



City and County of Swansea

Notice of Meeting

You are invited to attend a Meeting of the

Cabinet

At: Council Chamber, Guildhall, Swansea

On: Thursday, 21 September 2017

Time: 10.00 am

Chair: Councillor Rob Stewart

Membership:

Councillors: M C Child, W Evans, R Francis-Davies, D H Hopkins, A S Lewis, C E Lloyd, J A Raynor, M Sherwood and M Thomas

The use of Welsh is welcomed. If you wish to use Welsh please inform us by noon on the working day before the meeting.

AGENDA

Page No.

1. **Apologies for Absence.**
2. **Disclosures of Personal and Prejudicial Interests.**
www.swansea.gov.uk/disclosuresofinterests
3. **Minutes.** 1 - 6
To approve & sign the Minutes of the previous meeting(s) as a correct record.
4. **Leader of the Council's Report(s).**
5. **Public Question Time.**
Questions must relate to matters on the open part of the Agenda of the meeting and will be dealt within a 10 minute period.
6. **Councillors' Question Time.**
7. **Quarter 1 2017/18 Performance Monitoring Report.** 7 - 29
8. **Equality Review Report 2016-17.** 30 - 99
9. **Financial Procedure Rule 7 Local Transport Network Fund Grant 2017/18.** 100 - 129

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|---|-----------|
| 10. Western Bay Youth Justice and Early Intervention Service Annual Youth Justice Plan 2017/2018. | 130 - 180 |
| 11. Exclusion of the Public. | 181 - 184 |
| 12. Disposal of Pipehouse Wharf Depot, Morfa Road, Swansea. | 185 - 190 |

Next Meeting: Thursday, 19 October 2017 at 2.00 pm

Huw Evans

Huw Evans
Head of Democratic Services
Tuesday, 12 September 2017

Contact: Democratic Services - Tel: (01792) 636923

CITY AND COUNTY OF SWANSEA

MINUTES OF THE CABINET

HELD AT COUNCIL CHAMBER, GUILDHALL, SWANSEA ON
THURSDAY, 17 AUGUST 2017
AT 2.00 PM

PRESENT: Councillor R C Stewart (Chair) Presided

Councillor(s)
J E Burtonshaw
A S Lewis
M Thomas

Councillor(s)
M C Child
C E Lloyd

Councillor(s)
R Francis-Davies
J A Raynor

Apologies for Absence

Councillor(s): W Evans and D H Hopkins

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

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

- 1) Councillors J E Burtonshaw, M C Child, R Francis-Davies, A S Lewis, C E Lloyd, J A Raynor and M Thomas declared a Personal Interest in Minute 44 "Local Authority Governor Appointments".

33. **MINUTES.**

RESOLVED that the Minutes of the meeting(s) listed below be approved and signed as a correct record:

- 1) Cabinet held on 20 July 2017.

34. **LEADER OF THE COUNCIL'S REPORT(S).**

The Leader of Council made no announcements.

35. **PUBLIC QUESTIONS.**

No public questions were asked.

36. **COUNCILLORS' QUESTION TIME.**

No Councillors questions were asked.

37. **PRE DECISION SCRUTINY FEEDBACK - PLANNING & CITY REGENERATION - COMMISSIONING REVIEW.**

Councillor T J Hennegan, Vice Chair, Scrutiny Programme Committee, presented the Pre-decision Scrutiny Feedback.

RESOLVED that:

- 1) The presentation be noted.

38. **PLANNING & CITY REGENERATION - COMMISSIONING REVIEW.**

The Cabinet Members for Culture, Tourism & Major Projects and Commercial Opportunities & Innovation submitted a joint report which detailed the process, findings and proposed New Models of Delivery for the Planning & City Regeneration Commissioning Review.

RESOLVED that:

- 1) All aspects of the Planning & City Regeneration service be delivered through a transformed in-house model;
- 2) The financial, HR and legal implications associated with each option as identified in paragraphs 4-10 of the report be noted.

39. **PRE DECISION SCRUTINY FEEDBACK - ALL COUNCIL CATERING - COMMISSIONING REVIEW.**

Councillor T J Hennegan, Vice Chair, Scrutiny Programme Committee, presented the Pre-decision Scrutiny Feedback.

RESOLVED that:

- 1) The presentation be noted.

40. **ALL COUNCIL CATERING COMMISSIONING REVIEW.**

The Cabinet Members for Service Transformation & Business Operations submitted a report which detailed the background to the "All Council Catering" Commissioning Review and set out the findings and recommendations from the Options Appraisal.

