services - when it becomes difficult to phone for information or help. The Mobile Infrastructure Project (MIP)<sup>33</sup> will provide mobile coverage in current reception not-spots; it is a UK wide infrastructure project led by the UK Department for Culture, Media and Sport (DCMS), for the provision of mobile mast infrastructure. All four of the public Mobile Network Operators (EE, Vodafone, O2 and Three) are supporting the project and each Operator is expected to install their equipment on each MIP mast. MIP has a finite period of the end of March 2016, by which time sites must be acquired and all mast infrastructure deployed. Swansea (including Gower) is identified in Phase 4 of the project. In view of the national significance of this project and the tight timescales, local authorities are being encouraged to make decisions on

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<sup>31</sup> S.85 of the Countryside and Rights of Way Act 2000

<sup>32</sup> <http://www.mobilemastinfo.com/joint-accord/>

<sup>33</sup> <http://wales.gov.uk/topics/planning/policy/dear-cpo-letters/mobine-infrastructure-project-letter/?lang=en>

applications (irrespective of the decision) relating to the MIP infrastructure as quickly as possible.

- 3.51 The provision of broadband in rural areas, such as the AONB, is becoming increasingly important for supporting local businesses as well providing internet access for other users. All BT telephone exchanges in the AONB have been enabled to provide broadband. However, connection speed in some parts of the AONB is currently too slow for business use. Some community broadband schemes e.g. the Gower Broadband Project<sup>34</sup> have been successful in making infrastructure investment viable and bringing super-fast broadband to many parts of the AONB.
- 3.52 The Welsh Government has now announced the rollout of the 'Superfast Cymru' scheme<sup>35</sup>, where BT will provide improved infrastructure and service to areas not considered economically viable.

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<sup>34</sup> <http://www.gowerbroadband.com/>

<sup>35</sup> <http://www.superfast-cymru.com/home>

## Climate Change

3.53 Climate change is the now widely accepted principle-that the world's climate is being affected by increasing emissions of greenhouse gases from human activity. Even if ongoing efforts to mitigate these emissions are successful, the earth is already committed to significant climatic change.

3.54 The Climate Change Strategy for Wales<sup>36</sup> sets out:

- the current scientific evidence about climate change,
- the impacts expected in Wales
- the need for urgent action to reduce greenhouse gas emissions,
- and the need to prepare for the impacts of climate change

3.55 In January 2012, the UK Climate Change Risk Assessment (CCRA) was published, including the CCRA for Wales<sup>37</sup>. This presented an assessment of both the potential challenges and opportunities from climate change, based on the climatic changes projected by the UK Climate Projections (UKCP09). These include:

| Challenges:   | Opportunities*:  |
|---|--|
| Increases in hot weather-related deaths and illnesses   | Increases in grass yields, allowing a potential increase in livestock production.                                  |
| Changes in soil conditions, biodiversity and landscape due to warmer, drier summers   | Increase in tourist numbers and a longer tourist season  |
| Reductions in river flows and water availability during the summer affecting water supplies and the natural environment             | Reductions in cold-weather related illnesses and death   |
| Increases in flooding on the coast and inland, affecting people, property and infrastructure  |  |
| Changes in coastal evolution including erosion and coastal squeeze, affecting beaches, intertidal areas and other coastal features  | * - opportunities are likely to be transient as we move towards even higher temperatures at the end of the century |
| Changes in species including a decline in native species, changes in migration patterns and increases in alien and invasive species |  |
| Increases in the risk of pests and diseases affecting agriculture and forestry. The risk to livestock is a particular concern       |  |

<sup>36</sup> Climate Change Strategy for Wales – Welsh Assembly Government October 2010. <http://wales.gov.uk/topics/environmentcountryside/climatechange/publications/strategy/?lang=en>

<sup>37</sup> <https://www.gov.uk/government/policies/adapting-to-climate-change>

- 3.56 The Climate Change Strategy for Wales describes ways in which businesses, organisations, communities and individuals can play their part in reducing their carbon footprint. The LDP will contain an assessment of the potential for renewable energy resources and technologies, and energy efficiency/conservation measures. The LDP will need to ensure that these developments do not impact on the special qualities of the AONB.
- 3.57 A first step toward understanding how the AONB is most at risk from the changing climate will be to complete a vulnerability assessment for the special qualities of the AONB. Informed by the CCRA for Wales, the assessment will identify those features most at risk and allow us to plan for those changes – or mitigate them where possible
- 3.58 Future challenges specifically around coastal flooding and erosion have been addressed through the review of the Shoreline Management Plan (SMP2). The long term approaches for the three coastal sections in the AONB are as follows:

| Coastal Section                | Summary of Management Approach   |
|--------------------------------|--|
| Mumbles Head to Worm's Head    | Allow natural erosion of the undeveloped coastline; hold the existing line through maintenance of existing defences within the bays; and the management of existing sand dune systems  |
| Worm's Head to Whiteford Point | Allow this predominantly undeveloped coastline to continue to develop naturally. There are few socio-economic assets at risk from coastal erosion or flooding along this frontage and the recommended approach is for relocation of assets rather than defence construction. |
| Loughor Estuary                | Allow natural development of the undefended shore; and hold the existing line through maintenance (and upgrading, if justified) of existing defences to reduce the risk of coastal erosion and flooding to key assets.   |

## Offshore Activities

- 3.59 Offshore activities can have an impact on the landscape and seascape of an AONB. Responsibilities for marine planning arising from the Marine and Coastal Access Act 2009 lie with Welsh Government. Welsh Government intends to have a Marine Plan for Wales in place by 2015. The Marine Plan will set out policies for sustainable development in the Welsh marine environment.
- 3.60 The two main activities with a potential impact on Gower are marine dredging for sand and offshore wind turbine developments.
- 3.61 Dredging marine sand for use in the construction industry has long been practised at various sites in the Bristol Channel, including Helwick Bank, which lies to the south of Port Eynon. Between 1964 and 1999, a total of 1,265,241 tonnes were extracted. Licensing through the Welsh Government on behalf of the Crown Estate regulates sand extraction. The British Marine Aggregate Producers Association<sup>38</sup> produce annual reports on licenced areas and dredged areas/volumes.
- 3.62 Appendix C (Baseline Process Understanding) of the SMP2 outlines the evidence and conclusions around the links between marine dredging activity and variations in beach sediment levels around Gower. There appears to be little conclusive evidence of the effects of dredging on the beaches.
- 3.63 The proposals for the Atlantic Array wind farm have been withdrawn by the developer, however other renewable energy developments in the Bristol Channel have the potential to effect the seascape and key views from the AONB. Tidal barrage or lagoon developments may also have environmental impacts on the AONB.

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<sup>38</sup> <http://www.bmapa.org/downloads/reference.php>



## Development

- 3.64 Most changes in land use are regulated through the development planning system. Planning policy in the adopted Unitary Development Plan and Supplementary Planning Guidance (SPG) provide the framework for development control decisions. The emphasis of existing policies is that development in the AONB should be not prejudice the conservation and enhancement of the natural beauty and historic built environment of the AONB. Policies allow for small-scale housing developments of a scale and design in keeping with the existing setting. The purpose of the policies is to ensure that development within the AONB is of a type, scale, and quality which complements the special qualities and enhances the landscape.
- 3.65 The Gower AONB Design Guide was published and adopted as SPG in 2011. This detailed guidance is intended to help property owners, developers and planners to ensure that development respects the distinctive character of both the natural and built environment of Gower. The Guide provides a practical design tool to be used by all involved in the design and development process, whether planning permission is required or not. Other relevant SPG includes Planning for Community Safety<sup>39</sup>.
- 3.64 There is less planning control over agricultural buildings, which can - because of their size and materials - have a significant impact on the landscape. The principles and advice in the Design Guide should still have useful application on these developments.
- 3.66 Future changes in agriculture may affect the demand for new buildings and the conversion of others to non-agricultural uses. Barn conversions to houses and adaptation of buildings for holiday accommodation are typical examples. The Welsh Government's Technical Advice 6 Planning for Sustainable Rural Communities (TAN 6) also addresses these issues<sup>40</sup>.

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<sup>39</sup> City and County of Swansea (2012) Planning for Community Safety.  
<http://www.swansea.gov.uk/spg>

<sup>40</sup> Welsh Government Planning Policy Wales Technical Advice Note 6 July 2010

## Housing

- 3.68 Settlement patterns and the design of individual buildings and the space between them contribute to the appearance of the landscape and its evolution over time. Dwellings form a significant part of this scene, and are essential for those working in the countryside. The Gower AONB Design Guide provides guidance on sympathetic development, maintenance and refurbishment of buildings within the AONB.
- 3.70 The UDP identifies 16 'small villages' in the AONB, where small-scale residential development (and non-residential) would be supported subject to certain criteria. One 'large village' has been identified in the AONB – Pennard/Southgate where housing may be permitted in exceptional circumstances where this would contribute local needs affordable housing.
- 3.71 In common with many other rural areas, affordable housing on Gower is an issue for local people. The price of housing coupled with the current difficulty of raising a deposit for mortgage has meant many local people who are first time buyers are unable to buy a house. The availability of affordable housing for rent or to buy is important in helping to maintain communities with a balanced age group, and one that is not dominated by wealthy or retired people. Permission may be granted for the specific purpose of providing affordable housing to meet an existing deficiency for people who need to live locally where this cannot be met through the general housing market.
- 3.72 In several communities, holiday/second homes form a large proportion of the properties, which can be empty for large parts of the year - having an impact upon communities and community facilities. However, the impact can be mixed, as the tourism income generated can be significant, and can support a variety of enterprises that are focused upon the tourism market.
- 3.73 As part of the evidence base for the LDP Preferred Strategy, an Affordable Housing Viability Study<sup>41</sup> looks at the potential implications that affordable housing provision would have on the viability of housing developments. The study identifies appropriate thresholds and targets affordable housing provision within different areas of the City and County of Swansea – including Gower.

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<sup>41</sup> Andrew Golland Associates 2013. City and County of Swansea Affordable Housing Viability Assessment <http://www.swansea.gov.uk/index.cfm?articleid=55469>

## Community Facilities and Local Services

- 3.73 Most of the large villages in the AONB have some community facilities such as a church, village hall or a pub. Community facilities and services are important for the well-being of residents living in the AONB. Several village halls within the AONB have been refurbished in recent years with additional facilities to cater for increased use and provide better facilities for disabled people. Funding has been provided from sources such as the AONB Sustainable Development Fund and Rural Development Plan.
- 3.74 The provision of doctors and dentists is sparse in the AONB with Scurlage medical centre the focus for west Gower, and Pennard surgery for east Gower. There are other medical facilities in villages just outside the AONB (e.g. Bishopston and Penclawdd). Sub post offices are more limited in extent and at least one has closed since the publication of the original plan in 2006.
- 3.75 Most villages have at least one shop, but this is a situation that is threatened by increasing numbers of people shopping at larger shops and supermarkets outside the AONB, and with the advent of home delivery services from these to villages in the AONB. The community shop in Llanmadoc has recently moved to a new purpose-built development, and there are several local produce markets operating within and around the AONB reflecting the increasing interest in local food and arts and crafts. The Rural Swansea Action project has been supporting and developing local suppliers to make the most of their products and support the rural economy.
- 3.76 There are three primary schools in the AONB at Knelston, Llanrhidian and Pennard. These are feeder schools for the nearest comprehensive schools at Gowerton or Bishopston. The latter does not have a sixth form so post-16 pupils have to travel to Swansea or Gorseinon. Further education is also provided at Gower College in Gorseinon and Swansea. School premises provide an important venue for community activities, such as non-vocational further education classes and community meetings.
- 3.77 The Welsh Government has recently published a Technical Advice Note (TAN)<sup>42</sup> to provide guidance on how the planning system can support rural communities and contribute to:
- Sustainable rural economies;
  - Sustainable rural housing;
  - Sustainable rural services; and
  - Sustainable agriculture.
- 3.78 In the introduction the TAN states ‘the planning system has a key role to play in supporting the delivery of sustainable rural communities. It can help to ensure that appropriate development takes place in the right place at the right time by making sufficient land available to provide homes and employment opportunities for local people, helping to sustain rural services. 3.79

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<sup>42</sup> Technical Advice Note 6: Planning for Sustainable Rural Communities Welsh Government July 2010

Simultaneously, the planning system must respond to the challenges posed by climate change, for example by accommodating the need for renewable energy generation. It must also protect and enhance the natural and historic environment and safeguard the countryside and open spaces. The overall goal for the planning system is to support living and working rural communities in order that they are economically, socially and environmentally sustainable. Planning authorities should seek to strengthen rural communities by helping to ensure that existing residents can work and access services locally using low carbon travel and obtain a higher proportion of their energy needs from local renewable sources’.

## CHAPTER 4 THE VISION

- 4.1 The development of the 2006 Management Plan invested considerable time in preparing and agreeing a 20-year vision for the AONB. The overall vision for the AONB has been carried forward into the 2016 Management Plan and is:

***Gower is recognised by residents and visitors as a protected landscape of international importance where the interaction of people and nature over time has produced an area of distinct character with significant aesthetic, ecological and cultural value, and with high biological diversity. Its natural beauty will be sustained by the conservation and enhancement of its natural special qualities, whilst at the same time supporting a sustainable local economy and maintaining culturally rich communities and is reflected in the quality and scale of the built environment***

- 4.2 This overall vision is expanded in a strategy around 14 key themes, each with its own 20-year vision (See Table below). These have also been carried forward from the 2006 Management Plan.

## Theme Vision Statements:

| Theme                                  | 20-year vision for Theme   |
|--|--|
| 1: Awareness Raising and Understanding | A landscape which is fully recognised for its special qualities and, and is appreciated and understood by residents and visitors   |
| 2: Biodiversity                        | A landscape rich in wildlife and of international importance, with the key habitats of limestone grasslands, lowland heathland, salt marshes, sand dunes, freshwater marsh and alder and ash woodlands in a good and stable condition  |
| 3:Geology                              | A geological landscape of international importance which is understood and respected, which continues to provide opportunities for environmental education, and is protected from damaging activities.   |
| 4: Landscape and Seascape              | A landscape, which is internationally renowned for its small scale and variety of character and which is closely related to the surrounding sea and, supports sustainable development. A landscape where the built environment is complementary to this character and where the pattern of small fields, tracts of common land, and sunken lanes remain as examples of man's impact in evolving the landscape character. |
| 5:Cultural Heritage                    | A landscape in which the rich cultural heritage, with its ancient monuments, historic landscapes, parklands, gardens, and historic buildings, is managed to a high standard in recognition of its national importance, and is interpreted to a high standard.  |
| 6:Natural Resources                    | An environment where the air and water quality is good, and supports quiet recreation and a variety of terrestrial and marine wildlife. Soil quality is maintained to support more environmentally friendly agriculture.   |
| 7:Tranquillity                         | A landscape where tranquillity can still be enjoyed free from noise and visual intrusion. A landscape where the beauty of the starlight night sky can still be appreciated.  |
| 8:Recreation Resources                 | A network of public rights of way which is fully open, usable and well-maintained, and has been improved to provide access for all as far as possible. Access land which is clearly identified, and is available for use, unless subject to temporary restrictions. Beaches, which are well managed for public use and meet current standards of management and criteria, including those set by award schemes.          |

| Theme   | 20-year vision for Theme   |
|---|--|
| 9:Primary Industries                          | An economically thriving sector where agriculture is more diverse, meets modern day and perceived future requirements and is supported by agri-environment schemes and diversification compatible with the objectives of conservation and enhancement of the special qualities of the AONB.  |
| 10:Tourism                                    | A vibrant tourism economy based on the principles of sustainable tourism offering a quality experience, in which the conservation and enhancement of the special qualities of the AONB, and their quiet enjoyment have top priority. A dynamic tourist industry, which creates economic benefits, and helps support community facilities and infrastructure. |
| 11:Transport                                  | A network and management system, which supports a variety of modes of transport to suit community and visitor needs in a sustainable way, with a minimal impact on the special qualities of the AONB.  |
| 12:Utilities and Communications               | A landscape in which the needs of the utility and communication companies, including the supporting infrastructure, can be accommodated without a detrimental impact on the landscape and seascape   |
| 13: Development and Offshore Activities       | A landscape in which the needs of new development including the supporting infrastructure can be accommodated without a detrimental impact on the landscape and seascape, and where the principles of sustainable development are adopted  |
| 14:Housing, Community Facilities and Services | Thriving diverse communities, which contain a range of housing and facilities to meet the needs of residents and visitors.   |

## Chapter 5 The Strategy

- 5.1 The overall aim of the strategy is to work toward the 20-year vision for the AONB. The Strategy identifies a series of policies and objectives for each of the 14 key themes. These five-year policies and objectives set the framework for the Action Plan in Chapter 6, to be implemented in the period 2014-2018.
- 5.2 As with the previous plan, CCS actions – and those of other partners - are often dependent on availability of funding from existing budgets and/or securing funding from other sources.



**Theme 1: Awareness Raising and Understanding – Vision - A landscape which is fully recognised for its special qualities and is appreciated and understood by residents and visitors**

**Policies**

- 5.68 AR1 Maintain a high profile for the AONB as a protected area of UK importance, which is widely recognised, and its special qualities appreciated.
- 5.69 AR2 Raise public awareness of and involvement with all the special qualities of the AONB, but particularly:
- Biodiversity
  - Geology
  - Landscape
  - Cultural Heritage.
- 5.70 AR3 Support effective governance arrangements for the management of the AONB.

**Objectives**

- 5.71 Objective 1: Raise awareness of all the AONB special qualities and their value.
- 5.72 Objective 2: Increase public access to, appreciation of and involvement with all the special qualities of the AONB, but particularly:
- Biodiversity
  - Geology
  - Landscape
  - Cultural Heritage
- 5.73 Objective 3: Maintain public debate and involvement in AONB issues and management.

**Theme 2: Biodiversity – Vision - A landscape rich in wildlife and of international importance, with the key habitats of limestone grasslands, lowland heathland, salt marshes, sand dunes, freshwater marsh and alder and ash woodlands in a good and stable condition**

**Policies**

- 5.3 W1 Conserve and enhance all existing areas of key habitats and populations of key species.
- 5.4 W2 Conserve and enhance all existing statutory designated biological sites.
- 5.5 W3 Gain a better understanding of the condition of key habitats and wildlife at sites statutorily designated for biological reasons and other important sites.

**Objectives**

- 5.6 Objective 4: Ensure that the Local Development Plan policies and Development Control decisions conserve and enhance the biodiversity features of the AONB.
- 5.7 Objective 5: Identify and address management issues and priorities for biodiversity features of the AONB to achieve Favourable Conservation Status and improve ecological connectivity.

**Theme 3: Geology – Vision - A geological landscape of international importance which is understood and respected, which continues to provide opportunities for environmental education, and is protected from damaging activities**

**Policies**

- 5.8 G1 Conserve and enhance the geological landscape and all important geological features in the AONB.

**Objectives**

- 5.9 Objective 6: Ensure that Local Development Plan policies and Development Control decisions conserve and enhance the geological features of the AONB.
- 5.10 Objective 7: Identify and address management issues and priorities for geological features across the AONB, ensuring that these features are visible and available for study.

**Theme 4: Landscape and Seascape – Vision - A landscape, which is internationally renowned for its small scale and variety of character and which is closely related to the surrounding sea and, supports sustainable development. A landscape where the built environment is complementary to this character and where the pattern of small fields, tracts of common land, and sunken lanes remain as examples of man’s impact in evolving the landscape character**

### **Policies**

- 5.11 LS1 Encourage the conservation and enhancement of the AONB’s key distinctive landscape features - limestone cliffs, saltmarshes, sand dunes, common land, wooded valleys and small fields bounded by hedges and stone walls.
- 5.12 LS2 Protect and enhance traditional views of the landscape, seascape, and landmark features.

### **Objectives**

- 5.13 Objective 8: Ensure that spatial planning policies and Development Control decisions conserve and enhance the landscape, seascape and key views in and out of the AONB.
- 5.14 Objective 9: Review and address landscape management issues and priorities for key landscape features and views across the AONB.
- 5.15 Objective 10: Extend the recording and monitoring of the AONB landscape, seascape and key views.

**Theme 5: Cultural Heritage – Vision - A landscape in which the rich cultural heritage, with its ancient monuments, historic landscapes, parklands, gardens, and historic buildings, is managed to a high standard in recognition of its national importance, and is interpreted to a high standard**

**Policies**

5.16 CH1 Conserve and enhance the archaeological features and built heritage of the AONB.

**Objectives**

5.17 Objective 11: Ensure that Local Development Plan policies and Development Control decisions conserve and enhance the archaeological and built heritage features of the AONB.

5.18 Objective 12: Review and address the key management issues and priorities for the archaeological and built heritage of the AONB.

**Theme 6: Natural Resources – Vision - An environment where the air and water quality is good, and supports quiet recreation and a variety of terrestrial and marine wildlife. Soil quality is maintained to support more environmentally friendly agriculture**

**Policies**

- 5.19 NR1 Maintain good air and water quality for the benefit of people and ecosystems.
- 5.20 NR2 Conserve and enhance soil quality across the AONB.

**Objectives**

- 5.21 Objective 13: Continue to screen and monitor air and water quality across the AONB.
- 5.22 Objective 14: Progress toward Good Ecological Status for waterbodies in the AONB.
- 5.23 Objective 15: Develop a better understanding of soil conservation issues in the AONB.
- 5.24 Objective 16: Develop an understanding of the ecosystem services provided by the AONB.

**Theme 7: Tranquillity - Vision - A landscape where tranquillity can still be enjoyed free from noise and visual intrusion. A landscape where the beauty of the starlight night sky can still be appreciated**

**Policies**

- 5.25 T1 Conserve and enhance tranquillity.
- 5.26 T2 Promote measures to limit the increase of noise levels from road traffic, aircraft, and watercraft.
- 5.27 T3 Promote measures to reduce sky glow.

**Objectives**

- 5.28 Objective 17: Assess current levels of tranquillity, noise and light pollution.
- 5.29 Objective 18: Ensure that Local Development Plan policy and Development Control decisions protect tranquillity and the night sky of the AONB.

**Theme 8: Recreation Resources – Vision - A network of public rights of way which is fully open, usable and well-maintained, and has been improved to provide access for all as far as possible. Access land which is clearly identified, and is available for use, unless subject to temporary restrictions. Beaches, which are well managed for public use and meet current standards of management and criteria, including those set by award schemes**

### **Policies**

- 5.30 RR1 Increase the number of public rights of way which are easy to use.
- 5.31 RR2 Ensure that access land is available and publicised for use by communities and visitors.
- 5.32 RR3 Keep the Gower beaches at their high standard.

### **Objectives**

- 5.33 Objective 19: To improve the current standard and level of maintenance of public rights of way so that 95% of the current present stock are open, usable and clearly signposted.
- 5.34 Objective 20: To improve access opportunities around the Wales Coast Path and the Gower Way.
- 5.35 Objective 21: Ensure that Access Land is available and publicised for use by communities and visitors.
- 5.36 Objective 22: Develop a clear understanding of the recreation activities in the AONB and around the coast.
- 5.37 Objective 23: Maintain high quality status and profile of Gower beaches and associated facilities.



**Theme 9: Primary Industries – Vision - An economically thriving sector where agriculture is more diverse, meets modern day and perceived future requirements and is supported by agri-environment schemes and diversification compatible with the objectives of conservation and enhancement of the special qualities of the AONB**

**Policies**

- 5.38 PI1 Promote agriculture and woodland management in a sustainable manner linked to local, regional and national markets.
- 5.39 PI2 Support environmentally sustainable craft and workshop activities.
- 5.40 PI3 Support coordinated action for achieving a balanced and sustainable growth of the local fishing industry.

**Objectives**

- 5.41 Objective 24: Increase the area of the AONB under sustainable land management, including common land.
- 5.42 Objective 25: Support appropriate and sustainable farm and rural diversification and enterprise through the LDP and RDP.
- 5.43 Objective 26: Develop coordinated support for the balanced and sustainable growth of the local fishing industry.

**Theme 10: Tourism – Vision - A vibrant tourism economy based on the principles of sustainable tourism offering a quality experience, in which the conservation and enhancement of the special qualities of the AONB, and their quiet enjoyment have top priority. A dynamic tourist industry, which creates economic benefits, and helps support community facilities and infrastructure**

### **Policies**

- 5.44 TR1 Encourage a sustainable tourism industry and appropriate recreation facilities, that supports the local economy and the local community.
- 5.45 TR2 Promote tourism with the aim of improving the visitor experience, and in accordance with the principles of sustainable tourism.

### **Objectives**

- 5.46 Objective 27: Support the development of a sustainable tourism industry on Gower.

**Theme 11: Transport - Vision - A network and management system, which supports a variety of modes of transport to suit community and visitor needs in a sustainable way, with a minimal impact on the special qualities of the AONB**

**Policies**

- 5.47 TP1 Publicise public transport networks and the services available.
- 5.48 TP2 Promote schemes which offer a sustainable means of alternative transport including bus, cycling, and walking, and the better integration of different modes.
- 5.49 TP3 Ensure that the transport network improvements are carried out in a way to minimise their impact on the special qualities of the AONB.

**Objectives**

- 5.50 Objective 28: Ensure that the public have the information they need to use sustainable and active travel networks and services.
- 5.51 Objective 29: Improve the provision of sustainable and active travel networks and services across the AONB.
- 5.52 Objective 30: Develop a better understanding of car parking provision, issues and improvement priorities across the AONB.
- 5.53 Objective 31: Maintain good practice highway improvements across the AONB.

**Theme 12: Utilities and Communications – Vision - A landscape in which the needs of the utility and communication companies, including the supporting infrastructure, can be accommodated without a detrimental impact on the landscape and seascape**

### **Policies**

5.54 UC1 Support the improvement of utility and communications assets that minimise the impacts on the special qualities of the AONB.

### **Objectives**

5.55 Objective 32: Improve mobile and broadband coverage in the AONB without adversely affecting the special qualities.

5.56 Objective 33: Reduce the landscape and visual effects of the power supply network on Gower.

5.57 Objective 34: Have a clear understanding of utility/communications investment and infrastructure priorities that may affect the AONB.

**Theme 13: Development and Offshore Activities - Vision - A landscape in which the needs of new development, including the supporting infrastructure, can be accommodated without a detrimental impact on the landscape and seascape, and where the principles of sustainable development are adopted**

### **Policies**

- 5.58 D1 Support new development which is locally distinct, sensitive to the location and setting, has a minimum impact on the special qualities of the AONB landscape and seascape, and incorporates designs based on the principles of sustainable development.
- 5.59 D2 Discourage development outside of the AONB which will have a detrimental effect on the special qualities of the AONB.

### **Objectives**

- 5.60 Objective 35: Ensure that Local Development Plan policies and Development Control decisions conserve and enhance the landscape/seascape features and views of the AONB.
- 5.61 Objective 36: Improve the quality of the built environment in the AONB.
- 5.62 Objective 37: Ensure developments outside the AONB consider potential adverse effects on the special qualities.

**Theme 14: Housing, Community Facilities and Services – Vision - Thriving diverse communities, which contain a range of housing and facilities to meet the needs of residents and visitors**

**Policies**

- 5.63 HC1 Promote the provision of affordable housing for local people.
- 5.64 HC2 Monitor change in the provision of community facilities and services.
- 5.65 HC3 Support existing community initiatives, facilities and services, including shops, post offices and primary schools.

**Objectives**

- 5.66 Objective 38: Ensure that LDP policy addresses the affordable housing needs of local communities.
- 5.67 Objective 39: Identify and respond to trends in the range and extent of community facilities in the AONB.



**CHAPTER 6 THE ACTION PLAN**

| 2014 Objectives  | Actions to achieve objective 2014-2018  | Lead Partners and CCS Teams  |
|--|---|--|
| <b>Theme 1: Awareness Raising and Understanding</b>  |   |  |
| <b>Objective 1: Raise the public profile of the AONB special qualities and its environmental, social and economic value</b>                  | Update and implement the AONB Communications Plan   | AONB Team  |
| <b>Objective 2: Increase public access to, appreciation of and involvement with all the special qualities of the AONB, but particularly:</b> | Develop and implement a programme of training and volunteering opportunities and tasks  | AONB Team, Gower Landscape Partnership, Nature Conservation Team, GGAT, National Trust     |
|  | <ul style="list-style-type: none"> <li>• <b>Biodiversity</b></li> <li>• <b>Geology</b></li> <li>• <b>Landscape</b></li> <li>• <b>Cultural Heritage</b></li> </ul> | Develop and implement a programme of intellectual access, walks, talks and events projects |
| <b>Objective 3: Maintain public debate and involvement in AONB issues and management</b>   | Enable the Gower AONB Partnership to operate under its Terms of Reference   | AONB Team, Democratic Services   |

| 2014 Objectives              | Actions to achieve objective 2014-2018 | Lead Partners and CCS Teams |
|------------------------------|--|-----------------------------|
| <b>Theme 2: Biodiversity</b> |  |                             |



| 2014 Objectives  | Actions to achieve objective 2014-2018   | Lead Partners and CCS Teams   |
|--|--|---|
| <b>Objective 4: Ensure that the Local Development Plan policies and Development Control decisions conserve and enhance the biodiversity features of the AONB</b>   | Refresh the LDP biodiversity evidence base; review and adopt LDP policy protecting the biodiversity features and designations of the AONB  | Nature Conservation Team, LDP Team, Planning Control                            |
|  | Complete the re-evaluation of SINC within the AONB   | Nature Conservation Team  |
|  | Complete review of Local Biodiversity Action Plans for key habitats and species of the AONB  | Nature Conservation Team  |
| <b>Objective 5: Identify and address management issues and priorities for biodiversity features of the AONB, to achieve Favourable Conservation Status (for sites, habitats and species) and improve ecological connectivity</b> | Report on condition of SSSI biological features and identify management issues and priorities across the AONB  | Natural Resources Wales, Nature Conservation Team and AONB Team, National Trust |
|  | Report on condition of SINC and LNRs in the AONB and identify management issues and priorities across the AONB   | Nature Conservation Team, AONB Team   |
|  | Complete a climate change vulnerability assessment for key habitats and species of the AONB  | AONB Team, Nature Conservation Team, National Trust                             |
|  | Undertake an Invasive Non-Native Species (INNS) risk assessment for the AONB -to identify risks and prioritise control actions on INNS that threaten the special qualities of the AONB | AONB Team, Nature Conservation Team, National Trust                             |

| 2014 Objectives                          | Actions to achieve objective 2014-2018  | Lead Partners and CCS Teams  |
|--|---|--|
| <b>Theme 2: Biodiversity (continued)</b> |   |  |
| <b>Objective 5 (continued)</b>           | Implementation of the Carmarthen Bay and Estuaries European Marine Site (CBEEMS) Management Scheme            | Nature Conservation Team, CBEEMS relevant authorities  |
|  | Undertake practical biodiversity management, working with landowners, managers, groups, volunteers and others | Nature Conservation Team, AONB Team, National Trust, Natural Resources Wales, Wildlife Trust for SW Wales, Gower Landscape Partnership |

| 2014 Objectives   | Actions to achieve objective 2014-2018  | Lead Partners and CCS Teams  |
|---|---|--|
| <b>Theme 3: Geology</b>   |   |  |
| <b>Objective 6: Ensure that Local Development Plan policies and Development Control decisions conserve and enhance the geological features of the AONB</b>                    | Develop and review RIGS evidence base - including selection criteria, candidate sites - and identify RIGS across the AONB | Nature Conservation Team, AONB Team, LDP Team  |
|   | Review and adoption of LDP policy to conserve and enhance geological features of the AONB                                 | Nature Conservation Team, AONB Team, LDP team, Planning Control  |
| <b>Objective 7: Identify and address management issues and priorities for geological features across the AONB, ensuring that features are visible and available for study</b> | Report on condition of SSSI geological features and identify management issues and priorities across the AONB             | Natural Resources Wales, AONB Team, National Trust   |
|   | Complete a climate change vulnerability assessment for key geological features  | NRW, AONB Team, Nature Conservation Team   |
|   | Undertake practical management of geological features with landowners, managers, groups, volunteers and others            | Nature Conservation Team, AONB Team, National Trust, Natural Resources Wales, Wildlife Trust for SW Wales, Gower Landscape Partnership |

| 2014 Objectives   | Actions to achieve objective 2014-2018   | Lead Partners and CCS Teams  |
|---|--|--|
| <b>Theme 4: Landscape and Seascape</b>  |  |  |
| <b>Objective 8: Ensure that spatial planning policies and Development Control decisions conserve and enhance the landscape, seascape and key views in and out of the AONB</b> | Provide a robust evidence base that supports emerging LDP policies protecting the landscape and seascape of the AONB               | AONB Team, LDP Team, Planning Control  |
|   | Review and update of LANDMAP data for the AONB   | LDP Team, Natural Resources Wales, AONB Team   |
|   | Review and adoption of LDP policy to conserve and enhance the landscape and seascape of the AONB                                   | AONB Team, LDP Team  |
|   | Engage in the development of Marine Plan for Wales   | LDP Team, AONB Team, Nature Conservation Team  |
|   | Undertake a detailed assessment of the AONB seascape   | Natural Resources Wales, AONB Team   |
| <b>Objective 9: Review and address landscape management issues and priorities for key landscape features and views across the AONB</b>  | Review, prioritise and implement management guidelines proposed for each Landscape Character Area through a Landscape Action Plan. | AONB Team  |
|   | Complete a climate change vulnerability assessment for key landscape/seascape features and views                                   | AONB Team, National Trust  |
|   | Undertake practical management of landscape features and key views with landowners, managers, groups, volunteers and others        | Nature Conservation Team, AONB Team, National Trust, Natural Resources Wales, Wildlife Trust for SW Wales, Gower Landscape Partnership |
| <b>Objective 10: Extend the recording and monitoring of the AONB landscape, seascape and key views</b>  | Develop and implement a landscape character and photographic monitoring programme to record and assess landscape change            | AONB Team, Natural Resources Wales   |

| 2014 Objectives  | Actions to achieve objective 2014-2018   | Lead Partners and CCS Teams  |
|--|--|--|
| <b>Theme 5: Cultural Heritage</b>  |  |  |
| <b>Objective 11: Ensure that Local Development Plan policies and Development Control decisions conserve and enhance the archaeological and built heritage features of the AONB</b> | Provide a robust evidence base that supports emerging LDP policies protecting the cultural heritage of the AONB  | AONB Team, LDP Team, Design and Conservation Team, Glamorgan Gwent Archaeological Trust (GGAT)   |
|  | Review and adoption of LDP policy to conserve and enhance the cultural heritage features of the AONB   | AONB Team, LDP Team, Design and Conservation Team, Planning Control                              |
| <b>Objective 12: Review and address the key management issues and priorities for the archaeological and built heritage of the AONB</b>   | Review, prioritise and implement management guidelines proposed for Cultural Heritage - Listed Buildings at Risk Register, Conservation Areas appraisals and plans, Historic landscape appraisals, Scheduled Ancient Monument management plans, historic landscapes, parks and gardens | AONB Team, Design and Conservation Team, National Trust, GGAT, Cadw, Gower Landscape Partnership |
|  | Complete a climate change vulnerability assessment for archaeology and built heritage  | AONB Team, LDP Team, Design and Conservation Team, Historic Environment Group, GGAT              |
|  | Undertake practical management of archaeological and built heritage with landowners, managers, groups, volunteers and others   | AONB Team, National Trust, GGAT, Cadw, Gower Landscape Partnership                               |

| 2014 Objectives  | Actions to achieve objective 2014-2018  | Lead Partners and CCS Teams   |
|--|---|---|
| <b>Theme 6: Natural Resources</b>  |   |   |
| <b>Objective 13: Continue to screen and monitor air and water quality across the AONB</b>    | Complete LAQM annual screening/monitoring requirements  | Environmental Protection Team, Natural Resources Wales                                  |
|  | Complete Bathing Water Directive monitoring requirements  |   |
|  | Complete Water Framework Directive monitoring and assessment requirements                                   |   |
| <b>Objective 14: Progress toward Good Ecological Status for waterbodies in the AONB</b>      | Implement measures identified in the Western Wales River Basin Management Plan relevant to the AONB         | Natural Resources Wales, AONB Team, Nature Conservation Team, Swansea Environment Forum |
| <b>Objective 15: Develop a better understanding of soil conservation issues in the AONB</b>  | Review of soil and land quality data across the AONB; identification of priority issues for AONB management | AONB Team, Nature Conservation Team, Natural Resources Wales                            |
| <b>Objective 16: Develop an understanding of the ecosystem services provided by the AONB</b> | Undertake an ecosystems services mapping exercise in the AONB   | AONB Team, Nature Conservation Team, Natural Resources Wales, Swansea Environment Forum |

| 2014 Objectives   | Actions to achieve objective 2014-2018   | Lead Partners and CCS Teams           |
|---|--|---------------------------------------|
| <b>Theme 7: Tranquillity</b>  |  |                                       |
| <b>Objective 17: Assess current levels of tranquillity, noise and light pollution</b>   | Develop and undertake baseline/monitoring approaches for tranquillity/dark sky   | AONB Team, Natural Resources Wales    |
| <b>Objective 18: Ensure that Local Development Plan policy and development control decisions protect tranquillity and the night sky of the AONB</b> | Review/monitor implementation of lighting/design guide SPG in project design and Development Control                   | AONB Team, LDP Team, Planning Control |
|   | Provide a robust evidence base to inform emerging LDP policies protecting the tranquillity and night skies of the AONB |                                       |
|   | Review and adoption of LDP policy to conserve and enhance tranquillity and night sky of the AONB                       |                                       |

| 2014 Objectives  | Actions to achieve objective 2014-2018   | Lead Partners and CCS Teams   |
|--|--|---|
| <b>Theme 8: Recreation Resources</b>   |  |   |
| <b>Objective 19: To improve the current standard and level of maintenance of public rights of way so that 95% are open, usable and clearly signposted.</b> | Continued implementation of the Rights of Way Improvement Plan   | Countryside Access Team, NRW  |
|  | Undertake practical maintenance and improvements to the AONB RoW network with landowners/managers, groups, volunteers and others | Countryside Access Team, NRW  |
| <b>Objective 20: To improve access opportunities around the Wales Coast Path and the Gower Way</b>   | Identify, prioritise and promote circular routes around the Wales Coast Path and the Gower Way                                   | Countryside Access Team, NRW, Gower Society   |
| <b>Objective 21: Ensure that Access Land is available and publicised for use by communities and visitors</b>   | Complete review and publication of access land maps under the CRoW Act 2000  | Natural Resources Wales, Countryside Access Team, AONB Team, National Trust                   |
|  | Report on the revised extent and distribution of access land in the AONB   |   |
| <b>Objective 22: Develop a clear understanding of the recreation activities in the AONB and around the coast</b>   | Analyse and report on recreation activities and identify priority issues for planning and management                             | AONB Team, Countryside Access Team, Tourism Team, Business Partnership Unit, National Trust   |
| <b>Objective 23: Maintain high quality status and profile of Gower beaches and associated facilities</b>   | Annual applications for appropriate beach awards   | Business Partnership Unit   |
|  | Preparation and implementation of coordinated beach management plans   | Business Partnership Unit, AONB Team, Tourism Team, National Trust, Beach owners and managers |



| 2014 Objectives   | Actions to achieve objective 2014-2018  | Lead Partners and CCS Teams  |
|---|---|--|
| <b>Theme 9: Primary Industries</b>  |   |  |
| <b>Objective 24: Increase the area of the AONB under sustainable land management</b>  | Engage in the consultation/development of Wales Rural Development Plan 2014-2020 Axis 2 - Glastir   | Welsh Government, AONB Team, Nature Conservation Team, Natural Resources Wales   |
|   | Identify and take opportunities to conserve and enhance the special qualities of the AONB through Glastir with applicants, agreement holders and project officers |  |
|   | Collaborative work on sustainable land management practices, including strategic wildfire protection and prevention initiatives                                   | Swansea Land Management Group<br>Welsh Government, AONB Team, Nature Conservation Team, National Trust Natural Resources Wales |
| <b>Objective 25: Support appropriate and sustainable farm and rural diversification and enterprise through the LDP and RDP.</b> | Engage in the consultation/development of Wales Rural Development Plan 2014-20 Axes 3 and 4   | AONB Team, Economic Development Team, Rural Development Partnership  |
|   | Develop and implement project plan the Swansea RDP 2014-20  |  |
| <b>Objective 26: Develop coordinated support for the balanced and sustainable growth of the local fishing industry</b>          | Implementation of the Swansea Bay Fisheries Local Development Strategy  | Swansea Bay Fisheries Local Action Group (FLAG), Economic Development Team, SACRAG   |

| 2014 Objectives   | Actions to achieve objective 2014-2018   | Lead Partners and CCS Teams                                |
|---|--|--|
| <b>Theme 10: Tourism</b>  |  |  |
| <b>Objective 27: Support the development of a sustainable tourism industry on Gower</b> | Implementation of the Swansea Bay Destination Management Plan                                | Destination Management Plan Delivery Groups                |
|   | Finalise the Sustainable Tourism Strategy and implement relevant recommendations and actions | AONB Team and other partners identified by the Action Plan |

| 2014 Objectives   | Actions to achieve objective 2014-2018   | Lead Partners and CCS Teams   |
|---|--|---|
| <b>Theme 11: Transport</b>  |  |   |
| <b>Objective 28: Ensure that the public have the information they need to use sustainable and active travel networks and services</b> | Promote the use and awareness of sustainable and active travel networks and services e.g. walking by bus leaflets, digital media | Baytrans, Rural Development Partnership, AONB Team                                    |
| <b>Objective 29: Improve the provision of sustainable and active travel networks and services across the AONB</b>                     | Identify and implement priority schemes for safe walking and cycling in the AONB   | Countryside Access Team, AONB Team, Highways Team, Community Councils                 |
|   | Sustain and improve the Gower Explorer bus service   | Baytrans, Countryside Access Team, CCS Transport                                      |
|   | Optimise access points to popular walks – especially the Coast Path – for bus users  | Baytrans, Rural Development Partnership, service operator                             |
| <b>Objective 30: Develop a better understanding of car parking provision, issues and improvement priorities across the AONB</b>       | Undertake a review of car parking provision, issues and improvement priorities   | Highways Team, AONB Team, Tourism Team, National Trust, car park owners and operators |
| <b>Objective 31: Maintain good practice highway improvements across the AONB</b>  | Continued implementation of the Highway Design Guide   | Highways Team, AONB Team  |

| 2014 Objectives   | Actions to achieve objective 2014-2018   | Lead Partners and CCS Teams           |
|---|--|---------------------------------------|
| <b>Theme 12: Utilities and Communications</b>   |  |                                       |
| <b>Objective 32: Improve mobile and broadband coverage in the AONB without adversely affecting the special qualities</b>                    | Work with Mobile Infrastructure Project (MIP) - Arqiva and the Department for Culture, Media and Sport     | Arqiva, AONB Team, Planning Control   |
|   | Work with broadband improvement projects in the AONB - e.g. Superfast Cymru                                | AONB Team and project delivery teams  |
| <b>Objective 33: Reduce the landscape and visual effects of the power supply network on Gower</b>   | Develop and implement landscape improvement schemes through the Western Power Undergrounding Initiative    | Western Power Distribution, AONB Team |
| <b>Objective 34: Have a clear understanding of utility/communications investment and infrastructure priorities that may affect the AONB</b> | Research and report on utility company investment plans - sewerage, water supply, gas, electric, telecomms | AONB Team                             |

| 2014 Objectives  | Actions to achieve objective 2014-2018  | Lead Partners and CCS Teams   |
|--|---|---|
| <b>Theme 13: Development and Offshore Activities</b>   |   |   |
| <b>Objective 35: Ensure that spatial planning policies and development control conserve and enhance the natural beauty of the AONB</b> | Engage with policy development and planning control in and around the AONB, including: CCS and Carmarthenshire LDPs, Marine planning, major infrastructure developments | AONB Partnership, AONB Team, LDP Team, Planning Control, Welsh Government, Carmarthenshire County Council, Nature Conservation Team |
| <b>Objective 36: Improve the quality of the built environment in the AONB</b>  | Continue with implementation of the AONB Design Guide and Supplementary Planning Guidance (SPG)   | AONB Team, LDP Team, Planning Control   |
|  | Develop additional guidance for other development issues affecting the landscape character of the AONB, e.g. renewable energy, caravan/camping, car parking             | AONB Team, LDP Team, Planning Control   |
| <b>Objective 37: Ensure developments outside the AONB consider potential adverse effects on the AONB special qualities</b>             | Monitor and respond to development planning processes and projects outside of the AONB  | AONB Team, LDP Team, Planning Control, Nature Conservation Team   |

| 2014 Objectives   | Actions to achieve objective 2014-2018   | Lead Partners and CCS Teams                        |
|---|--|--|
| <b>Theme 14: Housing, Community Facilities and Services</b>   |  |  |
| <b>Objective 38: Ensure that LDP policy addresses the affordable housing needs of local communities</b>         | Provide a robust evidence base on affordable housing to inform the emerging LDP policies                   | LDP Team   |
|   | Development and adoption of LDP policy that considers the need for affordable housing in local communities |  |
| <b>Objective 39: Identify and respond to trends in the range and extent of community facilities in the AONB</b> | Updates and analysis of ward profiles for AONB wards   | LDP Team, AONB Team, Research and Information Team |

## Chapter 7: Implementation, Monitoring and Review

- 7.1 Monitoring and review (of both the condition of the AONB resource and the implementation of the Action Plan) are an integral part of the management planning process, underpinned by the statutory requirement to review the management plan every five years.
- 7.2 The Action Plan is a five-year programme, the delivery and timing of which is dependent on availability of funding from existing budgets and/or securing funding from other sources.
- 7.3 Progress will be reported back on an annual basis by the AONB team - through both the Council and the Gower AONB Partnership.
- 7.4 Specifically, monitoring and review are concerned with:
- Checking that identified actions have been undertaken
  - Ensuring that identified actions are delivering the measurable objectives in the management plan
  - Assessing the effects of the management plan on the state of the AONB
  - Considering how these effects should influence the future policies in the management plan.
- 7.5 The table below identifies – for each Theme (and its relevant objectives) – parameters that will be used in the monitoring and review of the AONB. These parameters are categorised as either:
- Indicators – measurable information that helps quantify achievement of the vision/outcomes
  - Performance Measures – measurable information that quantifies if a service/action is working or being implemented.
- 7.6 The preference has been to select Performance Measures and outcome Indicators from datasets and other information that is publically or readily available; references identify these information sources.

| Theme Vision / Outcome  | Indicators               | Objective   | Performance Measures   |
|---|--------------------------|---|--|
| <b>1: Awareness Raising and Understanding -</b><br>A landscape which is fully recognised for its special qualities and, and is appreciated and understood by residents and visitors | See Performance Measures | <b>Objective 1:</b> Raise the profile of the AONB special qualities and its environmental, social and economic value  | To be developed through the AONB Communications Plan   |
|   |                          | <b>Objective 2:</b> Increase public access to, appreciation of and involvement with all the special qualities of the AONB, but particularly: <ul style="list-style-type: none"> <li>• Biodiversity</li> <li>• Geology</li> <li>• Landscape Cultural Heritage</li> </ul> | Output data on numbers of volunteers, training events etc as collected developed for the Gower Landscape Partnership |
|   |                          | <b>Objective 3:</b> Maintain public debate and involvement in AONB issues and management  | AONB Partnership meetings and events<br><br>Gower Landscape Partnership meetings and delivery                        |



|   |   |  |  |
|---|---|--|--|
| <p><b>2: Biodiversity</b> - A landscape rich in wildlife and of international importance, with the key habitats of limestone grasslands, lowland heathland, salt marshes, sand dunes, freshwater marsh and alder and ash woodlands in a good and stable condition</p> | <p><b>Natura 2000, SSSIs, LNRs and SINCs</b> – number/proportion of features at – or returning to – Favourable Conservation Status</p> <p><b>Biodiversity Action Plan (BAP) Habitats</b> – number/proportion of habitats where condition and extent is stable or increasing</p> <p><b>BAP Species</b> – number/proportion of species where population size and distribution/extent is stable or increasing</p> <p><b>Invasive Non-Native Species (INNS)</b>- number/proportion of species where population size and distribution/extent is stable or decreasing</p> | <p><b>Objective 4</b> - Ensure that Local Development Plan policies and development control decisions conserve and enhance the biodiversity features of the AONB</p>                                   | <p>Evidence-base for biodiversity policy in LDP completed</p> <p>LDP Habitats Regulations Assessment completed</p> <p>LDP biodiversity policy review completed</p> <p>Proportion of AONB planning control assessments and decisions applying LDP biodiversity policy</p>   |
|   |   | <p><b>Objective 5</b> - Identify and address management issues and priorities for biodiversity features of the AONB, to achieve Favourable Conservation Status and improve ecological connectivity</p> | <p>Proportion of Natura 2000, SSSIs, LNRs and SINCs with implemented management plans</p> <p>Proportion of BAP Habitats and BAP Species with implemented management plans</p> <p>Proportion of INNS with Implemented management plans</p> <p>Management activity reported on Biodiversity Action Plan Reporting System (BARS)</p> <p>No. of staff/volunteer days spent on practical biodiversity conservation/enhancement projects</p> |

| Theme Vision / Outcome  | Indicators   | Objective   | Performance Measures  |
|---|--|---|---|
| <p><b>3: Geology</b> - A geological landscape of international importance which is understood and respected, which continues to provide opportunities for environmental education, and is protected from damaging activities.</p> | <p><b>SSSIs</b> – number/proportion of geological features at – or returning to – Favourable Conservation status</p> <p><b>Regionally Important Geological Sites (RIGS)</b> - number/proportion of geological features at – or returning to – Favourable Conservation Status</p> | <p><b>Objective 6</b> - Ensure that Local Development Plan policies and development control decisions conserve and enhance the geological features of the AONB</p>                | <p><b>RIGS</b> selection process and criteria established</p> <p>Number of <b>RIGS</b> selected and adopted</p> <p>Evidence-base for geodiversity policy in LDP completed</p> <p>LDP geodiversity policy review completed</p> <p>Number of AONB planning control assessments and decisions applying geodiversity policy</p> |
|   |  | <p><b>Objective 7</b> - Identify and address management issues and priorities for geological features of the AONB, ensuring that features are visible and available for study</p> | <p>Proportion of geological <b>SSSIs</b> with implemented management plans</p> <p>Proportion of <b>RIGS</b> with condition assessments and management plans</p> <p>No. of staff/volunteer days spent on practical geodiversity conservation/ enhancement projects</p>   |

| Theme Vision / Outcome  | Indicators  | Objective   | Performance Measures   |
|---|---|---|--|
| <p><b>4: Landscape and Seascape</b> - a landscape, which is internationally renowned for its small scale and variety of character and which is closely related to the surrounding sea and, supports sustainable development. A landscape where the built environment is complementary to this character and where the pattern of small fields, tracts of common land, and sunken lanes remain as examples of man's impact in evolving the landscape character</p> | <p>Gower Landscape Character Assessment (LCA) Areas with implemented management – methodology to be determined.</p> | <p><b>Objective 8</b> – Ensure that spatial planning policies and development control decisions conserve and enhance the landscape, seascape and key views in and out of the AONB</p> | <p>Gower LCA utilised as part of the LDP evidence base</p> <p>Review of NRW LANDMAP data/evidence completed</p> <p>LDP AONB landscape policy review completed</p> <p>Number of AONB planning control assessments and decisions applying AONB landscape policy/Gower AONB Design Guide SPG.</p> |
|   |   | <p><b>Objective 9</b> - Review and address landscape management issues and priorities for key landscape features and views across the AONB</p>  | <p>Review of LCA management guidelines completed</p> <p>Landscape Action Plan developed</p> <p>No. of staff/volunteer days spent on practical landscape conservation/ enhancement projects</p>   |

| Theme Vision / Outcome            | Indicators | Objective   | Performance Measures   |
|-----------------------------------|------------|---|--|
| 4: Landscape and Seascape Cont... |            | <b>Objective 10</b> – Extend the recording and monitoring of the AONB landscape, seascape and key views | Landscape monitoring methodology established<br><br>Completion of landscape photomonitoring coverage across AONB |

| Theme Vision / Outcome   | Indicators   | Objective   | Performance Measures   |
|--|--|---|--|
| <p><b>5: Cultural Heritage</b> - A landscape in which the rich cultural heritage, with its ancient monuments, historic landscapes, parklands, gardens, and historic buildings, is managed to a high standard in recognition of its national importance, and is interpreted to a high standard.</p> | <p><b>Scheduled Ancient Monuments (SAMs), Listed Buildings, Conservation Areas, Historic Landscapes, Registered Parks and Gardens</b> - number/proportion of features in a stable or improving condition</p> <p><b>Historic Environment Register</b> – to be determined, but could include:</p> <ul style="list-style-type: none"> <li>• net number of recorded features increasing</li> <li>• number of features retained/enhanced</li> <li>• number of new features identified/assessed</li> <li>• number of features damaged/destroyed</li> </ul> | <p><b>Objective 11</b> – Ensure that LDP policies and development control decisions conserve and enhance the archaeological and built heritage features of the AONB</p> | <p>Evidence-base for cultural heritage policy in LDP completed</p> <p>LDP cultural heritage policy review completed</p> <p>Number/proportion of Conservation Areas with Character Appraisals and Management Plans</p> <p>Number of AONB planning control assessments and decisions applying LDP cultural heritage policy and Gower AONB Design Guide SPG</p> |
|  |  | <p><b>Objective 12</b> - Identify and address management issues and priorities for archaeological and built heritage of the AONB</p>                                    | <p>Number/proportion of SAMs and Registered Parks and Gardens with management plans/agreements</p> <p>Number of Listed Buildings remaining on the Buildings at Risk register</p> <p>No. of staff/volunteer days spent on practical heritage conservation/ enhancement projects</p>   |

| Theme Vision / Outcome  | Indicators  | Objective  | Performance Measures  |
|---|---|--|---|
| <p><b>6: Natural Resources</b> – an environment where the air and water quality is good, and supports quiet recreation and a variety of terrestrial and marine wildlife. Soil quality is maintained to support more environmentally friendly agriculture.</p> | <p>Number of specific Local Air Quality Management (LAQM) screening/monitoring thresholds exceeded in the AONB</p>  | <p><b>Objective 13:</b> Continue to screen and monitor air and water quality across the AONB</p>     | <p>No areas on Gower identified as at risk from poor air quality - identified by annual screening as part of CCS Local Air Quality Monitoring requirements</p> <p>Monitoring requirements from Bathing Water Directive - AONB Bathing Water beaches to continue meeting excellent water quality standards</p> |
|   | <p>Number of Designated Bathing Water beaches maintaining excellent water quality</p>   | <p><b>Objective 14:</b> Progress toward Good Ecological Status for waterbodies in the AONB</p>       | <p>Measures identified in the Western Wales River Basin Management Plan monitoring and reporting</p>  |
|   | <p>Number/proportion of AONB waterbodies at WFD Good Ecological Status/Potential</p>  | <p><b>Objective 15:</b> Develop a better understanding of soil conservation issues in the AONB</p>   | <p>Review of AONB soil conservation evidence and issues completed</p>   |
|   | <p>Area of land under sustainable land management – baseline and definition to be determined e.g.:</p> <ul style="list-style-type: none"> <li>• number of farm units and area of land in Glastir;</li> <li>• Area of common land in Glastir</li> <li>• Area of land owned and managed for/ by environmental bodies</li> </ul> | <p><b>Objective 16:</b> Develop an understanding of the ecosystem services provided by the AONB.</p> | <p>Review of AONB ecosystem services evidence completed</p>   |

| Theme Vision / Outcome  | Indicators   | Objective   | Performance Measures  |
|---|--|---|---|
| <p><b>7: Tranquillity</b> - A landscape where tranquillity can still be enjoyed free from noise and visual intrusion. A landscape where the beauty of the starlight night sky can still be appreciated.</p> | <p>Measures to be developed as part of the 2014-18 Action Plan</p> | <p><b>Objective 17:</b> Assess current levels of tranquillity, noise and light pollution</p>  | <p>Scope and methodology of local survey established.<br/>Assessment complete</p>   |
|   |  | <p><b>Objective 18:</b> Ensure that LDP policy and development control decisions protect tranquillity and the night skies of the AONB</p> | <p>Gower LCA utilised as part of the LDP evidence base</p> <p>LDP AONB landscape policy review completed</p> <p>Number of AONB planning control assessments and decisions applying AONB landscape policy/Gower AONB Design Guide SPG.</p> |

| Theme Vision / Outcome  | Indicators   | Objective  | Performance Measures   |
|---|--|--|--|
| <p><b>8: Recreation Resources</b> - a network of public rights of way which is fully open, usable and well-maintained, and has been improved to provide access for all as far as possible. Access land which is clearly identified, and is available for use, unless subject to temporary restrictions. Beaches, which are well managed for public use and meet current standards of management and criteria, including those set by award schemes.</p> | <p>Proportion of Public Rights of Way network that is open usable and clearly signposted</p> | <p><b>Objective 19:</b> To improve the current standard and level of maintenance of public rights of way so that 95% are open, usable and clearly signposted</p> | <p>See indicators</p>  |
|   | <p>Bathing Water Directive seasonal Water Quality Sampling results and classification</p>    | <p><b>Objective 20:</b> To improve access opportunities around the Wales Coast Path and the Gower Way</p>  | <p>Number of access improvement projects within 1km of the Wales Coast Path and the Gower Way</p>                                |
|   | <p>Number of beaches with Green Coast or Blue Flag awards</p>                                | <p><b>Objective 21:</b> Ensure that Access Land is available and publicised for its use by communities and visitors</p>  | <p>Completion of the Countryside and Rights Way Act 2000 map review. Maintenance of the Outdoor Wales on-Line (OWoL) website</p> |
|   | <p>Proportion of AONB access land open and available for public access</p>                   | <p><b>Objective 22:</b> Develop a clear understanding of the recreation activities in the AONB and around the coast</p>  | <p>Scope of review established<br/>Initial audit and review completed</p>  |
|   |  | <p><b>Objective 23:</b> Maintain high quality status and profile of Gower beaches and associated facilities</p>  | <p>See indicators</p>  |



| Theme Vision / Outcome  | Indicators  | Objective   | Performance Measures   |
|---|---|---|--|
| <b>9: Primary Industries</b> - an economically thriving sector where agriculture is more diverse, meets modern day and perceived future requirements and is supported by agri-environment schemes and diversification compatible with the objectives of conservation and enhancement of the special qualities of the AONB | To be developed through the Rural Development Plan (RDP), but could include:<br><br>Number of active farm units<br>Number of farmers (full/part time) and employees<br>Number of rural businesses | <b>Objective 24:</b> Increase the area of the AONB under sustainable land management  | Number of farm units and area of land in Glastir<br>Area of common land in Glastir |
|   |   | <b>Objective 25:</b> Support appropriate and sustainable farm and rural diversification and enterprised through the LDP and RDP | To be developed through the RDP  |
|   |   | <b>Objective 26:</b> Develop coordinated support for the balanced and sustainable growth of the local fishing industry.         | To be developed through the Fisheries Local Action Group (FLAG) and RDP            |

| Theme Vision / Outcome   | Indicators   | Objective   | Performance Measures  |
|--|--|---|---|
| <p><b>10: Tourism</b> - A vibrant tourism economy based on the principles of sustainable tourism offering a quality experience, in which the conservation and enhancement of the special qualities of the AONB, and their quiet enjoyment have top priority. A dynamic tourist industry, which creates economic benefits, and helps support community facilities and infrastructure.</p> | <p>To be developed through the Destination Management Plan/ Sustainable Tourism Strategy</p> | <p><b>Objective 27</b> Support the development of a sustainable tourism industry on Gower</p> | <p>To be developed through the Destination Management Plan / Sustainable Tourism Strategy</p> |

| Theme Vision / Outcome   | Indicators | Objective   | Performance Measures   |
|--|------------|---|--|
| <p><b>11:Transport</b> - A network and management system, which supports a variety of modes of transport to suit community and visitor needs in a sustainable way, with a minimal impact on the special qualities of the AONB.</p> |            | <p><b>Objective 28</b> Ensure that the public have the information they need to use sustainable and active travel networks and services</p> |  |
|  |            | <p><b>Objective 29</b> Improve the provision of sustainable and active travel networks and services across the AONB</p>                     | <p>Number/frequency of public transport services<br/>Public Rights of Way measures – see 7: Recreation Resources<br/>Length of safe cycle routes</p> |
|  |            | <p><b>Objective 30</b> Develop a better understanding of car parking provision, issues and priorities across the AONB</p>                   | <p>Scope of review established<br/>Initial audit and review completed</p>  |
|  |            | <p><b>Objective 31</b> Maintain good practice highway improvements across the AONB</p>  | <p>Proportion of highway projects in the AONB following Highway design guide</p>   |

| Theme Vision / Outcome   | Indicators               | Objective  | Performance Measures   |
|--|--------------------------|--|--|
| <b>12:Utilities and Communications</b><br>- A landscape in which the needs of the utility and communication companies, including the supporting infrastructure, can be accommodated without a detrimental impact on the landscape and seascape | See Performance Measures | <b>Objective 32</b> Improve mobile and broadband coverage in the AONB without adversely affecting the special qualities                    | Proportion of homes/businesses in AONB with access to broadband                      |
|  |                          | <b>Objective 33</b> Reduce the landscape and visual effects of the power supply network on Gower   | Number/extent of Western Power Distribution landscape improvement projects           |
|  |                          | <b>Objective 34</b> Have a clear understanding of utility/communications investment and infrastructure priorities that may affect the AONB | Proportion of utility company investment plans assessed for activity within the AONB |

| Theme Vision / Outcome   | Indicators               | Objective  | Performance Measures   |
|--|--------------------------|--|--|
| <b>13: Development and Offshore Activities</b> - A landscape in which the needs of new development including the supporting infrastructure can be accommodated without a detrimental impact on the landscape and seascape, and where the principles of sustainable development are adopted | See Performance Measures | <b>Objective 35:</b> Ensure that spatial planning policies and development control conserve and enhance the natural beauty of the AONB | Progress of LDP tracked through agreed delivery programme  |
|  |                          | <b>Objective 36:</b> Improve the quality of the built environment in the AONB  | Number/ proportion of projects/ planning decisions applying AONB Design Guide<br><br>Development of performance monitoring as recommended in 'Delivery of Planning Services in Statutory Designated Landscapes in Wales' <sup>43</sup> |
|  |                          | <b>Objective 37:</b> Ensure developments outside the AONB consider potential adverse effects on the AONB special qualities             |  |

<sup>43</sup> Land Use Consultants (2012). Delivery of Planning Services in Statutory Designated Landscapes in Wales. Research for Planning Division, Welsh Government. <http://wales.gov.uk/topics/planning/planningresearch/publishedresearch/statutorylandscapes/?lang=en>

| Theme Vision / Outcome  | Indicators                      | Objective  | Performance Measures   |
|---|---------------------------------|--|--|
| <b>14: Housing, Community Facilities and Services</b> - Thriving diverse communities, which contain a range of housing and facilities to meet the needs of residents and visitors | To be developed through the LDP | <b>Objective 38</b> Ensure that LDP policy addresses the affordable housing needs of local communities   | Evidence-base for affordable housing completed<br><br>LDP affordable housing policy review completed                 |
|   |                                 | <b>Objective 39</b> Identify and respond to trends in the range and extent of community facilities in the AONB   | To be developed through the LDP  |
| <b>1: Awareness Raising and Understanding</b> - A landscape which is fully recognised for its special qualities and, and is appreciated and understood by residents and visitors  | See Performance Measures        | <b>Objective 1:</b> Raise the profile of the AONB special qualities and its environmental, social and economic value   | To be developed through the AONB Communications Plan   |
|   |                                 | <b>Objective 2:</b> Increase public access to, appreciation of and involvement with all the special qualities of the AONB, but particularly: <ul style="list-style-type: none"> <li>• Biodiversity</li> <li>• Geology</li> <li>• Landscape</li> <li>• Cultural Heritage</li> </ul> | Output data on numbers of volunteers, training events etc as collected developed for the Gower Landscape Partnership |
|   |                                 | <b>Objective 3:</b> Maintain public debate and involvement in AONB issues and management   | AONB Partnership meetings and events<br><br>Gower Landscape Partnership meetings                                     |



### Consultation responses and feedback – By Chapter/Section

| CONTACT            | COMMENT   | RESPONSE                       |
|--------------------|---|--------------------------------|
|                    | <b>General Comments and Chapter 1: Introduction</b>   |                                |
| The National Trust | <p><b>National Trust and land ownership</b></p> <p>National Trust is a leading conservation charity with 4 million members. Established over 115 years ago, our primary statutory purpose is to promote the preservation of special places for the benefit of the nation. To achieve this aim we manage over a quarter of a million hectares of land; more than 700 miles of unspoilt coastline and estuary; several hundred historic houses; gardens and parks, and 6 World Heritage Sites. More than 100 million visits are made every year to the properties in our care.</p> <p>The National Trust’s charitable purpose is the permanent preservation of places of historic interest and natural beauty for the benefit of the nation. Although independent of government, we have been given the unique ability to declare our property inalienable, meaning that it cannot be sold and that it will be protected for ever, for everyone.</p> <p>The National Trust is one of the largest land owners on Gower. The Trust owns and cares for 26 miles of unspoilt coastline on Gower, including the award winning Rhossili Bay, the secluded Pwll Du, and the tranquil Whiteford Burrows. Our shop and visitor centre at Rhossili is open 7 days a week and has the most amazing views over Rhossili Bay and Worms Head. The Trust provides accommodation on Gower, we have a bunkhouse and four holiday cottages which sleep between 5 and 10 people. Our sites provide for many day visits to Gower with car park, catering and various service facilities for the visitor to Gower. Our role is thus fundamental to the management of and contribution to the Gower AONB.</p> | Noted. No amendments required. |



| CONTACT | COMMENT  | RESPONSE  |
|---------|--|---|
|         | <p>The National Trust welcomes the publication of the Consultation Draft AONB Management Plan, and are proud of our contribution to, and management of issues emerging from the first AONB Management Plan. We believe we have an important role to play in ensuring the future management of the Gower AONB and ensuring an appropriate balance is struck in management and planning decision making within our land portfolio on Gower. We believe we have an important role in ensuring the qualities of the Gower remain and acknowledge the crucial role the Management Plan has in establishing an appropriate direction of travel.</p>  | <p>Noted and welcomed</p>   |
|         | <p>In overview, the Trust is concerned about the level of resources being made available to AONB issues, and concern about the overall level of funding available within the local authority. The funding and budget settlements within the local authority should not lead to any diminution of the resource available to fund the management of the AONB and the practicality of the implementation of the AONB Management Plan. The draft plan takes forward the Actions to Achieve the 5 year objectives without detailing the specific funding requirements of the AONB team. It is accepted that the local authority will fund the nominated actions and associated monitoring programme for the Management Plan. Any decrease in funding for AONB activities would not be supported by the Trust.</p> | <p>Noted, but the actions and monitoring programme are for the Partnership, not just the local authority. Delivery is dependent on the availability of funding – either from partners existing funding or securing resources from other sources</p> |
|         | <p>Support is given for the adoption of the Management Plan as Supplementary Planning Guidance, and its early adoption will ensure that the issues are included within the emerging Local Development Plan for the Gower and early recognition of the special qualities and importance of the AONB. The Trust is happy to contribute to evidence gathering for AONB issues if this would assist in ensuring early recognition of the special qualities of the AONB in the preparation of the AONB. It is recognised the Welsh Government challenge on workloads and evidence base associated with the LDP preparation, and the value of the Management Plan in supporting the LDP moving forward.</p>  | <p>Noted and CCS will take forward with NT. No amendments required to the Plan.</p>   |

| CONTACT           | COMMENT   | RESPONSE   |
|-------------------|---|--|
|                   | <p>The Trust recognises the increased emphasis given to biodiversity issues and the wider breadth of resource that is acknowledged in the draft Management Plan for biodiversity. The Trust also acknowledges the key role its land holding has in moving forward a number of biodiversity objectives on the Gower. The Management Plan takes forward biodiversity monitoring through the Swansea LBAP process. The Trust land holding will take forward actions on all of the priority action areas including: the South Wales Valleys Marshy Grasslands; Gower Coast Limestone Grasslands and Heathlands; Gower Commons; Gower Arable; Coastal Soft Cliff; Welsh Sand Dunes.</p>  | <p>Noted and National Trust actions welcomed</p>                                       |
|                   | <p>The Management Plan recognises the longer term effects of predicted climate change on the key habitats and species within the Gower AONB, but also recognises that the effects have not been assessed. Change within a number of Trust land holdings on the Gower will be effected by climate change within the timescale of the Management Plan and the implementation of shoreline management plans could be specified within the draft Plan. The Trust will contribute information to the monitoring of the plan where key habitats and species are affected by climate change.</p>   | <p>Noted and National Trust added to lead partners in Action Plan for Objective 1.</p> |
|                   | <p>The Activities and Pressures Chapter of the Draft plan recognises the current commercial interest that has been expressed in the area in relation to possible coal bed methane extraction and potential gasification development in the area. Given the Plan will be potentially taken forward as SPG greater information may be required in this area of the plan to prevent inappropriate development of such resources in or adjoining the AONB. The National Trust has a policy in relation to fracking which is attached for your information. A policy in relation to gasification is currently being developed with serious concerns being raised about potential development in proximity to the Gower AONB.</p> | <p>Issues and National Trust policy acknowledged</p>                                   |
| The Gower Society | <p>1.1 line 3: 59k = 37 miles, not square miles. Delete 'The' before '59' (line 3), as otherwise the whole coast appears to be Heritage Coast.</p>  | <p>Line amended</p>  |

| CONTACT                 | COMMENT   | RESPONSE  |
|-------------------------|---|---|
|                         | 1.4 %age figures for each owner would be useful information here.   | Added the percentage figure for the National Trust (70%) as the only figure available at this time.   |
|                         | 1.6 Remove 'However', since this sentence has no logical connection with the previous one and could seem to suggest some limitation of the LPA role. In line 2, add 'the' before 'continued'.   | Line amended  |
| Natural Resources Wales | <p>We welcome the work that has been done on this review and the Draft Plan's clear focus on Actions that work towards achieving the 20 year Vision. Whilst we consider that certain parts of the Plan, which is generally sound, require further work a number of these points are included in, or covered by recommendations for amendments to the commitments in the Action Plan, we advise that these will need further consideration in terms of prioritisation within the Plan period.</p> <p>We also welcome that many of our comments on the Draft State of the AONB report consultation (August 2013) have been incorporated and find the cross referencing through use of hyperlinks a helpful feature of the Plan.</p>   | Noted.  |
|                         | <p>It is acknowledged in para 1.18 of the Introduction that the Plan and Policy context has changed significantly since the 2006 plan was published. Particularly relevant, as stated, will be the developing City and County of Swansea Local Development Plan (LDP) and the recent Welsh Government legislative programme including the Environment Bill, Planning Bill, Heritage Bill and Wellbeing of Future Generations Bill, which are currently entering the scrutiny phases, also WG Shared Outcomes and the new RDP. These will need particular consideration in future in the context of any changes that result from review of governance of designated landscapes. Reference is made at various places within the Plan to a number of these documents/policies but it would be helpful to include clear references upfront within the Planning and policy update to ensure the drivers and forces for change are identified and responding to</p> | New paras 1.23 and 1.24 added to outline recent policy changes and current legislative agenda/review. |

| CONTACT | COMMENT  | RESPONSE  |
|---------|--|---|
|         | <p>relevant key issues. It is also worth noting that a number of national planning policies have been recently updated, for example TAN 5, TAN12, TAN 16 and Planning Policy Wales. We welcome the reference to the Local Biodiversity Action Plan (LBAP), and River Basin Management Plan (RBMP) reviews.</p>   |   |
|         | <p>NRW recommends further integration of the ecosystem approach into the draft Plan following the recent work carried out by Craggatak on behalf of Natural Resources Wales (Ecosystem Approach for Protected Landscapes Management Plan Reviews, March 2014). In particular sections 6.8 to 6.15 (p24/25) - Practice of an ecosystem approach. The draft Plan does address many of the 12 Convention on Biological Diversity principles but it would be helpful to clearly set out how the Plan does this. We welcome the proposal to develop understanding of ecosystem services and benefits provided by the AONB (objective 13 p104) and the intention for an ecosystems services mapping exercise in the AONB. In addition, we recommend an analysis of the condition of ecosystem services in relation to the special qualities and where possible to identify the limits of change (see Craggatak report page 24). This should be carried out during the Plan period. It may also be useful to tie in the results of the ecosystem services work above to Objective 38 Increasing Public Awareness and fully promote and publicise the services and benefits of the AONB more widely.</p> | <p>Natural Resource Management/Ecocystem Services approaches to the AONB Management Plan are being developed in collaboration with NRW and the other Designated Landscapes in Wales. This work will feed into the next Plan review.</p> |
|         | <p>NRW welcomes the intention to carry out an assessment of the vulnerability of the Special Qualities to climate change and that these are included in the Action Plan for biodiversity, geology, key landscape/seascape features as well as archaeology and built heritage. Please see our detailed comments under Chapter 4 The Vision.</p>   | <p>Noted. No amendments required.</p>   |
|         | <p>The evidence base for trend analysis on the condition of the Special Qualities requires further work but we acknowledge that comparative data can be difficult to source. The evidence for policy review needs to be clear and robust. Therefore we suggest a pragmatic solution that an amendment be made to the Action Plan to prioritise the collation of updated information on the state of Gower's special qualities in readiness for a full review of policy next time.</p>  | <p>To be considered as part of the Natural Resource Management approach to the next Plan review</p>   |

| CONTACT                 | COMMENT  | RESPONSE   |
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|                         | Finally, we are pleased to note an action for developing a clear understanding of the recreational activities in the AONB and around the coast which will identify priority issues for planning and management (with an initial review and audit completed) and the action for engaging with the RDP and Glastir opportunities as well as collaborative work on strategic wildfire protection and prevention initiatives for the Gower Commons | Noted. No amendments required.   |
|                         | Para 1.16 (p7) Fourth bullet point. NRW were also consulted and provided a response to the State of the AONB consultation in September 2013.   | NRW added  |
|                         | Para 1.18 It is noted that the Plan and Policy context has changed significantly since the 2006 plan was published, with updates inserted. However, please see general comments above re additional policy and plan drivers  | Noted and amendments detailed elsewhere  |
|                         | It is suggested that the introduction includes specific reference to Gower being an economic, environmental and social asset of national importance. With economic challenges, new approaches & synergies will be needed in line with the ecosystem approach and we recommend this is reflected in the Action Plan. We would also welcome further emphasis on the emerging Wellbeing agenda and natural resource management planning           | To be considered as part of the Natural Resource Management approach to the next Plan review |
|                         | Para 1.21 It would also be helpful to state (currently text box to be removed from the final version) that the Gower AONB Design Guide has been adopted as SPG and to provide a hyperlink.   | Inserted   |
|                         | We welcome the reference to Heritage Coast, but recommend that a definition is provided and clarification as to whether the aims of the Heritage coast are covered by the Plan   | New paragraph 1.8 to address   |
|                         | <b>Chapter 2 Resources</b>   |  |
| Natural Resources Wales | We note that this chapter is essentially an update to the Draft State of the AONB report and support the renaming as “Biodiversity” for Special Quality 1 (formerly “Wildlife”) <u>Biodiversity</u>  | See specific responses in <b>BOLD CAPITALS</b> in the Comments column                        |
| Natural Resources       | Para 2.7 It is noted that the LBAP will be cross referenced rather than summarised here. It may however be helpful to provide an update in para 2.7 of the Policy context  |  |

| CONTACT | COMMENT  | RESPONSE |
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| Wales   | <p>and review and then within the Current Trends to perhaps summarise some of the key trends or any areas of focussed research/management effort. <b>SEE 2.11.</b></p> <p>2.11 A link could be considered for a Section 42 list (species) for Gower if a breakdown is available. <b>NOT AVAILABLE</b></p> <p>2.12 Suggest para 1 amend first sentence to state “have <i>core</i> management plans” rather than “site management plans” and para 2 last sentence “The Relevant Authorities Group has developed a <i>draft</i> management Scheme for the site” <b>AMENDED</b></p> <p>This section could provide some of the summary issues currently affecting biological SACs/SSSI in a similar way to that for geological sites e.g. over/under grazing, scrub encroachment, sustainable management of common land and management of invasive/non-native species. <b>INSERTED</b></p> <p>2.15 <u>Crassula helmsii</u> is known from Broadpool and rhododendron is also present in some woodlands and on the edge of commons. <b>INSERTED</b></p> <p>2.19 could consider adding monitoring/mapping known distribution or key areas of INNS. <b>INSERTED</b></p> |          |
|         | <p>Geology</p> <p>2.20 – slight amendment to bullet point 2 “Quaternary deposits and landforms e.g. solifluction terraces <b>overlying small remnants</b> of ‘raised beaches’, cave sediments with associated fossils”</p>   | Amended  |
|         | <p>Landscape</p> <p>We recommend that more use be made of two key data sources for the AONB: LANDMAP and the Landscape Character Area report for Gower. For example p21 Current and Future Trends: Landscape notes that Change Detection data is already available for Gower in Landmap. Visual and Sensory will be updated 2015 and landscape habitats in 2016. Therefore with Landmap updates being rolled out over the Plan period, it is possible to specify updating all 5 layers of Landmap for completion by the end of the Plan period (suggest add to objective 8 p 103).</p>   | Amended  |

| CONTACT | COMMENT  | RESPONSE   |
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|         | <p>It is also suggested that indicators make better use of the SWOT analysis in the LCA study</p> <p>2.34 Welcome commitment to revised photomonitoring programme that will build on experience in other protected landscapes (we emphasise the points made previously in our State of the AONB response)</p>  |  |
|         | <p><u>Seascape</u></p> <p>Although categorised under 'natural', 'seascapes' is a mix of natural, cultural and perceptual factors.</p> <p>We note an appropriate monitoring methodology for seascape needs to be considered and developed. We note the baseline assessment being used is the 2009 one, which although not incorrect, is likely to be superseded during the life of the new plan by seascape character assessments, both the national scale one being done for the marine plan and the intended local scale one mentioned as proposed in the consultation document</p>   | <p>Noted. Comments superseded as NRW and AONB Partnership are working on a Seascape Assessment for Gower</p> |
|         | <p><u>Water Quality</u></p> <p>Within this section NRW should be referred to as the competent authority with regard to water quality/WFD issues</p> <p>2.99 Bathing water is subject to influences outside of the AONB – particularly discharges from the nearby conurbations (Swansea and Llanelli). The section conflates WFD and Bathing Water Directive issues. The following is a suggested amendment:</p> <p><i>Over recent years, huge improvements have been made to the quality, frequency and regulation of point source discharges into bathing waters. Further improvements may be needed in order to meet the requirements of the revised Bathing Water Directive. This is likely to involve actions and initiatives tackling more diffuse/cumulative pollution sources e.g. from agricultural diffuse pollution and septic tanks. Work is ongoing to understand and address these issues.</i></p> <p>2.100 (Groundwater) Plans for further development outside the sewered areas in Gower is often accompanied by pressure to allow the proliferation of septic tank and</p> | <p>All suggestions incorporated</p>  |

| CONTACT                 | COMMENT  | RESPONSE  |
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|                         | <p>package plant sewage treatment systems. In limestone areas this carries a significant risk of pollution to groundwater.</p> <p>2.101 Monitoring and indicators addition:<br/>Bathing Water quality of designated Bathing Waters, WFD compliance (including shellfish waters compliance)</p>   |   |
|                         | <p>Para 2.128 – identifies that recreational usage may already be changing in the AONB – is data available and does this form part of monitoring? Has this identified any potential or existing conflicts and management issues that require specific actions?</p> <p>As a general comment we consider the potential monitoring and indicators for all the access &amp; recreation objectives could be strengthened and we would be pleased to discuss further. The Plan is also limited on access to inland water where relevant and higher rights of access (horse-riding etc.) We would be happy to discuss this further.</p> <p>Para 2.128 – it would be helpful to explain role of LAFs</p> <p>Para 2.136 - need to be clear the right of access is on foot only. Also need to be clear where any higher rights/ permissive access apply.</p> <p>Para 2.138 sentence needs to reflect fact that the maps have now been published.</p> <p>Para 2.139 – suggest change to 'A large proportion of access land is owned or managed by the NT.....' as it currently implies that NT land is publicly owned</p> <p>Para 2.142 - change to 'extent and accessibility of access land' as not all access land is publicly owned.</p> | <p>No data available apart from increase in visitor numbers.<br/>AONB to take forward with NRW re. provision, issues and monitoring.<br/>No plan amendments required</p> <p>Additional line added in 2.130</p> <p>Amended</p> <p>Amended and web-link to maps included.</p> <p>Amended</p> <p>Amended</p> |
| Natural Resources Wales | 2.151 Designation of further bathing Waters could be considered and is welcomed by NRW.  | To be taken forward with NRW.   |



| CONTACT           | COMMENT   | RESPONSE                              |
|-------------------|---|---------------------------------------|
| GGAT              | Where there are proposals for improving historic assets including listed buildings, consultation should be made with Cadw; the Royal Commission on the Ancient and Historic Monuments of Wales and GGAT.  | 2.77 amended                          |
|                   | The archaeological research framework for Wales <a href="http://www.archaeoleg.org.uk/intro.html">http://www.archaeoleg.org.uk/intro.html</a> guides research and understanding for the archaeology and cultural history of Wales; any proposed works or projects should take the current aims and framework into consideration.  | Noted                                 |
|                   | The visual impact of various developments on the setting of Scheduled Ancient Monuments, the Registered Landscape, Registered Parks and Gardens, and Listed Buildings, is also a consideration in the planning process.   | Noted                                 |
|                   | Other elements that are likely to impact (both adversely and beneficially) on the archaeological resource are: agricultural & forestry works (turf growing for sale, ploughing, drainage, creation of caravan & camping sites with services and hardstanding, planting & felling); public access arrangements such as footpaths and open country (information boards, erosion – including cycling/vehicular off-roading, vandalism and theft) can change the numbers visiting archaeologically sensitive sites. Historic mineral extraction sites are now recorded on the HER; and potential issues surrounding coal bed methane and gasification may impact on some of these or other historic assets.<br>Some utilities work in Gower has required archaeological mitigation – Cefn Bryn undergrounding, recently – and the impact of cabling, poles and masts is considered. Climate change may also have an effect regarding erosion or damage to peats and dune systems, much of which contain archaeological remains and fragile palaeoenvironmental evidence | 2.50 extended to incorporate comments |
| The Gower Society | 2.13 The 20 SSSIs should be described as having ‘biological and geological/geomorphological features’, otherwise the other 6 that have ‘only geo. features’ appear as less important.   | Line amended                          |

| CONTACT | COMMENT   | RESPONSE   |
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|         | 2.17 Ash trees are very important to Gower – the 2006 AONB Management Plan stated that there were 67(?) ash tree sites in the AONB.   | Paragraph amended to raise the profile/ significance of ash in the Gower landscape. The 2006 Plan refers to 67 ancient woodland sites – not necessarily ‘ash tree sites’.                                  |
|         | 2.23 The SWOL project appears to have had little real impact and waste depositing is continuing.  | Noted, but no amendment required to the Plan   |
|         | 2.29 LANDMAP is an important tool, but only so long as it is kept up-to-date. If this is done, it will be valuable not only to assess but to monitor landscape character.   | Noted, but no amendment required to the Plan. NRW have been undertaking a LANDMAP landscape monitoring /update exercise.   |
|         | 2.30 The AONB Design Guide and the Lighting Guide are important and welcome developments. They will not become effective, however, until they become embedded in the consciousness of the LPA, officers and councillors.  | Noted, but no amendment required to the Plan.  |
|         | 2.33 Photomonitoring is important, but will be wasted unless it is repeated on a regular basis and the results are compared. The same is true of aerial photographs. Little, if any, use appears to have been made of aerial surveys provided by The Gower Society over the last eight years. | Aerial surveys conducted by Gower Society detecting landuse change in a development control context, not to detect landscape change. Agree photomonitoring should be repeat to a consistent and comparable |

| CONTACT | COMMENT  | RESPONSE   |
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|         |  | standard; experience in other AONBs suggest every 5 years would be sufficient  |
|         | 2.36 The Welsh Seascapes assessment is valuable not only in assessing the sensitivity, but also in examining the impact of coastal and near coastal development. | No amendment to the Plan necessary.  |
|         | 2.48 Cadw's Conservation Principles are worthy, as is their encouragement of local authorities. They will be in vain, however, if not acted on.                  | No amendment to the Plan necessary.  |
|         | 2.51 This is a direct copy of para. 2.23. One of the two should be deleted.  | 2.51 deleted   |
|         | 2.53 It is not clear here whether 'local lists' are being noted or recommended for Gower.  | Paragraph amended to identify Local Lists may be a way forward for identifying locally important heritage assets –as they have been used in other protected landscapes. Not a recommendation |
|         | 2.56 No indicators are given here and no frequency of monitoring, nor how adverse conditions will be mitigated<br>2.64 See comment above                         | Monitoring reliant on using existing reporting/ monitoring systems. To be taken forward with Historic Environment partners.<br>No amendment to the Plan necessary.                           |
|         | 2.68 How does the LA intend to encourage sympathetic management of parks and gardens? It may already be too late at Stouthall.                                   | There are other partners with a role to encourage  |

| CONTACT | COMMENT  | RESPONSE   |
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|         |  | <p>sympathetic management of parks and gardens. The AONB Partnership - through a Sustainable Development Fund grant – has supported Carreg Adventures at Stouthall, including the intention to “restore much of the grounds of the former estate to better reflect their listing in the Register of Landscapes, Parks and Gardens.”</p> <p>No amendment to the Plan necessary.</p> |
|         | <p>2.71 Why, in the period 2006 – 2014 has no information [...on condition of Registered Parks and Gardens] been gathered?</p>   | <p>No information has been gathered because there is no requirement/ mechanism to do so. No amendment to the Plan necessary.</p>   |
|         | <p>2.80 If Conservation Areas in the AONB are ‘unlikely to be reviewed for a number of years’, the LPA will be working on statements some fifty years out of date.</p> | <p>Resources and need/priority for Conservation Area appraisals/ management plans to be taken forward under Actions for Objective</p>  |

| CONTACT | COMMENT   | RESPONSE   |
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|         |   | 9. No amendments to the Plan necessary.  |
|         | 2.84 What is the LA intending to do about this?   | See above.<br>No amendments to the Plan necessary.   |
|         | 2.96 An increase of one river out of fourteen to achieve good ecological status by 2027 seems an unacceptably low target.   | The Table identifies that <u>all</u> 14 River Waterbodies are required to achieve 'Good' status – 7 by 2015 and 7 by 2027.<br>No amendments to the Plan necessary. |
|         | 2.110 Remove 'a' between 'also' and 'relevant'  | Line amended   |
|         | 2.111 How does the LA intend to assess these trends and their effects?  | Unless significant issues become apparent, LA has no intention to assess these trends<br>No amendments to the Plan necessary.                                      |
|         | 2.113 – 2.124 The Lighting Guide is an important first step, but it needs to be strictly implemented. Private infringements, security lights etc are a continuing problem but para 2.122 seems excessively complacent. Caravan sites are becoming more residential and more lit up. | Noted, but no amendments to the Plan considered necessary.   |
|         | 2.150 The licence to dredge Helwick Bank was renounced by LSDL in exchange for changed permissions on the Nobel Bank. No future licence for this area should be issued. Beach levels should continue to be monitored.   | Noted; beaches levels/ profiles are monitored through the Shoreline Management Plan. No amendments to the Plan   |

| CONTACT                 | COMMENT   | RESPONSE  |
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|                         |   | considered necessary.   |
|                         | <b>Chapter 3 Activities and Pressures</b>   |   |
| GGAT                    | 3.62 Onwards – development. This is monitored by GGAT Archaeological Planning as the Archaeological Advisors to City & County of Swansea.   | Noted   |
|                         | Vision Statements: 4: Cultural Heritage (particularly policies CH1 and CH2 and Objectives 8 & 9): We support this Statement, and others where the archaeological resource, including Landscape, is linked (Objectives 38).<br>The “Theme and Vision” on p104: HER should read Historic Environment Record.  | Support welcomed and reference on p.104 amended.  |
| Natural Resources Wales | 3.1 We note that the activities and pressures reflect the social and economic aspects of the AONB, however there appears to be little information on the actual population demographics of Gower and how this may inform trend analysis.  | Para added on   |
|                         | Agriculture<br>3.7 Need to indicate the date to which the Glastir update figures apply. It will be useful to get a figure close to final date for publishing the Plan, including Glastir Commons<br>It may be helpful to give a little more background on the Gower Commons Initiative, its partners and running dates (also for “Life in Common”) and to reference how the issues are carried forward in current Plan.<br>3.9 Should this include a reference to the EIA (Agriculture) Regulations?<br>3.16 Millwood also includes mixed woodland<br>3.18 European biodiversity importance (Special Areas of Conservation) | 3.7Year added (2013). No Glastir commons on Gower as of this date.<br>3.9 Regulations now referenced<br>3.16 and 3.18 altered               |
|                         | Tourism<br>Suggest Tourism (3.27) be renamed Tourism and Recreation, as the two are closely linked, especially in terms of impacts and opportunities. The Plan could be clearer on whether it is just the tourism-related or other recreation that are pressures.<br>CCS may wish in future to consider applying for the European Charter for Sustainable Tourism a benchmark that some other protected landscapes have achieved.   | Title amended, but considered is clear that both tourism and recreational pressures are adequately referenced<br>European Charter status is |

| CONTACT   | COMMENT  | RESPONSE  |
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|   |  | still a consideration, but needs to be considered as part of the wider context, particularly the DMP. |
|   | Climate Change<br>Para 3.55 We welcome the commitment to completing a vulnerability assessment for the special qualities of the AONB. Please refer to detailed comments for Chapter 4 below  | Noted. See response to detailed comments below  |
|   | Development<br>Should this section include Renewable energy development generally, update/ guidance e.g. small scale renewable energy proposals such as solar  | AONB Partnership to finalise renewable energy policy advice to LPA                                    |
| Swansea Bay Sustainable Travel & Tourism Partnership (Baytrans) | 3.32 The principle of developing Sustainable Tourism is very much endorsed and the encouragement of walking holidays/days out needs to be more actively encouraged. Public transport has the particular advantage of reducing the impact of traffic pollution, congestion, shortage of parking spaces but more positively, makes linear (particularly) coastal walks easier and can deliver visitors staying in Swansea (where the majority of accommodation is) benefits of easy access to Gower without their cars. Cycling is more difficult to promote as there are few 'safe' roads in Gower and even fewer alternatives other than the incomplete north Gower cycle route. | Additional text added to 3.32   |
|   | 3.34 Whilst endorsing the policy of not widening or improving Gower roads in general, I must point out the fairly regular difficulties experienced mainly around Parkmill and Kilvrough when buses interact with cars/caravans, motor homes, freight vehicles and coaches causing severe delays. The introduction of traffic control on a part time basis would help solve this without detriment to the environment.  | Additional text added in 3.35 to note this issue. Potential solutions under consideration by Highways |
|   | 3.36 The Gower Explorer bus network continues to serve the peninsula comprehensively with recent economies at the margins (mainly evenings). The continuing reductions in public funding for buses represent a future threat to this fine network and a positive plan to protect, grow and further improve this is essential.  | Additional text added in 3.36 to note this issue.<br><br>AONB Team to discuss                         |