RESOLVED that:

- 1) The preferred option be approved;
- 2) The post of Business Development Officer be created;
- 3) Commercial opportunities be approved for implementation;

- 4) Cabinet endorsed the view that the staff catering service should be cost neutral;
- 5) Cabinet recognised the financial risk associated with Secondary School dropout and known budget pressures;
- 6) Cabinet recognised the change in financial position from this review;
- 7) Further work be commissioned to review the internal controls in place to support this business model.

41. **PARTNERSHIP AGREEMENT (S33) FOR WESTERN BAY PROGRAMME INFRASTRUCTURE.**

The Cabinet Member for Health & Wellbeing submitted a report which sought endorsement of the principles of the Partnership Agreement (S33) for Western Bay Programme Infrastructure, which included a pooled fund for the staffing costs for the Western Bay Programme Office.

RESOLVED that:

- 1) The principles of the Partnership Agreement for Western Bay Programme Infrastructure, whereby the City & County of Swansea is the host authority, with the three statutory partners of Bridgend County Borough Council, Neath Port Talbot County Borough Council and the ABMU Health Board be endorsed;
- 2) Authorisation be given to the Chief Social Services Officer to approve and arrange for the execution of the final version of the Partnership Agreement in consultation with the Head of Legal, Democratic Services and Business Intelligence and the Section 151 Officer;
- 3) Authorisation be given to the Chief Social Services Officer in consultation with the Head of Legal, Democratic Services and Business Intelligence and the Section 151 Officer to make any future minor changes to the executed Partnership Agreement.

42. **REVENUE AND CAPITAL BUDGET MONITORING 1ST QUARTER 2017/18.**

The Cabinet Member for Service Transformation & Business Operations submitted a report which detailed the financial monitoring of the 2017/18 revenue and capital budgets, including the delivery of budget savings.

RESOLVED that:

- 1) The comments and variations in the report and the actions in hand to address these be noted.

43. **RISK MANAGEMENT POLICY.**

The Cabinet Member for Service Transformation & Business Operations submitted a report which sought to agree and adopt the Council's revised Risk Management Policy.

RESOLVED that:

- 1) The revised Risk Management Policy be adopted.

44. **LOCAL AUTHORITY GOVERNOR APPOINTMENTS.**

The Cabinet Member for Children, Education & Lifelong Learning submitted a report which sought approval of the nominations to fill Local Authority Governor vacancies in School Governing Bodies.

RESOLVED that:

- 1) The following nominations be approved as recommended by the LA Governor Panel:

1.	Danygraig Primary School	Cllr Joseph Hale
2.	Gendros Primary School	Cllr Michael Durke
3.	Penclawdd Primary School	Mrs Susan Phillips
4.	Pen Y Fro Primary School	Cllr Louise Gibbard
5.	Plasmarl Primary School	Cllr David Hopkins
6.	St Davids RC Primary School	Mr Chris Law
7.	Terrace Road Primary School	Cllr Erika Kirchner
8.	Trallwn Primary School	Mrs Susan Bowen Cllr Yvonne Jardine
9.	Wanarwydd Primary School	Cllr Wendy Lewis
10.	Gowerton Comprehensive School	Miss Kelly Small
11.	Olchfa Comprehensive School	Cllr Michael Day
12.	Ysgol Gyfun Bryntawe	Mr Adrian Laurence

The meeting ended at 2.17 pm

CHAIR

Published – 17 August 2017

CITY AND COUNTY OF SWANSEA

MINUTES OF THE CABINET

HELD AT COUNCIL CHAMBER, GUILDHALL, SWANSEA ON TUESDAY,
5 SEPTEMBER 2017 AT 12.00 PM

PRESENT: Councillor C E Lloyd (Vice Chair) Presided

Councillor(s)

M C Child

A S Lewis

Councillor(s)

M Thomas

W Evans

Councillor(s)

R Francis-Davies

M Sherwood

Apologies for Absence

Councillor(s): D H Hopkins, J A Raynor and R C Stewart

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

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

46. **EXCLUSION OF THE PUBLIC.**

Cabinet 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).

Cabinet 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)

47. **PROPOSED PURCHASE OF RESIDENTIAL PREMISES TO FACILITATE
RELOCATION FROM EXISTING FACILITY.**

The Cabinet Members for Service Transformation & Business Operations and Health and Wellbeing jointly submitted a report which sought consideration of the acquisition of a residential property in order to facilitate the relocation of the existing Social Services Children's Home at Nant y Felin, Blaen y Maes.