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|         | <p>Sunday services have been provided with RDP funding for the past four years following earlier bus funding cutbacks and there is currently no future plan for their continuance. Again, this needs to be addressed in an overall development plan.</p> <p>Bus stop infrastructure is often sub-standard, visually intrusive and impacts on the visitor environment (similar to car park comments below). Investments to get an AONB minimum standard as applies in some National Parks is needed.</p> | <p>with Baytrans the issue of minimum standard for bus stop infrastructure</p>     |
|         | <p>3.37 &amp; 3.40 Thanks for the reference to the work BayTrans continues to do in promoting public transport for outdoor recreation.</p>  | <p>Noted. No amendments required to the plan</p>                                   |
|         | <p>3.38 Whilst the 1990's recommendations have been implemented in regard to public transport, note as above that there is a constant threat to its continuance at a viable level and the issue needs revisiting with a new development plan.</p>   | <p>Additional text added in 3.38 to note this issue</p>                            |
|         | <p>3.39 The visual appearance and upkeep of car parks is generally very sub-standard in Gower. They disfigure the environment and impact poorly on the visitor experience.</p>  | <p>Noted already in 3.39 and to be looked at in the Action Plan (Objective 27)</p> |
|         | <p>3.42 Some linkage between Gower's fine ROW network, bus routes and bus stop infrastructure would be helpful to reinforce the development of sustainable tourism based on walking.</p>  | <p>Agreed, additional text added in 3.43 to highlight these issues</p>             |
|         | <p>3.43 The Coast Path is a fine initiative which appears to be attracting more visitors. There are some issues over signing which I've noticed and drawn attention to particularly for walkers arriving by bus. Signage from key bus stops would be an advantage.</p>  | <p>Noted</p>   |
|         | <p>3.44 The linkage between train and bus at Gowerton is very sub-standard and some appropriate signage would be helpful.</p>   | <p>Noted and comments forwarded on. No amendments required to the plan</p>         |
|         | <p>3.47 The number of mobile 'black spots' on Gower is a cause of concern to public transport users in the event of delays or cancellations to bus services when it becomes difficult to phone for information or help. Improvements in coverage are urgently</p>   | <p>Agreed, additional text added in 3.48 to highlight these issues</p>             |



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|                   | <p>needed.</p> <p>The general thrust is fine but I note that the support given in 2006 was followed shortly after by cutbacks in public transport provision. You should include a policy that commits to protecting a seven day a week comprehensive public transport coverage in Gower.</p> <p>It is noted in the policies on communications is that they have been substantially beefed-up since 2006. A similar approach should be taken with transport. Similar comments apply through to the Action Plan. Finally, to confirm that BayTrans will continue its programme of support for the development of public transport in Gower in future years</p>   | <p>Difficult to commit given ongoing finance situation. AONB can support/ highlight the value of continuing a seven day service</p> <p>Noted. No amendments required to the plan</p>   |
| The Gower Society | <p><b>LDP Draft that shows additional housing on Gower.</b></p> <p>I am rather concerned about the housing that has been shown and the rather short sighted assumption that this is going to be taken up by locals rather than importing more people from Swansea. Whilst this is a most laudable aim I have to pose the question as to where all of these people are going to work? If houses are to be constructed to serve individual needs then I can accept this but if we are going to encourage more and more people to travel into Swansea then it can not be right. I will not tackle the arguments made in the Partnership Meetings but rented housing is the only way of keeping houses in the market for young people ie social housing. The additional housing at Scurlage, Port Eynon, Bury Green will impact upon the sewerage system and treatment that is already overloaded. Water supply is also not that guaranteed and I write as an ex Welsh Water Area Manager. Possibly more could be added on these aspects?</p> <p><b>Utilities and Communications</b></p> <p>We have tackled the removal of overhead cables in key landscape locations and we should continue with this. We know that the mobile phone system is not brilliant on</p> | <p>Comments passed on to LDP consultation for consideration.</p> <p>Issues re. sewerage have also been highlighted by NRW response (Annex B). Amendments/additions included under Water Quality section.</p> <p>Agreed and retained in Action Plan under</p> |

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|         | Gower. Additional masts are talked of in the press today and we must try to ensure that these are not 'plonked' in key landscape locations. We should even consider the false tree approach for certain masts.   | Objective 30.<br>Objective 29 and relevant actions address this issue                 |
|         | <p>Future Energy Requirements (not certain where you put this but I will plough on below) Future overhead cables are covered above. We now consider the various alternative energy and 'renewable' schemes that are now a big issue. We have the special Sub Committee recommendations that will eventually hit your desk but I list the following :</p> <p>wind generation - Apart from small single house schemes that are low level, unobtrusive, low noise I think that they should not be allowed within the AONB. Larger schemes outside the AONB and in off shore locations can have a detrimental effect upon the landscape. Those that damage the AONB should be opposed.</p> <p>Solar panels - Individual roof schemes should be allowed (although I think that listed buildings and conservation areas should be regulated). Larger schemes for farm buildings should be generally encouraged as long as each is assessed for the visual impact on the landscape. Individual small ground mounted domestic schemes should be encouraged as long as they are not impacting upon the landscape. Large commercial schemes should not be allowed within the AONB and schemes that impact upon the landscape outside the AONB should be assessed on an individual basis.</p> <p>There are two different types of panel. Completely black and very unobtrusive as well as others that have aluminium self coloured frames and elements that are certainly more obtrusive. IN MY OPINION WE HAVE MISSED A CHANCE TO SPECIFY THE DARKER COLOURED ONES FOR THE AONB. Tidal lagoons, barrages and tidal flow -To be considered as and when they are proposed.</p> | Renewable energy advice is being finalised by the AONB Partnership                    |
|         | 3.23-3.24 Public digging of shellfish (e.g. at Oxwich Bay) could deplete natural populations. This appears to be neither monitored nor controlled.   | AONB team to discuss with NRW and CCS Nature Conservation Team – No amendments to the |

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|         |  | Plan considered necessary at this time  |
|         | 3.5 Pick Your Own has reduced over recent years  | Line amended  |
|         | 3.8 Solar panel farming will, if allowed, have a greater negative impact on the landscape than a modest amount of plastic sheeting.  | Noted, but solar energy issues dealt with in Development Section. No amendments to the Plan considered necessary.   |
|         | 3.16 – 3.22 An additional pressure on woodland is the increasing popularity of wood as a household fuel.   | Noted, but no information that this is having any significant effect. No amendments to the Plan considered necessary.                                       |
|         | 3.24 There may be opportunity for increased fishing activity.(Gordon's 3.26 seems to be covered now in 3.26.)  | Noted, but no amendments to the Plan considered necessary.  |
|         | 3.28 A not insignificant proportion of the bedstock is taken up by local people, as 'second homes' / 'weekend caravans' rather than by tourists from out of the area.  | Paragraph amended to register this point  |
|         | 3.30 The negative visual impact of static caravan sites could be mitigated by the simple expedient of introducing supplementary Planning Guidance requiring static caravans to be finished in a recessive colour. Landscaping could also be effective. | Noted, although this detail needs to be considered in the context of the actions for achieving Objective 33. No amendments to the Plan considered necessary |
|         | 3.38 (line 6) replace '1990's' with '1990s'  | Line amended  |
|         | 3.39 Many car parks are a very poor advert for Gower or quality tourism.   | Noted, but no amendments to the Plan considered necessary.  |

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|  | 3.63 The AONB Design Guide is welcome, but it is imperative that it be implemented more strictly and more consistently than at present.   | Issue for LPA implementation rather than for the Plan.   |
|  | 3.64 Position, materials and colour can strongly affect the impact on the landscape of agricultural buildings and the LPA must use the Design Guide principles to ensure that negative impact is kept to a minimum. The LPA must ensure that a proposed building is necessary and that, once built, it is used for the approved purpose.  | Issue for LPA implementation rather than for the Plan.   |
|  | 3.68 Where 'affordable housing' is to be permitted, a watertight scheme must be in place to ensure that it remains 'affordable' and does not enter the general housing market.  | Issue for LPA implementation rather than for the Plan.   |
| <b>Chapter 4 The Vision and Chapter 5 The Strategy</b> |   |  |
| The National Trust                                     | Objective 20 of the Draft plan does not recognise the importance of National Trust Rhossili beach and should be modified to acknowledge the importance of this site and the National Trust in the implementation of the Objectives. The overarching role of Rhossili and the South Gower Coast and the National Trust responsibilities at this site could form a useful addition to the text within Objective 20. | Discuss with NT re. Rhossili. Amend 2.114 to make specific ref to Rhossili. National Trust added as lead partner to Action Plan for Objective 20 |
|  | The Trust also has a fundamental role in the implementation of Objectives 18 and 19 and support is given for greater communication of recreational opportunities within the draft plan.   | Action Plan for Objectives 18&19 amended to include the Trust.   |
|  | Sustainable Land Management remains a fundamental management aim of the National Trust land holding on Gower. The Trust seeks to work in partnership as part of its management of the AONB and this could be reflected in Objective 21(3) in terms of collaborative land management opportunities.  | Action 21(3) amended to broaden scope and include more partners including National Trust   |

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|                         | <p>Objectives 25 through to 28 are supported, however, the practical implications and financial requirements should not undermine the implementation of the Plan objectives. The draft plan could recognise the value of coordinated Travel Planning for sites within the AONB and the role of the Management Plan in bringing together partners for a coordinated approach. The value of Travel Planning could be an important element in any SPG. The Trust is supportive to Travel Planning but recognises the fundamental role of resourcing public transport requirements and specifically resourcing Actions to achieve Objective 26(2). The Trust recognises the central role of the National Trust Rhossili site and would be pleased to support Actions to implement the requirements of Objective 27 as a specified Lead Partner.</p> <p>Overarching support is given for the need for coordinated AONB communications and the need to resource such communications. This is a vital area given the current Welsh Government policy review of designated landscapes and support is given to Objectives 37, 38 and 39. Perhaps climate change could be added as a further specified aspect within Objective 38.</p> <p>Support is provided for the AONB Communications Plan and the engagement of partners in the implementation of the Communications Plan. This plan period will be a key period for communications given the external climate and potential impacts of climate change within this plan period.</p> | <p>Noted and National Trust added as a lead partner to Objective 27</p> <p>Support noted and welcome. Specified aspects in Objective 38 relate to the special qualities of the AONB so not considered appropriate to add climate change at this point. However, climate change must be a key aspect of engaging with the public in the achievement of objective 38 and 39</p> |
| Natural Resources Wales | <p>We note the explanation provided in the consultation draft, including the Annex 2 report on progress with objectives and actions from the 2006 Plan.</p> <p><u>Theme 1 Biodiversity</u><br/><i>The objectives don't appear to mention the update to fully integrate and take account of the review of Swansea LBAP as per annex 2 "Comments and objectives/actions to carry forward" column?</i></p> <p><u>Theme 4 Cultural Heritage</u><br/>Could also consider historic assets (non- scheduled), in recognition of locally important</p>  | <p>Most of these points are addressed through the Action Plan.</p> <p>5.17 has been amended to include built heritage</p>   |

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|         | <p>heritage<br/>           Para 5.17 Could specify character of Built heritage as this would support landscape theme<br/>           The theme includes Landscapes Parks and Gardens – suggest add policy to cover this and also an objective for the Register of Historic Landscapes parks and Gardens or include in existing objectives<br/>           We note some of the above may be covered later in the Plan</p>   |  |
|         | <p><u>Theme 5 Natural Resources</u></p> <p>Objective 12 - we note the action to review soil and land quality data across the AONB<br/>           We would suggest a reference to The Agricultural Land Classification (ALC) and the fact that Wales's data is held by Welsh Government - contact: Ian Rugg, Natural Resources - Land, Nature and Forestry Division - <a href="mailto:Ian.Rugg@Wales.GSI.Gov.UK">Ian.Rugg@Wales.GSI.Gov.UK</a>.</p> <p>The ALC England &amp; Wales map can be found at:<br/> <a href="http://publications.naturalengland.org.uk/publication/6172638548328448?category=5954148537204736">http://publications.naturalengland.org.uk/publication/6172638548328448?category=5954148537204736</a><br/>           For further sources of information we would suggest you may wish to contact our Soils and Land use advisor <a href="mailto:Dylan.L.Williams@cyfoethnaturiolcymru.gov.uk">Dylan.L.Williams@cyfoethnaturiolcymru.gov.uk</a>.</p> <p>The UK Soil Observatory (UKSO) is also a valuable source of soils information.<br/> <a href="http://www.ukso.org/home.html">http://www.ukso.org/home.html</a></p> <p>Potential monitoring and indicators<br/>           eg Soil sealing/land take considerations - resulting in loss of soil multi functionality and its ability to provide ecosystem services.</p> | <p>Details and contacts noted and to be taken forward as part of action.</p> |

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|                   | <p><u>Theme 6 Tranquillity</u><br/>Objective 14 whilst the proposal is welcomed to “Develop and undertake baseline/monitoring approaches for tranquillity/dark sky” is welcomed this would be something we would view CCS leading on as we don’t have a joint project at the current time. The BBNP have done some work on this and may be useful advisors</p>   | <p>Noted, although it would be helpful to have a standard approach to this across protected landscapes in Wales</p>   |
| The Gower Society | <p>4.2 While the current Vision does not ‘give sufficient recognition’ to climate change, it is complacent to suggest, by implication, that nothing needs to be done for the next five years. There are increasing pressures for windfarms, solar farms, fracking etc to mitigate any possible climate change effects. There needs to be a vision or a policy to deal with these increasing pressures.</p> | <p>The Plan is not suggesting nothing needs to be done in the next five years. There are a series of policies, objectives and actions over the current plan period to give a more informed consideration of climate change in the next plan review.<br/>The pressures identified are development pressures identified and considered elsewhere in the Plan.<br/>No amendments proposed to the Plan.</p> |
|                   | <p>How many of the policies and objectives identified have been realised in the first eight years (i.e. 40%) of the 20-year vision? How many of the management issues highlighted in the objectives have been a) identified; b) addressed in the last eight years?</p>   | <p>Page 68 and Annex 2 of the draft Plan presented an analysis of completed objectives/actions from the 2006 Plan, which informed the development of the</p>  |

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|  |   | draft Plan. No amendments proposed to the Plan.  |
|  | 5.12 Visual surveys of distinctive landscape features are essential if change is to be monitored. Why has the current LS3 been omitted from the new Plan?   | The Review considered LS3 to be an action rather than a policy. LS3 will taken forward as part of LS2 and Objective 7. No amendments proposed to the Plan. |
|  | 5.34 The Gower Way should be treated in the same way as the Coast Path.   | Plan amended to include the Gower Way  |
|  | 5.45 Add: 'Signage for tourism facilities should be appropriate to its situation in an AONB.'   | Not a policy. No amended proposed.   |
|  | 5.52 Better car parking provision is important as well as the understanding of the provision.   | Line amended   |
|  | 5.53 Highway improvements should also consider the appropriateness of signage in the AONB.  | Agreed and already covered in the Highways Good Practice Guide. No amendments proposed to the Plan.  |
| <b>Chapter 6 The Action Plan</b>       |   |  |
| Wildlife Trust of South and West Wales | Just to let you know I have read through the draft document and have no comments to make really. A very minor one might be that it would be nice to see WTSWW listed as a partner for objective 38!   | WTSWW added as lead partner as requested   |
| The Gower Society                      | Chapter 6 There is a lot of emphasis throughout many sections of the Action Plan on evaluating, reviewing, reporting, providing evidence bases, consulting, assessing, updating, prioritising, mapping and monitoring – but much less emphasis on practical | Looking forward to working with Gower Society and rest of AONB Partnership   |



| CONTACT           | COMMENT   | RESPONSE  |
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|                   | action to achieve the objectives. Continual review is important, but nearly half-way through the 20-year plan, more action should be taking place. ...  | in implementing practical actions   |
|                   | <b>Chapter 7: Monitoring</b>  |   |
| The Gower Society | Chapter 7 Monitoring is essential, yet, after eight years, important areas such as Tourism (Theme 9) appears to have no indicators and no performance measures. No methodology is given for monitoring sometimes complex outcomes. A number of the objectives under other themes are similarly undeveloped.                                   | Monitoring/performance measures often dependent on using information already been collected elsewhere. There is an opportunity to develop these in the current Plan period.                             |
|                   | Annual reports to the AONB Partnership are promised, but it would be very useful to summarise how many of the objectives of the 2006 Plan have been fully or partly achieved; and where they have not, why they have not been achieved and what is to be done about it. Indeed, this should have been the starting point for this second Plan | Page 68 and Annex 2 of the draft Plan present an analysis of completed objectives/actions from the 2006 Plan, which has informed the development of the draft Plan. No amendments proposed to the Plan. |
|                   | In the end, the success or failure of the AONB Management depends not just on fine words, but on ACTIONS. The Plan shows that the heart and mind are in the right place, but the pig isn't fattened by measuring it.  | We will work with Gower Society and rest of AONB Partnership to implement practical actions   |
|                   | We recognise the financial restrictions, but there are some important changes that can be made free of any cost - e.g. strictly adhering to the Design Code and introducing a colour scheme for static caravans – that will go a long way towards protecting and enhancing the AONB.  | Noted, but no amendments proposed to the Plan.  |

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|                 | <b>GENERAL COMMENTS/RESPONSES</b>  |   |
| Mr J Matthews   | <p>Glad to be included in this consultation. However I feel a lot of this is pointless. I did copy you in on our issue with a beautiful wildlife corridor in Llanmorlais. According to AONB management and all the policies and circulars that are out there to conserve and protect the environment, if someone sees fit to do major clearance there is nothing to prevent this. Development yes, possibly, but clearance work removing habitat and trees , no. Mark winder sent me an overview of Sinc sites in the area, even a large are of this has had clearance work. There is nothing to protect it and nothing I can see that can prevent clearance work in the future. Very frustrating.</p> | <p>A site specific issue that has been investigated by officers and no further action required. No amendments proposed to the plan</p>  |
| Mr P Wales      | <p>Gower has turned into a bit of a museum rather than a vibrant and living landscape which I'm sure is not what the plan hopes to achieve. I have always been interested in housing issues so my comments are primarily in regard to diversity of income and availability of affordable homes; property prices in the Gower Coastal area are very high, effectively excluding poorer people and its particularly difficult for young people who may be forced to leave and commute back to work. So with this in mind look at designating land for socially owned homes in all areas of the Gower.</p>  | <p>Affordable/Social housing identified as in issue in the Plan. Objective 35 of the plan seeks to ensure that LDP policy addresses affordable housing needs of local communities. Comment forwarded on to the LDP team.No amendments proposed to the plan.</p> |
| Mr David Atwell | <p>Thank you very much for the opportunity to read the 137 pages of the above document which I found comprehensive and most interesting. I was encouraged to believe that the AONB would continue to be well managed. The presence of the document and reference to it provide an informed framework for the LDP. With best wishes to you as you take this all forward.</p>  | <p>Noted and welcomed. No amendments proposed to the plan</p>   |
| Dr D Bembo      | <p>Regretfully, I believe that responding to your 'Public Consultation' would be a complete waste of time and energy as I have no confidence that the Council actually gives a</p>   | <p>A site specific issue relating to the grant of</p>   |

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|   | <p>monkey's what its Council Tax payers think.</p> <p>I and a large number of other local residents have recently voiced significant concerns over a residential development in Bishopston (White Knight Gardens). I subsequently received zero feedback from the Council. It also came to light that numerous meetings had taken place between Council staff and representatives of the property developers in question.</p> <p>More recently, I have seen the diggers move in and start work on that site, causing irreversible damage to the community. This demonstrates a complete disregard for local perspectives.</p> | <p>planning permission.</p> <p>No amendments proposed to the plan</p>   |
| <p>Mike<br/>Harvey<br/>Crime<br/>Prevention<br/>Design<br/>Advisor<br/>South<br/>Wales<br/>Police</p> | <p>In relation to the above, the only comment I have to make is that no reference is made to the Supplementary Planning Guidance on Community Safety. I would ask that consideration be given for this document to be referenced.</p>   | <p>Document now referenced in 3.63</p>  |
| <p>Mr John<br/>Cooper</p>   | <p>The only comment I have regarding the new plan is; how can CCS override AONB policies with development proposals? In particular the outline PP granted for the hotel/flats inside the AONB which includes the headland behind Mumble pier and now a proposal to be included in the LDP for development to be allowed inside the AONB on the fields above the cliff at Thistleboon. It seems that the Mumbles end of Gower is overlooked but I see it as important as any development allowed at this end not only nibbles away at the AONB but also sets a precedent that can be used as a lever in other areas.</p>       | <p>Developmetn is controlled through LDP policies. The AONB Management Plan does not over-ride the LDP, but is expected to give a clear indication of how LDP policy should address development issues in the AONB (1.20)</p> |

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| MR A R<br>Jones<br>Private<br>individual | As somebody who has an interest in Gower, I am concerned with the number of diseases in trees in Wales and you might like to consider in the plan, options that could be employed to help combat the spread of disease and the planting of trees and shrubs which are resistant that would maintain tree cover on the peninsula . This is important visually and also for habitat for many species. Hope this comment could be useful when in discussion with your partners.  | Ash Die-Back disease and other biosecurity referenced in 3.21 and 2.18. AONB Team to review current policy and implications for Gower. |
| Professor<br>Jim<br>Atkinson<br>Pennard  | <p>SUMMARY</p> <p>The CCS is to be congratulated on producing a comprehensive revised Management Plan. A key concept coming through the document is sustainability and to achieve this across all headings will be a difficult balance between conflicting interests. My detailed comments address some of these issues, particularly those relating to tourism, environment, rural development and infrastructure.</p> <p>1. It is encouraging to see such a comprehensive document and the way in which it has been systematically revised since the previous 2006 Management Plan</p> <p>2. Conservation and enhancement of landscape and conservation and enhancement of biodiversity, protected habitats and species are key concepts and are also legal requirements under both national and European legislation. Achieving these goals will be the challenge of the Management Plan which commendably itemises threats to quality of life, environment and landscape.</p> <p>3. A key concept coming through the document is sustainability and to achieve this across all headings will be an often difficult balance between conflicting interests. Some of these are commented on below.</p> | Welcome these supportive statements. No action required  |
|  | 4. The outstanding scenic and beach attractions of the AONB attract a large number of visitors (over 4 million visit the CCS's jurisdiction with many exploring the AONB) with a high proportion of these citing coast, scenery, natural beauty and tranquillity as the main attractors. Visitors are good for the local economy and have enabled local enterprises to diversify to meet visitor needs. However, it is noted that   | Largely supportive statement. Agree that there are issues from large numbers of visitors in the most popular areas.                    |

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|         | <p>visitor impact was viewed as the greatest threat to Gower in the 2001 Impact Survey: the draft AONB document as well as personal observations suggests that this is still the case. Visitor impact is mainly concentrated on the tourist beaches where there are good facilities for parking vehicles near to beaches sometimes combined with large caravan or camping sites, and often with nearby access to toilets, shops, cafes and other facilities. Other areas that require a bit of effort to reach are much less impacted and are havens for wildlife. These areas are appreciated by those taking advantage of the coastal path or who are prepared to walk some distance from the nearest car park or bus stop. The excellent network of footpaths across Gower appear to be used increasingly and give access to the less explored inner parts of the AONB. Careful management is required to promote the natural environment while minimising visitor impacts. Greater use of on-site visitor centres or on-site information boards could help here. Regrettably, many visitors still leave their rubbish on the beach, some of which have no bins available (e.g. Rhossili). Some thought should go into remedying this.</p> | <p>Intention is that plan actions will consider responses to manage these e.g. actions for Objective 20 – Preparation and implementation of beach management plans.</p> |
|         | <p>5. There are few regions where so many National Nature Reserves, SACs, SSSIs, SPAs, SINCS and other areas of wildlife or geological significance are concentrated in so small an area as that covered by the Gower AONB. The avifauna and maritime flora are particularly rich, as is the marine biota. Many rare species occur, very rare in the case of some of the flora. The plants support a rich invertebrate fauna including many butterflies, moths, and bee species, essential agents of pollination. It is well established that the key to conserving species is conserving habitat. The grazed commons, extensive dune systems, small to medium farms with largely traditional agricultural practices, uplands, grasslands, woodlands and wetlands that form a mosaic of habitats within Gower are essential to its ecological richness. Management of some of these areas is the direct responsibility of the CCS, others are devolved to other bodies. The challenge within the AONB is a joined-up approach which encourages access but manages it to reduce ecological disturbance. People</p>   | <p>Agree with all of these statements</p>   |

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|         | <p>need to experience wild places in order to appreciate them and the latter is helped if information on the significance of various sites and their fauna and flora is available to visitors. There is some information already available but more could be done in this area and the AONB Management Plan could help here. The Swansea Local Biodiversity Action Plan and Countryside Action Plan are useful springboards. Ecotourism is an expanding industry worldwide: some already occurs within the AONB and there is potential for expansion provided it is done by suitably trained personnel.</p>  |   |
|         | <p>6. Rural areas often suffer from depopulation in favour of towns and cities – a national trend. Properties in much of Gower are expensive and not conducive to encouraging young working families to settle there. The LDP is therefore correct in concentrating on areas where affordable housing can be provided, which will enhance local communities. The CCS Unitary Development Plan (UDP) Local Development Plan (LDP) are informed by the needs of the AONB, this providing supplementary planning guidance. Of the LDP it is stated that “the protection of the natural beauty of the AONB will however remain the primary policy consideration in the main AONB plan”. It further states that “LDP is a critical aspect in the maintenance of the AONB’s special qualities in that it is through the LDP that development is controlled.” It is therefore encouraging to see that the stated principles for access to infrastructure facilities, affordability and environmental sensitivity appear to have been applied in the selection of sites under the emerging LDP, and that sites that do not meet these criteria have been rejected. It remains necessary to deal with any housing or commercial developments within the AONB with great care, especially those adjacent to the heritage coast and its adjacent maritime and near-coastal habitat. The impact here is not only on ecology, but on aesthetics. The Gower coast is the jewel in its crown. Areas of it are already overdeveloped or developed insensitively, out of keeping with the surrounding architecture. It is encouraging to see the AONB indicates that thought should also be given to the landscape when viewed from the sea. Thankfully, most of Gower is not overdeveloped. It should not aspire to be what it is not but should</p> | <p>Agree with all of these statements</p> |

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|  | capitalise on what it is and strive to maintain its largely unspoiled character. People who want something else have plenty of choice elsewhere. Insensitive development brings noise pollution, light pollution and landscape and ecological degradation.   |  |
|  | 7. At a time of political austerity, it is a challenge for the CCS to maintain services and infrastructure support to rural communities. However, the maintenance of such services is essential to the sustainability of these communities. Without them tourism aspirations, encouragement of new working settlers, the continued existence of local shops, and the long-term future of rural communities are all compromised.  | Agree with all of these statements                                       |
|  | 8. The CCS is to be congratulated on producing a comprehensive Management Plan for the Gower Area of Outstanding Natural Beauty. The 'proof of the pudding' will be in its 'eating' – the implementation of the plan. Gower has a rich cultural heritage. It also has a remarkable landscape and coastline, rich in biodiversity and with large areas which are substantially unspoiled by human impact. It would be a tragedy if future historians and ecologists reported on the loss of that heritage and the demise of the pristine nature of much of the peninsula.   | Agree with all of these statements                                       |
| Prof. Dennis Bellamy<br>CMS Consortium | As Chairman of the CMS Consortium I am writing to you regarding the request for feedback on the 2014 Draft Gower AONB Management Plan. The Consortium is a not for profit group of UK GOs and NGOs that came together in the late 1980s to develop a management system (CMS) for nature conservation. The CMS was originally envisaged as a tool to help create habitat and species management plans. In this context it is a database/GIS tool which enables central reporting on performance indicators from operational plans.<br>We now wish to develop a CMS to serve the wider purpose of tracking multi-themed outcomes. This appears to be the direction you are taking with the Gower plan and I wonder if your management team has considered the need for an overarching CMS type planning/recording logic to track performance indicators through all of your lead partners and CCS teams.<br>The driver for developing the CMS has consistently been the demands for a seamless | AONB Team to discuss with CMS consortium. No amendments to Plan required |

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|  | <p>recording/monitoring system for linking the strategic level with the operational level. Our basic planning logic is that the objective for each important feature to be managed is tagged with measurable performance indicators so that outcomes of the plan can be monitored. Each objective is then assigned a schedule of resources, such as jobs, methods and finance, to control factors standing in the way of reaching the objective. Such a project-based management system can be accommodated on a single sheet of paper/spreadsheet or entered into a combined online computer database/GIS system for ease of centralised reporting and spreading ideas and achievements. In the latter context we are developing interactive training/education modules for promoting the topic of environmental management, one of which is based on the cross-curricular topic of 'managing natural beauty'.</p> <p>Through the agency of the Consortium, the above planning recording logic is currently being used at various levels of thematic complexity throughout the UK and into Europe. On the Gower, our CMS is currently being used by NRW (an online computer database) and the National Trust (a paper system). Therefore, it should be relatively easy for these two organisations to provide you with nature conservation performance indicators. I see the important question as: 'Could a CMS be developed that includes all the organisations which your 2014 plan is asking to report on their operational outcomes?'</p> <p>Would you be interested in discussing this question with the Consortium with a view co-producing a suitable data model for joint evaluation? There would be no monetary costs to the AONB team.</p> |   |
| Sara Holden<br>Managing Artist<br>Sculpture by the Sea | I'm writing to say that I have reviewed the proposed AONB management plan of Gower and wish to comment that we agree with the conservation aspects and objectives that have been set out. However, as an arts organisation that has worked extensively on Gower AONB, CCS and CCW educational environmental art projects with local schools that have inspired and educated children and young people about the area, we would welcome emphasis being put on its aesthetic qualities too. Beautiful landscapes and   | Aesthetic qualities considered to be satisfactorily addressed in Theme 14 – Awareness Raising and Understanding and actions under |



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| UK      | <p>seascapes have always been recorded by artists and poets whose art has helped to highlight, show and persuade others of the cultural importance of keeping special places natural and undeveloped. Item PI2 of the plan sets out to support environmentally sustainable craft and workshop activities so we would hope that this would include the services of groups like ourselves who are trained artists and have for many years run environmental art programmes that couple nature and art. In line with Objective 38 to increase public access to, appreciation of and involvement with all the special qualities of the AONB, we would welcome the opportunity to be involved in helping to deliver the Gower Cultural Heritage programme such as intellectual access, walks, talks and events projects that help enhance people's environmental awareness, cultural appreciation and knowledge.</p> <p>Thank you for all your help and support in running our past Gower Nature and Art projects and we hope to work again with the AONB in the future. Please feel free to show others involved in the consultation the photo and text features on our website (<a href="http://www.sculpturebythesea.co.uk">www.sculpturebythesea.co.uk</a>) of projects that we have successfully run on Gower such as our annual sculpture festival on the beaches and projects in nature reserves such as Bishops Wood (i.e. Every child Outside Sculpture Trail Project) in partnership with AONB and City and County of Swansea.</p> <p>I would like also to draw your attention that the title/words AREA OF OUTSTANDING NATURAL BEAUTY actually refer to the aesthetic - beautiful and artistic aspects of the place (rather than any scientific aspects) so we would hope to see the final plan give at least 50% priority to these qualities and fund these aspects equally with the more scientific side of its management - i.e. fund projects that help others understand, feel sense of place and be part of the cultural heritage of the place, in line with tranquil activities. Also that Education about the place is an important part of the conservation and sustainability of the place.</p> <p>I know that you will give consideration to these things that I have highlighted.</p> | <p>Objective 38 – e.g. develop and implement a programme of intellectual access, walks, talks and events projects.</p> <p>‘Natural Beauty’ is a term that has a specific interpretation for AONBs and National Parks. CCW prepared a statement on natural beauty available here:</p> <p><a href="http://www.ccg.gov.uk/landscape--wildlife/protecting-our-landscape/special-landscapes--sites/protected-landscapes-and-sites/aonbs/clwydian-range-and-dee-valley/technical-reports.aspx">http://www.ccg.gov.uk/landscape--wildlife/protecting-our-landscape/special-landscapes--sites/protected-landscapes-and-sites/aonbs/clwydian-range-and-dee-valley/technical-reports.aspx</a></p> <p>This statement encompasses a wider definition than just the aesthetic qualities of the landscape.</p> |

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| Phil Holden<br>Photo-<br>graphy            | Great Management plan. When it comes to sustainable tourism obj.24 , my main consideration must be whether photo libraries in the area may lose out from the availability of photos from other sources at prices that are less than industry standards. I was surprised to see that you are using photos by [name withheld] someone I went to school with in Lamphey and a practicing geologist from Pembs. rather than a local photographer such as myself. Please let me know if you are ever in need of photos even for presentation use.   | Noted.<br>GLP project has recently commissioned a portfolio of images using a local professional   |
| Mr Paul<br>Griffiths<br>Resident           | I would like to discuss the AONB boundary line that comes across Caswell Road from Langland Golf Club and goes half way along my road and shoots of at an angle across the bottom of my garden. It would make much more sense when it crosses Caswell Road that it follows the footpath as opposed to as previously described go half way along a road and the arbitrarily go south and join the footpath  | AONB Team met with Mr Griffiths to discuss the boundary issue around his property. No amendments required to the Plan  |
| Gower<br>Power<br>Community<br>Cooperative | <p>On the whole I think the plan is really thorough in terms of addressing the framework it provides. I also can't help but think the plan is missing a trick if it doesn't consider in more detail the flow of resources in and out of the AONB and any potential positive and negative effects of those flows. Without wanting to go into too much detail, my concerns would be addressed by properly embedding the principles of a 'circular economy' within the plan and underpinning the long term vision by those principles. I also think the AONB management plan vision should have "Consumption" as one of its key themes, as supporting residents, business and visitors alike to consume responsibly would go so far to support many of the other themes (1,5, 8 &amp; 9). As you are aware, I have concerns about the "honeypot tourism" that I think most beautiful places inevitably promote to monetise their beauty, but I think even if this temptation is irresistible then we should be doing a better job of it and not opting down the "leaky bucket" approach. My point is illustrated by the following video...</p> <p><a href="https://www.youtube.com/watch?v=cj3Bp13hLiE#t=25">https://www.youtube.com/watch?v=cj3Bp13hLiE#t=25</a></p> <p>I am not suggesting that a Bristol Pound solution is the right one, (it almost definitely isn't), moreover that the AONB management plan should do more to build co-</p> | This AONB Plan revision has focussed on updating objectives and actions. Some principles raised in these comments would be difficult to incorporate into the revision given the statutory requirements and guidance for AONB Management Plans. AONB Partnership will continue to work with GPCC e.g. through the Rural Development Plan and developing the Natural Resource Planning |

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|                                  | <p>dependencies/ co-operation between producers, tourist operators, transport companies, community facilities, ecologists etc for the sake of protecting the AONB and retaining as much economic resource within the AONB. I don't know I am suggesting this as an additional theme (Co-operation?) or it just relates back to the principles of a circular economy I mentioned.</p> <p>I also have strong views about the importance of creating decentralised energy systems for the sake of building resilience within the AONB, but I think these can wait for the revised plan in 5 years time!!!</p>   | <p>approach.</p>   |
| <p>Friends of Swansea Horses</p> | <p>1 Friends of Swansea Horses (F.O.S.H.) was set up to protect the welfare of horses in the Swansea area. Our principle is 'putting horses first'. There are many horses kept within the AONB. These include horses kept on common land as well as private land and in connection with horse businesses. Horses have long had an association with the Gower and, we believe, their care has an important impact on perceptions of the area.</p> <p>2 It is of concern that the management and care of horses on the Gower receives almost no mention at all in the 2014 AONB Draft Management Plan. The reason for this is unclear but perhaps has to do with them falling between various stools. The Plan, for example, addresses 'Agriculture' yet horses as companion animals, kept for grazing or living as semi-feral animals, are not strictly an aspect of agriculture. The Plan also refers to 'Biodiversity' but again kept horses do not ordinarily fall under this heading.</p> <p>3 Nonetheless, the management and care of horses on the Gower is important and bears on a number of objectives of the Plan. There is, unfortunately, much evidence of poor welfare of horses kept. This includes the welfare of non-adapted horses turned out onto marshland (for example, on Llanrhidian Marsh off Penclawdd) which are exposed to extreme conditions of tides, cold and exposure, inadequate care in some instance of horses turned out on other areas of common land, and high rates of vehicle accidents affecting roaming horses. Those horses kept under the auspices of 'pony improvement societies' which are often hardy breeds may nevertheless receive inadequate care.</p> | <p>Horse welfare issues and measures are being taken forward through other mechanisms in the Council and by other partners. No amendments have been made to the Management Plan, but the AONB Partnership has enabled FOSH to present at their meetings.</p> |

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|         | <p>4 The Plan addresses issues on the Gower and objectives over the next 5 years in terms of 14 'themes'. The achievement of objectives against each theme will determine whether or not goals for the management plan in 'conserving and enhancing the natural beauty of the area' (paragraph 1.2) are achieved. Failure to properly consider and address the management and welfare of horses on the Gower represents a threat to certain of these objectives. The welfare of horses as complex, sentient animals is intrinsically important. However, failure to ensure proper care also will affect the reputation of the Gower as a tourist destination (Theme 9) and may significantly detract from raising 'awareness and understanding' of the area (Theme 14). There are likely to be detrimental effects on other areas/themes too (eg recreation, landscape).</p> <p>5 We note that references in the draft plan are limited at the moment to a very brief one in paragraph 3.4 as follows :</p> <p>'Significant tracts of common land, including the North Gower salt marshes, are grazed by cattle and sheep and – to a lesser extent – by ponies.'</p> <p>and in paragraph 3.12 by implication though without referring specifically to horses as follows : '...Pressures from traffic travelling across the common have contributed to increase the risk of car/livestock accidents.' Given the numbers, the welfare issues, the role and place of horses on the Gower this is entirely inadequate.</p> <p>6 We believe failure to address the management and welfare of horses on the Gower potentially directly prejudices the achievement of the following Objectives in the draft plan :</p> <p>Theme 7 : Recreation<br/>Objective 18: Ensure that Access Land is available and publicised for its use by communities and visitors<br/>By affecting public perception of the attractiveness of accessing land were horses may have a reputation for ill-treatment.</p> <p>Theme 9 : Tourism<br/>Objective 24: Support the development of a sustainable tourism industry on Gower.<br/>By negatively affecting perceptions of the area in terms of humane and appropriate</p> |          |

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|         | <p>treatment of horses kept and seen on the Gower, for example, as part of the tourist experience of tranquillity, beauty, contact with nature and rural life.</p> <p>Theme 14 : Awareness-raising and understanding</p> <p>Objective 37: Raise the profile of the AONB special qualities and its environmental, social and economic value</p> <p>By drawing attention to distressing or disturbing aspects of the way animals are kept and treated at the expense of consideration of other qualities of the AONB.</p> <p>Objective 38: Increase public access to, appreciation of and involvement with all the special qualities of the AONB, but particularly:</p> <ul style="list-style-type: none"> <li>• Biodiversity; • Geology; • Landscape; • Cultural Heritage</li> </ul> <p>As above, by drawing attention to distressing or disturbing aspects of the way animals are kept and treated at the expense of consideration of other qualities of the AONB.</p> <p>7 Friends of Swansea Horses wish to propose that the draft Management Plan is amended to include some specific references to ensuring the proper management and attention to welfare of horses kept on the Gower. We are concerned that if such explicit reference is not made then it may make it more difficult to address often long-standing welfare problems of horses over the coming years. We note that the welfare of horses has an increasingly high public profile in Wales.</p> <p>8 We recommend that before the Plan is finalised that in each of the key sections of the report that a relevant statement is included which, in combination, will provide direction to a strategy for protecting and improving horse welfare across the Gower. We recognise that role of horses on the Gower and their management cuts across themes within the Plan. However, it would be straightforward to include such statements under relevant sections. Specifically, we recommend that :</p> <p>In Chapter 2, a short section is added titled, 'Special Quality : Horses on the Gower'. Relevant information under each of the headings should be included relating to 'Status', 'Drivers for Change', 'Current and Future Trends', 'Potential Monitoring and Indicators'.</p> <p>In Chapter 3, some discussion is provided of activities relating to horses on the Gower,</p> |          |

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|         | <p>perhaps subsumed within the 'Tourism' section.</p> <p>In Chapters 4 and 5 relating to 'The Vision' and 'The Strategy' for the Gower AONB that specific statements on objectives are included which relate to horses under some or all off the sub-sections on 'Recreation', 'Tourism' and 'Awareness and Understanding'.</p> <p>9 Friends of Swansea Horses is aware that the draft Management Plan is close to finalisation. We are also aware that a formal consultation closed on 19th December 2014. Unfortunately, we were unaware of this until very recently and are knowingly submitting this report 'late'. However, we believe that the proper management of horses on the Gower firstly for their welfare, but also because of their role in tourism, recreation, awareness, and landscape are too important to ignore or to leave out of this essential Plan.</p> <p>10. We hope that the Gower AONB Partnership Group will give this comment urgent consideration. Friends of Swansea Horses will be pleased to submit specific recommendations for content of the Plan relating to horses. We could do so rapidly – over a period of less than a week if needed – to assist finalisation of the Plan.</p> |          |

**CHRIS LINDLEY**  
**GOWER AONB TEAM LEADER**  
**6 DECEMBER 2016**

# Agenda Item 15.

## Report of the Cabinet Member for Adults and Vulnerable People

Council - 23 March 2017

### WESTERN BAY POPULATION ASSESSMENT

|                                    |   |
|------------------------------------|---|
| <b>Purpose:</b>                    | <p>To approve the Western Bay Population Assessment.</p> <p>To authorise the Chief Social Services Officer to publish a link to the Population Assessment on the Council's website.</p> <p>To authorise the Director of People to submit the Population Assessment to Welsh Ministers on behalf of the three local authorities and the health board in the Western Bay region.</p>  |
| <b>Policy Framework:</b>           | <p>Social Services &amp; Wellbeing (Wales) Act 2014, The Care and Support (Population Assessments (Wales) Regulations 2015</p>  |
| <b>Consultation:</b>               | <p>Access to Services, Finance, Legal.</p>  |
| <b>Recommendation(s):</b>          | <p>It is recommended that Council:</p> <ol style="list-style-type: none"><li>1) Approve the Western Bay Population Assessment.</li><li>2) Authorise the Chief Social Services Officer to publish a link to the Population Assessment on the Council's website.</li><li>3) To authorise the Director of People to submit the Population Assessment to Welsh Ministers on behalf of the three local authorities and the health board in the Western Bay region.</li></ol> |
| <b>Report Author:</b>              | <p>Sara Harvey<br/>Regional Programme Director, Western Bay</p>   |
| <b>Finance Officer:</b>            | <p>Chris Davies</p>   |
| <b>Legal Officer:</b>              | <p>Pamela Milford</p>   |
| <b>Access to Services Officer:</b> | <p>Phil Couch</p>   |

## **1. Introduction**

- 1.1 The Social Services and Wellbeing (Wales) Act 2014 requires that local authorities and local health boards must jointly carry out an exercise known as a Population Assessment.
- 1.2 The purpose of the Population Assessment is to create an evidence base that will support the delivery of the statutory functions of the local authorities and the health board and also inform planning and operational decisions.
- 1.3 There is detailed statutory guidance which governs how population assessments should be developed and the minimum content that each should contain.
- 1.4 The Assessment must be published in the form of a regional report but within the report the situation for each local area must be set out.
- 1.5 The first Assessment must be completed, approved and published by 31<sup>st</sup> March 2017.
- 1.6 The report for the Western Bay area consists of three layers of detail:
  - 1.6.1 A suite of web-pages designed to provide a high level summary of care and support needs, services and key issues for the Western Bay area;
  - 1.6.2 A suite of downloadable documents ('chapters') which provides a more detailed description of arrangements;
  - 1.6.3 A suite of technical reports ('topic papers') which contain the evidence and analysis that the two other products are based upon.
  - 1.6.4 The Population Assessment will be used to develop an Area Plan by the Regional Partnership Board for developing services across the Western Bay Region;
  - 1.6.5 Evidence collated for the Population Assessment also forms part of the Wellbeing Assessment which will be presented to Council on 15th March 2017.

## **2. Legislation**

- 2.1 Section 14 of the Social Service and Wellbeing (Wales) Act 2014 ('SSWB Act') requires that local authorities and Local Health Boards must jointly carry out an assessment of the needs for care and support, and the support needs of carers in the Local Authority's area.
- 2.2 This assessment must also identify:
  - the extent to which those needs are not being met



- the range and level of services required to meet those needs
- the range and level of services required to deliver the preventative services required in section 15 of the Act; and
- how these services will be delivered through the medium of Welsh

### **3. Purpose of the Population Assessment**

- 3.1 The purpose of the population assessment is to ensure that local authorities and Local Health Boards jointly produce a clear and specific evidence base in relation to care and support needs and carers' needs to underpin the delivery of their statutory functions and inform planning and operational decisions. This will ensure services are planned and developed in an efficient and effective way by public sector partners to promote the well-being of people with care and support needs.
- 3.2 The population assessment will drive change, including by enabling both local authorities and Local Health Boards to focus on preventative approaches to care and support needs. It will provide the information required to support resource and budgetary decisions; ensuring services and outcomes are targeted, sustainable, effective and efficient. It will underpin the integration of services and particularly support the duties set out in Part 9 of the Act.

### **4. Links to other Strategic Planning Arrangements**

- 4.1 The Population Assessment must be taken into account by Public Services Boards when preparing the Wellbeing Assessments required by the Wellbeing of Future Generations (Wales) Act 2015.
- 4.2 The Population Assessment must inform and be informed by the Integrated Medium Term Financial Plans prepared by Health Boards as well as linking to other relevant key plans, such as housing and homelessness plans.

### **5. Approval and Publication Requirements**

- 5.1 A single regional report must be prepared for the Western Bay area and that report must be approved by the Board of the ABMU Health Board and the full Council meetings of each of the constituent local authorities.
- 5.2 Upon completion, assessment reports must be published on the websites of all local authorities and Local Health Boards involved in their production. A copy of the population assessment report must also be sent to Welsh Ministers at the time of publication. This function can be delegated to the lead co-ordinating body, who in this case is the City & County of Swansea.

5.3 The population assessment report should be drafted using accessible language so that it can be considered by members of the public. It is important the assessment report explains clearly how the local authorities and the Local Health Board have arrived at their decision in relation to the needs identified and the level of services required to meet those needs.

5.4 The report must be published by 31<sup>st</sup> March 2017, which will be completed on 31<sup>st</sup> March, following approval by Neath Port Talbot CBC on 15<sup>th</sup> March, Bridgend CBC Council on 29<sup>th</sup> March and the ABMU Health Board on 30<sup>th</sup> March 2017.

## **6. Overview of Arrangements Established to Prepare the Population Assessment**

6.1 A steering group, chaired by the Director of Public Health, Sara Hayes, was established to prepare the Population Assessment with members drawn from the three local authorities, the Health Board, Public Health Wales and the Councils for Voluntary Service.

6.2 There are three layers of data/information to the assessment:

6.2.1 A detailed, technical level of data in the form of topic papers;

6.2.2 Summaries of the topic papers available in downloadable format. Learning disabilities / autism chapter is included in **appendix 1**.

6.2.3 A suite of web pages drawing out the headlines of the assessment.

6.3 In line with the statutory guidance produced by Welsh Government, each level of data has been structured in accordance with core themes:

- Learning disabilities/Autism
- Mental health
- Health/ Physical disability
- Sensory impairment
- Carers
- Violence against women, domestic abuse and sexual violence
- Secure Estate
- Older people
- Children and Young People

- Safeguarding

6.4 Additionally, there is an introductory section explaining the purpose of the Population Assessment and its limitations, together with resource sections which provide high level context for the delivery of health and social care, making reference particularly to financial and workforce arrangements.

## **7. Developing the Topic Papers ('technical reports')**

7.1 A Data Sub-Group developed the technical level of detail for the assessment in the form of topic papers. Data collection was structured to provide consistency across the core themes. Topic papers were developed for each local authority area and drew on a range of published statistical data as well as qualitative and quantitative data held by partner organisations. Where possible, service managers were involved in providing or confirming the data collection and the interpretation placed on the data collected.

7.2 At the conclusion of the data collection phase, 10 individual topic papers had been produced. It is not intended that these are "published" but they can be made available on demand as technical reports. Final formatting of the topic papers is currently taking place. Learning disabilities / autism topic paper for Swansea is included in **appendix 2**.

## **8. Incorporating the Voice of Service Users and Carers and Wider Stakeholders**

8.1 The statutory guidance emphasises the importance of ensuring citizens and wider stakeholders can contribute to the development of the Population Assessment.

8.2 An Engagement Sub-Group was formed to explore how this requirement could be accommodated within the timescale of the project. It was identified that work was being undertaken in parallel by the three Public Services Boards across the Western Bay region to engage with a wide range of stakeholders to explore their perceptions of wellbeing, as part of the requirements for the Wellbeing of Future Generations (Wales) Act 2015. Arrangements were made to incorporate questions relating to the wellbeing of people who need care and support and their carers in that exercise. Additionally, the research contract – that was awarded to Miller Research Ltd., following a competitive bidding exercise – provided for all secondary research available across the Western Bay area which contained information about the wellbeing of people with care and support needs and carers to be analysed.

8.3 The research report prepared by Miller Research Ltd., summarises the findings of both the primary research conducted by the company and the secondary research evidence made available by the partners who have participated in this exercise.

8.4 The Western Bay Regional Citizen's Panel has received updates about the Population Assessment, as it has been developed and the final report will be shared with the Regional Citizen's Panel as the principal engagement mechanism for receiving feedback on the report and its findings. The ABMU HB Stakeholder Reference Group has also been part of the engagement exercise. Any feedback from the Regional Citizen's Panel and the SRG will be collated and worked into future iterations of the Population Assessment and will inform the Area Plan.

## **9. Developing the Regional Report**

9.1 The regional report has been produced as a digital output, supported by other formats to meet the accessibility requirements in the guidance. Essentially, the top level of the report is a suite of webpages which attempts to convey a straightforward and accessible account of:

- the needs of people for care and support across the Western Bay region;
- the range of services in place to meet those needs; and
- the factors that will need to be planned for in the next period.

9.2 The webpages are structured according to the core themes, with the addition of the introductory and resource sections referenced earlier in this report.

9.3 Bridging the gap between the high level web pages and the more detailed technical topic papers are a set of downloadable summaries, or chapters. There is a chapter summary for each core theme which brings together the three detailed topic papers for each core theme, adopting an easy to read format.

9.4 Both the webpages and the downloadable summaries are available in Welsh and English and there will be audio book and other formats made available, where appropriate, to ensure adherence to the guidance regarding accessibility, which also takes into account policies partner organisations have in place for their public information.

9.5 The task of preparing both the webpages and the downloadable summaries was overseen by an Editorial Sub-Group. Essentially, the work involved drawing out the main themes from the technical documents produced by the Data Sub-Group and the findings of the Engagement Sub-Group. An external provider was engaged to create the web resources as there was no resource available from within partner organisations to undertake this aspect of the work. Draft outputs were reviewed and signed off by the Editorial Group members.

9.6 The web pages can be accessed here:  
<http://westernbay.dns-systems.net/index.php/en/home/>

## 10. Emerging Themes

10.1 The Social Services and Wellbeing (Wales) Act 2014 provides a statutory framework for local authorities to exercise their social services functions with their partners and it is therefore the new law for improving the well-being of people requiring care and support, including both service users and carers.

10.2 It is worth reflecting that the fundamental principles of the SSWB Act are to promote:

- **Voice and control** – putting the individual and their needs, at the centre of their care, and giving them a voice in, and control over, reaching the outcomes that help them achieve well-being;
- **Prevention and early intervention** – increasing preventative services within the community to minimise the escalation of critical need;
- **Well-being** – supporting people to achieve their own well-being and measuring the success of care and support;
- **Co-production** – encouraging individuals to become more involved in the design and delivery of services.

10.3 An initial mapping of the themes emerging from the Population Assessment suggests the following:

| <b>Mapping of themes from Western Bay Population Assessment (2017)</b> |  |
|--|--|
| Needs relating to regional demographics                                | <ul style="list-style-type: none"> <li>• Chronic conditions</li> <li>• Childhood - obesity</li> <li>• Childhood - smoking</li> <li>• Early deaths – males</li> <li>• Mental Health – adults</li> <li>• Mental Health – children</li> <li>• Links to poverty and deprivation/homelessness</li> <li>• Older people including those with complex needs</li> <li>• People experiencing social isolation</li> <li>• People who depend on public transport</li> <li>• Dementia/Early onset</li> <li>• Vulnerable people living in rural areas</li> <li>• Available accommodation/tenancy – with support</li> </ul> |
| Demand which is increasing   | <ul style="list-style-type: none"> <li>• Safeguarding children</li> <li>• Safeguarding adults</li> <li>• Mental Health - support</li> <li>• Mental Health- substance misuse</li> </ul>   |

|                       |  |
|-----------------------|--|
|                       | <ul style="list-style-type: none"> <li>• Older people including those with complex needs</li> <li>• Violence against women</li> <li>• Carers – support for wellbeing</li> <li>• Prisoners with the Secure Estate</li> <li>• People requesting Direct Payments</li> <li>• Transitions</li> <li>• Respite care</li> <li>• Telecare/Assistive</li> <li>• Substance misuse</li> <li>• Risks associated with vulnerability – children and young people, learning disabilities, mental health and secure estate</li> </ul> |
| New population demand | <ul style="list-style-type: none"> <li>• Older people with learning disabilities with long term sensory conditions</li> <li>• Children and young people with complex conditions e.g. autism and complex behaviour/emotions</li> <li>• Physical disabilities/Health/ Brain injury</li> <li>• Refugee/Asylum seekers</li> <li>• Resettlement of prisoners</li> </ul>   |

### 10.3.1 Some early key messages emerging from above analysis:

**Safeguarding:** balancing efforts to focus on prevention with the need to respond to an increasing number of safeguarding concerns

**Meeting needs:** early intervention and effective assessments promoting strengths and positive solutions can help to meet outcomes as well as reduce future demand.

**Violence against women:** The need to ensure effective links between social services and health and the new Violence Against Women, Domestic Abuse and Sexual Violence Partnerships.

**Mental Health:** gap in Child and Adolescent Mental Health Service availability/ accessibility.

**Learning Disability:** data suggests an ageing population who are outliving carers, and may suffer long term conditions such as dementia, sensory loss and chronic conditions.

**Transport:** the importance of public transport, especially for older people, children and young people

**Place:** the importance of good facilities and the physical environment for wellbeing – especially in terms of children, young people and older people and their perceptions of crime and safety.

**Remodelling services and upskilling workforce:** in order to promote independence and improved outcomes through targeted interventions, and to help manage demand (**outcomes- based commissioning**)

**IAA:** Promoting access to up to date information and advice as well as improved management of expert knowledge held by professionals and within third sector, and wider communication of what is available via web and other public channels.

**Collaboration:** as way of managing resources and addressing demand, needs from new populations and meeting financial challenges

## **11. Next Steps**

- 11.1 Once the Population Assessment has been approved by the three local authorities and the Health Board, arrangements will need to be established to prepare the Area Plan, setting out the future pattern of services for the Region.
- 11.2 As far as the Population Assessment is concerned, the webpages will be hosted by the City and County of Swansea on behalf of the Western Bay partnership (with links to/from partner websites as required in the Act). As part of the contract for creating the web resource, training is available to ensure the information asset created can be maintained and built upon.
- 11.3 The Steering Group and its sub-group members also intend to carry out a “lessons learned” exercise. The exercise will seek to identify learning to inform:
  - 11.3.1 The Western Bay partnership – in relation to future work connected with the assessment. In particular, to address limitations in the data and the analysis, as well as improvements that the participants identify could be made to the process of creating and publishing future assessments;
  - 11.3.2 Welsh Government - it was evident in completing this exercise that there was difficulty in meeting all of the statutory requirements set out in guidance as other aspects of the Act had not been fully embedded. It was also evident that there is significant overlap with other legislative requirements – in particular the Wellbeing of Future Generations (Wales) Act 2015 and the Violence Against Women, Domestic Abuse and Sexual Violence (Wales) Act 2016. It will be important to draw these issues out clearly so that Welsh Government officials can reflect on whether changes to the policy framework might be made.
- 11.4 The Population Assessment has demonstrated that there is a commonality across the four statutory organisations in what we are trying to achieve in delivering health and social care services. It is going to provide the opportunity to focus on high level regional working priorities going forward which add value. The next steps include a workshop for the Regional Partnership Board to review the Population Assessment

and what it is telling us. The Population Assessment is a 'live' tool and therefore will be adapted and updated.

## **12. Role of the Regional Partnership Board**

12.1 The Regional Partnership Board is required to ensure that partners work effectively together to respond to the Population Assessment. The Board is not required to approve the Population Assessment. Approval of the Population Assessment is the responsibility of the Health Board and the full councils of the three local authorities.

12.2 The Regional Partnership Board does however, have a critical role to play in identifying the main priorities emerging from the Population Assessment and to consider the implications for the Board in preparing the Western Bay Area Plan.

## **13. Financial Implications**

13.1 A budget was established by the Regional Partnership Board to complete the Population Assessment which was funded through the Delivering Transformation Grant (Welsh Government).

## **14. Workforce Impact**

14.1 The Population Assessment exercise itself has no significant workforce impacts.

## **15. Equality Impact**

15.1 An equality impact assessment has been developed to support this exercise and it identifies that there is greater insight into the care and support needs of some people with protected characteristics than others. Gaps in the data have been identified and included in the equality impact assessment and should be used to inform future research and data development considerations. The equality impact assessment is included in **appendix 3**.

## **17. Legal Implications**

17.1 The Population Assessment has been prepared to comply with Section 14 of the Social Service and Wellbeing (Wales) Act 2014, the Care and Support (Population Assessments) (Wales) Regulations 2015 and associated Statutory Guidance.

## **18. Risk Management**

18.1 This is the first Population Assessment conducted under the Social Services and Wellbeing (Wales) Act 2014. There are a number of issues that have arisen in the course of completing the exercise which should be documented to inform further exercises. It is planned that a lessons



learned exercise will be completed to identify the salient issues. This will reduce the risks that resources are not used efficiently in completing future exercises; and the conflicts between this legislation and provisions contained within the Wellbeing of Future Generations (Wales) Act 2015 and the Violence Against Women, Domestic Abuse and Sexual Violence (Wales) Act 2016 would otherwise continue.

## **19. Reason for Proposed Decision**

19.1 To discharge the statutory duty placed upon the three local authorities and the ABMU Health Board operating as a Western Bay region to produce a regional population assessment report and to authorise the relevant officers to publish the assessment and submit the regional report to Welsh Ministers.

## **20. Implementation of Decision**

20.1 The decision is for immediate implementation.

### **Background Papers:**

Social Services and Wellbeing (Wales) Act 2014

Part 2 Code of Practice (General Functions)

### **Appendices:**

- Appendix 1 Sample downloadable 'chapter' document ('Learning Disability (LD) / autism chapter')
- Appendix 2 Sample 'topic paper' / technical report (Learning Disability (LD) / autism 'topic paper' for Swansea only)
- Appendix 3 Equality Impact Assessment



# **LEARNING DISABILITIES AND AUTISM**



## WHAT DO WE MEAN BY LEARNING DISABILITY

“ A learning disability describes people who take longer to learn and who may need support to develop new skills, understand complicated information and interact with other people ”

As well as having a learning disability, a lot of people have other physical or emotional conditions and may receive more than one diagnosis. This could have an impact on the kind of support they and their family need in their day-to-day life. Conditions closely associated with learning disability include:

- Down's Syndrome – a genetic, lifelong condition, Down's Syndrome is the most common form of learning disability. Down's Syndrome is not inherited but happens by chance. It is estimated that 45% of people with Down's Syndrome will develop dementia.
- Autism and Asperger's Syndrome – autism is not a learning disability but approximately half of people with autism have some form of learning disability. Asperger's Syndrome is a form of autism which causes communication and emotional problems.
- Global Development Delay – this term is used when a child takes longer to reach specific developmental milestones such as learning to walk, talk or interact socially than other children their age. For some the delay can be short term and with additional support can be overcome. However, in some cases the delay may be significant and the child will need continuing support which indicates they may have a learning disability.
- Challenging Behaviour – this can include outbursts, hitting or kicking other people or people hurting themselves. Behaviour is considered challenging if it is damaging to the person and others around them. Manchester's Hester Adrian Research Centre reports that approximately 1 in 7 people with a learning disability will have challenging behaviour. With as many as 1 in 18 will have 'more demanding' challenging behaviour.





## WHO IS AFFECTED AND HOW ?

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### ▼ IN WALES:

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It is sometimes difficult to identify learning disability at birth and it may not be until the age of 4 or 5 that a diagnosis can be made. However:

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- Based on the Welsh Government Daffodil Data Projection model it is estimated that in the general population of Wales, 21 people in every 1,000 have a learning disability.
  - ▶ Congenital hearing loss is present at birth.
  - ▶ Acquired hearing loss happens later in life, either during childhood, the teenage years, or in adulthood, it can be sudden or happen slowly over time.
- In Wales 2.8 per 1,000 people aged 65+ are projected to have a moderate/severe learning disability, compared to 5.5 per 1,000 for those aged 18 – 64. In other words, the proportion of the population with a moderate or severe learning disability aged 65+ is roughly half that of adults under the age of 65.
- In Wales in 2014-2015 known learning disability service users represented approximately 82% of the projected number with a moderate/severe learning disability.

## ▼ IN WESTERN BAY:

In Western Bay it is estimated that a total of 14,264 people have a learning disability (Daffodil, 2015).

— **BRIDGEND: 3,860 PEOPLE**  
( 1,210 aged 0-17 and 2, 650 aged 18+ )



**NEATH PORT TALBOT: 3,805 PEOPLE**  
( 1,172 aged 0-17 and 2, 633 aged 18+ )



**SWANSEA: 6,599 PEOPLE**  
 ( 1,946 aged 0-17 and 4, 653 aged 18+ )






- 
- Many children, young people and adults with a mild/moderate learning disability are able to cope with everyday life without support.
  - There is some evidence to show that there is a higher rate of severe learning disabilities in the British Asian population (Emerson et al, 1990).
  - Studies show that people with a learning disability suffer with poorer health than the general population. Research by the Institute for Health research at Lancaster University shows people with a learning disability have an increased risk of early death. Studies have shown that the risk of dying before 50 is 58 times greater than in the general population.
  - Respiratory diseases are the leading cause of death for those with learning disabilities, followed by coronary heart disease.
  - People with a learning disability are also more likely to develop other conditions such as early onset dementia, epilepsy and mental health problems.
  - Obesity is more common for those with a learning disability than in the general population.
  - People with a learning disability are vulnerable to social exclusion and discrimination.





## WHO IS RECEIVING HELP AND WHAT SUPPORT IS AVAILABLE ?

### ▼ EDUCATION:

|    | Speech, Language and Communication Difficulty | Autistic Spectrum Disorder                | Moderate Learning Difficulty | Physical Medical Difficulty | Behaviour Social and Emotional Difficulty |
|---|---|---|------------------------------|-----------------------------|---|
| Bridgend  | 17  | 119                                       | 27                           | 14                          | 43  |
| Neath Port Talbot   | 89  | 158                                       | 236                          | 22                          | 51  |
| Swansea   | 400   | 282                                       | 278                          | 133                         | 95  |
|    | Severe Learning Difficulty                    | Profound and Multiple Learning Difficulty | Hearing Impairment           | General Learning Difficulty | Visual Impairment                         |
| Bridgend  | 69  | 45  | 4                            | 10                          | 2   |
| Neath Port Talbot   | 70  | 23  | 16                           | 2                           | 10  |
| Swansea   | 74  | 48  | 37                           | 31                          | 28  |
|  | Attention Deficit Hyperactivity Disorder      | Dyspraxia                                 | Dyslexia                     | Multi-sensory Impairment    | Dyscalculia                               |
| Bridgend  | 9   | 1   | 3                            | 0                           | 0   |
| Neath Port Talbot   | 0   | 1   | 21                           | 0                           | 0   |
| Swansea   | 17  | 6   | 5                            | 4                           | 0   |

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▼ **ADDITIONAL LEARNING NEEDS TRANSFORMATION PROGRAMME:**

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The Welsh Government has developed an Additional Learning Needs Transformation Programme which is intended to transform the separate systems for special educational needs (SEN) in schools and learning difficulties and/or disabilities (LDD) in further education, to create a unified system for supporting learners aged from 0 to 25 with Additional Learning Needs.


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In December 2016 new legislation: the Additional Learning Needs and Tribunal (Wales) Bill and statutory guidance was introduced to support the Transformation Programme.

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▼ **TOTAL NUMBER OF LEARNING DISABILITY CLIENTS (AGED 18+) RECEIVING SERVICES DURING THE YEAR**

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|  | 2012 - 2013 | 2013 - 2014 | 2014 - 2015 |
|---|-------------|-------------|-------------|
| <b>Bridgend</b>   | <b>444</b>  | <b>445</b>  | <b>410</b>  |
| <b>Neath Port Talbot</b>  | <b>598</b>  | <b>614</b>  | <b>652</b>  |
| <b>Swansea</b>  | <b>743</b>  | <b>768</b>  | <b>766</b>  |


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Social Services support just over half of the adult learning disability population to live at home with family carers. However, there is a gap in our understanding of the support needs of these family carers.

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It is known anecdotally that there are increasing numbers of older people who continue to care for their adult child(ren) with a learning disability. We lack good quality data on this subject and it is an identified data gap. It would be valuable information in terms of planning services for ageing learning disability clients living at home whose parents become unable to care for them.

▼ **NUMBER OF COMMUNITY PLACEMENTS IN THEIR OWN HOME FOR PERSONS (AGED 16+) WITH A LEARNING DISABILITY**

|  | 2012 - 2013 | 2013 - 2014 | 2014 - 2015 |
|---|-------------|-------------|-------------|
| <b>Bridgend</b>   | <b>44</b>   | <b>39</b>   | <b>48</b>   |
| <b>Neath Port Talbot</b>  | <b>96</b>   | <b>17</b>   | <b>8</b>    |
| <b>Swansea</b>  | <b>136</b>  | <b>121</b>  | <b>111</b>  |

The rate of community placements in their own homes for persons with a learning disability aged 16 and over is significantly lower in Neath Port Talbot than in the other areas of Western Bay. Residential care is still often seen as the first option rather than exploring other options to ensure people are able to stay in their own homes.

▼ **NUMBER OF LEARNING DISABILITY CLIENTS (AGED 18+) SUPPORTED IN THE COMMUNITY DURING THE YEAR**


|  | 2012 - 2013 | 2013 - 2014 | 2014 - 2015 |
|---|-------------|-------------|-------------|
| <b>Bridgend</b>   | <b>380</b>  | <b>388</b>  | <b>354</b>  |
| <b>Neath Port Talbot</b>  | <b>446</b>  | <b>458</b>  | <b>490</b>  |
| <b>Swansea</b>  | <b>672</b>  | <b>686</b>  | <b>726</b>  |

Since the late 1980s it has been public policy to ensure people with a learning disability are supported in the community settings rather than in institutional forms of care such as special hospitals, residential and nursing care.

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▼ **NUMBER OF LEARNING DISABILITY CLIENTS (AGED 18+) SUPPORTED IN THE COMMUNITY DURING THE YEAR**

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|  | 2012 - 2013 | 2013 - 2014 | 2014 - 2015 |
|---|-------------|-------------|-------------|
| <b>Bridgend</b>   | <b>116</b>  | <b>104</b>  | <b>86</b>   |
| <b>Neath Port Talbot</b>  | <b>98</b>   | <b>88</b>   | <b>90</b>   |
| <b>Swansea</b>  | <b>129</b>  | <b>118</b>  | <b>147</b>  |

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Respite can be a key provision to support people with a learning disability who continue to live at home with relatives or others. Effective respite can prevent escalation in need for a person with a learning disability to be looked after in a more formal setting such as supported living or residential / nursing care.

Generally across Western Bay by 2014-2015, local authorities are providing slightly more respite care compared to the Wales average.

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▼ LIVING ARRANGEMENTS FOR ADULTS WITH A LEARNING DISABILITY

| 2006 - 2007 |     | 2014 - 2015 |    | 2006 - 2007       |     | 2014 - 2015 |   | 2006 - 2007 |   | 2014 - 2015 |   |
|-------------|-----|-------------|----|-------------------|-----|-------------|---|-------------|---|-------------|---|
| Bridgend    |     |             |    | Neath Port Talbot |     |             |   | Swansea     |   |             |   |
| 31          | -   | -           | -  | 8                 | -   | -           | - | -           | - | -           | - |
| -           | 2   | 5           | 2  | 14                | 3   | -           | - | -           | - | -           | - |
| 7           | 12  | 68          | 76 | 94                | 94  | -           | - | -           | - | -           | - |
| 115         | 148 | 77          | 96 | 182               | 317 | -           | - | -           | - | -           | - |

Number of LD clients aged 18+ in local authority residential care at 31 March (PM2)


Number of LD clients aged 18+ in independent sector nursing care at 31 March (PM2)

Number of LD clients aged 18+ in independent sector residential care at 31 March (PM2)

Number of LD clients aged 18+ in Support accommodation at 31 March (PM2)




## ▼ FLOATING SUPPORT AND SUPPORT IN FIXED SUPPORTED ACCOMMODATION 2015-2016

|  | Bridgend                 | Neath Port Talbot  | Swansea |
|---|--------------------------|--|---------|
| Received a floating support service   | Unable to provide        | 238  | -       |
| Received support in fixed supported accommodation                                 | 154                      | 85   | -       |
| How many male, how many female  | Male - 82<br>Female - 72 | Male - 166<br>Female - 157   | -       |
| How many identified learning disability as a lead need                            | 154                      | 122 are receiving a service 'specifically' catering for Learning Disabilities as a lead need | -       |
| How many identified learning disability as a secondary need                       | Not recorded             | Not recorded   | -       |
| How many identifies learning disability as a tertiary need                        | Not recorded             | Not recorded   | -       |

An additional 201 Service Users are receiving a Pan-Disability Service, whereby Learning Disability, Mental Health and/or Physical or Sensory Disabilities are supported in equal parts.

Services over the past 20 years have been increasing aimed at supporting the needs of older people with a learning disability as the population has aged. This has seen the development of specialist day services for older people and the development of Shared Lives to offer people a more homely environment as an alternative to residential types of support.

### ▼ FLOATING SUPPORT AND SUPPORT IN FIXED SUPPORTED ACCOMMODATION 2015-2016

|  | 2006<br>2007 | 2007<br>2008 | 2008<br>2009 | 2009<br>2010 | 2010<br>2011 | 2011<br>2012 | 2012<br>2013 | 2013<br>2014 | 2014<br>2015 |
|---|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| Bridgend  | 38           | 39           | 38           | 31           | 39           | 45           | 52           | 53           | 40           |
| Neath Port Talbot   | 26           | 36           | 33           | 42           | 45           | 54           | 58           | 68           | 75           |
| Swansea   | 85           | 69           | 62           | 67           | 76           | 81           | 84           | 91           | 86           |

### ▼ FLOATING SUPPORT AND SUPPORT IN FIXED SUPPORTED ACCOMMODATION 2015-2016

- Current annual statutory returns for older people allow local authorities to report on the use of 'community support day care' in addition to traditional centre-based day care. Community support day care is envisioned as being day care that promotes greater levels of independence by enhancing the skills of people with a learning disability, such as workplace skills, travel training.
- Across Western Bay, there may be differing approaches to how the forms of day care are recorded and reported. While Neath Port Talbot reports no community support day care, Bridgend has grown this provision while Swansea has reduced it. Conversely, NPT and Bridgend have reduced traditional day care while Swansea has increased it.
- The net change 2006-2015 across Western Bay is to report slightly fewer total adults with a learning disability receiving day care of any kind. It is possible that the day care element of supported living may not be recorded and reported, therefore the number of people receiving day care may be under-reported.



▼ **ACUTE ASSESSMENT AND SPECIAL RESIDENTIAL SERVICES - ABMU AREA**

| <b>Learning Disabilities Acute Assessment and Treatment Unit</b>   |  |   |
|--|--|---|
| <b>Llwyneryr Acute Assessment and Treatment Unit</b>   | <b>Ilwyneryr AATU<br/>Clasemont Rd, Morriston<br/>Swansea SA6 6AH<br/>TEL: 01792 784 012</b> | <b>8 unscheduled care beds for people with learning disabilities and mental health or behavioural problems. To deliver care which cannot reasonably be foreseen or planned in advance or must be delivered overnight or during the weekend.</b> |
| <b>Learning Disabilities Acute Assessment and Treatment Unit</b>   |  |   |
| <b>Swn-Y-Afon</b>  | <b>Brynteg<br/>Nant-Y-Cafn<br/>Seven Sisters<br/>SA10 9ET<br/>TEL: 01639 702 906</b>         | <b>5 bed longer stay unit for people with learning disabilities and mental health or behavioural problems.</b>  |
| <b>Dan-Y-Den</b>   | <b>151 Clasemont Road<br/>Morriston, Swansea<br/>SA6 6AH<br/>TEL: 01792 784024</b>           | <b>5 bed longer stay unit for people with learning disabilities and mental health or behavioural problems.</b>  |
| <b>Dan-Y-Bont</b>  | <b>Waterhall Road<br/>Kenfig Hill<br/>Bridgend<br/>CF33 6HA<br/>TEL: 01792 784 012</b>       | <b>5 bed longer stay beds for people with learning disabilities and mental health or behavioural problems.</b>  |
| <b>2014-2015: There were a total of 69 admissions into specialist residential services, 18 (26%) were from the Western Bay area. During, 2015-2016: There were a total of 54 admissions, 12 (22%) were from the Western Bay area</b> |  |   |



## THINGS PEOPLE TOLD US THAT MATTER TO THEM

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### — INFORMATION:

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- Have more accessible and easy to read information about social activities, health, community and housing
  - Share information better between professionals to keep everyone informed and to avoid confusion
  - Improve access to technology and provide training to use it
  - Provide an information directory which identifies the services available
- 

### — LOCAL COMMUNITY:

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- Make local facilities more suitable for supporting disabled people
- Educate people who work in services such as leisure activities and public transport to have a better understanding of the challenges faced by people with learning disabilities

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## — INDEPENDENCE:

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- Support of friends and family and especially provide opportunities for them to 'take a break'
  - Develop community activities to support people with a learning disability
  - Provide opportunities for volunteering or paid work to make a contribution to society
  - Help people to feel safe in communities to support independence
- 

## — TRANSITION:

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- Improve arrangements for young people to better support them into adulthood






# WHAT CHANGES DO WE HAVE TO PLAN FOR?

## POPULATION CHANGES AND PREDICTED CHANGES IN PREVALENCE

### PREDICTED CHILDREN AND YOUNG PEOPLE WITH A LEARNING DISABILITY


| 2015     |  | 2035  |  | 2015              |  | 2035 |  | 2015    |  | 2035  |  |
|----------|--|-------|--|-------------------|--|------|--|---------|--|-------|--|
| Bridgend |  |       |  | Neath Port Talbot |  |      |  | Swansea |  |       |  |
| 1,042    |  | 1,007 |  | 1,009             |  | 950  |  | 1,676   |  | 1,735 |  |
| 135      |  | 130   |  | 131               |  | 123  |  | 217     |  | 224   |  |
| 33       |  | 32    |  | 32                |  | 30   |  | 53      |  | 55    |  |





|  |  |   |   |   |   |
|--|--|---|---|---|---|
|  | Predicted number of people aged 0-17 with a moderate learning difficulty |  | Predicted number of people aged 0-17 with a severe learning difficulty (Daffodil) |  | Predicted number of people aged 0-17 with a profound learning difficulty (Daffodil) |
|--|--|---|---|---|---|



## ▼ PREDICTED CHILDREN AND YOUNG PEOPLE WITH A LEARNING DISABILITY

|  | 2015  | 2020  | 2025  | 2030  | 2035  |
|---|-------|-------|-------|-------|-------|
| Bridgend  | 2,650 | 2,708 | 2,750 | 2,796 | 2,855 |
| Neath Port Talbot   | 2,633 | 2,645 | 2,650 | 2,667 | 2,696 |
| Swansea   | 4,653 | 4,796 | 4,918 | 5,057 | 5,208 |

Improved neonatal care means that more premature babies are surviving. These children have a very high likelihood of severe and multiple disabilities, with 97% of those with a disability having a neurological or intellectual disability.

-  Inequities in quality of life and mortality - There has been historical evidence that the medical care of the physical ailments of those with a learning disability (and those with mental health problems) has been less than adequate. This has been addressed by the NHS in more recent years but there continue to be some legacy issues.
-  There is a demand for a 52-week accommodation service for children with disabilities in Western Bay.
-  Transition planning which enables early identification and information sharing regarding young people aged 14+ to jointly plan for their transition from children's to adult's services.
-  Older people with learning disabilities are living for longer, including those with multiple learning disabilities. There is also an ageing population and these factors combined mean that there is a growing and ageing population.

- 
- Predictions show us that we will see a small increase in the number of older people with a moderate or severe learning disability . This is important because services will need to give consideration to the age related needs of service users such as dementia and physical frailty.
  - The use of Direct Payments – Although the use of direct payments has increased across Western Bay in Learning Disability clients aged 18+, there are very few recorded cases of those aged 65+ using direct payments in this way.
  - Sustainable models of supported living to enable us to continue our approach of supporting people in tenancy based options. This will mean a shift away from the 24/7 model towards a more mixed arrangement. Right sizing will also support us to shift resources in this model.
  - Assistive technology – to explore potential in supported living settings to relieve resources spent on night time support
  - Re-modelling day services to support more people in the community and to support more people into work through the development of social enterprises to lessen reliance on traditional forms of day care
  - Respite – consideration needs to be given to the distribution of resources to better meet need across the region.



# AUTISM

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## — WHAT DO YOU MEAN BY AUTISM

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“ Autism is a lifelong condition. Someone may have mild, moderate or severe autism, so it is sometimes referred to as a spectrum or autism spectrum disorder (ASD) ”

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Autism is not a learning disability but around half of those with autism may also have a learning disability.

▼ There are three common features of autism, which might affect the way a person:

- interacts with others in a social situation.  
|
- is able to communicate with others, thinks about and deals with social situations.  
|
- “Asperger’s syndrome is a form of autism which also causes communication and emotional problems. However, people with Asperger’s syndrome often have fewer problems with speaking and are less likely to have a learning disability”.

### SOURCE

(Mencap: <https://www.mencap.org.uk/learning-disability/explained/conditions/autism-and-aspergers-syndrome>)



## — WHO IS AFFECTED AND HOW ?

Around 700,000\* people in the UK are on the autistic spectrum. Together with their families they make up around 2.8 million people whose lives are affected by autism every single day.

### ▼ IN WESTERN BAY

| Projected Number of people aged 0-17 with any autistic spectrum disorder |       |       |                     |
|--|-------|-------|---------------------|
| % Change in values between initial and comparison year                   |       |       |                     |
| Local Authority  | 2015  | 2035  | Absolute Differnece |
| Bridgend   | 338   | 326   | - 12                |
| Neath Port Talbot  | 327   | 308   | - 19                |
| Swansea  | 544   | 563   | + 19                |
| Wales  | 7,326 | 7,299 | - 27                |
| Western Bay  | 1,209 | 1,197 | - 12                |



- 
- Not all people with a diagnosis on the autistic spectrum will need specialist support to maintain their independence.
  - The increased recognition of Autistic Spectrum Disorder and the improving diagnostic framework means that the number of people diagnosed with ASD is increasing.
  - Families with children and young people with ASD often face particular challenges as their child matures. It will be critical that there are a range of early help and intervention services as well as specialist services for those children with more complex needs to support families from the point of diagnosis through to transition to adulthood.
  - Families with children and young people with ASD are under considerable stress. Dealing with issues of their child's personal hygiene, children eating a limited diet, requiring constant care and attention and spending many hours awake at night makes it difficult for parents/carers to stay in employment. In these instances parental relationship breakdown is extremely high (85%).
  - Managing multiple appointments, education related issues and school holidays are very challenging for parents/carers who often feel guilty about their unavailability to their other children. Parents can limit young people by not allowing them to be socially active and self-reliant and need to be supported to enable their children to develop their independence (Bridgend ASD Mapping exercise – link required).
  - A 2016 Survey of over 2,000 people conducted by the National Autistic Society indicated that just 16% of adults with autism are in full-time paid work.
  - There is no record of the number of people with autism receiving support in Western Bay.

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Autism is not a learning disability but around half of those with autism may also have a learning disability.

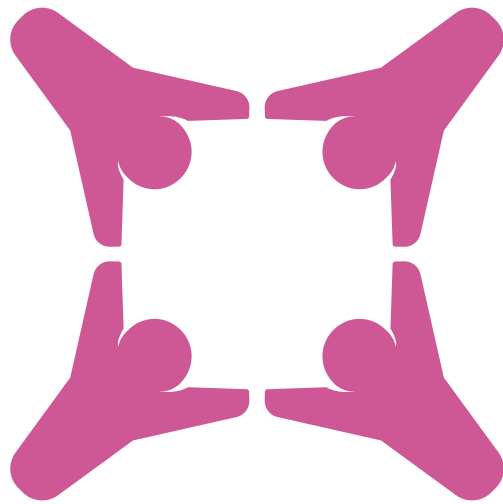
- There are eight residential services in South Wales for people affected by autism. Two in Caerleon and six in the Neath area. The residential services provide people with autism with an environment in which they can learn new skills, become more confident and increase their independence to become full and active members of the local community.
- In addition to this there are six 'daytime hubs' in South Wales where adults with autism can go for support, to socialise and to learn new skills. Two of these hubs are within Western Bay. Glamorgan House in Neath, and Mill court in Swansea.
- The National Autistic Society Cymru also provides short breaks and respite, a University Outreach Service to support students with Asperger's Syndrome, one-to-one outreach support service for children and adults and community based projects.

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## — WHAT CHANGES DO WE HAVE TO PLAN FOR?

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- Whilst the data suggests that the increase in numbers will be small, the levels of need and the services required to meet those needs will have a noticeable impact on the budget.
- Progress the development and implementation of multi-disciplinary assessments to ensure models of care and support are person-centred and holistically respond to an individual's health, social care and support needs.
- Effective, timely and outcome based transition arrangements, particularly between children and young people's services and adult's services but also from working aged to older people's services
- Right sizing of packages of care – refocus practice to focus on developing models of support that encourage independence, embracing prevention, early intervention and less restrictive options.
- Replacement of risk-averse practice with proportionate risk management that will improve outcomes and reduce costs.
- Adoption of a 'progression' model that supports people to maximise their independence.
- Develop the market to develop the whole care pathway, provide alternatives to residential care and to increase choice with health and housing partners.
- Develop personalised services, social co-operatives and skills based opportunities facilitated by increased use of direct payments.
- More effective management of transition between children's and adult's services
- Further development of telecare and tele health to promote and maintain people independence.
- Remodelling of services to move away from traditional establishment based services to promote a, focusing upon reducing dependency and need and using natural support within the community.



# WESTERN BAY

## POPULATION ASSESSMENT REPORT

## WESTERN BAY POPULATION ASSESSMENT 2016/17

### SWANSEA AREA

### LEARNING DISABILITY AND AUTISM

#### 1) OVERVIEW OF CURRENT AND FORECASTED NEEDS

##### What do we mean by Learning Disability?

Understanding the population we serve is necessary if we are to meet their needs effectively. Future requirements for services will depend upon demographic changes and examination of trends over the recent past will help in planning both health and local authority services.

The number of people with a learning disability requiring services in the future will depend upon the number of births of babies with a learning disability, the deaths of people currently served, morbidity (severity of learning disability) and social and political factors such as the expectations of service users and carers and the expectation of government policy (Health Trends vol. 29, 1997).

The use of the word learning disability should be associated with the following:

- Significant intellectual impairment,
- Difficulties with social functioning and/or adaptive behaviour,
- These are usually present from childhood, with a lasting effect on development.

Intelligence quotient scores (IQ's) are used to determine when someone has a significant intellectual impairment (currently identified as an IQ of less than 70) and adaptive behaviour scales are used to determine someone's ability to cope with daily life.

The current classification model approved by the World Health Organisation is the ICDH-2 (International Classification of Impairments, Disabilities and Handicaps).

In Swansea, decision making about service responses through the Assessment and Care Management process focuses on adaptive behaviour rather than IQ level per se.

##### What causes a learning disability?

Most incidents of learning disability are caused by chromosomal and genetic errors. Of these, Downs' Syndrome is the most common form of learning disability.

Others are caused during pregnancy (pre-natal) e.g. foetal alcohol syndrome, and during or after birth e.g. birth trauma, accidents and infections.

For many people with a learning disability the cause is often unknown. Our understanding of the causes of learning disability is increasing and consequently our understanding of how we can prevent or reduce the risk for learning disability is increasing.

### **How many people have a learning disability?**

It is difficult to be precise about numbers for a variety of reasons. Also it is difficult to identify learning disability at birth and it may not be until the age of 4 or 5 that diagnoses can be made – it may then be unclear as to what caused the learning disability.

It is still common practice to rely solely on IQ when determining whether someone has a learning disability, rather than using adaptive behaviour tests in conjunction with IQ tests.

Based upon the IQ classification, the prevalence rate for Western countries for people with mild to moderate learning disability (IQ 50-70) is 30 per 1000 of population and for people with a severe learning disability (IQ < 50) it is 1 per 1000.

These upward pressures may be attributed to:

- The greater incidence and survival rate of children with severe learning disability and complex health needs (Robertson et al, 1992).
- Increased life expectancy of people with severe learning disability into mid and old age (Janicki et al, 1999)
- A bulge in the UK childhood prevalence of learning disabilities for births between the mid 1950's and mid 1960's. (Fryers, 1993).
- Higher prevalence of rates of severe learning disability amongst South Asian communities in the UK (Emerson et al, 1997).
- Increases in average maternal age.
- Increases in the number of children growing up in poverty (Policy and Practice Statement),
- Increases in prenatal threats of substance misuse (Policy and Practice Statement).

Downward pressures are also prevalent and will have an impact:

- Impact of pre-natal screening for Down's syndrome is estimated to reduce the natural rate by 0.5% per 1000.
- Improved health care and support resulting in fewer 'at risk' infants developing learning disability.

However, increased life expectancy for people with a learning disability is significant and outweighs any downward trends.

### **How many people in Swansea have a learning disability and how will this change over the next 20 years?**

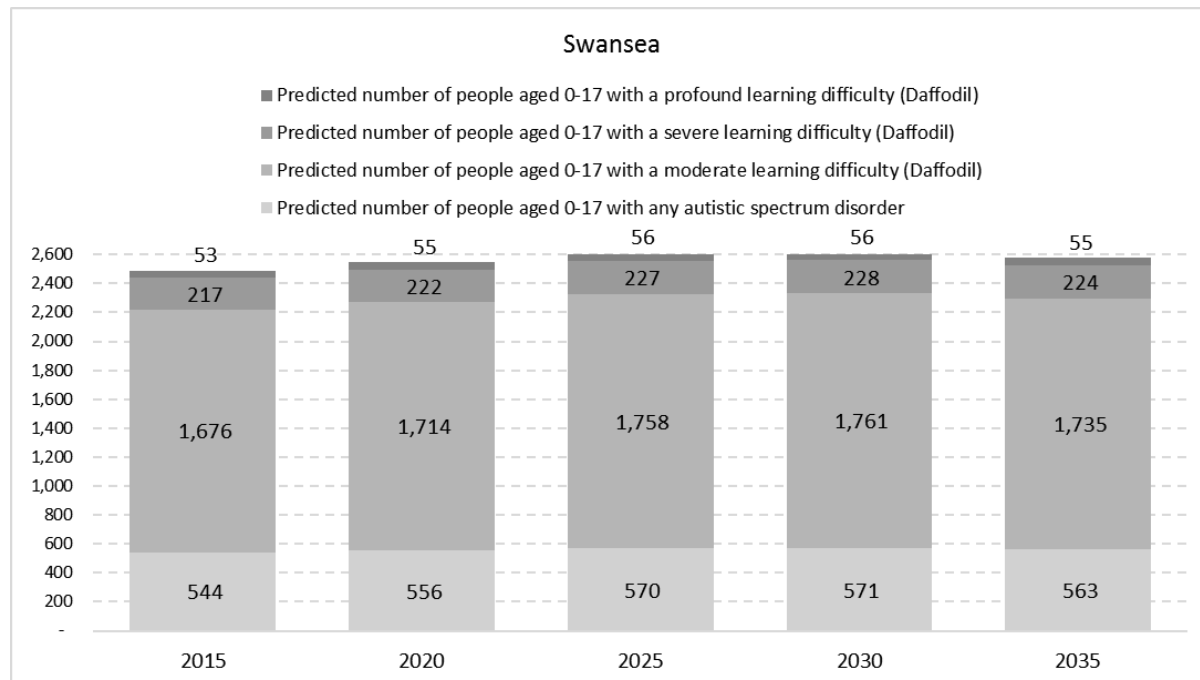
## Children and young adults with a learning disability

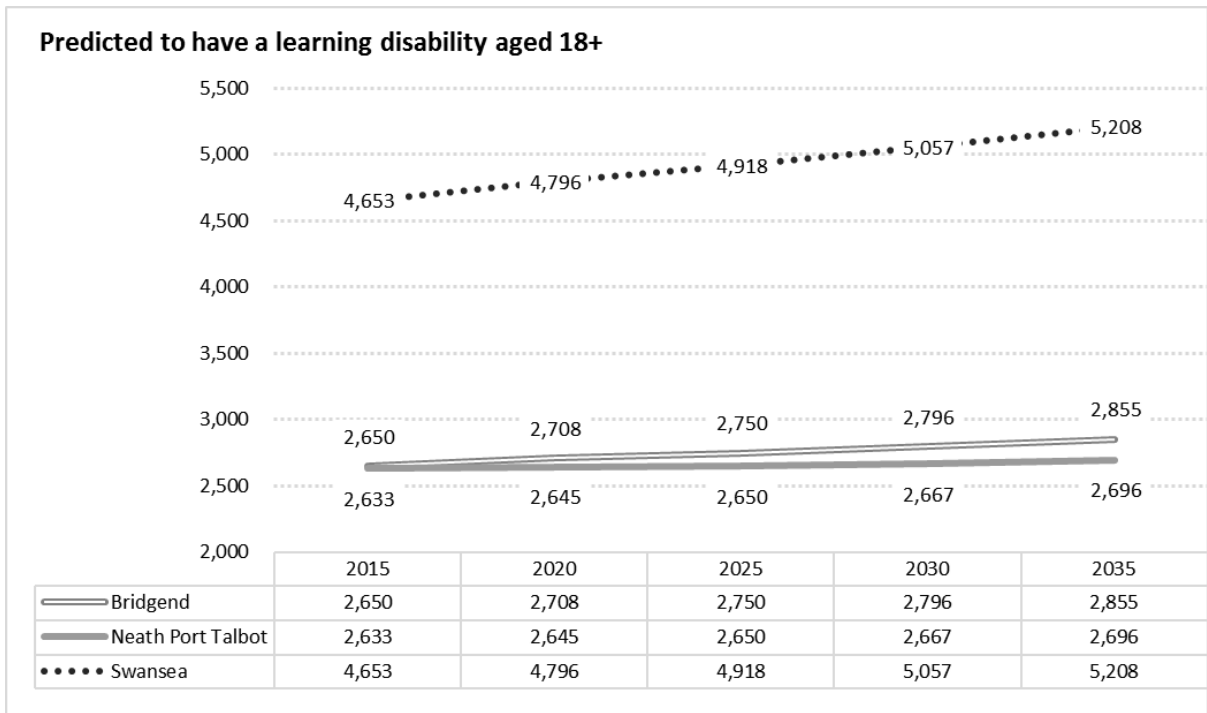
By 2035, it is projected that there will be 555 more adults with a learning disability in Swansea, representing a growth in numbers of 11.9%, far exceeding the Wales average of 8.2% growth. There is a projected growth of 88 children with a learning disability over the same period; 59 with a moderate learning disability, 27 with a severe learning disability and 2 with profound learning disability and a projected growth of 19 people with Autistic Spectrum Disorder.