RESOLVED that the recommendation(s) as set out in the report be approved.

48. **DEPOT REVIEW.**

The Cabinet Members for Service Transformation & Business Operations and Environment Services jointly submitted a report which sought authority for Officers to “buy back” the remaining long ground lease of the Swansea Vale 4x4 Site at Ferryboat Close as part of the ongoing Pipehouse Wharf relocation under the Depot Review.

RESOLVED that the recommendation(s) as set out in the report be approved.

The meeting ended at 12.12 pm

CHAIR

Published: 5 September 2017

Report of the Cabinet Member for Service Transformation & Business Operations

Cabinet – 21 September 2017

Quarter 1 2017/2018 Performance Monitoring Report

Purpose:	To report corporate performance for Quarter 1 2017/18.
Policy Framework:	<i>Delivering a Successful Swansea Corporate Plan 2017/22</i> <i>Sustainable Swansea – Fit for the Future</i>
Consultation:	Legal, Finance, Access to Services.
Recommendation(s):	It is recommended that: 1) the performance results are noted and reviewed to help inform executive decisions on resource allocation and, where relevant, corrective actions to manage and improve performance and efficiency in delivering national and local priorities
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 presents the performance results for Quarter 1 2017/18 delivering the Council's Well-being Objectives (priorities) described in the Corporate Plan 2017/22 *Delivering a Successful Swansea*.
- 1.2 The outturn presented in the performance tables (Appendix A) incorporates an overview of performance that needs to be considered alongside the current financial situation of the Council.
- 1.3 The financial resources required to achieve the specified performance levels in 2017/18 have been provided in the approved budget. As part of the work on *Sustainable Swansea – Fit for the future* there will be an increased focus on understanding the level of activity and outcomes that are achieved for the budget allocated so that choices can be made about relative priorities.

2.0 Performance and Improvement

- 2.1 Performance is judged using the results measured by Corporate Plan performance indicators compared to agreed targets.
- 2.2 Improvement is measured by comparing the results of Corporate Plan performance indicators against the results from the same period last year where comparison is possible.
- 2.3 It is important to point out that each of the corporate priorities cannot be seen in isolation from each other. Each priority both affects and is affected by the others. For example, improving education and skills is both important to our efforts to tackle poverty and improve the economy. For this reason, many of the performance indicators allocated to measuring one priority can also be used to show progress meeting other priorities.

3.0 Outturn

- 3.1 The Corporate Plan performance indicators measure progress meeting the following key priorities:
 - i) Safeguarding people from harm.
 - ii) Improving education and skills.
 - iii) Transforming our economy & infrastructure.
 - iv) Tackling poverty.
 - v) Transformation & future Council development.
- 3.2 The outturn for Quarter 1 2017/18 shows that **37 out of 46 (80%)** Corporate Plan performance indicators (that had targets) met their targets. **17 out of 29 (59%)** comparable Corporate Plan performance indicators also showed improvement compared to Quarter 1 2016/17.
- 3.3 The performance tables in Appendix A also set out an overview of performance for each Corporate Plan priority provided by Directors and Heads of Service who are the responsible leads; these overviews are set out in para 4.0.

4.0 Context: Overviews of Performance

- 4.0.1 The following overviews provided by responsible departments describe the context to the performance meeting the Council's key priorities as at the end of Quarter 1 2017/18.
 - 4.1 *Safeguarding people from harm*
 - 4.1.1 Overall this is a pleasing set of results for the first quarter. The timeliness of response and intervention following a safeguarding referral is strong and improving across the whole of social services. There remains a concern about the challenge the Council is facing in trying to meet the massively increased number of deprivation of liberty safeguarding

referrals. The development of a dedicated team to support is expected to have a significant positive impact on performance.