The reasons for the relative consistency of proportion of the population who have a learning disability include the following:

- The definition of 'learning disability' in part ties to a statistical fact relating to the distribution of measured intelligence over whole populations, without taking into account special individual conditions.
- The relatively stable rates of pre-birth and perinatal conditions at whole population level that can result in a learning disability
- Areas with a broadly younger population will tend to have proportionately higher rates of learning disability due to relatively higher rates of fertility compared to older populations.

It is important to note that many adults and children with a learning disability are able to cope with everyday life without the input of social services. The Children's Disability Team and the Community Support Team are most likely to come into contact with people with more severe and profound needs and a proportion of those with moderate needs.





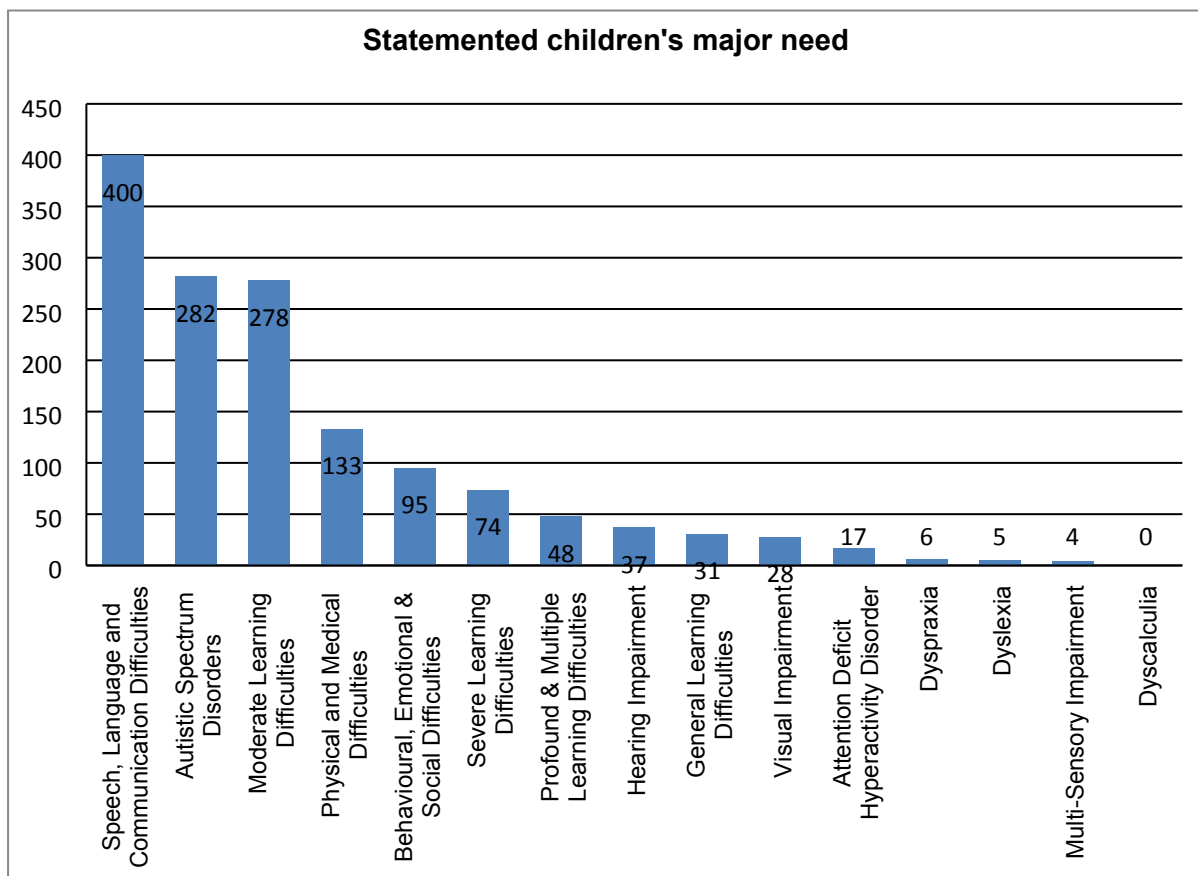
While the numbers of people with a moderate or severe learning disability are likely to rise to 2035, those numbers as a proportion of the total population are in fact projected to drop.

An interpretation of these reflects changes in the overall population of the area:-

- The increasing proportion of older people would be expected to constrain the overall numbers of people with a learning disability in the population.
- The number of all people aged 16-64 is predicted to fall in both Bridgend and Neath Port Talbot to 2035, although Swansea is projected to see a small increase in population.

The following table gives a breakdown of the primary need of stated children. We can see that Autistic Spectrum Disorder, severe learning disability and profound and multiple learning disability are mainly consistent with predictions in the table above.





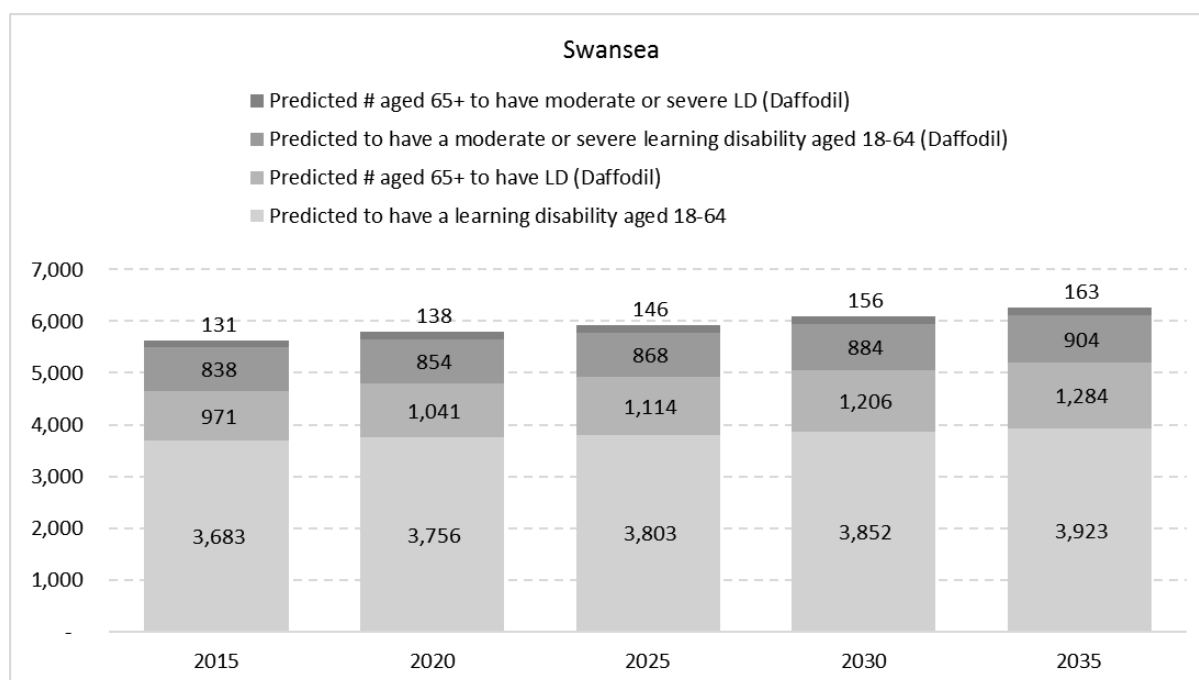
### Transition

The following table shows us the numbers of people referred to the Learning Disability Transition Team from 2009-10 and their ages at referral which gives an indication of when Adult Services will resume responsibility for them. Adult Services would usually expect to see an additional 20-25 people a year.

|                  | Age at Referral to Transition Team |           |           |            |           |          |          |          |          |            |
|------------------|------------------------------------|-----------|-----------|------------|-----------|----------|----------|----------|----------|------------|
|                  | 14                                 | 15        | 16        | 17         | 18        | 19       | 20       | Over 20  | Unknown  | Total      |
| <b>2009/2010</b> |                                    | 2         | 7         | 8          | 13        | 1        | 1        |          |          | 32         |
| <b>2010/2011</b> |                                    | 2         | 7         | 10         | 8         | 2        |          |          |          | 29         |
| <b>2011/2012</b> |                                    |           | 3         | 14         | 7         | 1        |          |          |          | 25         |
| <b>2012/2013</b> |                                    |           | 6         | 23         | 1         |          |          | 1        | 1        | 32         |
| <b>2013/2014</b> | 1                                  | 3         | 31        | 26         | 3         |          | 1        |          |          | 65         |
| <b>2014/2015</b> | 2                                  | 9         | 21        | 14         | 2         | 1        |          | 2        | 2        | 53         |
| <b>2015/2016</b> | 1                                  | 6         | 19        | 8          | 1         |          |          | 3        | 3        | 41         |
| <b>Total</b>     | <b>4</b>                           | <b>22</b> | <b>94</b> | <b>103</b> | <b>35</b> | <b>5</b> | <b>2</b> | <b>6</b> | <b>6</b> | <b>277</b> |

## Older People with a Learning Disability (65+)

Predictions show us that we will see a small increase in the numbers of older people with a moderate or severe learning disability. This is important because services will need to also consider people's needs relating to ageing, including dementia and physical frailty.



## Health Needs

### Dementia

We know that people with Down's Syndrome are more likely than the rest of the population to develop dementia. It is estimated that early dementia can occur in 45% of people with Down's Syndrome. (need to find source)

We know that we have an ageing population and part of this picture will be a group of people with Down's Syndrome who will have additional needs as a result of related health conditions, including early onset dementia, will have implications for how we support them.

Most people tend to live at home with carers and the onset of dementia can usually make a manageable, long standing situation suddenly unmanageable. We need to understand how to support people and their families to keep them at home, if this is what they want, and develop alternatives to nursing home provision.

### Challenging Behaviour

Manchester’s Hester Adrian Research Centre reports that approximately 1 in 7 people with a Learning Disability will have challenging behaviour. It also found that 1 in 18 would have “more demanding” challenging behaviour.

People who challenge do so in the sense that their needs cannot be easily met by mainstream services. Usually, higher levels of staff will be required and enhanced skills and understanding within the staff team. They may also require specialist services.

Whilst many people with challenging behaviour have been supported to live in the community, it is recognised that some may require specifically commissioned services, some of which may be out of county although the Closer to Home programme has been successful in bringing many people back into Swansea.

### Carers of People with a Learning Disability

We support just over half of our adult population to live at home with family carers. We need to understand the support needs of these family carers better than we do currently and this is a gap in our knowledge.

There are some problems in reporting on the age of carers of people with a learning disability due to the recording processes we have in place. For example, we don’t routinely ask for the birth date or age of a carer.

We are able, however, to report the average age of carers who have received a carers assessment in their own right.

This is not a perfect measure and the following caveats should be noted: -

- The numbers of carer who actually want a separate carers assessment are relatively small. Over 9 out of 10 carers are known to be offered a carers assessment.
- We have not been provided with the birth date of all carers and thus average age for these carers cannot be calculated.
- The average age is calculated for the individual for each completed carers assessment and **not** each person. This means that an individual carer can potentially be counted multiple times in multiple years for the purposes of this measurement.

The table below compares the average age of carer at carer assessment for each of the last 6 financial years:-

|           | Carers of People with a Learning Disability |                           | All Carers            |                           |
|-----------|---|---------------------------|-----------------------|---------------------------|
|           | Number of Assessments                       | Average Age at Assessment | Number of Assessments | Average Age at Assessment |
| 2011/2012 | 20  | 54.3                      | 280                   | 64.3                      |
| 2012/2013 | 29  | 57.7                      | 513                   | 64.3                      |
| 2013/2014 | 32  | 54.4                      | 485                   | 65.4                      |
| 2014/2015 | 31  | 61.3                      | 500                   | 65.4                      |

|           |            |      |              |      |
|-----------|------------|------|--------------|------|
| 2015/2016 | 43         | 57.9 | 456          | 66.5 |
| 2016/2017 | 23         | 57.9 | 201          | 64.2 |
|           | <b>178</b> |      | <b>2,435</b> |      |

The graph below illustrates clearly that those who receive a carers' assessment are noticeably younger than is average for all carers, often by around 10 years or more. This tells us that carers of people with a learning disability find that they are beginning to feel the need for specific assessment of their own needs as a carer much earlier than other carers.

It is known anecdotally that there are increasing numbers of older people who continue to care for their adult child(ren) with a learning disability. We lack good quality data on this subject and it is an identified data gap. It would be valuable information in terms of planning services for aging learning disability clients living at home whose parents become unable to care for them.

### **Autistic Spectrum Disorder**

Autism is a lifelong, developmental condition that affects how a person communicates with other people and also how they experience the world.

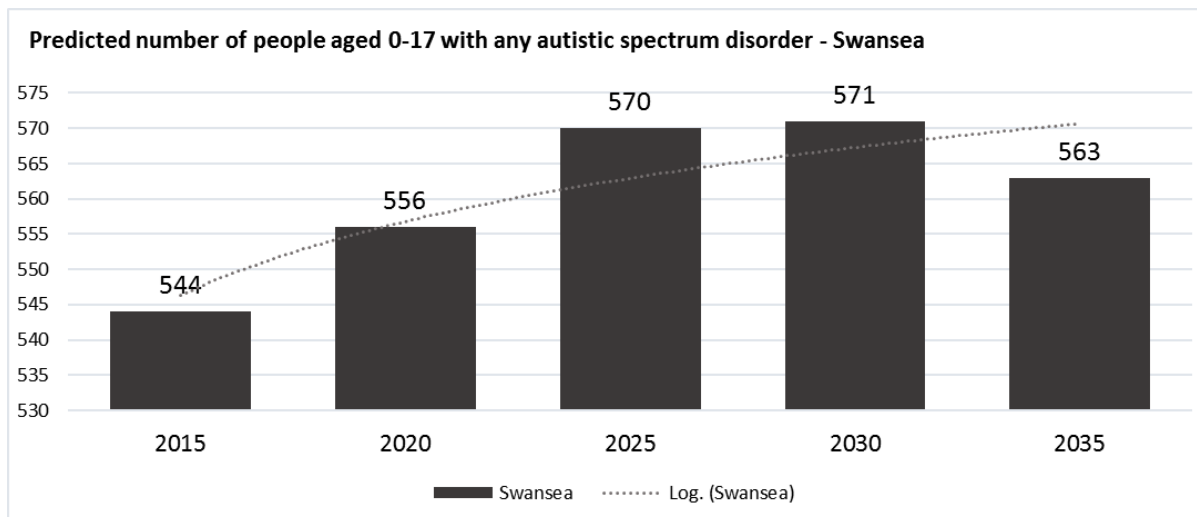
#### **What causes Autistic Spectrum Disorder?**

The causes of autism are not clear and research is being carried out to broaden our understanding in this area.

Our understanding of autism has however, increased greatly and as we learn more about the condition our ability to support people will improve. Every person with autism will display different symptoms and characteristics and interventions need to be individual who will present challenges to commissioners and services providers in planning and delivering services and support.

#### **How many people have an Autistic Spectrum Disorder?**

There is a small increase in the number of people with ASD in Swansea and the percentage of people with autism as a rate per 1000 of our population will remain static over the next 20 years.



## **Inequalities /barriers for people with a learning disability**

### **Ethnicity**

There is some evidence to show there is a higher rate of severe learning disabilities in the British Asian population (Emerson et al 1990)

We do not understand this population in as much detail as we should.

### **Health and mortality**

Studies show that people with a learning disability suffer with poorer health than the general population. Research by the Institute for Health research at Lancaster University shows people with a learning disability have an increased risk of early death. Studies have shown that the risk of dying before 50 is 58 times greater than in the general population. The risk of early death also increases with severity of disability and people with Down’s syndrome have a shorter life expectancy than people with a learning disability generally.

Respiratory diseases are the leading cause of death, followed by coronary heart disease.

People with a learning disability are also more likely to develop other conditions such as early onset dementia, epilepsy and mental health problems.

Obesity is more common than the general population.

### **Social Issues**

Perhaps more than any other group in society, people with a learning disability are vulnerable to social exclusion and discrimination.

## **2) PROFILE OF SPEND AND ACTIVITY**

We have a range of support and services for people with a learning disability that will support people to live the lives they choose to live and which will deliver the outcomes set out in the National Outcomes Framework. We are currently undertaking a Commissioning Review of all our services to ensure we are delivering the requirements of the Social Services and Wellbeing (Wales) Act 2014 and the requirements of Sustainable Swansea.

### Profile of spend for Adults with a Learning Disability under 65 (2015/16)

| £000's                                   | Own Provision (incl. joint arrangements) | Provision by Others (incl. joint arrangements) | Central and Depart'l Support Services Costs | Income from Joint Arrangements with other LA's | Gross Expenditure | Net Exp.      |
|--|--|--|---|--|-------------------|---------------|
| <b>Assessment and Care Management</b>    | 1,042                                    | 0  | 115   | 0  | 1,157             | 1,154         |
| <b>Nursing Care</b>                      | 0  | 20   | 0   | 0  | 20                | 16            |
| <b>Residential Care</b>                  | 1,248                                    | 1,999  | 716   | -20  | 3,943             | 986           |
| <b>Supported and other accommodation</b> | 0  | 6,213  | 554   | -2   | 6,765             | 6,748         |
| <b>Direct Payments</b>                   | 0  | 134  | 15  | 0  | 149               | 149           |
| <b>Home Care</b>                         | 244                                      | 0  | 31  | 0  | 275               | 271           |
| <b>Day Care</b>                          | 2,839                                    | 1,097  | 1,055                                       | -28  | 4,963             | 4,711         |
| <b>Equipment and Adaptations</b>         | 0  | 0  | 0   | 0  | 0                 | 0             |
| <b>Meals</b>                             | 0  | 0  | 0   | 0  | 0                 | 0             |
| <b>Other services</b>                    | 199                                      | 196  | 92  | 0  | 487               | 486           |
| <b>Total</b>                             | <b>5,572</b>                             | <b>9,659</b>                                   | <b>2,578</b>                                | <b>-50</b>                                     | <b>17,759</b>     | <b>14,521</b> |

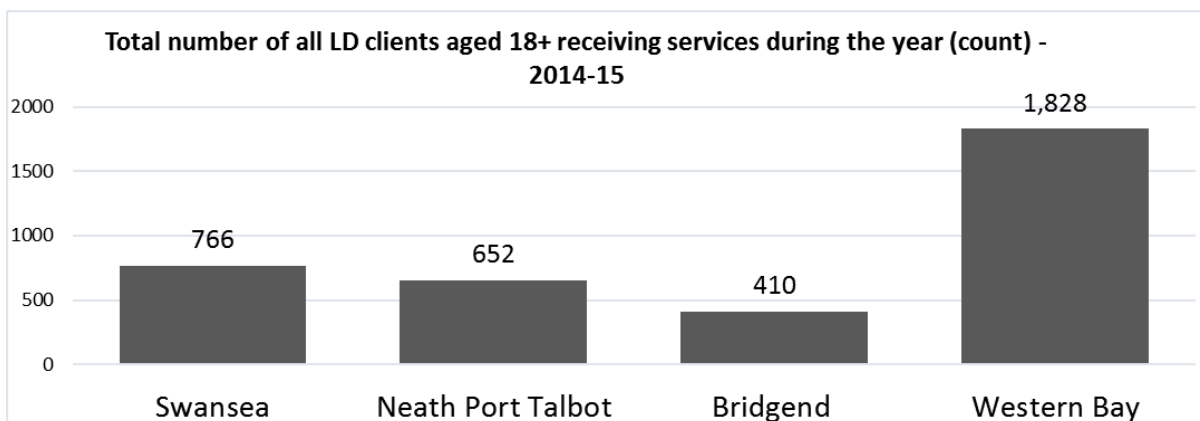
We are unable to disaggregate information to inform us what we spend on adults with a learning disability over 65 or children with a learning disability as we do not record the information in this way.

Our largest area of spend in adult Social Services for people with a learning disability is on externally commissioned supported living services. We have made a conscious effort to commission tenancy based options over residential options unless people choose otherwise or need residential care for a temporary period in their life. Our second largest area of spend is on day opportunities and most of this provision is internal. We are shifting our resources within day opportunities from traditional forms of day care to more community based, member led options.

We need to deliver a 20% reduction on this spend through the Commissioning Review process and although the right sizing approach and other activity will deliver some savings we will also need to consider alternative models of support, especially within supported living and day opportunities, to support us to deliver the this level of savings and the prevention agenda.

### Adults with a Learning Disability Supported by Social Services in Swansea

The following table shows the number of adults supported by Adult Services in 2014/15 across Western Bay.



It might be expected that there would be a relationship between the number of people predicted to have a moderate or severe learning disability and the number of people supported by services provided by local authorities.

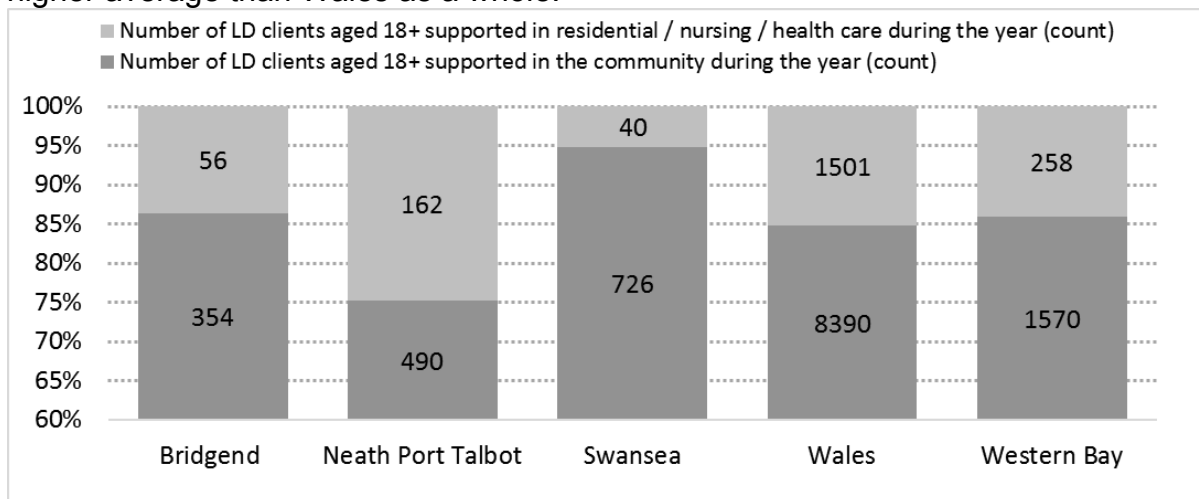
Within Wales in 2014/15 known learning disability service users represented about 82% of the projected numbers with a moderate / severe learning disability. This proportion for Swansea was just below the Wales average at 79%.

Of course we are unable to confirm an absolute overlap with the projected number of adults with moderate or severe learning disability, but given the history of recent years in Wales where eligibility criteria have focussed on those with substantial and critical needs, it seems unlikely that more than a small minority of those supported have a low or mild level of disability.

### Balance of Care for Adults with a Learning Disability

Since the late 1980s it has been public policy to ensure people with a learning disability are supported in the community settings rather than in institutional forms of care such as special hospitals, residential and nursing care. The following graph illustrates that by 2014/15; around 85% of adults with a learning disability who are supported by local

authorities are supported in the community, with Western Bay supporting a slightly higher average than Wales as a whole.

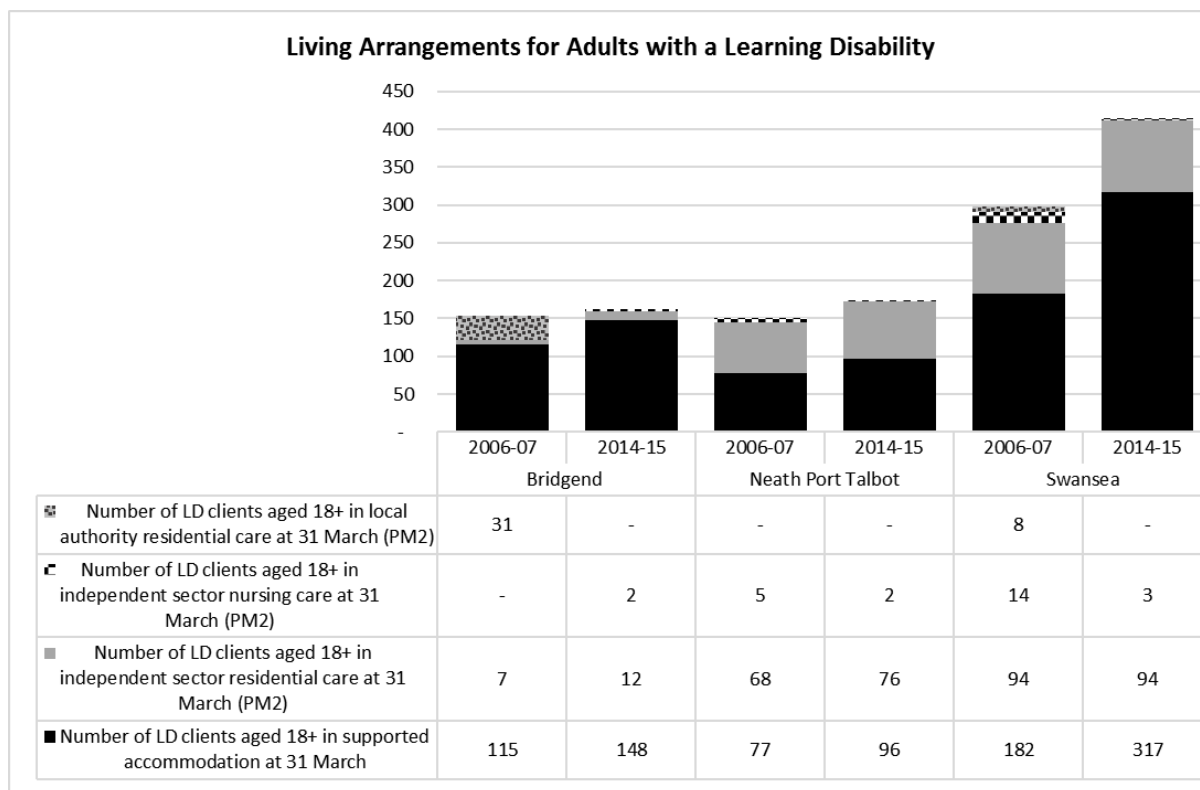




## Where do adults with a learning disability live?

Over the last decade, there has been a shift away from residential forms of care towards more individually tailored support which offers people greater citizenship.

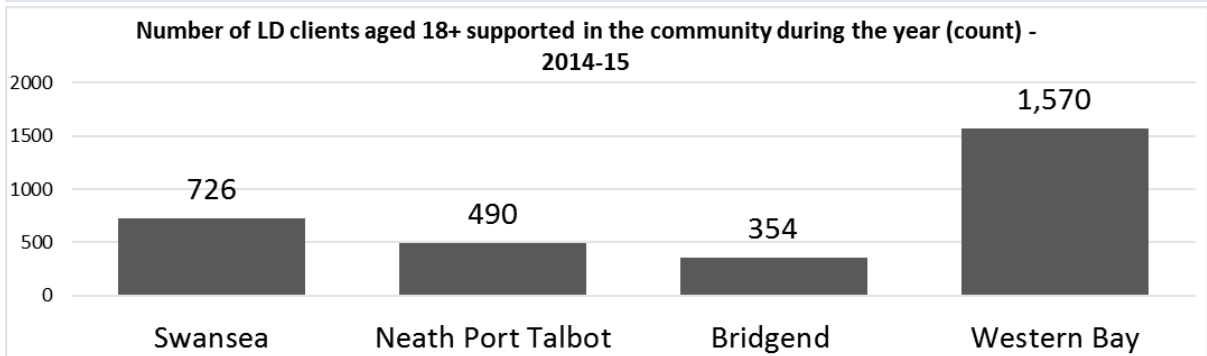
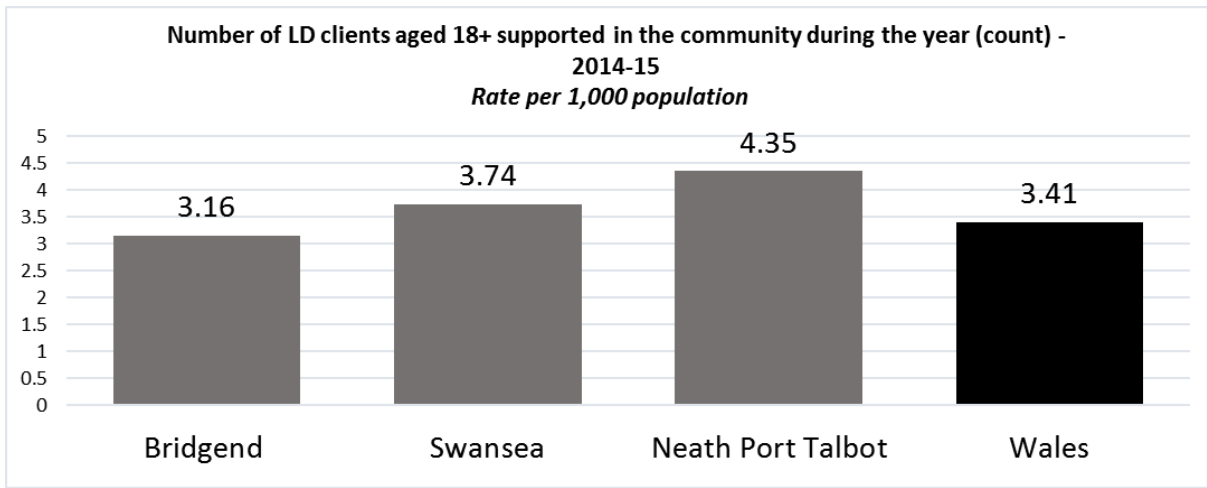
This is reflected in the data for Swansea and Western Bay.



Note however that as well as the increase in use of supported accommodation since 2006/7, there has been an increase in the use of residential care for adults with a learning disability across Western Bay and Wales. Swansea use of residential care has remained static.

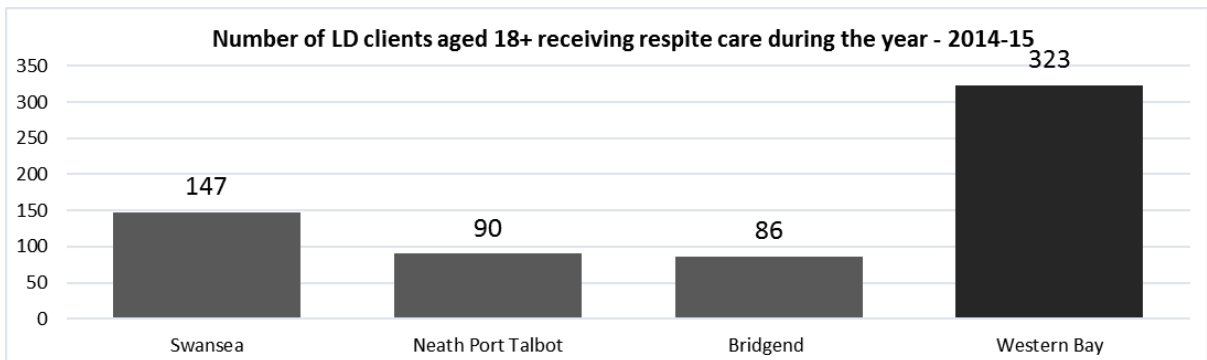
## Adults with Learning Disability Supported in the Community

The number of adults with a learning disability supported to live in the community by local authority social services includes those identified above as living in supported accommodation.

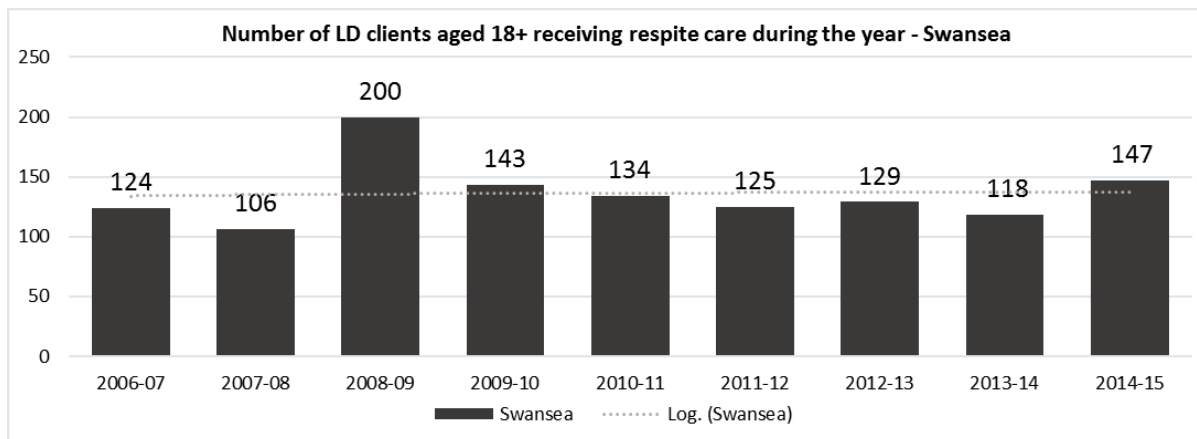


### Respite Care for Adults with a Learning Disability

Respite can be a key provision to support people with a learning disability who continue to live at home with relatives or others. Effective respite can prevent escalation in need for a person with a learning disability to be looked after in a more formal setting such as supported living or residential / nursing care.



Generally across Western Bay by 2014-15, local authorities are providing slightly more respite care compared to the Wales average. Although Swansea has provided more respite over the same period (improving on a relatively low base), local authorities in Western Bay were providing less respite care in 2014/15 than they were in 2006/7.



We have re-modelled respite care in Swansea with an emphasis on direct payments and Shared Lives for people with lower level needs and with an emphasis on residential options for people with more complex needs. We are currently looking at respite provision again in order to ensure we can meet future demand in this area.

### **Day Service Models for People with a Learning Disability**

Current annual statutory returns for older people allow local authorities to report on the use of 'community support day care' in addition to traditional centre-based day care. Community support day care is envisioned as being day care that promotes greater levels of independence by enhancing the skills of people with a learning disability, such as workplace skills, travel training.

Across Western Bay, there may be differing approaches to how the forms of day care are recorded and reported. While NPT reports no community support day care, Bridgend has grown this provision while Swansea has reduced it. Conversely, NPT and Bridgend have reduced traditional day care while Swansea has increased it. The latter may be an artefact of improved reporting.

The net change 2006-15 across Western Bay is to report slightly fewer total adults with a learning disability receiving day care of any kind. It is possible that a day care component of supported living may not be recorded and reported and is therefore under-reported.

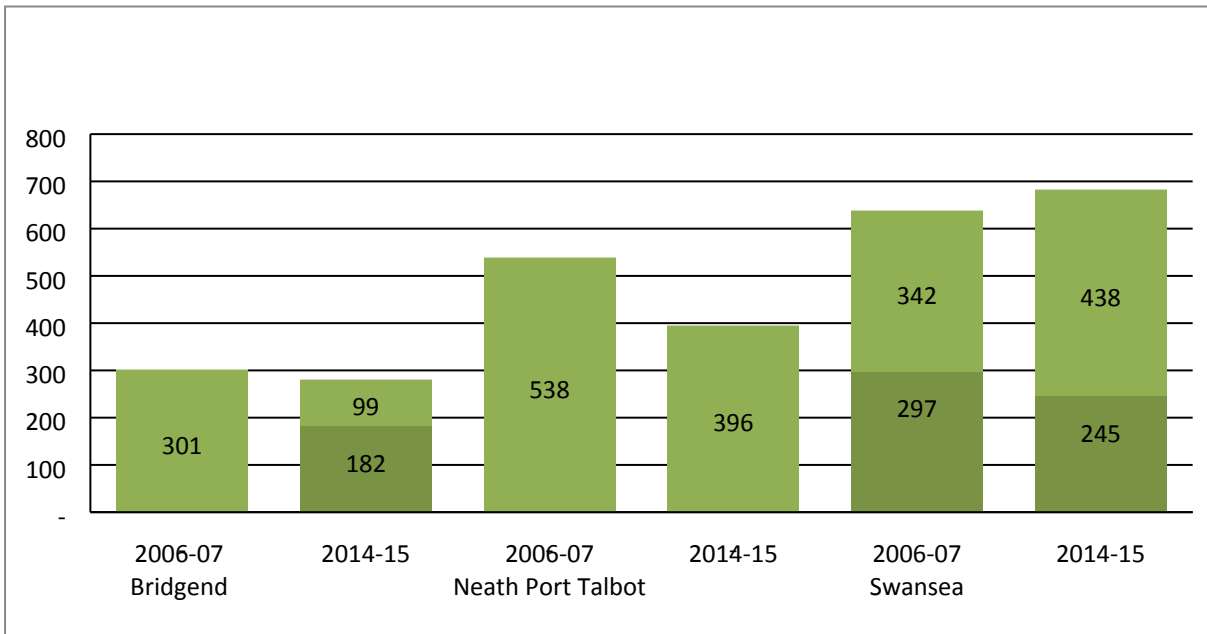
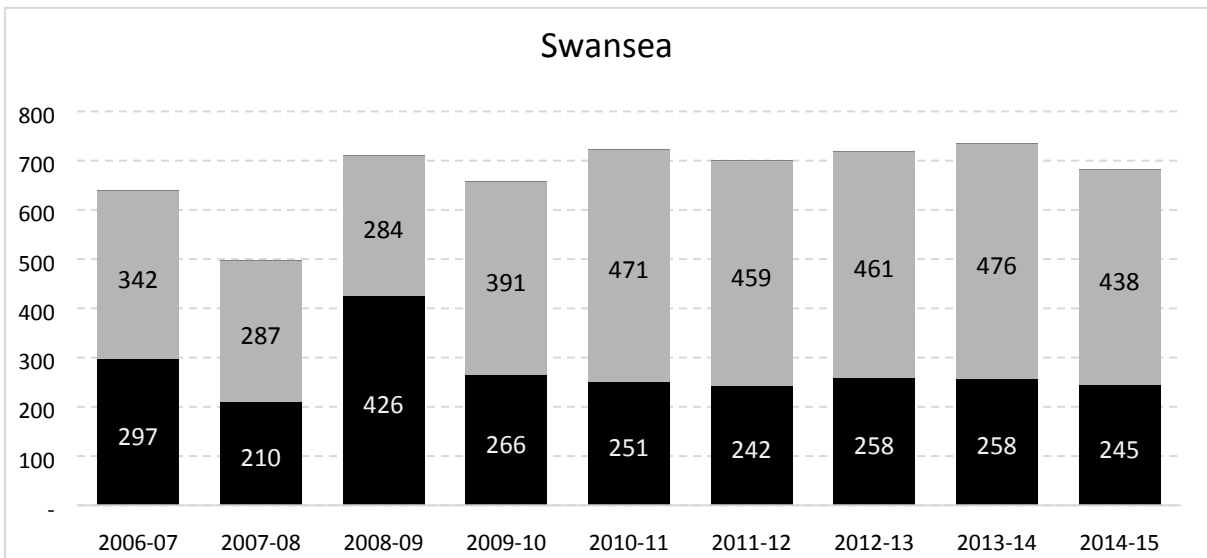


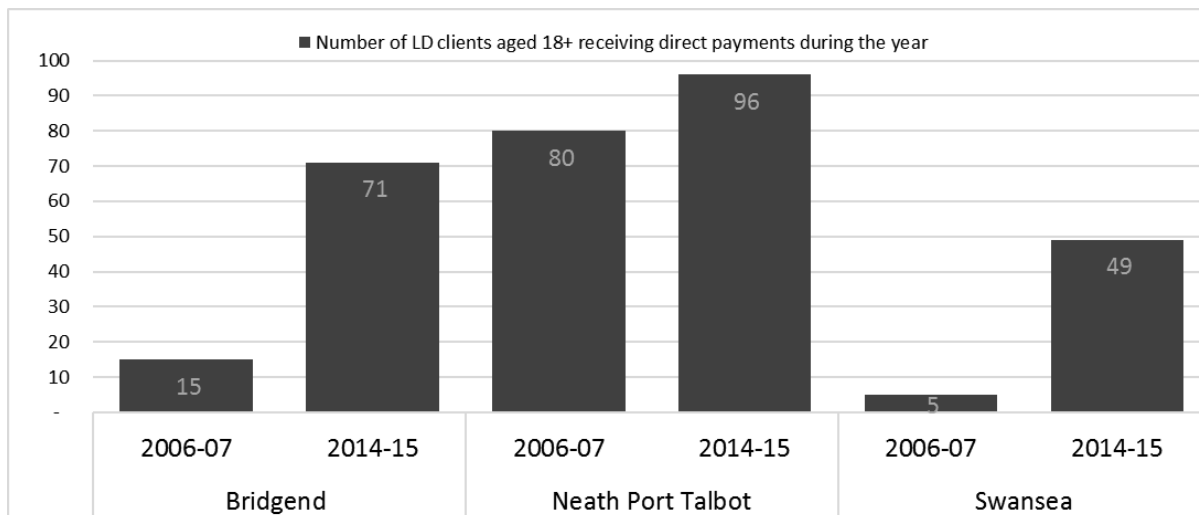
Figure 1



Our approach in Swansea over the past 4-5 years has been to reduce usage and reliance on traditional forms of day support and to promote more community based options. The figures do not bear out this shift. Our approach to remodelling day opportunities will be captured in our new Commissioning Strategy.