- 4.1.2 In terms of sustainability of services, the proportion of the population receiving statutory care and support is generally within the expected range but there are some concerns about the number of children and young people requiring statutory children services support.
- 4.1.3 Along with higher numbers of children requiring statutory children services support, there are higher than expected numbers of looked after children. This highlights the importance of the Council ensuring that early help and prevention services are properly targeted for those children and young people whose needs would otherwise escalate into requiring a statutory intervention. The work to improve the targeting of that preventative offer is encompassed within the implementation plan for developing the Council's family support continuum.
- 4.1.4 The sustainability of particularly adult social care is increasingly linked to the sustainability of local health services and vice versa. Therefore meeting the target for delayed transfers of care and for the effectiveness of reablement services is encouraging.
- 4.1.5 Adult health and social care will only be sustainable longer term if we can begin to intervene earlier before problems and issues become entrenched. Therefore, it is again highly encouraging that the target for increased activity by the Council's Local Area Coordinators has been met.
- 4.1.6 There are a host of other statutory performance indicators across social services, not all of which can be usefully captured within the corporate plan. However, we have established two new catch-all indicators and set ourselves the challenging target that at least 80% of all statutory indicators across social services should be maintained or improved from the previous year. Adult services have achieved that target first quarter. Children services will be able to report against this target by the second quarter.
- 4.1.7 In terms of wider corporate safeguarding and the Council's ambition to ensure all officers and Elected Members understand how to exercise their responsibility that 'safeguarding is everyone's business', we are still experiencing some difficulties in capturing absolutely accurate data, cross referencing the various databases across the Council. Nevertheless, staff and Councillor's continue to access both the face-to-face and e-learning training. It is now the case that many more staff are aware of how they can play an active part in the Council's overall arrangements to meet its safeguarding responsibilities.

4.2 *Improving education & skills*

- 4.2.1 Strong progress continues to be made on school attendance. Good practice is being shared at every opportunity. The incentivising attendance awards and celebratory events are having a positive impact

in raising the profile of good attendance in City and County of Swansea schools.

4.2.2 The Education Department is completing their self-evaluation report and the corporate well-being objective 'Improving Education & Skills' and next steps will be fully reflected in the Department's priorities and Business Plans. The Swansea Learning Partnership will be relaunched in autumn 2017 to develop strategies and monitor progress on aligning our education system and partnership working to meet the workforce requirements of the County in future, including those that are created through the implementation of the Swansea Bay City Deal.

4.3 *Transforming our economy and infrastructure*

4.3.1 Performance this quarter shows that we have achieved our targets against the key indicators and we are therefore making good progress in delivering our objectives. Specifically, the new residential development and commercial floor space continues to be delivered via the Vibrant & Viable Places funded schemes with public and private sector partners across the City Centre. In addition, training and employment person weeks are being created by the Council's Beyond Bricks & Mortar scheme for the unemployed and economically inactive. The percentage of Planning Applications approved is considerably above target, as is the percentage of municipal waste collected for reuse/recycling.

4.3.2 An outline planning application (Swansea Central Scheme) for a mixed-use retail and leisure led development was approved by Planning Committee. Operators have also been appointed for the Arena project. The structural demolition of the former Oceana building is now complete, providing the development footprint required to deliver the first phase of the Digital Village project on Kingsway. The Kingsway infrastructure project design is making excellent progress and further consultations have been held with local businesses. A start on site date is to be agreed to minimise any impact on busy trading periods and potential disruption.

4.3.3 Following the signing of the City Deal agreement by UK, Welsh and Local Governments in March, the next stage is to produce a five case business model to test the ambition as set out in the Swansea City & Waterfront Digital District business case. If agreed the project will help improve perceptions of the city as a place to work, visit and live, with significant investments in digital infrastructure, new developments and skills development. The 5 case business model will be ready, in draft format, in September.

4.3.4 The further work commissioned to test the impact of the City Deal and amended economic growth projections on the LDP strategy and allocations has now been reported, together with an update on the financial viability appraisals on each of the residential led strategic development areas. The LDP was reported to Council on July 27th and approved for submission to the Welsh Government for examination. Work continues to progress other key objectives to transform our Economy & Infrastructure, including the drafting of the bid to become City

of Culture in 2021, and the promotion of leisure and cultural events in the city. In addition, our initiatives to promote the green economy, coastline management, and sustainable low carbon transport are progressing well.

4.4 *Tackling Poverty*

4.4.1 The *Tackling Poverty Strategy* is currently out for consultation. In the medium term, our plans to revise the key indicators for the *Tackling Poverty* priority will further support Well-being Objectives, whilst at the same time supporting the implementation of the revised *Tackling Poverty Strategy*.

4.4.2 Here we will include a greater emphasis upon measures demonstrating the progression of children at the Foundation Phase, young people and adults, showing progress towards their developmental and employability goals. We also intend to report the number of disadvantaged individuals gaining employment through our new employability programme using a social recruitment model.