### Direct Payments for People with a Learning Disability

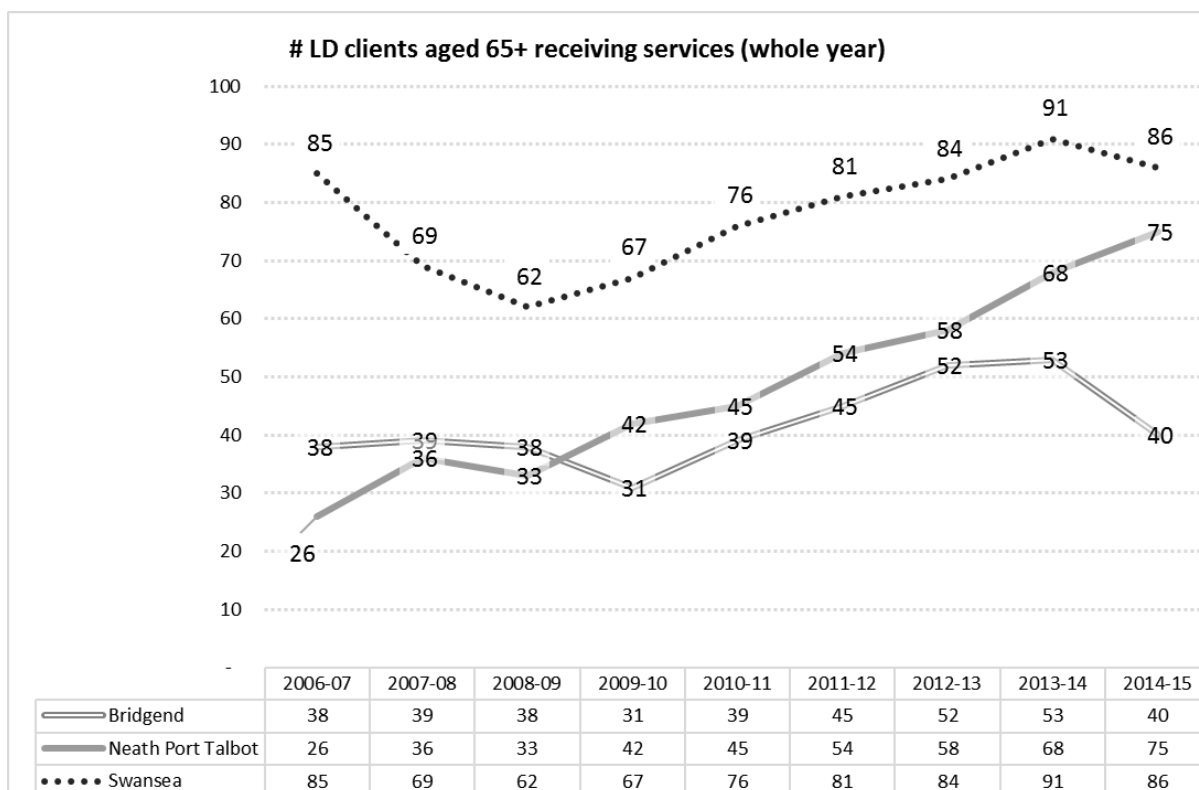
Note that while the graphs below refer to direct payments for people with a Learning Disability clients aged 18+, there have been very few recorded, aged 65+ with a direct payment within Western Bay 2006-15.



We want to support a better take up of Direct Payments in Swansea and this will be part of our strategy going forward.

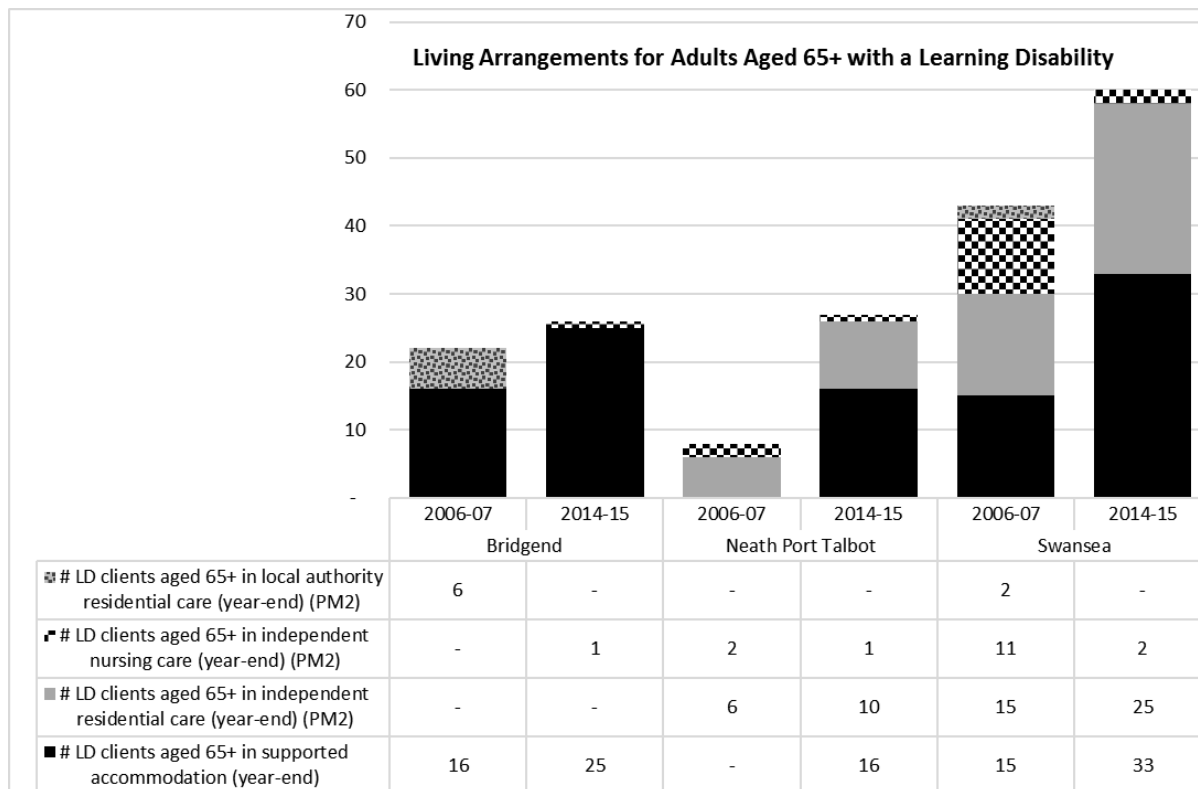
### Support for Older People with a Learning Disability

Services over the past 20 years have been increasing aimed at supporting the needs of older people with a learning disability as the population has aged. This has seen the development of specialist day services for older people and the development of Shared Lives to offer people a more homely environment as an alternative to residential types of support.



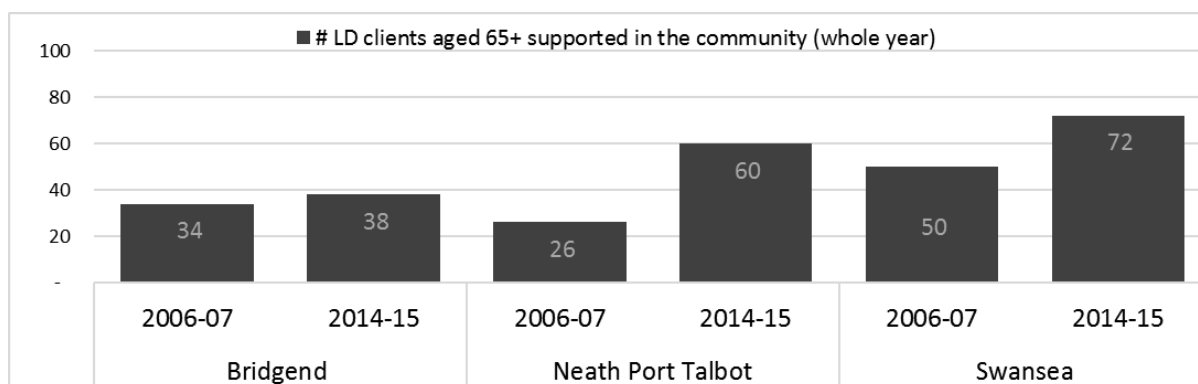
## Where do adults with a learning disability aged 65+ live?

In Swansea our strategy has been to support more people with a learning disability in tenancy based models rather than residential models of support unless it is for a temporary period in their lives or they choose otherwise or it is decided that residential options are best placed to meet their age related needs. We would expect to see an increase in both tenancy based and residential based living arrangements for people over 65 the table below demonstrates this.



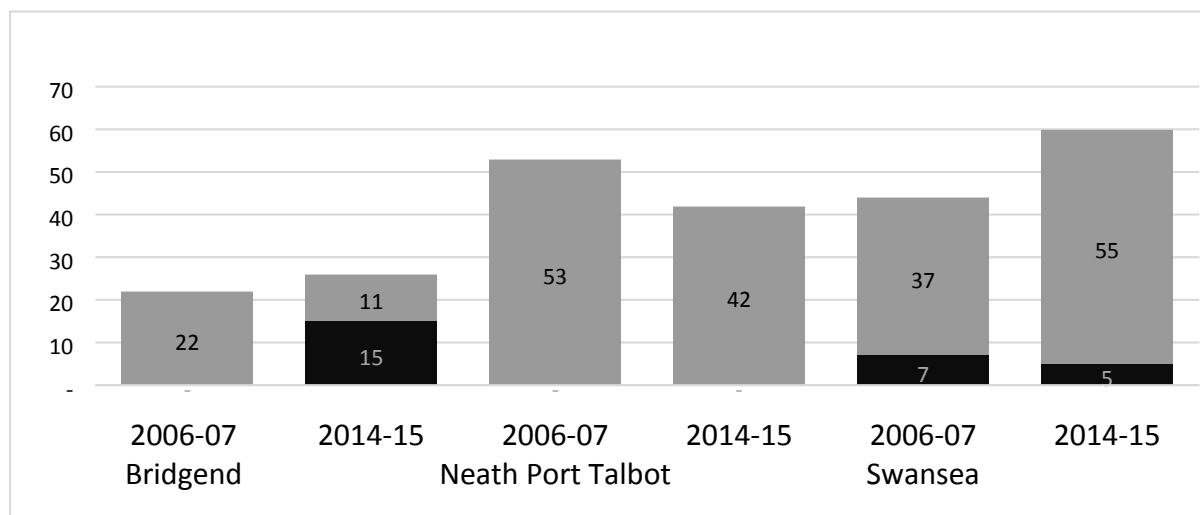
## Adults Aged 65+ with Learning Disability Supported in the Community

The number of adults with a learning disability supported to live in the community by local authority social services includes those identified above as living in supported accommodation.



## Day Care Provision for Learning Disability Clients Aged 65 +

The following table show us how many people we support in day care for people over 65.



What is the range of support we currently commission or provide in Swansea?

| Type of Living Arrangement                                   | Description  |
|--|--|
| <b>Fully Independent Living</b>                              | This means living independently in ordinary housing as a tenant through a housing association, local authority or private landlord   |
| <b>Independent Living with low level support</b>             | This means living in ordinary housing as a tenant through a housing association, local authority or private landlord with minimal (1-3 hours a week) tenancy/domiciliary support   |
| <b>Living at home with family carers</b>                     | We will support people to remain at home with family carers if this is what they want, and a range of day services, respite and support services will be available to support this   |
| <b>Support for people with medium to high levels of need</b> | <p><b>Supported Living</b> means living in ordinary housing as a tenant, usually shared living with 2-3 other people with a learning disability with an appropriate level of tenancy and domiciliary support. This could mean 24 hour support through to much lower levels depending upon the person's needs</p> <p><b>Shared Lives (Ategi)</b><br/>This means living with a paid, trained family, long term, under a license arrangement</p> <p><b>Residential Care</b><br/>Living in residential care which is either specialist learning disability provision or homes which support older people</p> |

|  |  |
|--|--|
|  | <p><b>Nursing Care</b><br/>Living in a place where there is nursing care. This could be either learning disability specific or an provision for older people</p>   |
| <p><b>Emergency short term accommodation and support</b></p> | <p><b>Maesglas Community Support Unit</b> is local authority emergency, temporary residential care accommodation for when current arrangements fall through for whatever reason</p> <p><b>Ategi can sometimes also provide</b> emergency support by paid, trained carers in their own home</p> |

## Day Opportunities

| Type of Day Opportunity   | Description   |
|---|---|
| <p><b>Work</b></p>  | <p><b>Work Development Service</b><br/>The service supports individuals to gain educational and vocational qualifications and provides work opportunities via a number of projects, with a view to supporting people into either paid or voluntary work</p>   |
| <p><b>Education, Skills, Social Development and Constructive Occupation for people with lower level needs</b></p> | <p><b>Flexible Support Service</b> The Flexible Support Service provides a range of support on an individual and group basis aimed at encouraging greater independence and social skills usually this means a move away from day services towards the individual taking more responsibility of their day to day lives:</p> <ul style="list-style-type: none"> <li>• <b>Social Clubs</b> during the day and evening offering people a chance to meet others and join in social and community activities</li> <li>• The <b>Signpost Service</b> provides a drop in service at St Phillips Community Centre, Swansea City Centre</li> </ul> <p><b>Local Day Service</b><br/>These can help people access education, develop skills and explore opportunities for constructive occupation. The support provided can take place in a range of settings across Swansea as well as in the service itself:</p> <ul style="list-style-type: none"> <li>• West Cross LDS</li> <li>• Abergelli LDS</li> <li>• Glandwr LDS</li> <li>• Social Development Service (Fforestfach, Gorseinon and Penlan)</li> </ul> <p><b>Connect</b></p> |
| <p><b>Education, Skills,</b></p>  | <p><b>New Horizons at Swansea Vale Resource Centre, Swansea</b></p>   |



|   |  |
|---|--|
| <p><b>Social Development and Constructive Occupation for people with higher level needs</b></p> | <p><b>Vale</b><br/>New Horizons aims to enable people with a learning disability who also have a physical disability or sensory impairments to gain greater independence and develop a range of skills</p> <p><b>Special Needs Day Services</b><br/>These provide day services to people who have profound and multiple learning disabilities and who could not safely receive a service in a mainstream day service. Opportunities to develop skills in a positive and stimulating environment are offered.</p> <ul style="list-style-type: none"> <li>• Birchgrove Special Needs</li> <li>• Trewarren House Special Needs</li> <li>• Maesglas Special Needs</li> <li>• Parkway Special Needs This service is for people who require the support of health professionals.</li> </ul> <p><b>Whitethorns Intensive Day Service</b><br/>For people who may temporarily need a more structured day service than our mainstream services can provide, Whitethorns Day Service offers a short to medium term intensive service</p> <p><b>Woodlands Day Service, Swansea</b><br/>Social Services works with Community Lives Consortium who provides an intensive day service for people whose behaviour challenges and who need a much quieter and protected environment</p> |
|---|--|

### Taking a Break

| Type of Opportunity                                    | Description   |
|--|---|
| Direct Payment   | Some people use a Direct Payment to pay for breaks which can be decided on and organised by themselves  |
| Shared Lives   | Young people are matched to a Shared Lives Carer and are supported to settle in. Breaks can be provided in emergencies and care can be provided flexibly, for example shorter sessional periods during the day  |
| Residential Respite for people with higher level needs | <p><b>Residential Services</b><br/>For people whose needs are best met in a residential care setting, we have the following provision based in the local community:</p> <ul style="list-style-type: none"> <li>• Alexandra Road</li> <li>• Ty Cila, provides breaks for people who have more complex needs and who need an adapted environment and more specialist support</li> <li>• Woodlands Respite Service work with Community Lives Consortium to provide this residential service for adults whose behaviour challenges</li> </ul> |

### Opportunities to be involved

| Type of Opportunity  | Description  |
|----------------------|--|
| <b>Advocacy</b>      | <b>Your Voice Advocacy</b> provides a one to one advocacy service for people with a learning disability who need support to speak up during the assessment process |
| <b>Co-production</b> | <b>Swansea People First</b> provides support to people with learning disabilities and their carers to participate in decision making at all levels                 |

The increase in prevalence of people with severe learning disability combined with an increase in the level of need will have an impact on resources and on the type and range of services required.

The increase in the older population of adults with a learning disability will mean we need to understand how these needs can be met and how they can be resourced. The growing expectation of people with learning disabilities and their families is likely to increase the impact of these trends on demand for housing services.

### 3) CURRENT PRIORITIES

The following key issues have been co-produced with all key stakeholders including adults with a learning disability and their carers.

| Key Issues identified at a Stakeholder Workshop January 2016   | Are we missing anything? Co-production Session April 2016  |
|--|--|
| <ul style="list-style-type: none"> <li>• We have more people, some who need a lot of support, but we need to reduce our spending</li> <li>• How do we support universal services to make it easier for people with a learning disability to use them?</li> <li>• Do we have the right support in place to meet 'wellbeing outcomes'?</li> <li>• Assessment and care management –how does it need to change to deliver the SSWB Act?</li> <li>• Working well with health to look at people's needs and to put the right support in place</li> <li>• How do we continue to support people in their own home or where they choose to live?</li> <li>• How do we support more people to have a job?</li> <li>• Direct Payments – how to make better use of them</li> <li>• Very costly support – how to</li> </ul> | <ul style="list-style-type: none"> <li>• Good, accessible information</li> <li>• Acknowledge competing agendas between health and social care</li> <li>• Open up access to services regardless of where you live i.e. if you live at home with carers why can't you have domiciliary support?</li> <li>• Governance and leadership arrangements across health and social care to focus on outcomes for people with a learning disability rather than their own agenda/budgets</li> <li>• There are too many assessments across organisations</li> <li>• Workforce- care management is overloaded and enough time to do creative, truly person centred assessments. Need to look at new ways of working and what resources are required. Intelligent recruitment and use of resources i.e. paying PA's a bit more for DP's</li> <li>• Commissioning process needs to</li> </ul> |

|  |   |
|--|---|
| <p>make it cost less but stay safe and good quality, delivering good outcomes?</p> <ul style="list-style-type: none"> <li>• Carers – do we support family carers in the right way?</li> <li>• Are we keeping people as safe as we can?</li> <li>• Working together better and improving communication</li> </ul> | <p>be more strategic, planned and governed by what is important to people</p> <ul style="list-style-type: none"> <li>• Need to invest in prevention and early intervention whilst still meeting the needs of those who are most in need – get the balance of services across the tiers right.</li> <li>• Co-production – involving citizens and staff in solutions</li> </ul> |
|--|---|

#### 4) EXISTING PLANNING GROUPS

- **‘Nothing about us without us’ Group** – Citizen led group supported by Swansea People First which supports more co-productive approaches to commissioning services. This group is our first port of call when we want to review, develop or change anything.
- **Co-production Group**  
Made up of citizens, carers, service providers, care management, health, commissioners. The group’s purpose is to support co-productive commissioning and it is the key engagement mechanism for the Strategic Commissioning Group. It is currently working on a set of outcome statements for the development of a new Commissioning Strategy.
- **Strategic Commissioning Group** – Chaired by Principle Officer for Assessment and Care Management and is made up of commissioners, care management officers, finance officers, information officers and health colleagues
- **Provider Forum** – all commissioned providers meet monthly to work collaboratively to deliver the commissioning strategy.

#### 5) EXISTING STRATEGIC PLANS

We are in the process of developing a new commissioning strategy for Learning Disability Services. This will replace our previous commissioning strategy and plan.

ABMU are in the process of developing a Learning Disability Commissioning Strategy across the Western Bay region in partnership with Local Authorities.

#### 6) FUTURE USE OF RESOURCES

Swansea’s draft Social Services Model supports a shift towards more preventative ways of working and we expect social work practice and service delivery to re-shape how we support people focusing on outcomes and prevention. We expect to see a shift of resources away from tiers 3 and 4 towards tiers 1 and 2 of 5% over the next three years in Adult Services.

We also need to deliver a 20% saving across Adult Social Care over the next two years to deliver on the Sustainable Swansea Programme.

Our resources will need to be targeted to deliver our corporate objectives and the outcomes that we have co-produced for people with a learning disability in Swansea. Particular focus will be on:

- Assessment and Care Management Practice Framework
- Delivering the our locally co-produced outcomes for adults with a learning disability
- Sustainable models of supported living to enable us to continue our approach of supporting people in tenancy based options. This will mean a shift away from the 24/7 model towards a more mixed arrangement. Right sizing will also support us to shift resources in this model. We will also develop a Supported Living Framework Agreement to better manage the market in this area
- Assistive technology – using ICF to explore potential in supported living settings to relieve resources spent on night time support
- Re-modelling day services to support more people in the community and to support more people into work through the development of social enterprises to lessen reliance on traditional forms of day care
- Increasing the use of direct payments and pooled arrangements
- Respite – considering the distribution of resources to better meet need across the piece
- Safeguarding – using the resources we have to ensure we keep people safe across the range of provision
- Understanding the needs of family carers in order to provide better support

## **7) SUMMARY**

### **Meeting increasing levels of need**

Data is telling us that we will need to meet the needs of more people with a wider range of need including people with severe learning disability and complex health needs who will require higher levels of support throughout adulthood and older people with a learning disability who will require a different service to current options. We will also need to meet the needs of children and adults with autistic spectrum disorder. Whilst the data suggests that the numbers of increase are small, we know that the levels of need of people requiring support means that they will have a large impact upon our budget.

### **Delivering a new model of support**

The Social Services and Wellbeing (Wales) Act has prompted a new paradigm within social care and Swansea has drafted a new model of support for people with care and support needs. This model is dependent upon a new practice framework for social workers who will support positive risk taking and managed independence and understand people's needs within the context of their family and their community. We expect to see a shift in the way people are supported away from traditional, formal services to more community based, preventative options. Our commissioning arrangements will adopt more co-productive ways of working and will be directed by the outcomes that have been co-produced locally.

### **Manage reducing resources**

The financial resources we have available are reducing year on year and we need to achieve 20% savings over the next two years. We can deliver better outcomes and achieve savings by making better use of universal services and by promoting and

supporting access to them rather than bringing people into formal service systems unnecessarily.

We will manage a shift of resources away from tiers 3 and 4 towards tiers 1 and 2 of 5% over the next three years in Adult Services.

Our Commissioning Strategy which will be informed by this needs assessment and other engagement work will set out our priorities for action over the next three years.



# Social Services and Well-being (Wales) Act 2014

## Population Assessment

### Equality Impact Assessment Report

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

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

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

**(b) Please name and describe below...**

The Social Services and Wellbeing (Wales) Act 2014 came into force on 6 April 2016. Its aim is to provide a framework for local authorities and health, to engage with and empower citizens, to help them achieve independence and well-being, and where necessary, to obtain the support they need.

The Act establishes a Regional Partnership Board (RPB) for each of the 7 regions in Wales, mirroring Health Board footprints. Each RPB is required to respond to a combined population assessment report. Working in partnership, local authorities and the local health board must produce a combined population assessment of the whole local health board area (Western Bay region). The report must include an assessment of the range and level of services required to meet the identified need, including the range and level of preventative services.

The population assessment focuses specifically on identifying and meeting care and support needs, including the needs of carers and of the population in the Western Bay region. The findings of this exercise will inform the broader assessment of well-being as required under the Well-being of Future Generations (Wales) Act.

This EIA focuses on our process for the required population assessment to ensure that it is executed fairly and with due regard to our equality duties. This EIA is the first stage in the larger equality impact assessment that will accompany the development of the Regional Partnership Board's Area Plan.

**(c) It was initially screened for relevance to Equality and Diversity on...04.08.16**

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

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

## Section 1 – Aims:

### Briefly describe the aims of the initiative:

#### What are the aims?

To ensure compliance with the requirements of the SSWB Act's requirements by:

- ascertaining the current level of health and social care provision in the Western Bay region
- undertaking a thorough analysis of available data
- undertaking meaningful and inclusive engagement activities to obtain qualitative information
- including findings in a final assessment report and identify further required actions.

The purpose of the Population Assessment is to create an evidence base that will support the delivery of the statutory functions on both organisations and also inform planning and operational decisions.

The Population Assessment will be used to develop an Area Plan by the Regional Partnership Board for developing services across the Western Bay Region.

#### Who has responsibility?

- Western Bay Regional Partnership Board
- Western Bay Leadership Group
- Western Bay Programme Team
- Western Bay Population Assessment Steering Group membership
- Data Analysis Subgroup membership
- Communications and Engagement Subgroup membership
- Editorial Subgroup membership

#### Who are the stakeholders?

The overall population of the Western Bay region (both users and non-users of health and social care services).

## Section 2 - Stakeholder information:

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

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

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

The population assessment is relevant to all protected characteristic groups as all citizens are included within the scope of the exercise.

Information on the above named groups is gathered and presented by the Western Bay Programme's constituent partners within their respective Strategic Equality Plans and annual equality reports:

- <http://www1.bridgend.gov.uk/services/equalities/strategic-equality-plan.aspx>
- <https://www.npt.gov.uk/default.aspx?page=7628>
- <http://www.swansea.gov.uk/sep>

- <http://www.wales.nhs.uk/sitesplus/863/page/59057>
- [www.swansea.gov.uk/statistics](http://www.swansea.gov.uk/statistics)
- <http://www.bridgend.gov.uk/lgnl-level-2/statistics-and-census-information.aspx>
- <https://www.npt.gov.uk/default.aspx?page=626>

The Equality and Human Rights Commission’s [How fair is Wales?](#) and [Is Wales Fairer?](#) reports also set out the national perspective in terms of entrenched inequalities, offering a useful insight into the challenges faced by particular groups and individuals.

**The approaches to evidence gathering used:**

The Western Bay Programme devised a two pronged approach to evidence gathering:

**Data Analysis Subgroup**

The Data Analysis Subgroup reviewed statistical outputs listed by the Local Government Data Unit and select output for inclusion in relation to the themes. The main aim was to produce standardised sets of ten quantitative topic reports for each of the three local authority areas which include social services and wellbeing data for the editorial group to synthesise into a regional report.

**Communications and Engagement Subgroup**

A key aspect of this group’s remit is a scoping exercise to obtain findings of previous engagement (involving Third Sector partners) since October 2014. Information gathered has been collated to form an initial qualitative evidence base. To support this and further inform the ongoing assessment, and subsequent area plan, further engagement with people with protected characteristics to be undertaken.

**Any Actions Required?**

- Hold engagement activities to explore the perception of the wellbeing of people who need care and support and their carers (utilise the work that is already commissioned as part of the work for the Wellbeing of Future Generations (Wales) Act 2015)
- Continue to collect and analyse data on the make-up and needs of service users to ensure as full a picture as possible is available.

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

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

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



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

It is anticipated that the Population Assessment will give us an overview of the current care and support needs of the people living in the Western Bay area as well as an indication of where further work needs to be undertaken to meet the needs of our population in the future.

The population assessment must be structured around a series of themes, eight of which have been identified as core themes by Welsh Government:

- Children and young people
- Older people
- Health/physical disabilities
- Learning disability/autism
- Mental health
- Sensory impairment
- Carers who need support
- Violence against women, domestic abuse and sexual violence

A further two themes have been identified as key for Western Bay and evidence has been gathered on these too:

- Secure Estate
- Safeguarding and Deprivation of Liberty Safeguards

The population assessment includes data and engagement analysis across all population groups. There are specific topic papers for children and young people and older people, carers, health and disability, mental health and sensory impairment – these relate specifically to the protected characteristics of children and young people, any other age group, disability and carers including young carers. There is also specific reference to relevant published welsh language data.

In terms of the other protected characteristics of race, religion/belief, gender reassignment, marriage and civil partnership, pregnancy and maternity, sex and sexual orientation, they are not specifically referenced in the assessment but would be included in the data, e.g. people with a disability would share other protected characteristics (age and sex at the very least)

All protected characteristics would be addressed specifically when people need care and support, although gathering data on these groups may prove difficult as people are under no obligation to disclose their religion/belief, race, sexual orientation, whether they are married or in a civil partnership, are pregnant or on maternity leave or whether their gender now is different to that assigned to them at birth (gender reassignment).

The impact of the development of a population assessment on protected characteristics is not straightforward. Evidence already gathered while seeming to be positive for a particular characteristic requires further investigation due to more extensive impacts that may not have been initially considered, e.g. the impact on people with a disability would be positive but further investigation would be needed to explore the impact on those people who have a disability and are gay. In such instances further investigation would be required as part of the ongoing development of the Area Plan or at operational/delivery level.

Following the assessment which will serve as a robust tool to highlight the gaps in care and support services, the regional Area Plan will be developed (and is required by Welsh Government by April 2018) to address developments in current and new services that are required.

During the development of the regional Area Plan, the impact on the protected characteristics will be clearer and can be populated fully. At the time of the assessment, further investigation was required to ascertain whether the outcomes would have an impact on the protected characteristics.

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

As part of the assessment, targeted focus groups relating to the 10 themes were undertaken; drop in sessions in communities attended by a wide range of stakeholders including members of the public and a public online survey was available to all members of the population including those receiving care and support.

There was a range of questions asked of the respondents ranging from general opinions on wellbeing and more specific questions on their experiences of care and support services.

A summary of the methodology, a breakdown of the respondents via these engagement activities and a list of all the sources of information can be found as **Appendix 1** to this Equality Impact Assessment. The key messages from the engagement activities will be summarised and included in each chapter of the final Population Assessment Report and will be used to support the recommendations of the report. The complete engagement report will also be available on request as a technical report supporting the Population Assessment's findings.

The key findings from the primary engagement have identified the below themes as important to people living in our communities :

- Information and communication
- Social networks
- Feeling safe and secure in community
- Transport
- Short term respite
- Access to healthcare, especially NHS services
- Housing
- Environmental cleanliness, safety
- Welfare and financial information

**Post engagement**

Evidence that has been gathered through the various activities has been collated into the draft population assessment. There remain areas that require further investigation as previously identified but these are considered better addressed through the ongoing development stage of the area plan.

The content of the draft Population Assessment will be tested before being finalised using three key existing groups, engaging a wide range of stakeholders. These are:

- ABMU's Stakeholder Reference Group – 5<sup>th</sup> January 2017
- Third Sector Network – 25<sup>th</sup> January 2017
- Western Bay Regional Citizen's Panel – 17<sup>th</sup> February 2017

As this assessment has been undertaken on a collaborative basis with the Health Board and Local Authorities and as each organisation has its own practices in respect of producing accessible documentation, some compromise has been necessary in the range of accessible formats offered. However, work has been undertaken to ensure the Population Assessment is as accessible to as many people as possible, for example, the introductory

and sensory impairment chapters are being published in an interactive format on the website, written format as a downloadable PD, as well as translated to British Sign Language and audio book.

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

- Review impact on protected characteristics of the population assessment and subsequent regional Area Plan.
- The outcome of the engagement activities to form part of the development of the Regional Partnership Board's Area Plan

## **Section 4 - United Nations Convention on the Rights of the Child (UNCRC):**

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

Swansea's 'Super Survey', Bridgend's 'Big Youth Voice' and Neath Port Talbot's Children's' Views Survey' will be a valuable resource in establishing the current position from a Children and Young People perspective. The ABMU HB 'Youth Panel' will be a further engagement mechanism in future.

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

- To take account of the above engagement mechanisms when progressing the regional Area Plan

## **Section 5 - Monitoring arrangements:**

**Please explain the arrangements in place (or those which will be put in place) to monitor this initiative:**

**Monitoring arrangements:**

Regional Partnership Board responsibility

**Actions:**

- Monitoring arrangements to be confirmed as part of the ongoing development of the area plan.

## **Section 6 – Outcomes:**

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

Outcome 1: Continue the initiative – no concern



Outcome 2: Adjust the initiative – low level of concern



Outcome 3: Justify the initiative – moderate level of concern



Outcome 4: Stop and refer the initiative – high level of concern.



## Action Plan:

| Objective - What are we going to do and why?   | Who will be responsible for seeing it is done?  | When will it be done by? | Outcome - How will we know we have achieved our objective?  | Progress  |
|--|---|--------------------------|---|-----------|
| The perception of the well-being of people who need care and support and their carers to be investigated as part of engagement activities commissioned as part of work on Wellbeing of Future Generations (Wales) Act 2015 | Steering Group  | December 2016            | Completed Report  | Completed |
| Continue to collect and analyse data on the make-up and needs of service users to ensure as full a picture as possible is available.   | Directors of Social Services in each local authority and the Director of Strategy in the Health Board | Ongoing                  | The review of the assessment will be informed by more up to date data on the make-up and needs of service users |           |
| Review impact on protected characteristics of the population assessment and subsequent regional area plan.   | Regional Partnership Board  | April 2018               | EIA for the Area Plan will be undertaken  |           |
| The outcome of the engagement activities to form part of the development of the Regional Partnership Board's Area Plan   | Regional Partnership Board  | April 2018               | Area Plan will be published   |           |
| To take account of the CYP engagement mechanisms when progressing the regional Area Plan   | Regional Partnership Board  | Before April 2018        | EIA for the Area Plan will be undertaken  |           |

|  |                            |            |                             |  |
|--|----------------------------|------------|-----------------------------|--|
| Monitoring arrangements to be confirmed as part of the ongoing development of the area plan. | Regional Partnership Board | April 2018 | Area Plan will be published |  |
|--|----------------------------|------------|-----------------------------|--|

### Miller Research Engagement Report Methodological Approach

#### Inception

The first stage of the project was the inception meeting (incorporating both SSWA and FGWBA) to discuss the final approach to conducting the well-being assessment and developing a qualitative evidence base of local well-being within towns and communities across and within the local authorities of Bridgend, Neath Port Talbot and Swansea. The meeting was held with the lead officers in each local authority for the respective Public Service Boards and the Western Bay Collaborative. The main purpose the meeting was to clarify and agree the overall methodology to be employed for the commission, enabling the move from the conceptual plan created in our proposal to real life fieldwork.

The main components of the project were defined through this meeting and included:

- An analysis of secondary sources of qualitative evidence and information derived from citizen engagement and the integration of this evidence into this assessment of well-being in the population;
- Scoping interviews with a range of stakeholders to raise awareness of the project and its work, to help shape the design of key lines of enquiry, secure secondary sources of information and support for dissemination of information;
- The structure and potential location of the workshops and focus groups, taking into account the 18 local areas identified by the three local authorities, and the need to provide a highly local opportunity for the public to participate. The balance of workshops and focus groups was changed as a consequence of this discussion to provide more sessions in communities and fewer in schools. A topic guide was developed and agreed as the basis for discussion in these sessions;
- Dissemination channels for the on-line survey would be via the Public Service Board leads and their contacts.

#### Primary consultation: Workshops and Focus Groups

The engagement processes tabulated and discussed in more detail below are designed to cater for the different preferences and capabilities of the broad categories of persons to be consulted through the project, in accordance with National Principles of Public Engagement in Wales. Immediately following the initial meeting with the client team, we finalised the various materials required to conduct the consultation. This included:

- Bilingual topic guides for focus groups and one-to-one interviews;
- Bilingual discussion prompts, feedback forms and other materials for the workshops;
- Bilingual online survey questionnaire.
- Bilingual Promotional Posters

The following table provides a summary of the number of people engaged via the primary engagement through drop-in workshops, focus groups with specifically targeted groups and individual interviews.

### Secondary Data Analysis

The method of assessing the secondary sources of information has been through using the principles and modified methodology of Rapid Evidence Assessment. REAs provide a balanced assessment of what is already known about a policy or practice issue, by policy using systematic review methods to search and critically appraise existing evidence. In this case the evidence is not formally published, but relates to public sector based evidence, and the 'search' methodology has therefore been to source information from stakeholders. REA is suitable when policy makers wish to make decisions within a short timeframe based on the best available evidence within that time and when a map of evidence in a topic area is required to determine whether there is any existing evidence.

REA is an appropriate method for answering non-impact questions such as those that assess what people need or what people think and their experiences. The question in this REA has been framed as:

What are the issues of well-being that the public has raised with public sector bodies through engagement and consultation exercises in the last three years? The question is confined to evidence that references the population of Swansea, Bridgend and Neath Port Talbot local authority areas. Analysis has also been undertaken in respect of reference to the nine client categories identified within the Social Services and Well-being Act. The intervention is through engagement and consultation with the public, reported as qualitative evidence of their needs, views and experiences.

Given the unusual nature of this review an iterative and pragmatic approach was taken to give some structure to the review. A total of over 130 documents were received that included some references to other documents that may be available, engagement work currently underway or and links to documents on websites. These ranged from completed documents that had full and comprehensive analysis of engagement or consultation activity, supported by Equality Impact Assessment through to documents that appeared to be unanalysed lists of points noted through engagement or consultation processes. The quality of the documents was therefore highly variable. There was a need for a pragmatic approach to inclusion of material within the review, bearing in mind that in many, though not all, cases engagement and consultation was not the primary purpose of the document or report.

The first stage of reviewing these documents was therefore to consider specific exclusion criteria, and this was undertaken following an initial review of the received documents. The following documents were therefore excluded from the analysis:

- Documents that did not include evidence of engagement and consultation. A number of documents were provided that indicated they may have been formulated with the engagement of the public, but the specific views of the public were not explicitly

differentiated in the documents. In some cases, these documents had been provided as background material only.

- Documents that contained only quantitative data
- Documents containing only raw qualitative data with no context or analysis were excluded: it is outside of the scope of this project, for the project team to analyse such data
- References to engagement that is still in progress and not formally reported have been excluded.

A simple weighting has been applied to each document to provide a sense of the relative quality of the remaining evidence included in the review.

Level 1 evidence: broad range of engagement methods, information on demographics included, EQIA; good volume of participants

Level 2 evidence: good volume of participants; broad range of methods

Level 3 evidence: significant gaps in the underpinning information

It is important to note that this may not be a reflection of the actual quality of the engagement that has taken place, more a reflection on the way that it has been reported, and the weight given by document authors to presenting engagement and consultation information in their documents.

A summary of the qualitative data information was extracted from each document and has subsequently been subject to:

- High level identification of key themes and development of a coding frame
- Coding of data against the frame
- Prioritisation of issues by frequency of reference
- Narrative developed from the coding of data

Due to the nature of the information and the wide variety of formats and reporting arrangements this has also been a pragmatic and iterative process, and as far as possible inclusive to enrich the analysis. It is also to be noted that this is secondary analysis of qualitative information already reviewed and coded by others as part of the process of recording and reporting engagement and consultation activity. It is therefore appropriate only to draw high level inferences from this material.



## Miller Research Engagement Report - Breakdown of respondents to engagement activities

| Attendance   | Drop-ins /Focus Groups in schools | Online Survey | Pre-existing groups |
|--|-----------------------------------|---------------|---------------------|
| Learning Disability & Autism                               | 24                                | 0             | 23                  |
| Sensory Impairment   | 1                                 | 10            | 34                  |
| Secure Estate  | 0                                 | 0             | 0                   |
| Carers Who Need Support                                    | 2                                 | 26            | 16                  |
| Health and Physical Disability                             | 13                                | 28            | 6                   |
| Violence against women, Domestic Abuse and Sexual Violence | 3                                 | 0             | 2                   |
| Mental Health  | 10                                | 8             | 14                  |
| Older People (65+)   | 34                                | 27            | 44                  |
| Children and Young People (under 18)                       | 56                                | 0             | 13                  |
| <b>Total</b>   | <b>143</b>                        | <b>65</b>     | <b>152</b>          |

Table 1 Attendance of citizen groups in Bridgend area

| Attendance   | Drop-ins /Focus Groups in schools* <sup>1</sup> | Online Survey*, ** <sup>2</sup> | Pre-existing groups |
|--|---|---------------------------------|---------------------|
| Learning Disability & Autism                               | 3   | 0                               | 10                  |
| Sensory Impairment   | 0   | 1                               | 15                  |
| Secure Estate  | 0   | 0                               | 0                   |
| Carers Who Need Support                                    | 0   | 15                              | 8                   |
| Health and Physical Disability                             | 8   | 3                               | 6                   |
| Violence against women, Domestic Abuse and Sexual Violence | 0   | 0                               | 0                   |

<sup>1</sup> \* Numbers referred to people who identified as

<sup>2</sup> \*\* the Survey was removed from the Bridgend County Council website after a few days

|   |    |    |    |
|---|----|----|----|
| <b>Mental Health</b>                        | 1  | 0  | 8  |
| <b>Older People (65+)</b>                   | 3  | 1  | 21 |
| <b>Children and Young People (under 25)</b> | 13 | 0  | 0  |
| <b>Total</b>                                | 28 | 20 | 68 |

**Table 2 Attendance of citizen groups in Neath Port-Talbot area**

| <b>Attendance</b>   | <b>Drop-ins /Focus Groups in schools *</b> | <b>Online Survey*</b> | <b>Pre-existing groups</b> |
|---|--|-----------------------|----------------------------|
| <b>Learning Disability &amp; Autism</b>                           | 2  | 0                     | 5                          |
| <b>Sensory Impairment</b>   | 0  | 3                     | 0                          |
| <b>Secure Estate</b>  | 0  | 0                     | 0                          |
| <b>Carers Who Need Support</b>                                    | 0  | 26                    | 10                         |
| <b>Health and Physical Disability</b>                             | 3  | 8                     | 0                          |
| <b>Violence against women, Domestic Abuse and Sexual Violence</b> | 0  | 0                     | 7                          |
| <b>Mental Health</b>  | 3  | 5                     | 0                          |
| <b>Older People (65+)</b>   | 2  | 10                    | 23                         |
| <b>Children and Young People (under 25)</b>                       | 21 (incl. ALN)                             | 0                     | 0                          |
| <b>Total</b>  | 31   | 52                    | 50                         |

**Table 3 Attendance of citizen groups in Swansea area**

| <b>Attendance</b>                       | <b>Drop-ins /Focus Groups in schools *</b> | <b>Online Survey*, **3</b> | <b>Pre-existing groups</b> |
|---|--|----------------------------|----------------------------|
| <b>Learning Disability &amp; Autism</b> | 1  | 0                          | 8                          |
| <b>Sensory Impairment</b>               | 1  | 3                          | 19                         |
| <b>Secure Estate</b>                    | 0  | 0                          | 0                          |
| <b>Carers Who Need Support</b>          | 1  | 33                         | 6                          |

<sup>3</sup> \*\* The online survey was removed from the City and County of Swansea website after 2 days

|   |    |    |               |
|---|----|----|---------------|
| <b>Health and Physical Disability</b>                             | 2  | 15 | 2 (from RNIB) |
| <b>Violence against women, Domestic Abuse and Sexual Violence</b> | 2  | 0  | 0             |
| <b>Mental Health</b>  | 0  | 3  | 5             |
| <b>Older People (65+)</b>   | 4  | 16 | 0             |
| <b>Children and Young People (under 25)</b>                       | 12 | 0  | 7             |
| <b>Total</b>  | 23 | 70 | 47            |

Locations and names of targeted groups attended

Bridgend:

- Bridgend Deaf Club
- Bridgend carers centre
- Age Connect
- Stroke Association
- Mental health Matters
- Interviews:
  - Lisette Saunders - HM Prison Parc
  - Sue Richard - Cruse Bereavement
  - Kay Harries - ex Age Connect

Neath Port Talbot:

- Young at Heart group (Deaf group with non-verbal members)
- Age Concern
- NPT Carers Services
- Interviews:
  - Mark Lazarus - Hillside Secure Home
  - Karyl Carter - Stroke association

Swansea

- Gofal
- People First

- RNIB
- Young Single Homeless project
- Swansea Young Adult carers
- Swansea Women's Aid
- Interviews
  - Lynne Sanders – Swansea Women's Aid
  - Nicola Russell-Brooks - Age Cymru

Table 4: Dates and locations of the drop-in workshop and focus groups in Bridgend

| Venue                       | Date and time            | Number of attendees |
|-----------------------------|--------------------------|---------------------|
| Ogmore Valley Life Centre   | Monday 26/09, 2pm – 7pm  | 1                   |
| Porthcawl Pavilion          | Tuesday 27/09, 9am - 1pm | 7                   |
| Blaengarw Workmen’s Hall    | Tuesday 27/09, 3pm – 7pm | 0                   |
| St Michael’s Crypt, Maesteg | Friday 30/09 , 9am – 1pm | 3                   |
| Bridgend Life Centre+       | Friday 30/09, 3pm – 7pm  | 13                  |
| Pencoed Miners Welfare Hall | Saturday 1/10, 9am – 1pm | 2                   |

Engagement with children and young people:

1 ALN school: 7 students

1 welsh secondary school: 6 students

Table 5: Dates and locations of the drop-in workshop and focus groups in Neath Port Talbot

| Venue  | Date and time             | Number of attendees |
|--|---------------------------|---------------------|
| Croeserw Community Enterprise Centre, Cymmer | Monday 28/09, 9am – 1pm   | 2                   |
| Gwyn Hall, Neath                             | Saturday 1/10, 2-6pm      | 12                  |
| Cymllynfell Welfare Hall                     | Monday 3/10, 9am -1pm     | 0                   |
| Dove Workshop, Neath                         | Monday 3/10, 2pm- 6pm     | 1                   |
| Pontardawe Arts Centre, Pontardawe           | Wednesday 5/10, 9am – 1pm | 5                   |
| St Paul Centre, Port Talbot                  | Wednesday 5/10, 3pm- 7pm  | 5                   |

Engagement with children and young people:

1 ALN school: 10 students

1 primary school: 6 students

1 Welsh secondary school: 5 students

**Table 6: Dates and locations of the drop-in workshop and focus groups in Swansea**

| Venue                               | Date and time            | Number of attendees |
|-------------------------------------|--------------------------|---------------------|
| <b>Townhill Community Centre</b>    | Wednesday 28/09, 9am–1pm | 11                  |
| <b>Canolfan Gorseinon Centre</b>    | Wednesday 28/09, 3 – 7pm | 2                   |
| <b>Pennard Parish Hall</b>          | Thursday 29/09, 3 – 7pm  | 4                   |
| <b>St Phillips Community Centre</b> | Friday 30/09, 2pm – 6pm  | 7                   |
| <b>Sketty Park</b>                  | Tuesday 4/10, 9am – 1pm  | 3                   |
| <b>Morrison Community Centre</b>    | Friday 7/10, 2pm – 6pm   | 2                   |

Engagement with children and young people:

- 1 Welsh secondary school: 8 students
- 2 secondary schools: 6 and 8 students

### **One-to-one interviews**

The individual depth interviews were planned as an essential part of the methodology to ensure we obtained the views of ‘harder to reach’ or ‘seldom heard’<sup>4</sup> citizens. These were people who may be difficult to identify in the first instance, challenging to engage with<sup>5</sup>, and who may struggle with the structure of a focus group or workshop because of their particular vulnerabilities.

As the project progressed, the need for the one-to-one interviews diminished. Two were still carried out for very particular reasons, but generally the individuals who we had thought would prefer an individual depth interview were happy to attend workshops with others. Depending on the number of others present, we sometimes then allocated them one of the two moderators present so that their conversation could remain confidential. However when we were not able to engage with a group we tried to undertake interviews with stakeholders. They gave us a more general overview of the relationship, satisfaction service users have with social services as well as the barriers and the issues they face dealing with social services.