4.4.3 Performance this quarter supports progress towards our key indicators and demonstrates that we are supporting the steps towards well-being. Even where targets have been missed they were for reasons outside of the Authorities control. We expect that we will recover this position by the end of the second quarter. Existing targets are making positive contributions to tackling poverty in Swansea such as:

- Supporting increased incomes by effective processing of claims for housing benefit and council tax reduction and support through Welfare Rights Team with appeals.
- Reducing homelessness and stability of accommodation through giving families longer-term solutions as quickly as possible, minimising their stay in bed and breakfast accommodation supports stability of accommodation for families, safeguarding health and well-being and preventing social exclusion.
- Implementation of our *Community Cohesion Delivery Plan*, promoting cohesive and inclusive communities in Swansea.

4.5 *Transformation & future Council development*

4.5.1 Quarter 1 has seen updates and changes taking effect following the review of Corporate well-being objectives and key performance indicators following the election. In line with this well-being objective, significant progress has been made on the 2017-18 transformation priorities of *Sustainable Swansea - Fit for the future*.

4.5.2 The final phase of service commissioning reviews are well underway and cross-Council reviews have been agreed in four broad areas. Budget and investment discussions are in progress so that the Council can fulfil its ambitions around City Deal, 21st century Schools and building new homes, while ensuring these plans are sustainable and fit for future generations. A review of organisational development has been underway during Quarter 1 to inform a new strategy encompassing:

staff/manager/Councillor development; workforce planning; and innovation to ensure the Council has the workforce and culture to meet future challenges.

- 4.5.3 Quarter 1 indicators around the use of online forms are starting to see an increase following significant work on the back of the Council's Digital Strategy, which was launched in Spring 2016.
- 4.5.4 Although staff sickness has slightly missed the target there is an improvement on the same quarter last year. The Council is delivering changes and new initiatives to improve the level of staff sickness, so it is hoped performance against this indicator will improve over the coming year.
- 4.5.5 Financial performance is below target as many transformational changes within services take time to be reflected in the budget. Both Cabinet Members and senior managers continue to monitor progress closely.
- 4.5.6 The Council is now starting to report publicly data breaches in readiness for changes to legislation coming into effect from May 2018, called the General Data Protection Regulation. Performance was good in Quarter 1 with no data breaches needing referral to the Information Commissioner's Office.
- 4.5.7 In line with the well-being objective, the Council is working to implement more opportunities to involve communities in changes and service delivery to ensure they are sustainable for future generations, particularly developing a Council wide Co-Production Strategy, which will also contribute towards improving performance on the SUSC2 indicator over the coming year as well as CUST5 and CUST6.

5.0 Considerations

- 5.1 When making comparisons between quarters in previous years and 2017/18, the following should be considered:
 - 5.1.1 The nature and number of some performance indicators (PIs) has changed between these two periods and therefore direct comparisons may not always be appropriate.
 - 5.1.2 Many of the performance measures are new and definitions may need further refinement.
 - 5.1.3 Many targets for new performance indicators are either still being baselined or will need to be agreed; these are noted within the report.
 - 5.1.4 Some data will be enhanced and improved to be more robust as data collection methods are developed and / or refined by services over the coming quarters.
 - 5.1.5 The results do not always account for changes in resources and workload during that period (although details can be seen in the

numerator and denominator information and in the comments column of the data tables attached to this report).

- 5.1.6 There may be changes to the numerator and denominator information that may affect the trends by showing a decline while the volume of work has increased.
- 5.1.7 A proper comparison with national performance data will not be possible until the 2016/17 national performance results are published later in 2017.

6.0 Equality & Engagement Implications

- 6.1 This report has no direct equality and engagement implications itself although the data reported may form part of the information that leads to a service screening for and undertaking an EIA as required.

7.0 Financial Implications

- 7.1 In the current and anticipated financial environment further discussion and consideration will be required around priorities and target setting for performance improvement as part of *Sustainable Swansea – fit for the future*.

8.0 Legal Implications

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

Background Papers: None.

Appendices: Appendix A – Quarter 1 2017/18 Performance Monitoring Report.