### **Development and dissemination of bilingual online consultation survey**

<sup>4</sup> As defined in the Practitioners’ Manual for public engagement

<sup>5</sup> Secure estate, children and young people facing bereavement

We designed an online survey in order to extend the scope of the consultation further. Whilst traditionally used as a quantitative method of information gathering, we developed more open-ended questions relating to the main thematic areas of well-being and some specific questions in relation to social care for the purpose of obtaining additional qualitative feedback.

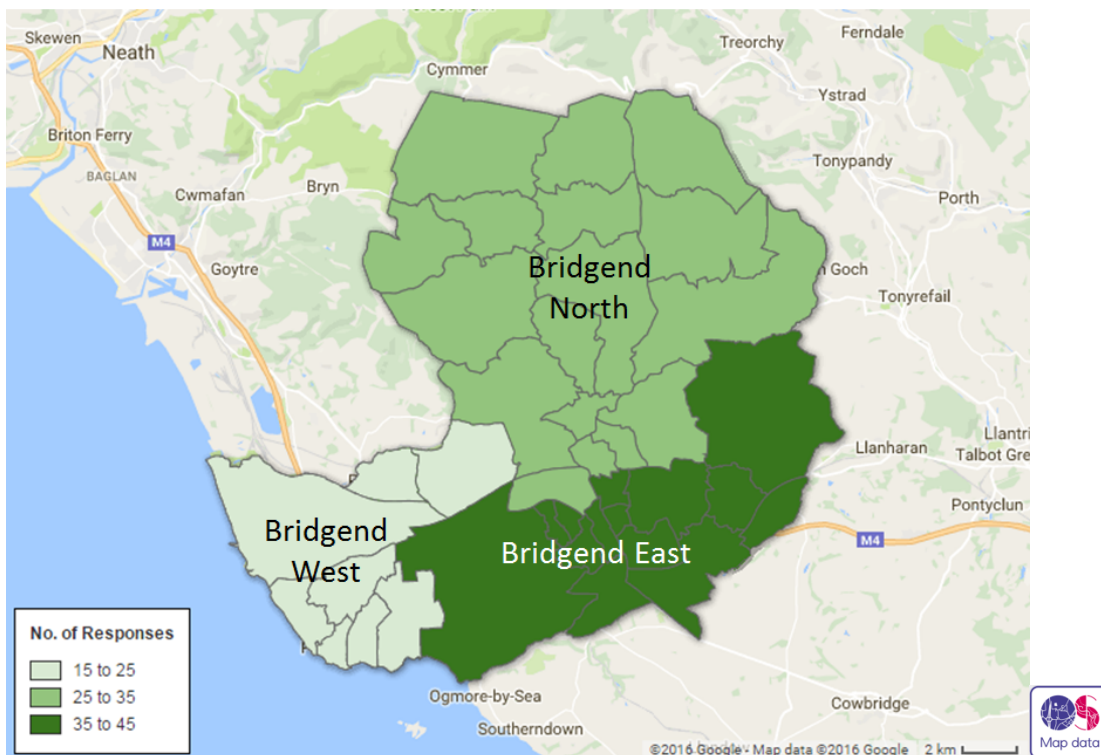
The survey was posted on-line for the period 9<sup>th</sup> September 2016 until 14<sup>th</sup> October 2016, in the medium of Welsh and English. A total of 637 responses were obtained in English, and 3 in Welsh.

The map below illustrates the number (total of 76) and geographical area of responses received from all those giving a Bridgend postcode.

Among the participants who gave us their postcode we identified 23 from Bridgend North, 34 from Bridgend East and 19 from Bridgend West (

Figure 1).

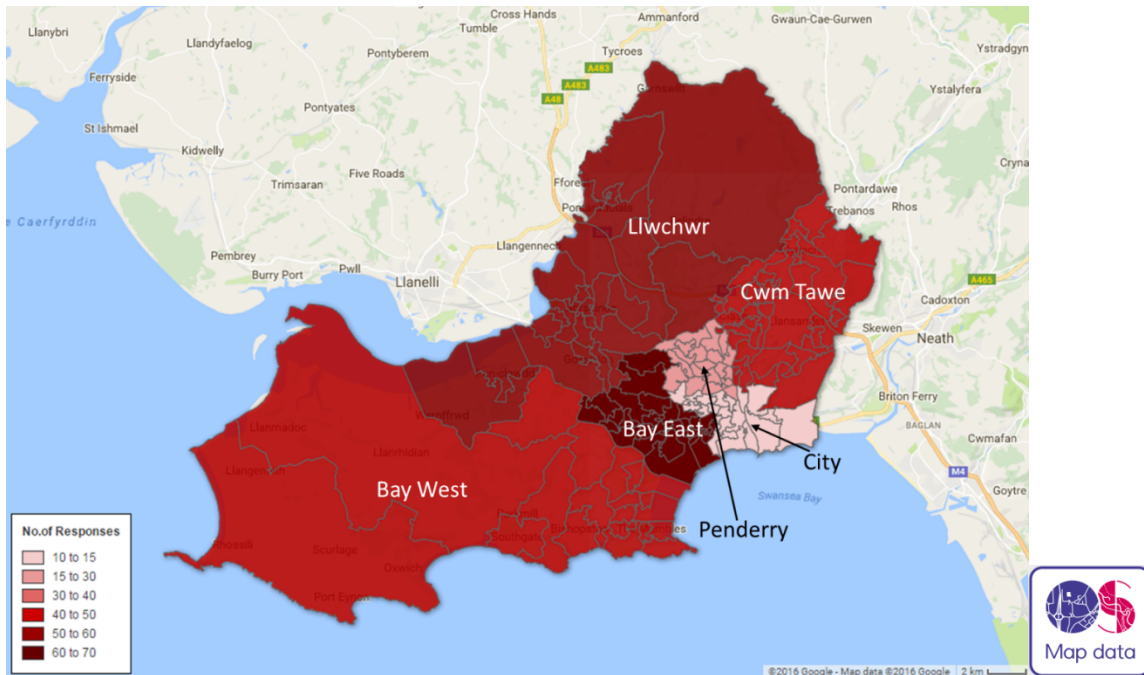
**Figure 1: Number of survey respondents per community area**



Source Google map ©Crown Copyright and database right 2016. Ordnance Survey 100023405

Among the participants who gave us their postcode we identified 57 from Bay East, 43 from Bay West, 14 from City, 46 from Cwm Tawe, 49 from Lwchwr and 16 from Penderry community area (Figure 2).

**Figure 2: Number of survey respondents per community area**

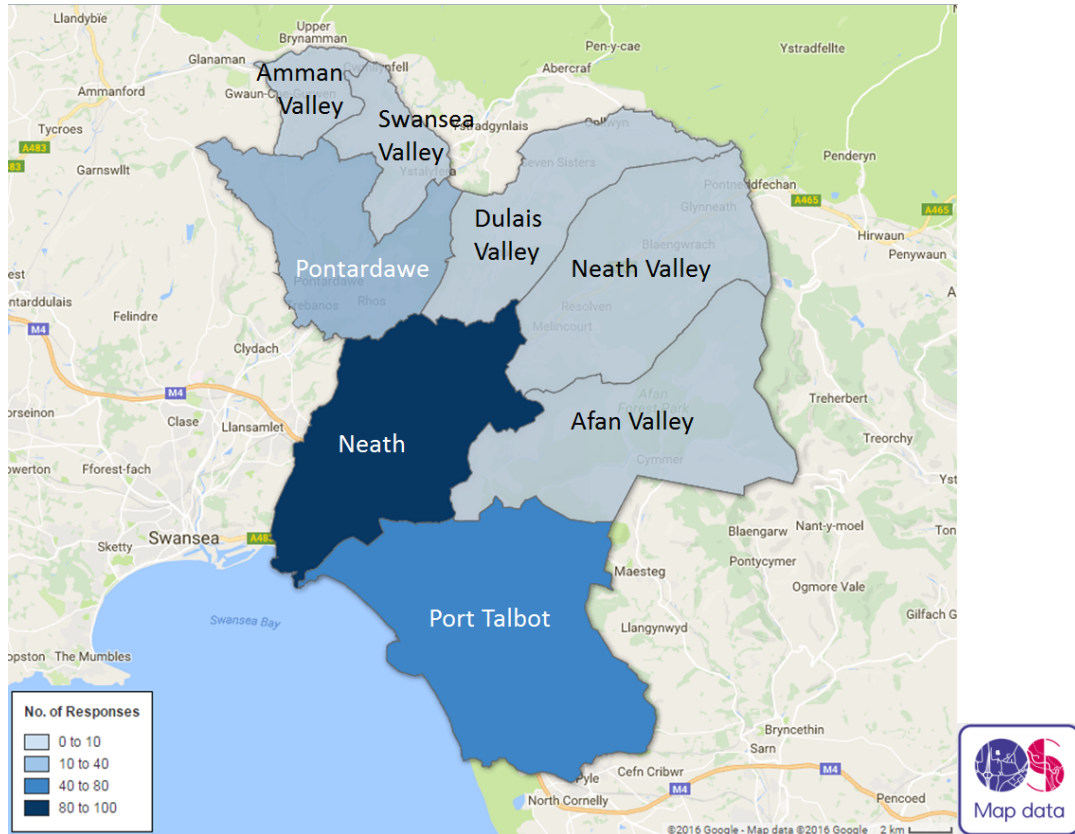


Source: Google map - Contains OS 1:25 000 Scale Colour Raster data - Swansea Ordnance Survey licence number 100023509.



The map below illustrates the number (total of 193) and community areas of responses received from all those giving a valid Neath Port Talbot postcode. Among the participants who gave us their postcode we identified 5 from Afan Valley, 2 from Amman Valley, 9 from Dulais Valley, 84 from Neath, 3 from Neath Valley, 23 from Pontardawe, 59 from Port Talbot, and 8 from Swansea Valley community area (Figure 3).

**Figure 3: Number of survey respondents per community area**



Source: Google map - Contains OS 1:25 000 scale colour Raster data

## Miller Research Engagement Report - Sources of Information

| Reference Number | Document Information   | Type of Data                           | Number of people engaged/ consulted   | Geographical Area(s) Covered | Engagement/ Consultation method  | Social Care and Well-Being Act Categories |
|------------------|--|--|---|------------------------------|--|---|
| 1                | Shaping Bridgend's Future; Consultation Report: Budget Consultation 2015 | Quantitative, with Qualitative element | 989 responses to the survey, 495 interactions at the community engagement events across the county borough, 167 interactions from Twitter and 85 interactions from Facebook, 334 interactions using social media. | Bridgend                     | Questionnaire<br>Public Meetings<br>Social Media   | All Groups                                |
| 2                | Overarching Consultation on Council's Budget Setting Process             | Qualitative only                       | Neath Port Talbot Staff; Partners   | Neath Port Talbot            | Overarching Public Consultation;<br>Internal Consultation;<br>Partnership Event;<br>Stakeholder Consultation;<br>Written responses | All Groups                                |

|   |  |                              |   |                   |   |            |
|---|--|------------------------------|---|-------------------|---|------------|
| 3 | New Social Work Model: outcome of consultation on new service model 2014                       | Qualitative and Quantitative | A total of 35 responses to the engagement exercise were received; 16 were from people who attend services, 4 from a carer/relation of someone who attends a service, 9 from a member of staff and 6 from 'other'. | Neath Port Talbot | Questionnaire                             | All Groups |
| 4 | Neath Port Talbot Strategic Equality Plan 2015-19  | Qualitative                  | not stated  | Neath Port Talbot |   | All Groups |
| 5 | Local Development Plan 2011-16 Adopted 2016  | Qualitative only             | Not stated  | Neath Port Talbot | Consultation on draft plans               | All Groups |
| 6 | Neath Port Talbot Rights of Way Improvement Plan   | Qualitative and Quantitative | 182 responses; some corporate responses   | Neath Port Talbot | Written feedback on consultation document | All Groups |
| 7 | Report to Social Care, Health and Housing Cabinet Board<br><br>Market Position Statements 2015 | Qualitative                  | All   | Neath Port Talbot | Web and open workshop                     | All Groups |
| 8 | Welsh Dads Survey 2016. Both Parents Matter Cymru. Both Parents Matter                         | Qualitative and Quantitative | 219   | Wales             | Survey of members                         | All Groups |
| 9 | Joint Transport Plan for South West Wales  | Qualitative and Quantitative | 45 responses  | Western Bay       | Written feedback on consultation          | All Groups |

|    |  |                              |   |                   |                                    |                         |
|----|--|------------------------------|---|-------------------|------------------------------------|-------------------------|
|    |  |                              |   |                   | document                           |                         |
| 10 | Bridgend Carers Survey April 2015  | Qualitative and Quantitative | 105   | Bridgend          | Questionnaire to service users     | Carers Who Need Support |
| 11 | Consultation outcome of the joint carers commissioning strategy 2015 / 18. 2015      | Qualitative only             | 2 organisations (not stated);<br>1 individual | Neath Port Talbot | Written or on-line submission      | Carers Who Need Support |
| 12 | Neath Port Talbot Joint Commissioning Strategy 2015-18                               | Qualitative element          | Not stated                                    | Neath Port Talbot | Questionnaire; Have Your Say Event | Carers Who Need Support |
| 13 | Carers Information and Consultation Strategy ABMU 2013-16                            | Qualitative and Quantitative | Not stated                                    | Western Bay       | Questionnaires and events          | Carers Who Need Support |
| 14 | Summary of engagement with carers and young carers in Swansea (6 documents/extracts) | Qualitative                  | Not provided                                  | Swansea           | Questionnaires and workshops       | Carers Who Need Support |
| 15 | Welsh Assembly Government Consultation on Higher Education Regulations               | Qualitative only             | not stated                                    | Western Bay       | not stated                         | Carers Who Need Support |
| 16 | Summary Valuing Carers Snapshot Survey Draft 2016                                    | Qualitative and Quantitative | 66  | Western Bay       | Questionnaire                      | Carers Who Need Support |

|     |  |                              |   |                   |                                  |                                |
|-----|--|------------------------------|---|-------------------|----------------------------------|--------------------------------|
| 17  | Bridgend Carers Centre Help Shape Our Future Services Survey             | Qualitative and Quantitative | Qualitative extract only provided   | Bridgend          | Survey of members                | Carers Who Need Support        |
| 18  | Hillside Secure Children's Home Care and Social Services Inspection 2014 | Qualitative only             | Not stated  | Neath Port Talbot | Inspection                       | Secure Estate                  |
| 19  | Crucial Crew submission to apse awards                                   | Qualitative only             | All Year six pupils in NPT. Numbers not given.  | Neath Port Talbot | Multi-agency crucial crew days   | Children and Young People      |
| 20  | Play Sufficiency Assessment Late 2015 / early 2016. 2 documents.         | Qualitative and Quantitative | Questionnaire that were submitted by 171 children/young people and 108 parents.<br>• Summary of focus group responses | Neath Port Talbot | Questionnaire and Focus Group    | Children and Young People      |
| 21  | CSSIW fostering inspection report - March 2016                           | Qualitative only             | Range of stakeholders; no children approached   | Neath Port Talbot | Face to face interviews          | Children and Young People      |
| 22  | Aberavon Community Consultation 2016                                     | Qualitative only             | 315 Year 9; community stakeholders in Aberavon; some organisational responses, but not listed                         | Neath Port Talbot | Questionnaire; Focus Groups; 1:1 | Children and Young People      |
| 23  | Commissioning Review Physical Disability                                 | Qualitative only             | Not stated  | Swansea           | Workshops                        | Health and Physical Disability |
| 23a | Swansea Review of Social Work Model. Feedback from disabled people.      | Qualitative only             | not stated  | Swansea           |                                  | Health and Physical Disability |

|    |   |                              |                                    |                   |  |                                |
|----|---|------------------------------|------------------------------------|-------------------|--|--------------------------------|
| 24 | South Wales Programme Report of Engagement Questionnaire 2013 and extract of report from Public Meetings (2 Documents)                | Qualitative and Quantitative | 859 from ABMU from a total of 1207 | Wales             | online and paper questionnaire         | Health and Physical Disability |
| 25 | Community Health Council Response to Changing for the Better and Report of the Analysis of the Survey (2 documents)                   | Qualitative and Quantitative | 123?                               | Western Bay       | questionnaire                          | Health and Physical Disability |
| 26 | Changing for the Better The Results: PowerPoint extract   | Qualitative only             | Not referenced                     | Western Bay       | Workshops                              | Health and Physical Disability |
| 27 | Western Bay Learning Disability Strategy Consultation 2014`   | Qualitative only             | Not directly referenced            | Western Bay       | Workshop                               | Learning Disability & Autism   |
| 28 | People First Bridgend Submission  | Qualitative only             | 9                                  | Bridgend          | Workshop                               | Learning Disability & Autism   |
| 29 | Learning Disability Commissioning Strategy Review, Co-production Process 2015-16 (19 Documents provided, but with no clear overview). | Qualitative only             | Not directly referenced            | Swansea           | Workshop                               | Learning Disability & Autism   |
| 30 | Mental Health Commissioning Strategy for Neath Port Talbot  | Qualitative only             | Not stated                         | Neath Port Talbot | A number of events for users, families | Mental Health                  |

|    |   |                  |  |             |  |                 |
|----|---|------------------|--|-------------|--|-----------------|
|    | 2014-17   |                  |  |             | and carers                             |                 |
| 31 | Adult Mental Health In-patient Consultation; Have your say day 2014 and 2015    | Qualitative only | Not provided   | Western Bay | Stakeholder workshop and questionnaire | Mental Health   |
| 32 | Western Bay Area Planning Board Substance Misuse Commissioning Strategy 2016-20 | Qualitative only | Not stated   | Western Bay | Workshop                               | Mental Health   |
| 33 | Bridgend Mental Health Commissioning and Delivery Plan 2015-18                  | Qualitative only | Not directly referenced  | Bridgend    | Not specified                          | Mental Health   |
| 34 | Swansea Commissioning Plan for Mental Health Services 2011-14 (3 documents)     | Qualitative only | Not directly referenced  | Swansea     | Stakeholder workshop                   | Mental Health   |
| 35 | Mental Health Commissioning Review Co-production Process 2016 (2 documents)     | Qualitative only | Not directly referenced  | Swansea     | Workshop and Stakeholder review        | Mental Health   |
| 36 | Fair Treatment for the Women of Wales - submission                              | Qualitative only | 300 members across Wales - not clear specifically how many approached from Swansea and Neath Port Talbot | Western Bay | On-line questionnaire                  | Multiple Groups |

|    |   |                  |   |                   |  |              |
|----|---|------------------|---|-------------------|--|--------------|
| 37 | <p>Report to Social Care, Health and Housing Cabinet Board</p> <p>Consultation on withdrawal of subsidy paid to Coastal housing</p> | Qualitative only | 30  | Neath Port Talbot | Booklet  | Older People |
| 38 | <p>Report to Social Care, Health and Housing Cabinet Board - Direct Service – Community Integrated Model 2016</p>                   | Qualitative      | <p>7 Staff meetings have taken place·</p> <p>8 Public briefings have been given at a number of representative forums and events across the County Borough including, Neath, Port Talbot and Pontardawe (open to all stakeholders)</p> <ul style="list-style-type: none"> <li>· 9 Client Carer meetings have taken place</li> <li>1 Meeting with education partners</li> <li>· 3 meetings with third sector partners</li> </ul> <p>99 out of 146 service users across Older Persons services. Were involved in the consultation feedback sessions.</p> | Neath Port Talbot | <p>7 Staff meetings have taken place·</p> <p>8 Public briefings have been given at a number of representative forums and events across the County Borough including, Neath, Port Talbot and Pontardawe (open to all stakeholders)</p> <ul style="list-style-type: none"> <li>· 9 Client Carer meetings have taken place</li> </ul> | Older people |



|    |  |                   |              |         |   |              |
|----|--|-------------------|--------------|---------|---|--------------|
|    |  |                   |              |         | <ul style="list-style-type: none"> <li>· 1 Meeting with education partners</li> <li>· 3 meetings with third sector partners</li> </ul> <p>99 out of 146 service users across Older Persons services. Were involved in the consultation feedback sessions.</p> |              |
| 39 | Commissioning review of residential care, domiciliary care and day care (residential care only currently available). Five documents. | Qualitative       | Not provided | Swansea | Workshop  | Older People |
| 40 | The older people's listening project (covers Cwm Taf Health Board area, but provides a useful methodology). Published by Interlink.  | Quantitative only | n/a          | Wales   | Bespoke methodology   | Older People |

|    |  |                  |                           |             |  |              |
|----|--|------------------|---------------------------|-------------|--|--------------|
| 41 | Western Bay: Delivering Improved Community Services: Ageing Well in Bridgend Consultation Report (Qualitative Survey); Neath Port Talbot A Great place to live in older life; Ageing Well Survey (Swansea) 4 documents | Qualitative only | Bridgend: 294 Swansea: 73 | Western Bay | Various  | Older People |
| 42 | Commissioning Strategy for Care Homes for Older People 2016 - 2025   | Qualitative only | Not stated                | Western Bay | <ul style="list-style-type: none"> <li>• Consultation on draft strategy:</li> <li>• Consultation event which took place on the 15th July and was attended by a range of stakeholders including Local Authority, Health Board and Third Sector staff, care home providers, older people's councils and carers.</li> <li>• E-survey published online via a variety of</li> </ul> | Older People |

|    |   |                              |                               |             |   |              |
|----|---|------------------------------|-------------------------------|-------------|---|--------------|
|    |   |                              |                               |             | forums<br>• Direct emails<br>and phone calls<br>feeding back<br>views |              |
| 43 | Evaluation of Intermediate Care: Formative Report 2016                | Qualitative only             | 20 primary users and 7 carers | Western Bay | 1:1 Interview   | Older people |
| 44 | Accessing and Paying for Social Care in Wales: A People's Perspective | Qualitative and Quantitative | Not directly referenced       | Western Bay | Review of evidence and independent additional research                | Older People |
| 45 | Ageing Well In Bridgend Consultation Report                           | Quantitative only            |                               | Bridgend    | Questionnaire   | Older People |

|    |   |                  |            |                   |              |                             |
|----|---|------------------|------------|-------------------|--------------|-----------------------------|
| 46 | Survivor feedback from the draft Violence Against Women, Domestic Abuse and Sexual Violence strategy 2016 | Qualitative only | Not stated | Neath Port Talbot | Face to face | Survivors of Domestic Abuse |
| 47 | Service User Views of Substance Misuse Services   | Qualitative only | 8          | Western Bay       | Workshop     | Mental Health               |

# Agenda Item 16.

## Joint Report of the Presiding Member, Monitoring Officer and Head of Democratic Services

Council – 23 March 2017

### COUNCIL DIARY 2017-2018

|                                    |  |
|------------------------------------|--|
| <b>Purpose:</b>                    | To outline the draft Council Diary 2017-2018.  |
| <b>Policy Framework:</b>           | None.  |
| <b>Consultation:</b>               | Access to Services, Finance, Legal   |
| <b>Recommendation(s):</b>          | It is recommended that:<br><br>1) The Council Diary 2017-2018 be approved;<br><br>2) The Council Diary 2017-2018 be resubmitted to the Annual Meeting of Council on 25 May 2017 for further consideration following the Local Government Elections on 4 May 2017;<br><br>3) The Timing of Council Meeting Survey be conducted in Autumn / Winter 2017 be approved. |
| <b>Report Author:</b>              | Huw Evans  |
| <b>Finance Officer:</b>            | Carl Billingsley   |
| <b>Legal Officer:</b>              | Tracey Meredith  |
| <b>Access to Services Officer:</b> | Phil Couch   |

## 1. Introduction

1.1 Traditionally, the Council Diary gains approval at the Annual Meeting of Council each year; however, a draft Council Diary is approved by Council in principle earlier in the year in order to allow a seamless continuation of the democratic process and for the Committee Rooms to be booked.

## 2. Council Diary 2017-2018

2.1 The Head of Democratic Services has consulted with the Presiding Member and Leader of the Council regarding the sequence of meetings and it was agreed that the current pattern of meetings continue. The main change is that Cabinet is scheduled to commence at 2.00pm.

2.2 The Council Diary 2017-2018 is attached as **Appendix A**. Council at its meeting on 25 May 2017 will be asked to re-approve the Diary following the Local Government Elections on 4 May 2017.

### **3. Timing of Council Meetings**

3.1 Section 6 “Timing of Council Meetings” of the Local Government (Wales) Measure 2011 places a duty on Authorities to conduct a survey of its Councillors in relation to the timing of its Meetings. The Measure states that such a survey should be undertaken at least once in each Council term.

3.2 In order to allow all newly elected Councillors an opportunity to get a feel for life as a Councillor and for them to understand its associated time pressures, it is proposed to conduct the Timing of Council Meetings survey in Autumn / Winter 2017 with the intention of compiling a Council Diary 2018-2019 based on the results.

### **4. Equality and Engagement Implications**

4.1 An Equality Impact Assessment (EIA) screening process took place prior to the consultation period. The outcome indicated that it was low priority and a full report was not required.

### **5. Financial Implications**

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

### **6. Legal Implications**

6.1 There are no specific legal implications associated with this report. The amended version of the Council Constitution will be available at [www.swansea.gov.uk/constitution](http://www.swansea.gov.uk/constitution)

**Background Papers:** None.

**Appendices:** Appendix A - Council Diary 2017-2018.

# May 2017

| May 2017 |    |    |    |    |    |    | June 2017 |    |    |    |    |    |    |
|----------|----|----|----|----|----|----|-----------|----|----|----|----|----|----|
| Mo       | Tu | We | Th | Fr | Sa | Su | Mo        | Tu | We | Th | Fr | Sa | Su |
| 1        | 2  | 3  | 4  | 5  | 6  | 7  | 5         | 6  | 7  | 8  | 9  | 10 | 11 |
| 8        | 9  | 10 | 11 | 12 | 13 | 14 | 12        | 13 | 14 | 15 | 16 | 17 | 18 |
| 15       | 16 | 17 | 18 | 19 | 20 | 21 | 19        | 20 | 21 | 22 | 23 | 24 | 25 |
| 22       | 23 | 24 | 25 | 26 | 27 | 28 | 26        | 27 | 28 | 29 | 30 |    |    |
| 29       | 30 | 31 |    |    |    |    |           |    |    |    |    |    |    |

| MONDAY                | TUESDAY                | WEDNESDAY | THURSDAY                                  | FRIDAY                                      | SATURDAY | SUNDAY |
|-----------------------|------------------------|-----------|---|---|----------|--------|
| 1 May<br>BANK HOLIDAY | 2                      | 3         | 4<br>LOCAL GOVT ELECTIONS                 | 5   | 6        | 7      |
| 8                     | 9                      | 10        | 11<br>09:15 Councillor Market Place Event | 12  | 13       | 14     |
| 15                    | 16                     | 17        | 18  | 19  | 20       | 21     |
| 22                    | 23                     | 24        | 25<br>16:00 Annual Council                | 26<br>14:00 Ceremonial Council (Lord Mayor) | 27       | 28     |
| 29<br>BANK HOLIDAY    | 30<br>School Half Term | 31        | 1 Jun                                     | 2   | 3        | 4      |

# June 2017

July 2017

|    |    |    |    |    |    |    |
|----|----|----|----|----|----|----|
| Mo | Tu | We | Th | Fr | Sa | Su |
| 3  | 4  | 5  | 6  | 7  | 8  | 9  |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 |    |    |    |    |    |    |

June 2017

|    |    |    |    |    |    |    |
|----|----|----|----|----|----|----|
| Mo | Tu | We | Th | Fr | Sa | Su |
| 5  | 6  | 7  | 8  | 9  | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 |    |    |

| MONDAY                                      | TUESDAY        | WEDNESDAY                    | THURSDAY  | FRIDAY                  | SATURDAY | SUNDAY |
|---|----------------|------------------------------|---|-------------------------|----------|--------|
| 29 May                                      | 30             | 31                           | 1 Jun   | 2                       | 3        | 4      |
|   |                |                              | 14:00 Corporate Briefing  | School Half Term        |          |        |
| 5   | 6              | 7                            | 8   | 9                       | 10       | 11     |
|   | 14:00 Planning | 14:00 External Funding Panel | 10:00 Pension Fund<br>14:00 Communities CAC                     | 10:00 General Licensing |          |        |
| 12  | 13             | 14                           | 15  | 16                      | 17       | 18     |
| 10:00 SDF Panel<br>16:30 Scrutiny Programme | 14:00 Audit    | 16:00 Education CAC          | 14:00 Cabinet   | 11:00 Archives          |          |        |
| 19  | 20             | 21                           | 22  | 23                      | 24       | 25     |
| 14:00 Prevention CAC                        |                | 14:00 Development CAC        | 10:00 Local Pension Board<br>14:00 LA Governor<br>17:00 Council |                         |          |        |
| 26  | 27             | 28                           | 29  | 30                      | 1 Jul    | 2      |
| 19:00 Gower AONB (Annual Meeting)           |                | 16:00 Corporate Services CAC |   |                         |          |        |



# July 2017

| July 2017 |    |    |    |    |    |    | August 2017 |    |    |    |    |    |    |
|-----------|----|----|----|----|----|----|-------------|----|----|----|----|----|----|
| Mo        | Tu | We | Th | Fr | Sa | Su | Mo          | Tu | We | Th | Fr | Sa | Su |
| 3         | 4  | 5  | 6  | 7  | 8  | 9  | 1           | 2  | 3  | 4  | 5  | 6  | 7  |
| 10        | 11 | 12 | 13 | 14 | 15 | 16 | 8           | 9  | 10 | 11 | 12 | 13 | 14 |
| 17        | 18 | 19 | 20 | 21 | 22 | 23 | 15          | 16 | 17 | 18 | 19 | 20 | 21 |
| 24        | 25 | 26 | 27 | 28 | 29 | 30 | 22          | 23 | 24 | 25 | 26 | 27 | 28 |
| 31        |    |    |    |    |    |    | 29          | 30 | 31 |    |    |    |    |

| MONDAY  | TUESDAY                         | WEDNESDAY                          | THURSDAY                                 | FRIDAY                        | SATURDAY | SUNDAY |
|---|---------------------------------|------------------------------------|--|-------------------------------|----------|--------|
| 26 Jun  | 27                              | 28                                 | 29                                       | 30                            | 1 Jul    | 2      |
| 3<br>09:30 Corporate Parenting                            | 4<br>14:00 Planning             | 5<br>14:00 External Funding Panel  | 6<br>14:00 Corporate Briefing            | 7<br>09:35 Standards          | 8        | 9      |
| 10<br>16:30 Scrutiny Programme                            | 11<br>14:00 Audit               | 12<br>16:00 Education CAC          | 13<br>14:00 Communities CAC              | 14<br>10:00 General Licensing | 15       | 16     |
| 17<br>14:00 Prevention CAC                                | 18<br>10:30 JCC                 | 19<br>14:00 Development CAC        | 20<br>14:00 Cabinet                      | 21                            | 22       | 23     |
| 24<br>14:00 Armed Forces<br>17:00 Community Town Councils | 25<br>17:00 Democratic Services | 26<br>16:00 Corporate Services CAC | 27<br>14:00 LA Governor<br>17:00 Council | 28                            | 29       | 30     |
| 31  | 1 Aug                           | 2                                  | 3  | 4                             | 5        | 6      |

# August 2017

| August 2017 |    |    |    |    |    |    | September 2017 |    |    |    |    |    |    |
|-------------|----|----|----|----|----|----|----------------|----|----|----|----|----|----|
| Mo          | Tu | We | Th | Fr | Sa | Su | Mo             | Tu | We | Th | Fr | Sa | Su |
| 7           | 8  | 9  | 10 | 11 | 12 | 13 | 4              | 5  | 6  | 7  | 8  | 9  | 10 |
| 14          | 15 | 16 | 17 | 18 | 19 | 20 | 11             | 12 | 13 | 14 | 15 | 16 | 17 |
| 21          | 22 | 23 | 24 | 25 | 26 | 27 | 18             | 19 | 20 | 21 | 22 | 23 | 24 |
| 28          | 29 | 30 | 31 |    |    |    | 25             | 26 | 27 | 28 | 29 | 30 |    |

| MONDAY                         | TUESDAY                 | WEDNESDAY                          | THURSDAY                                 | FRIDAY                        | SATURDAY | SUNDAY |
|--------------------------------|-------------------------|------------------------------------|--|-------------------------------|----------|--------|
| 31 Jul                         | 1 Aug<br>14:00 Planning | 2<br>14:00 External Funding Panel  | 3<br>14:00 Corporate Briefing            | 4                             | 5        | 6      |
| 7                              | 8<br>14:00 Audit        | 9<br>16:00 Education CAC           | 10<br>14:00 Communities CAC              | 11<br>10:00 General Licensing | 12       | 13     |
| 14<br>16:30 Scrutiny Programme | 15<br>10:30 JCC         | 16<br>14:00 Development CAC        | 17<br>14:00 Cabinet                      | 18                            | 19       | 20     |
| 21<br>14:00 Prevention CAC     | 22                      | 23<br>16:00 Corporate Services CAC | 24<br>14:00 LA Governor<br>17:00 Council | 25                            | 26       | 27     |
| 28<br>Bank Holiday             | 29                      | 30                                 | 31                                       | 1 Sep                         | 2        | 3      |

Borsden, Gareth

# September 2017

October 2017

|    |    |    |    |    |    |    |
|----|----|----|----|----|----|----|
| Mo | Tu | We | Th | Fr | Sa | Su |
| 2  | 3  | 4  | 5  | 6  | 7  | 8  |
| 9  | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 |    |    |    |    |    |

September 2017

|    |    |    |    |    |    |    |
|----|----|----|----|----|----|----|
| Mo | Tu | We | Th | Fr | Sa | Su |
| 4  | 5  | 6  | 7  | 8  | 9  | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

| MONDAY  | TUESDAY             | WEDNESDAY                          | THURSDAY  | FRIDAY                       | SATURDAY | SUNDAY |
|---|---------------------|------------------------------------|---|------------------------------|----------|--------|
| 28 Aug  | 29                  | 30                                 | 31  | 1 Sep                        | 2        | 3      |
| 4<br>09:30 Corporate Parenting                    | 5<br>14:00 Planning | 6<br>14:00 External Funding Panel  | 7<br>14:00 Corporate Briefing   | 8<br>10:00 General Licensing | 9        | 10     |
| 11<br>10:00 SDF Panel<br>16:30 Scrutiny Programme | 12                  | 13<br>16:00 Education CAC          | 14<br>10:00 Pension Fund<br>14:00 Communities CAC                     | 15<br>11:00 Archives         | 16       | 17     |
| 18<br>14:00 Prevention CAC                        | 19<br>10:30 JCC     | 20<br>14:00 Development CAC        | 21<br>14:00 Cabinet   | 22                           | 23       | 24     |
| 25<br>14:00 Armed Forces<br>19:00 Gower AONB      | 26<br>14:00 Audit   | 27<br>16:00 Corporate Services CAC | 28<br>10:00 Local Pension Board<br>14:00 LA Governor<br>17:00 Council | 29                           | 30       | 1 Oct  |

Borsden, Gareth

# October 2017

November 2017

October 2017

|    |    |    |    |    |    |    |
|----|----|----|----|----|----|----|
| Mo | Tu | We | Th | Fr | Sa | Su |
| 6  | 7  | 8  | 9  | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 |    |    |    |

|    |    |    |    |    |    |    |
|----|----|----|----|----|----|----|
| Mo | Tu | We | Th | Fr | Sa | Su |
| 2  | 3  | 4  | 5  | 6  | 7  | 8  |
| 9  | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 |    |    |    |    |    |

| MONDAY                        | TUESDAY   | WEDNESDAY                          | THURSDAY                                 | FRIDAY                        | SATURDAY | SUNDAY |
|-------------------------------|---|------------------------------------|--|-------------------------------|----------|--------|
| 25 Sep                        | 26  | 27                                 | 28                                       | 29                            | 30       | 1 Oct  |
| 2                             | 3<br>14:00 Planning                                 | 4<br>14:00 External Funding Panel  | 5<br>14:00 Corporate Briefing            | 6<br>09:35 Standards          | 7        | 8      |
| 9<br>16:30 Scrutiny Programme | 10<br>14:00 Audit                                   | 11<br>16:00 Education CAC          | 12<br>14:00 Communities CAC              | 13<br>10:00 General Licensing | 14       | 15     |
| 16<br>14:00 Prevention CAC    | 17<br>10:30 ICC                                     | 18<br>14:00 Development CAC        | 19<br>14:00 Cabinet                      | 20                            | 21       | 22     |
| 23<br>17:00 Student Liasion   | 24  | 25<br>16:00 Corporate Services CAC | 26<br>14:00 LA Governor<br>17:00 Council | 27                            | 28       | 29     |
| 30                            | 31<br>School Half Term<br>17:00 Democratic Services | 1 Nov                              | 2  | 3                             | 4        | 5      |

# November 2017

December 2017

|    |    |    |    |    |    |    |
|----|----|----|----|----|----|----|
| Mo | Tu | We | Th | Fr | Sa | Su |
| 4  | 5  | 6  | 7  | 8  | 9  | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

November 2017

|    |    |    |    |    |    |    |
|----|----|----|----|----|----|----|
| Mo | Tu | We | Th | Fr | Sa | Su |
| 6  | 7  | 8  | 9  | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 |    |    |    |

| MONDAY                    | TUESDAY        | WEDNESDAY                    | THURSDAY                                       | FRIDAY                  | SATURDAY | SUNDAY |
|---------------------------|----------------|------------------------------|--|-------------------------|----------|--------|
| 30 Oct                    | 31             | 1 Nov                        | 2  | 3                       | 4        | 5      |
|                           |                | 14:00 External Funding Panel | School Half Term<br>14:00 Corporate Briefing   |                         |          |        |
| 6                         | 7              | 8                            | 9  | 10                      | 11       | 12     |
| 09:30 Corporate Parenting | 14:00 Planning | 16:00 Education CAC          | 14:00 Communities CAC                          | 10:00 General Licensing |          |        |
| 13                        | 14             | 15                           | 16   | 17                      | 18       | 19     |
| 16:30 Scrutiny Programme  |                | 14:00 Development CAC        | 14:00 Cabinet                                  |                         |          |        |
| 20                        | 21             | 22                           | 23   | 24                      | 25       | 26     |
| 14:00 Prevention CAC      | 10:30 JCC      | 16:00 Corporate Services CAC | 14:00 LA Governor<br>17:00 Council             |                         |          |        |
| 27                        | 28             | 29                           | 30   | 1 Dec                   | 2        | 3      |
|                           |                |                              | 10:00 Pension Fund<br>14:00 Corporate Briefing |                         |          |        |

# December 2017

December 2017

|    |    |    |    |    |    |    |
|----|----|----|----|----|----|----|
| Mo | Tu | We | Th | Fr | Sa | Su |
| 4  | 5  | 6  | 7  | 8  | 9  | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

January 2018

|    |    |    |    |    |    |    |
|----|----|----|----|----|----|----|
| Mo | Tu | We | Th | Fr | Sa | Su |
| 1  | 2  | 3  | 4  | 5  | 6  | 7  |
| 8  | 9  | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 |    |    |    |    |

| MONDAY  | TUESDAY             | WEDNESDAY   | THURSDAY   | FRIDAY                       | SATURDAY | SUNDAY |
|---|---------------------|---|--|------------------------------|----------|--------|
| 27 Nov  | 28                  | 29  | 30   | 1 Dec                        | 2        | 3      |
| 4<br>14:00 Armed Forces   | 5<br>14:00 Planning | 6<br>14:00 External Funding Panel                           | 7<br>14:00 Communities CAC   | 8<br>10:00 General Licensing | 9        | 10     |
| 11<br>10:00 SDF Panel<br>16:30 Scrutiny Programme<br>19:00 Gower AONB | 12<br>14:00 Audit   | 13<br>16:00 Education CAC                                   | 14<br>10:00 Local Pension Board<br>14:00 Cabinet<br>15:00 LA Governor<br>17:00 Council | 15<br>11:00 Archives         | 16       | 17     |
| 18<br>14:00 Prevention CAC  | 19                  | 20<br>14:00 Development CAC<br>16:00 Corporate Services CAC | 21   | 22                           | 23       | 24     |
| 25<br>Christmas Day   | 26<br>Boxing Day    | 27<br>School Christmas Holidays<br>Extra Statutory Day      | 28   | 29                           | 30       | 31     |

# January 2018

February 2018

January 2018

|    |    |    |    |    |    |    |
|----|----|----|----|----|----|----|
| Mo | Tu | We | Th | Fr | Sa | Su |
| 5  | 6  | 7  | 8  | 9  | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 |    |    |    |    |

|    |    |    |    |    |    |    |
|----|----|----|----|----|----|----|
| Mo | Tu | We | Th | Fr | Sa | Su |
| 1  | 2  | 3  | 4  | 5  | 6  | 7  |
| 8  | 9  | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 |    |    |    |    |

| MONDAY   | TUESDAY                         | WEDNESDAY   | THURSDAY                                 | FRIDAY   | SATURDAY | SUNDAY |
|--|---------------------------------|---|--|--|----------|--------|
| 1 Jan 18<br>New Years Day                                  | 2                               | 3<br>School Christmas Holidays                            | 4  | 5  | 6        | 7      |
| 8<br>09:30 Corporate Parenting<br>16:30 Scrutiny Programme | 9<br>14:00 Planning             | 10<br>14:00 External Funding Panel<br>16:00 Education_CAC | 11<br>14:00 Communities_CAC              | 12<br>09:35 Standards<br>10:00 General Licensing | 13       | 14     |
| 15<br>14:00 Prevention_CAC                                 | 16<br>14:00 Development_CAC     | 17  | 18<br>14:00 Cabinet                      | 19   | 20       | 21     |
| 22<br>17:00 Student Liaison                                | 23<br>10:30 JCC                 | 24<br>16:00 Corporate Services_CAC                        | 25<br>14:00 LA Governor<br>17:00 Council | 26   | 27       | 28     |
| 29<br>17:00 Community Town Councils                        | 30<br>17:00 Democratic Services | 31<br>10:00 Local Pension Board                           | 1 Feb                                    | 2  | 3        | 4      |

# February 2018

March 2018

February 2018

|    |    |    |    |    |    |    |
|----|----|----|----|----|----|----|
| Mo | Tu | We | Th | Fr | Sa | Su |
| 5  | 6  | 7  | 8  | 9  | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 |    |

|    |    |    |    |    |    |    |
|----|----|----|----|----|----|----|
| Mo | Tu | We | Th | Fr | Sa | Su |
| 5  | 6  | 7  | 8  | 9  | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 |    |    |    |    |

| MONDAY                         | TUESDAY             | WEDNESDAY                                       | THURSDAY   | FRIDAY                       | SATURDAY | SUNDAY |
|--------------------------------|---------------------|---|--|------------------------------|----------|--------|
| 29 Jan                         | 30                  | 31  | 1 Feb<br>14:00 Corporate Briefing                    | 2                            | 3        | 4      |
| 5                              | 6<br>14:00 Planning | 7<br>14:00 External Funding Panel               | 8<br>14:00 Cabinet (Budget)<br>14:00 Communities CAC | 9<br>10:00 General Licensing | 10       | 11     |
| 12<br>16:30 Scrutiny Programme | 13<br>14:00 Audit   | 14<br>16:00 Education CAC                       | 15<br>14:00 Cabinet                                  | 16                           | 17       | 18     |
| 19<br>14:00 Prevention CAC     | 20<br>10:30 JCC     | 21<br>School Half Term<br>14:00 Development CAC | 22<br>14:00 LA Governor<br>17:00 Council             | 23                           | 24       | 25     |
| 26<br>14:00 Armed Forces       | 27                  | 28<br>16:00 Corporate Services CAC              | 1 Mar  | 2                            | 3        | 4      |

Borsden, Gareth

10

13/03/17 13:38



# March 2018

| March 2018 |    |    |    |    |    |    | April 2018 |    |    |    |    |    |    |
|------------|----|----|----|----|----|----|------------|----|----|----|----|----|----|
| Mo         | Tu | We | Th | Fr | Sa | Su | Mo         | Tu | We | Th | Fr | Sa | Su |
| 5          | 6  | 7  | 8  | 9  | 10 | 11 | 2          | 3  | 4  | 5  | 6  | 7  | 8  |
| 12         | 13 | 14 | 15 | 16 | 17 | 18 | 9          | 10 | 11 | 12 | 13 | 14 | 15 |
| 19         | 20 | 21 | 22 | 23 | 24 | 25 | 16         | 17 | 18 | 19 | 20 | 21 | 22 |
| 26         | 27 | 28 | 29 | 30 | 31 |    | 23         | 24 | 25 | 26 | 27 | 28 | 29 |
|            |    |    |    |    |    |    | 30         |    |    |    |    |    |    |

| MONDAY  | TUESDAY             | WEDNESDAY                          | THURSDAY                                  | FRIDAY                        | SATURDAY                                    | SUNDAY |
|---|---------------------|------------------------------------|---|-------------------------------|---|--------|
| 26 Feb  | 27                  | 28                                 | 1 Mar<br>14:00 Corporate Briefing         | 2<br>14:00 Corporate Briefing | 3   | 4      |
| 5<br>09:30 Corporate Parenting                      | 6<br>14:00 Planning | 7<br>14:00 External Funding Panel  | 8<br>14:00 Communities CAC                | 9<br>10:00 General Licensing  | 10  | 11     |
| 12<br>10:00 SDF Panel<br>16:30 Scrutiny Programme   | 13                  | 14<br>16:00 Education CAC          | 15<br>10:00 Pension Fund<br>14:00 Cabinet | 16<br>11:00 Archives          | 17  | 18     |
| 19<br>14:00 Prevention CAC                          | 20<br>10:30 JOC     | 21<br>14:00 Development CAC        | 22<br>14:00 LA Governor<br>17:00 Council  | 23                            | 24  | 25     |
| 26<br>09:30 Corporate Parenting<br>19:00 Gower AONB | 27                  | 28<br>16:00 Corporate Services CAC | 29<br>10:00 Local Pension Board           | 30<br>Good Friday             | 31<br>School Easter Holidays<br>To 14 Apr → | 1 Apr  |

# April 2018

May 2018

April 2018

|    |    |    |    |    |    |    |
|----|----|----|----|----|----|----|
| Mo | Tu | We | Th | Fr | Sa | Su |
| 7  | 8  | 9  | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 |    |    |    |

| MONDAY                   | TUESDAY                   | WEDNESDAY                    | THURSDAY   | FRIDAY                  | SATURDAY | SUNDAY                 |
|--------------------------|---------------------------|------------------------------|--|-------------------------|----------|------------------------|
| 26 Mar                   | 27                        | 28                           | 29   | 30                      | 31       | 1 Apr                  |
| 2                        | 3                         | 4                            | 5  | 6                       | 7        | 8                      |
| Easter Monday            | 14:00 Planning            | 14:00 External Funding Panel | School Easter Holidays<br>14:00 Corporate Briefing | 09:35 Standards         |          | School Easter Holidays |
| 9                        | 10                        | 11                           | 12   | 13                      | 14       | 15                     |
| 16:30 Scrutiny Programme | 14:00 Audit               | 16:00 Education CAC          | School Easter Holidays<br>14:00 Communities CAC    | 10:00 General Licensing |          |                        |
| 16                       | 17                        | 18                           | 19   | 20                      | 21       | 22                     |
| 14:00 Prevention CAC     | 10:30 ICC                 | 14:00 Development CAC        | 14:00 Cabinet                                      |                         |          |                        |
| 23                       | 24                        | 25                           | 26   | 27                      | 28       | 29                     |
| 17:00 Student Liasion    | 17:00 Democratic Services | 16:00 Corporate Services CAC | 14:00 LA Governor<br>17:00 Council                 |                         |          |                        |
| 30                       | 1 May                     | 2                            | 3  | 4                       | 5        | 6                      |

# May 2018

| May 2018 |    |    |    |    |    |    | June 2018 |    |    |    |    |    |    |
|----------|----|----|----|----|----|----|-----------|----|----|----|----|----|----|
| Mo       | Tu | We | Th | Fr | Sa | Su | Mo        | Tu | We | Th | Fr | Sa | Su |
| 1        | 2  | 3  | 4  | 5  | 6  | 7  | 4         | 5  | 6  | 7  | 8  | 9  | 10 |
| 8        | 9  | 10 | 11 | 12 | 13 | 14 | 11        | 12 | 13 | 14 | 15 | 16 | 17 |
| 15       | 16 | 17 | 18 | 19 | 20 | 21 | 18        | 19 | 20 | 21 | 22 | 23 | 24 |
| 22       | 23 | 24 | 25 | 26 | 27 | 28 | 25        | 26 | 27 | 28 | 29 | 30 |    |
| 29       | 30 | 31 |    |    |    |    |           |    |    |    |    |    |    |

| MONDAY                         | TUESDAY                 | WEDNESDAY | THURSDAY                      | FRIDAY                                      | SATURDAY | SUNDAY |
|--------------------------------|-------------------------|-----------|-------------------------------|---|----------|--------|
| 30 Apr                         | 1 May<br>14:00 Planning | 2         | 3<br>14:00 Corporate Briefing | 4   | 5        | 6      |
| 7<br>Bank Holiday              | 8                       | 9         | 10                            | 11<br>10:00 General Licensing               | 12       | 13     |
| 14<br>16:30 Scrutiny Programme | 15                      | 16        | 17<br>14:00 Cabinet           | 18  | 19       | 20     |
| 21                             | 22                      | 23        | 24<br>16:00 Annual Council    | 25<br>14:00 Ceremonial Council (Lord Mayor) | 26       | 27     |
| 28<br>Bank Holiday             | 29                      | 30        | 31<br>School Half Term        | 1 Jun                                       | 2        | 3      |

# Agenda Item 17.

## Report of the Chair of the Scrutiny Programme Committee

Council – 23 March 2017

### 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   |
| <b>FOR DISCUSSION</b>       |  |

#### 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.

**Background Papers:** None

#### **Appendices:**

Appendix 1 – Scrutiny Dispatches

‘How scrutiny councillors are making a difference’

## The best way to tackle poverty is to work with the people affected by poverty

*(Lead: Councillor Sybil Crouch)*

Scrutiny councillors have identified ways in which the Council can best tackle poverty in Swansea, having spent the last six months reviewing current approaches.

Amongst its significant findings the Scrutiny Inquiry found that:

- in developing (and delivering) a strategy it was vital that people experiencing poverty were not only involved, but involved in a powerful and meaningful way.
- involving people experiencing poverty should be more than a project and must be integral to the strategy.
- good practice elsewhere suggests benefits in adopting the Poverty Truth Commission model. The model focuses on relationships, and trains both people experiencing poverty and people in public life, and supports them to work together on joint projects around key themes based on issues raised by those experiencing poverty.

The Panel of Councillors believe that this model, adapted to fit Swansea’s circumstances, could not only provide a challenge and culture change but also be a flagship for the strategy – demonstrating the commitment to involve people experiencing poverty. Tackling Poverty is one of the Council’s top five priorities and the inquiry focussed on how the Council’s Tackling Poverty Strategy can be improved. The scrutiny inquiry report and recommendations will be presented to Cabinet on 16 March, who will then provide a response in the new few months.

The Panel Convener, Councillor Sybil Crouch, said:

‘Tackling Poverty is key to delivering the health and wellbeing of our citizens and of our city. We heard powerful testimony from people experiencing poverty and I am especially grateful to them for taking time to tell us what they face on a daily basis. I was moved by their testimony and by their courage in the face of complex problems. The Tackling Poverty Strategy lays considerable emphasis on the need to involve people experiencing poverty, without whom “there is no delivery”. The evidence we heard from the Leeds Poverty Truth Commission persuades us that this is a model which Swansea should follow and it is one of our principle recommendations that this should be actioned at the earliest opportunity. I hope that our recommendations will be accepted in the positive spirit in which they are made and that this important work will gain a renewed focus and impetus.’

Scrutiny has contributed to this vital debate by providing:

- Evidenced proposals that will lead to the strategy being more effective
- The views of people experiencing poverty
- The views of key stakeholders
- Consideration of the conclusions and recommendations from national reports and an assessment of the implications for Swansea
- Identification of good practice/research elsewhere and whether there is any learning for Swansea’s approach
- Increased councillor understanding about the Tackling Poverty Strategy
- Greater public awareness of the work of the Tackling Poverty Strategy

The full report is available on our publications page: [www.swansea.gov.uk/scrutinypublications](http://www.swansea.gov.uk/scrutinypublications)

## **Helping to redesign homecare services for older people**

*(Lead: Councillor Uta Clay)*

Scrutiny councillors have made an impact on the delivery of social care at home.

The convener of the Panel which carried out the inquiry, Councillor Uta Clay, said: 'We were pleased to learn that the inquiry had provided useful research and evidence which helped inform the service design for the adult services model and delivery options for the three commissioning reviews. We were also pleased that the inquiry had improved awareness and understanding of a complex topic amongst officers and councillors and had helped to promote constructive debate within the commissioning review process.'

Councillors made a number of recommendations, agreed by Cabinet in 2015, and met recently to discuss progress with the implementation of actions and assess the impact made by this scrutiny inquiry.

The scrutiny report, called 'Building an Independence Service' focussed on how the Council and its partners can best support older people to remain in their own homes. The follow up of this inquiry revealed that all agreed recommendations have been actioned and completed.

The panel was pleased to hear that its work has made a positive contribution to:

- a re-design of the Adult Services Model
- a commissioning review of domiciliary care services for older people
- the re-structure of the adult Services Intake Team
- the Introduction and expansion of Local Area Co-ordination
- a better understanding of the underlying issues contributing to delays in sourcing packages of care

## **Ensuring the best facilities for children educated away from mainstream schools**

*(Lead: Councillor Cheryl Philpott)*

The work of scrutiny councillors have helped to bring about service improvements for children that are educated other than at school (EOTAS) by:

- raising the profile of this service and issues
- improving understanding / awareness about EOTAS
- providing useful research / evidence, and
- making a positive impact on the service as a whole

Councillors met recently with the Cabinet Member for Education and relevant officers to follow up upon the impact of their scrutiny inquiry into Education Inclusion.

The convener of the inquiry, Councillor Cheryl Philpott said: 'The Panel found that good progress was being made in relation to the recommendations made in the inquiry report and that these have informed decision making and the recent overhaul of the entire education other than at school service. The Panel were particularly pleased to hear about progress in finding a more suitable building and location for EOTAS services, and were encouraged by the pending feasibility study for a potential new facility in Cockett.'

The Panel now look forward with optimism for children using EOTAS services and feel vulnerable children within the education system in Swansea will be much better served moving forward. Councillors were particularly pleased to hear the ambition for this service is not just to be good but to be excellent.

## Scrutiny is making the news

*(Lead: Councillor Mary Jones)*

It is pleasing to report that we have seen a growth in the amount of media coverage for the work of scrutiny this year. One of the identified improvement objectives for scrutiny is the need for more coverage in the media so that the public are more aware of our work. Because of this we are now monitoring the amount of media coverage received as part of performance measures for developing scrutiny.

We have seen media coverage from the South Wales Evening Post, BBC Wales online, Swansea Bay Radio for a range of scrutiny activities including discussions on:

- Gypsy & Traveller Site Provision
- Welsh Housing Quality Standard
- Child & Adolescent Mental Health Services
- School Reserves
- City Centre Regeneration
- Houses in Multiple Occupation
- Building Sustainable Communities / Community Action

Over the past years or so we have paid a lot of attention to the way we communicate, including developing a more 'news' writing style. The service has also been developing closer links with the Council's Communications Team in order learn about effective writing and attract more media attention. Scrutiny Dispatches has evolved over recent years so that it can provide readily useable content for the local press. We have also continued to blog on the big stories in scrutiny and use social media platforms such as Twitter to promote and share our work.

The media coverage seen over the last year is also a good indication of the amount of scrutiny topics which have been of public interest. It reflects well on what is aimed to be a balanced scrutiny work programme.

## Chair's Roundup:

This is my third quarterly roundup of the work of scrutiny for 2016/17.

### Gathering evidence

Another inquiry, going on over the last four months, has been looking at Children's Readiness for School (lead: Councillor Hazel Morris). The Panel has gathered a range of evidence and perspectives on this important issue, including a number of schools and early year's settings, which will inform conclusions and recommendations for improvement. A final report will be published in April 2017.

### Questioning Cabinet Members

Each month's 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 Transformation & Performance in March. 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. We have recently put questions to the Cabinet Members for Environment & Transformation, Adults & Vulnerable People, and the Leader / Cabinet Member for Finance & Strategy.



## **Examining Commissioning Reviews**

One of the ways in which scrutiny hold the cabinet to account is to carry out pre-decision scrutiny. This means questioning Cabinet Members on proposals, taking into account strategic impact, public interest and financial implications, and presenting views and any concerns to Cabinet ahead of decisions. Amongst these are Commissioning Reviews where Cabinet is taking significant decisions about the future of our services, under the backdrop of financial pressures and sustainability. The Service Improvement & Finance Performance Panel has dealt with a number of these reviews and most recently discussed the Parks & Cleansing Commissioning Review.

## **Picking up public concerns – HMOs**

Following a public request for scrutiny we agreed to set up a Working Group to look at issues around Houses in Multiple Occupation. This work has now concluded. The Working Group heard from Cabinet Members, officers and members of the public and has made a number of recommendations in a letter to the relevant Cabinet Members. The scrutiny councillors involved in this work have called for clear controls over the density and spread of HMOs across the City and County of Swansea, most notably in Uplands and St Thomas given the proximity to university campuses. They also call for more resources to be directed to HMO enforcement activities. A response is expected soon.

## **Working in different ways to look at some issues – Digital Inclusion**

Adopting a more light-touch approach, one-off Working Groups are set up to look at some topics. A Working Group has been set up to look at the issue of digital inclusion. A meeting has been arranged for 6 March for a discussion on plans, activities, achievements, impact, challenges, and overall assessment. Digital inclusion is an important issue for the Council, given that there is a move towards increasing digital contact and making more services on-line. There is concern about the risk of digital exclusion, and how the council is helping citizens to get on-line. The Working Group will be expected to ask the relevant Cabinet Member and officers about: the Council's strategy to ensure access to services for all; work to ensure that people are not being excluded from services once they become digital; and the quality of digital services.

## **Evaluating the year**

One of the hallmarks of an effective scrutiny function is one that reflects on and learns from experience. For this reason, at this time of the year, we undertake our Annual Scrutiny Survey. We will be inviting all councillors, staff, partners and the public to tell us what they think about scrutiny in Swansea, as well as collect views about future work. The results of the survey help provide us with data to demonstrate how well we are doing and outcomes, and will be published in our Annual Report in the summer.

## **Planning future work**

The work programme will try to balance community concerns with issues of importance to the council. Anyone living or working in Swansea can get in touch with us about matters of concern as scrutiny may be able to help. We will see how best scrutiny could deal with it to make a difference. We also have time set aside at every Scrutiny Programme Committee for a public question time, for questions to any Cabinet Members present about their work or to myself concerning the scrutiny work programme.

## **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.

### **Connect with Scrutiny:**

Gloucester Room, Guildhall, Swansea. SA1 4PE (Tel. 01792 637732)

**Web:** [www.swansea.gov.uk/scrutiny](http://www.swansea.gov.uk/scrutiny)

**Twitter:** @swanseascrutiny

**Email:** [scrutiny@swansea.gov.uk](mailto:scrutiny@swansea.gov.uk)

**Bulletin Board:** [www.swanseascrutiny.co.uk](http://www.swanseascrutiny.co.uk)

# Agenda Item 18.

Council – 23 March 2017

## COUNCILLORS' QUESTIONS

### PART A – SUPPLEMENTARIES

|   |  |
|---|--|
| 1 | <p><b>Councillors A M Day, M H Jones, P M Black</b></p> <p>Will the Cabinet Member for Education publish the average wider points score for 17 year olds in 2015/16, and tell Council how the score compares with other local authorities in Wales, with the average for Wales and with previous years.</p> <p><b>Response of Cabinet Member for Education</b></p> <p>Post-16 results in Swansea schools for 2016 were generally below the national average for schools with sixth forms.</p> <p>The average wider point score for Swansea students was 704.5 compared to 823.2 for Wales. For the 3A*/A measure, Swansea is approximately one percentage point above the average in Wales, which appears positive.</p> <p>However, the 3A*-C measure is approximately 12% points below the average in Wales. This has declined from being around the Welsh average four years ago. The decline has been due to mixed performance across Swansea's sixth form schools.</p> <p>In this measure, performance has declined in three sixth forms over this period, while in four schools, performance has either remained stable or improved modestly.</p> <p>Although these results, taken at face value, require improvement, particularly given the strength at key stage 4 in Swansea schools, it is important that the results are understood in context. About a third of Swansea students leaving Year 11 each summer move on to sixth forms in schools. Well over half move to Gower College, where there is extensive provision for both A-level and vocational further education.</p> <p>Other Welsh local authorities have greatly varying levels of sixth form/college provision, so the analysis covering sixth form performance needs to be seen in that context. For example, two local authorities have no sixth form provision in schools, with some (eg Neath Port Talbot) having only a couple of such schools. As of December 2016, Blaenau Gwent and Merthyr Tydfil no longer have sixth forms in their local authorities. Other local authorities have retained sixth forms in all their schools and in those areas college provision is then mainly vocational.</p> <p>In Swansea, as half the secondary schools do not have sixth forms, many students transfer to the college to take A-levels, and this includes students from schools such as Bishopston and Pontarddulais who attain excellent results at key stage 4. These pupils do not therefore count in the sixth form results for Swansea.</p> <p>Notwithstanding the complex process of understanding post-16 data, the Education Department is exploring the reasons behind the varying performance across sixth form schools in Swansea. Looking at individual</p> |
|---|--|

schools, there does not appear to be a general entry requirement for A-Level as such, but most schools generally require a C grade or better at GCSE in the chosen subject area.

The entry requirement for sixth forms is around five GCSEs at C, whereas Gower College has a higher requirement of seven GCSEs at C or higher. The lower entry requirements in the sixth forms could well be a factor in the perceived weaknesses in outcomes. However, without a consistent value-added comparison between schools and colleges it is not possible to draw any reliable conclusions. Welsh Government is in the process of creating consistent measures at post-16, which will provide a more accurate picture from the academic year 2017-2018.

Recent work into this area has not looked at pupils resitting exams or those who have been moved back a school year. The number of pupils who move on to colleges outside Swansea is not known. However, we have requested this information from an external partner and we will evaluate this data when it is available.

Challenge advisers will be following up on the sixth form issues in ERW core visits to schools.

**Pupils aged 17 at the start of the academic year, 2015/16, 2014/15 and 2013/14**

|                       | Average wider points score for pupils aged 17<br>2015/16 | Average wider points score for pupils aged 17<br>2015/16 RANK<br>ORDER | Average wider points score for pupils aged 17<br>2014/15 | Average wider points score for pupils aged 17<br>2014/15 RANK<br>ORDER | Average wider points score for pupils aged 17<br>2013/14 | Average wider points score for pupils aged 17<br>2013/14 RANK<br>ORDER |
|-----------------------|--|--|--|--|--|--|
| Pembrokeshire         | 913.6  | 1  | 870.0  | 4  | 858.4  | 8  |
| Ceredigion            | 911.9  | 2  | 914.3  | 1  | 865.1  | 6  |
| The Vale of Glamorgan | 897.0  | 3  | 891.7  | 3  | 923.3  | 1  |
| Carmarthenshire       | 882.7  | 4  | 862.7  | 6  | 834.2  | 10   |
| Gwynedd               | 877.4  | 5  | 893.9  | 2  | 883.7  | 4  |
| Newport               | 876.1  | 6  | 825.1  | 10   | 833.9  | 11   |
| Conwy                 | 872.3  | 7  | 846.1  | 8  | 829.5  | 12   |
| Cardiff               | 870.0  | 8  | 866  | 5  | 885  | 3  |
| Isle of Anglesey      | 844.0  | 9  | 843.6  | 9  | 875.9  | 5  |
| Monmouthshire         | 835.1  | 10   | 740  | 16   | 713.7  | 18   |
| Bridgend              | 806.2  | 11   | 776.5  | 13   | 805.8  | 13   |
| Powys                 | 804.0  | 12   | 862.7  | 6  | 898.7  | 2  |
| Torfaen               | 803.7  | 13   | 752.3  | 15   | 837.4  | 9  |
| Caerphilly            | 784.8  | 14   | 777.1  | 12   | 784.4  | 14   |
| Rhondda Cynon Taf     | 765.7  | 15   | 730.2  | 17   | 718.3  | 17   |
| Flintshire            | 764.3  | 16   | 755.4  | 14   | 750  | 16   |
| Wrexham               | 751.5  | 17   | 687  | 20   | 696.4  | 19   |
| Neath Port Talbot     | 723.2  | 18   | 779  | 11   | 865  | 7  |
| Swansea               | 704.8  | 19   | 692.7  | 18   | 690.8  | 21   |
| Denbighshire          | 697.8  | 20   | 687.2  | 19   | 691.4  | 20   |
| Merthyr Tydfil        | 33.1   | 21   | 50.5   | 21   | 755.8  | 15   |
| Blaenau Gwent         | 8.9  | 22   | 11.7   | 22   | 13.8   | 22   |
| <b>Wales (d)</b>      | <b>823.2</b>   |  | <b>799.7</b>   |  | <b>804.1</b>   |  |

(a) Includes all qualifications approved for use in Wales.

(b) Ages at the start of the academic year. Includes results for 17 year old pupils, in maintained schools, achieved during the academic year and at earlier age.

(c) There are no longer any sixth forms in Blaenau Gwent (as at 2013/14) and Merthyr Tydfil (as at 2014/15).

(d) Excludes further education institutions and independent schools.

**2015/16 Data**

*Statistical First Release: Welsh Government 7 December 2016*

*Table 7: Pupils aged 17 at the start of the academic year, 2015/16, by LA*

**2014/15 Data**

*Statistical First Release: Welsh Government 16 December 2015*

*Table 5: Pupils aged 17 at the start of the academic year, 2014/15, by LA*

**2014/13 Data**

*Statistical First Release: Welsh Government 26 November 2014*

*Table 5: Pupils aged 17 at the start of the academic year, 2014/13, by LA*

2 **Councillor M H Jones, J W Jones, C A Holley**  
 Wales Audit Office (WAO) confirmed that they had seen the report into the Library review. Will the Cabinet Member confirm that the report seen by WAO was the same one as referred to in the Council meeting on the 23 February where Councillors were told that the report was in draft form and that it would not be made public.

**Response of the Cabinet Member for Enterprise, Development & Regeneration**

The report seen by the WAO was the first draft of the Cultural Services Commissioning Review, which included Libraries. The WAO saw these reports as part of its assessment of governance in CCS and they were provided with this in order to give context to the decision by the Cabinet to remove Libraries from the Review process. The report was in draft form and was not made public. The final Cultural Services Commissioning Review report, which went to Cabinet in November 2015 did not include Libraries.

3 **Councillor P N May**  
 There are a number of HMOs in the Uplands Ward which remain unlicensed. In the past, landlords have been prosecuted for failing to license their properties.

Is it correct that the name of the landlord, the offence and the fine issued used to be publicly available on the council website. Is this still the case and if not, why not.

Please could the following information be supplied on an annual basis, since 2008 up to and including 2016. For clarity please can this be displayed in a table with the following column headings:

- a. Year
- b. Number of successful Landlord prosecutions at the magistrates court.
- c. Total fines.

**Response of the Cabinet Member for Wellbeing & Healthy City**

There used to be a prosecutions register on the website for cases taken across the former Environment Department. This register was removed by the Communications Team in 2016 as part of the restructuring and launch of the new corporate website.

The table below provides the information requested and also includes the number of 'Simple Cautions' issued to landlords. A caution is a formal warning issued where there is evidence of an offence, the defendant admits that offence, but the public interest does not require prosecution. The table details all prosecutions. The figures in brackets refer to offences specifically relating to failure to license licensable HMOs.

| Year      | No. successful landlord prosecutions at magistrates court | Total fines £    | No. of Simple Cautions issued to landlords |
|-----------|---|------------------|--|
| 2008/2009 | 0   | 0                | 0  |
| 2009/2010 | 0   | 0                | 2 (2)                                      |
| 2010/2011 | 7 (2)   | 20,950 (1,250)   | 8 (7)                                      |
| 2011/2012 | 11 (11)   | 12,450 (11,700)* | 11 (9)                                     |

|           |       |                |       |
|-----------|-------|----------------|-------|
| 2012/2013 | 8 (4) | 19,850 (5,000) | 8 (8) |
| 2013/2014 | 3 (2) | 7,500 (5,000)  | 6 (6) |
| 2014/2015 | 2 (0) | 340 (0)        | 1 (1) |
| 2015/2016 | 1 (0) | 125 (0)        | 0     |
| 2016/2017 | 0     | 0              | 2 (2) |

\* In 2011/12 all 11 prosecutions taken related to failure to license licensable HMOs. Fines totalling £11,700 were issued for these offences. A further £750 in fines, making a total of £12,450 for the year, were issued for additional offences in relation to the same properties.

4 **Councillors M H Jones, J W Jones, C A Holley**  
Will the Cabinet Member publish all the responses to the consultation on the pedestrianising of Wind Street.

**Response of the Cabinet Member for Enterprise, Development & Regeneration**

**Results of Consultation – Wind Street Pedestrianisation**

**1.0 Questionnaire and Returns**

1.1 In August 2016, the Questionnaire as at Appendix 1 was distributed to business and residential addresses in the Wind Street area to gather feedback on a proposal to pedestrianise Wind Street during the afternoon and evening period to improve the area and help develop and promote a café culture.

1.2 By 16 September 50 returns were submitted which represents a return rate of 23.5% of 213 potential respondents.

1.3 In terms of the residential versus business split – 9 surveys (18%) came from local residents. The majority (41 surveys – 81%) were however returned by the businesses with senior management completing 15 surveys (36.6%), the licensee completing 11 surveys (26.8%), the owner completing 9 surveys – 21.9%) and members of staff completing the remainder (7 surveys - 17%).

1.4 Demographic analysis of those responding show the majority of respondents to be male, an average age of 36.8 years and 77.7% of the post codes being from the immediate SA1 area.

**2.0 Data Results & Analysis**

2.1 The key data results are outlined below in the order they were presented to the respondents. Basic statistical analysis of this data is also provided for evaluation purposes.

2.2 In terms of general awareness of the proposal to pedestrianise Wind Street 66% of those surveyed said they were aware of the project. Equal levels of awareness were expressed among both residents and businesses and Swansea BID was reported as the main source of this information (29.4%).

2.3 Overall, the principal of pedestrianising Wind Street was supported by a

majority of 66%. Analysis of the returns made by businesses shows 68.2% being in favour whilst those submitted by local residents are higher at 88.8% although this group represent a significantly smaller sample.

2.4 Respondents were asked to explain the reasons for their answer and these were quantified into several categories in Table 1

2.4.1 There is a general theme about improving the attractiveness and appeal of the area and increasing safety whilst concerns about access particularly for the elderly and disabled people are cited.

2.5 A series of questions were posed in order to develop an understanding of the practical issues associated with the pedestrianisation proposal and the implications that this might have for businesses and residents.

2.5.1 16 returns (32.6%) provided positive comments and/or reported no practical issues. 15 responses (30.6%) set out practical suggestions as to how the scheme could be managed most of which related to deliveries and loading provisions. 8 people (16.3%) provided a negative response most of which highlighted concerns about traffic congestion and deliveries and 10 others (20.4%) gave no response.

2.6 Views were invited on closing Wind Street daily from 11am until 6am the following morning, the results on which are summarised in Table 2.

2.6.1 In summary 22 respondents commented in support of the 11am-6am closure, however, 12-6pm was quoted as the preferred time for 2 respondents and 2-5pm by another.

2.6.2 The main body of negative comments received in this section were mainly about access and the ability of businesses to service their premises.

2.7 A series of questions were put to the businesses about their current servicing arrangements.

2.7.1 9 respondents stated they are served via a back entrance, 6 via a front entrance and 3 indicating both front and rear access.

2.7.2 Specific access and/or delivery and servicing times were stated by 11 businesses, 7 of which indicating that this usually takes place before noon.

2.8 The businesses were asked to comment on whether they would be interested in using the pedestrianised area of Wind Street if the scheme was implemented.

2.8.1 24 out of 39 respondents said 'yes' with 14 (82.3%) citing using it for outdoor seating.

2.9. The questionnaire provided space for any additional comments or suggestions to be made about the pedestrianisation proposal.

2.9.1 Whilst these section was not completed by 57.9% of the returns; the remaining 42.1% were split into 6 (12%) positive comments, 6 (12%) practical

|   |  |
|---|--|
|   | <p>comments, 3 (6%) negative comments, 1 (2%) neutral comment and 5(10%) stating N/A.</p> <p>2.9.2 In this section many of the participants took the opportunity to reinforce views previously expressed but a number highlighted other issues relevant to the management of the area. For example, the use of plastic glasses outside premise and the need for additional bins and policing were among the points put forward.<br/><u>Also See Appendix 1.</u></p>  |
| 5 | <p><b>Councillors P M Black, C A Holley, M H Jones</b><br/>Will the Leader outline the timetable and the costings for establishing a new Civic Centre on the site of the car park opposite the Grand Theatre.</p> <p><b>Response of the Leader</b><br/>Costings and timings are not known at this stage as work is required to secure a detailed design and planning consent. Funding to progress the Civic relocation to detailed planning consent is being sought from WG. In the meantime an allocation of £200k is sought to complete the flood mitigation work and detailed feasibility work.</p>   |
| 6 | <p><b>Councillor P N May</b><br/>Fees that landlords pay for HMO licensing directly fund the costs of the scheme. This means that should be no drain on the council budget. It should also mean that, there should be no profit made from the scheme to fund other budget lines.</p> <p>Having fewer HMO licensing officers leads to a reactive, rather than a proactive, service. This is noticeable in the Uplands ward where for example, unsightly frontages and refuse problems only get dealt with if a neighbour complains.</p> <p>During the recent scrutiny inquiry, the following information was supplied about the financing of HMO licensing:</p> <p>The fee income for 2015-2016 was £263,000</p> <p>The staff costs were:<br/> Clerical Officer – Grade 5 (with on costs) = £25,700<br/> Technical Officer – Grade 7 (with on costs) = £35,500<br/> Environmental Health Officer – Grade 9 (with on costs) = £47,200<br/> Team Leader – Grade 11 (with on costs) = £59,400<br/> Divisional Manager – Grade 12 (with on costs) = £65,800</p> <p>This gave a total wage cost of £233,600</p> <p>In questioning it was revealed that the actual wage bill was lower. This was because some officers were only spending a proportion of their time on HMO licensing.</p> <p>Even after the cost of stationary and consumables there is a profit of around £30,000.</p> <p>Further, the council increased the licensing fee in March 2016 so an even</p> |

larger fee income will now be recorded.

In my previous question to council the cabinet member stated that the number of HMO officers has in fact reduced since their previous levels. This was despite there being fee increases.

a. How much extra money has been accumulated since 2012-2013 to 2015-2016 inclusive? Please could this information be supplied in a table with the following column headings:

Financial year, Income from Licensing fees, Officers wage bill (please make sure that this only includes the wage for HMO licensing and not other pro rata employment activities).

b. On the face of it, current 2015-16 year shows a surplus. Is this allowed and where has the money gone.

c. Will the cabinet member now consider employing extra officers using any current and historic surpluses to fund them.

**Response of the Cabinet Member for Wellbeing & Healthy City**

a). Annual HMO licence fee income fluctuates depending upon the housing market, the number of new licence applications and licences requiring renewal. Fees vary upon the size of the property (the larger the property, the higher the fee). In recent years, fee income has been as follows:

| Financial Year | Income from Licensing Fees (£) |
|----------------|--------------------------------|
| 2012 – 2013    | £205k                          |
| 2013 – 2014    | £193k                          |
| 2014 – 2015    | £250k                          |
| 2015 – 2016    | £263k                          |

As stated, Officers undertaking HMO licensing duties also carry out other functions not related to licensing. There is no separate 'wage for HMO licensing' so it is not possible to provide that information in that format. Monitoring systems are in place however to ensure HMO licensing fees are only used for that purpose.

Information provided at the Scrutiny Working Group referred to the range of officer posts involved with HMO licensing and their typical salary costs. These are the five posts listed by Cllr May: Clerical Officer, Technical Officer, Environmental Health Officer, Team Leader and Divisional Manager. Information provided did not say that £233,600 was the total wage bill.

Whilst there is one Clerical Officer, one Team Leader and one Divisional Manager there are in fact two Technical Officers and 3.98 FTE Environmental Health Officers who spend a proportion of their time on HMO licensing. In addition, one of the Technical Officer posts has recently been converted to an Environmental Health Officer post.



|   |  |
|---|--|
|   | <p><b>b).</b> Licence fees are required to be paid in full when an HMO licence application is made. The fee paid covers a maximum five year period (i.e. the life of an HMO licence). A proportion of the fee is therefore carried across that period as 'receipts in advance'. This means even though the fee is paid in full in one particular financial year, it is able to be utilised in that year and subsequent years over the term of the licence.</p> <p>This is permitted and should not be interpreted as a surplus. As stated, HMO licence fees are not used for other purposes.</p> <p><b>c).</b> From 1<sup>st</sup> April 2017, there will be one additional Environmental Health Officer dealing with HMOs and other private sector housing enforcement matters. It is anticipated this will equate to approximately 0.8FTE on HMO licensing, which will be funded by HMO licensing fees. The situation will be kept under review.</p> |
| 7 | <p><b>Councillors P M Black, M H Jones, C A Holley</b></p> <p>Is it planned that the replacement for the Central library is to be incorporated in the new Civic Centre Oxford Street building. If not where is this to be placed.</p> <p><b>Response of the Cabinet Member for Enterprise, Development &amp; Regeneration</b></p> <p>Officers in Regeneration and Culture are working together to understand the opportunities for a library offer as part of the City Centre regeneration. This could support footfall and vibrancy as part of a mixed use development, but there is no definite proposal or option for consideration at this time. Any decisions around a City Centre library will be contingent on the overall development plans, affordability and the future of the Civic Centre, which is as yet not clear.</p>  |
| 8 | <p><b>Councillors C A Holley, P M Black, L G Thomas</b></p> <p>Will the Leader tell Council what has been the cost of consultants for the St David's scheme, the Arena scheme and the City Deal. Will he also say whether payment was made from the Council or from Grants from the Welsh Government.</p> <p><b>Response of the Leader</b></p> <p>The work up costs to date for the St Davids site (north of Oystermouth Road) is £1,073,361.93 and the cost fees for the LC car park area, including Arena is £535,701.50. These fees have been temporarily met by the Council on the understanding that Welsh Government will reimburse the work up costs for the scheme. We are waiting for a final formal response from Welsh Government.</p> <p>The City Deal application was mainly completed by Council officers with professional advice coming from existing contract arrangements.</p>   |
| 9 | <p><b>Councillors C A Holley, L G Thomas, M H Jones</b></p> <p>We have been told by the Leader that the Council was to be given money by the Welsh Government for redevelopment of the St David's scheme. Will he tell Council if we have had any monies and whether it is in the form of a Grant or a Loan. If it is a Loan what are the repayment conditions.</p>  |

|    |  |
|----|--|
|    | <p><b>Response of the Leader</b><br/>The Council's original requirement for £6.2m of work up costs for Swansea Central was requested from WG. During further discussions with Welsh Government they have linked this to the City Deal and a formal response is expected shortly.</p>   |
| 10 | <p><b>Councillors J W Jones, P M Black, C A Holley</b><br/>Given concerns raised by Councillors from all parties over the complexity of the public consultation on the Service Model for Adult Social Care will the Cabinet Member tell us what regard has been paid to these concerns and what level of responses have been received to date.</p> <p><b>Response of the Cabinet Member for Adults &amp; Vulnerable People</b><br/>I note the concern over the complexity of the public consultation into the model for adult social care and linked commissioning review into future domiciliary care arrangements.<br/>There is a necessary balance to be struck between providing enough information to the public to ensure that they are aware of the complex issues about which they are being consulted whilst striving to simplify that complexity to promote wide engagement. Arrangements were put in place to provide assistance to members of the public if they experienced difficulties in understanding the questions being asked. An example of this included the Head of Adult Services meeting with a group representing individuals with disabilities.<br/>These consultations have generated 476 responses. Approximately 85% of respondents identified themselves as direct recipients of care or as the family and carers of direct recipients of care. This response rate compares well with similar consultation exercises including the recent budget consultation.</p> <p>Given the concern that despite this positive response rate, Councillors report that they themselves and some constituents found the consultation documents too complex, I have asked officers in social services, the legal team, access to services and communications to review the process for future consultation exercises. This review will consider whether further simplification of the documentation and questions can be achieved without leaving the local authority at risk of legal challenge.</p> |
|    | <p><b>PART B – NO SUPPLEMENTARIES</b></p>  |
| 11 | <p><b>Councillors P M Black, P M Meara, T H Rees</b><br/>Will the Cabinet Member provide details of how the £500,000 for additional new 3G pitches will be spent and what criteria was applied in prioritising this expenditure.</p> <p><b>Response of the Cabinet Member for Well Being &amp; Healthy City</b><br/>The Welsh Rugby Union, Welsh Football Trust and Welsh Hockey, in conjunction with Sport Wales commissioned the 'All Wales Artificial Turf Pitch Vision and Guidance' report, the findings of which indicate that Swansea is the least resourced county in Wales for 3G facilities. The county has a vast sports club infrastructure but has no full sized 3G facilities.</p> <p>Following meetings and site visits with members of the National Collaborative Sports Facilities Group sites were identified for consideration for the</p>  |

introduction of new, strategically located 3G facilities based on the following criteria;

- *Centres of population/Latent demand* – Using local information and knowledge, as well as the findings of the All Wales collaboration report, clear areas of latent demand have been identified. This is particularly but not exclusively in relation to the local club infrastructure in the areas surrounding the proposed priority sites, where there is little or no access to appropriate all weather playing and training facilities. The sites considered are all in strategic geographic locations within easy access of high proportions of the county's population centres.
- *Physical nature of proposed site* (E.g. flat, current playing surface, existing utility availability, access etc.). We are fortunate to have identified sites where there are suitable existing areas of sufficient size which could be developed and which will significantly reduce construction costs.
- *Current facility management arrangements*- Prioritisation has been given to sites which have existing facility management infrastructures. The sites considered would have little or no need for ongoing additional revenue costs for management or staffing in the short or long term.
- *Match funding* – Some sites provided the opportunity to access existing, or apply for additional match funding towards the development of new facilities.
- *Timescale for delivery* – Sites have been selected based on their readiness factor and the ability to progress with approvals and construction as quickly as practicable.

Based on the above criteria, the following priority sites have been selected for development;

- Morryston Comprehensive School/Community Leisure Centre
- Penyrheol Comprehensive School/Community Leisure Centre
- Cefn Hengoed Comprehensive School/Community Leisure Centre

The total cost of this provision will be in the region of £1.45m. The cost for delivering Penyrheol and Morryston has been financed through grant funding and Council commitments. An additional £500,000 has been underwritten by the Council towards the provision of a full-sized, floodlit and fenced 3G facility at Cefn Hengoed. This has been supplemented by a £50,000 contribution from National Collaborative Sports Facilities Group.

Table 1

|                        | <b>No/ %<br/>providing<br/>positive<br/>comments<br/><br/>(see A)</b> | <b>No/ %<br/>providing<br/>negative<br/>comments<br/><br/>(see B)</b> | <b>No/ %<br/>providing<br/>neutral<br/>comments<br/><br/>(see C)</b> | <b>No/ %<br/>providing<br/>both<br/>positive &amp;<br/>negative<br/>comments<br/>(see D)</b> | <b>No/ %<br/>providing no<br/>response</b> |
|------------------------|---|---|--|--|--|
| <b>Local residents</b> | 5/ 15.1%  | 2/ 25%  | 0/ 0%  | 1/ 100%  | 3/ 50%                                     |
| <b>Businesses</b>      | 28/ 88.8%   | 6/ 75%  | 4/ 100%  | 0/ 0%  | 3/ 50%                                     |
|                        |   |   |  |  |  |
| <b>Total No/ %</b>     | <b>33/ 63.4%</b>  | <b>8/ 15.3%</b>   | <b>4/ 7.6%</b>   | <b>1/ 1.9%</b>   | <b>6/ 11.5%</b>                            |

Table 2

|                        | <b>No/ %<br/>providing<br/>positive<br/>comments<br/>(see A)</b> | <b>No/ %<br/>providing<br/>practical<br/>suggestions<br/>(see B)</b> | <b>No/ %<br/>providing<br/>negative<br/>comments<br/>(see C)</b> | <b>No/ %<br/>providing<br/>neutral<br/>comments</b> | <b>No/ %<br/>providing<br/>no<br/>response</b> |
|------------------------|--|--|--|---|--|
| <b>Local residents</b> | 2/ 10%   | 1/ 10%   | 3/ 20%   | 0/ 0%   | 1/ 33.3%                                       |
| <b>Businesses</b>      | 20/ 90%  | 6/ 90%   | 12/ 80%  | 2/ 100%   | 2/ 66.6%                                       |
|                        |  |  |  |   |  |
| <b>Total No/ %</b>     | <b>22/ 44.8%</b>   | <b>7/ 14.2%</b>  | <b>15/ 30.6%</b>   | <b>2/ 4%</b>  | <b>3/ 6.1%</b>                                 |

# WIND STREET PEDESTRIANISATION PROPOSAL

## August 2016



### Questionnaire for Businesses & Residents

Swansea Council has been approached by Swansea Business Improvement District (BID) to consider pedestrianising Wind Street during the afternoon and evening periods to help develop and promote a café culture.

The intention is to improve the overall attractiveness and vibrancy of the area, provide residents and visitors to the City Centre with a greater variety of leisure options, encourage greater dwell times and improve perceptions of Wind Street by diversifying its use and encouraging a more family orientated atmosphere. There is a desire to promote a more alfresco dining and leisure experience, akin to other European cities.

One of the challenges with any plans to pedestrianise a highway is to continue to meet its access and servicing demands and specifically vehicular access for local traders and residents. With this in mind, initial considerations have suggested that Wind Street could be closed to all but emergency vehicles from 11am until 6am the following morning, thus allowing access for deliveries and through traffic from 6am until 11am each morning.

It is proposed that access would be restricted via the automatic rising bollards which are currently positioned at either end of the street but are not currently operational.

In order to fully assess the appetite for the pedestrianisation of Wind Street and also to adequately consider the servicing and access needs, your views are sought together with any suggestions you may have regarding the proposal.

***Please take just a few moments to complete the short questionnaire below and return it to the City Centre Rangers who will collect it in person within a week of you receiving it.***

For further information or queries about the project or the City Centre in general please contact City Centre Management on 01792 633090 or email [citycentremangement@swansea.gov.uk](mailto:citycentremangement@swansea.gov.uk).

**1a. Please indicate whether you are a resident of Wind Street (or the area adjacent to Wind Street) or a business proprietor**

Resident  (go to Question 2a.)                      Business

**1b. If a business, please indicate your role within the business**

|                                   |  |                                |  |
|-----------------------------------|--|--------------------------------|--|
| Licencee <input type="checkbox"/> | Senior Management <input type="checkbox"/> | Owner <input type="checkbox"/> | Member of staff <input type="checkbox"/> |
| Other (please state)              |  |                                |  |

**1c. If a business, please provide the name and address of the business**

Name of business: .....                      Address: .....

**1d. Please categorise the type of business being operated**

|                              |                              |                                    |                                    |                                     |
|------------------------------|------------------------------|------------------------------------|------------------------------------|-------------------------------------|
| Pub <input type="checkbox"/> | Bar <input type="checkbox"/> | Nightclub <input type="checkbox"/> | Take-away <input type="checkbox"/> | Restaurant <input type="checkbox"/> |
| Other (please state)         |                              |                                    |                                    |                                     |

**2a. Were you aware of a proposal being considered by the Council to pedestrianise Wind Street?**

Yes                       No  (go to Question 3a.)

**2b. If yes, how were you aware of this?**

|                                      |                          |                                 |                          |
|--------------------------------------|--------------------------|---------------------------------|--------------------------|
| Read about it on the Council website | <input type="checkbox"/> | Read about it in Swansea Leader | <input type="checkbox"/> |
| Read about it on Facebook or Twitter | <input type="checkbox"/> | Through Swansea BID             | <input type="checkbox"/> |
| Read about it in the Evening Post    | <input type="checkbox"/> | Word of mouth                   | <input type="checkbox"/> |
| Other ( <i>please state</i> )        |                          |                                 |                          |

**3a. Do you support the principal of pedestrianising Wind Street?**

Yes  No  Don't know

**3b. Please explain the reason for your response below**

**4a. From your perspective, are there any practical issues that the Council should be aware of which would be affected by pedestrianisation? Please provide details below**

**4b. What are your views on closing Wind Street daily from 11am until 6am the following morning? (*except for emergency vehicles*)**

**Questions 4c & 4e - business proprietors only:**

**4c. How is your business currently serviced by your suppliers?**

**4d. If pedestrianisation is supported, would your business be interested in using the pedestrianised area, for example, for outdoor seating, events etc?**

Yes

No  (go to Question 5.)

Don't know  (go to Question 5.)

**4e. If yes, what type of use would you be interested in developing?**

.....

**5. Please use the space below to provide any additional comments or suggestions that you would like to make about the pedestrianisation proposal**

**6. To help us monitor the responses we receive please provide us with some basic details about you**

Male       Female       Age: .....      Postcode: .....

**7. To receive further information about the pedestrianisation of Wind Street and/or to get involved in the development of the scheme please provide your email address here**

.....

***Thank you for taking the time to complete this questionnaire  
Your views are valued and will be used to help shape plans for the pedestrianisation of Wind Street***

Please return your completed questionnaire no later than **MONDAY 5 SEPTEMBER 2016**  
using one of the following options:-

|   |   |
|---|---|
| 1. Give to one of the City Centre Rangers who will arrange to collect it.                               | 2. Drop it off at reception in the Civic Centre or to Swansea Mobility Hire in the Bus Station                  |
| 3. Post to City Centre Management, Room 2.6.3, City & County of Swansea, Civic Centre, Swansea, SA1 3SN | 4. Scan/ email it to <a href="mailto:citycentremangement@swansea.gov.uk">citycentremangement@swansea.gov.uk</a> |