Performance Report - Qtr 1 2017/18

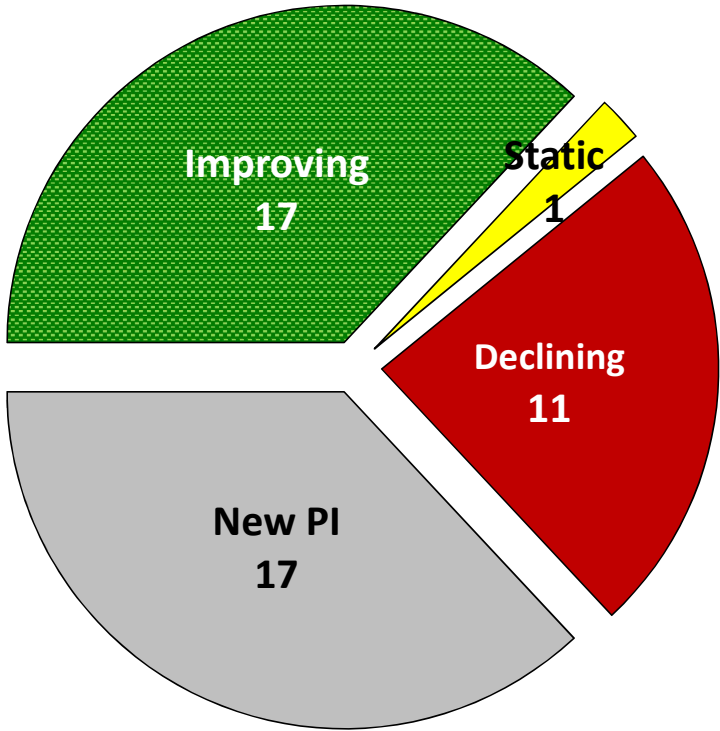
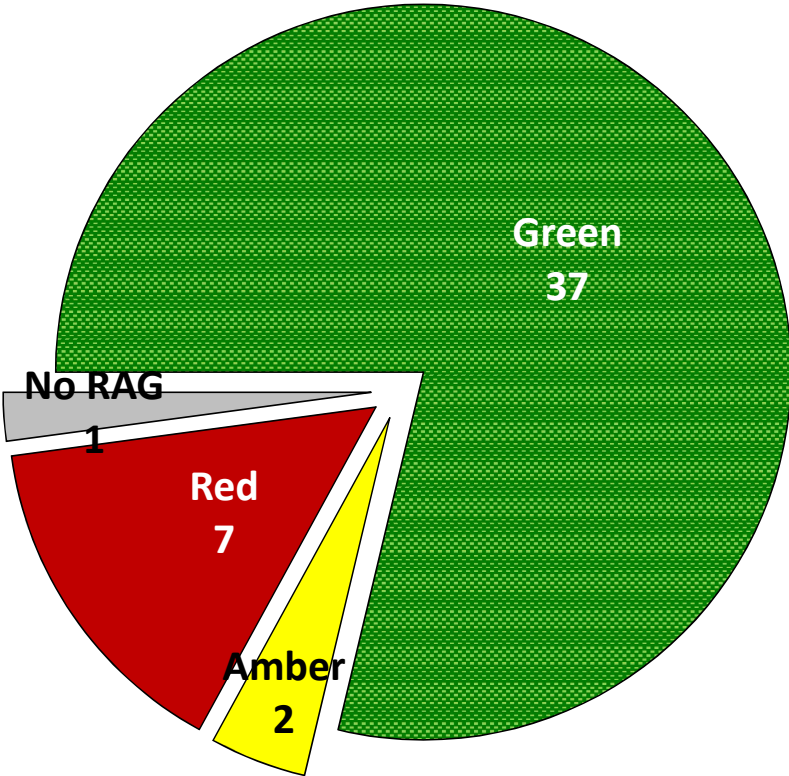


Corporate Performance against Target

Corporate Performance compared to Same Period of Previous Year

Overall Council Summary

Overall Council Summary



Performance Report - Qtr 1 2017/18

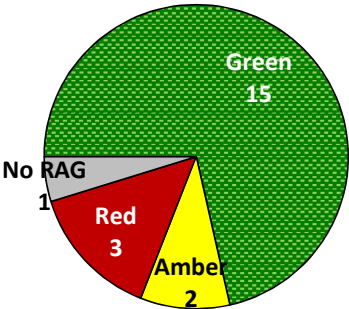


Priority Performance against Target

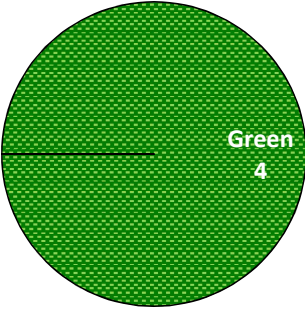
Priority Performance compared to same period of previous year

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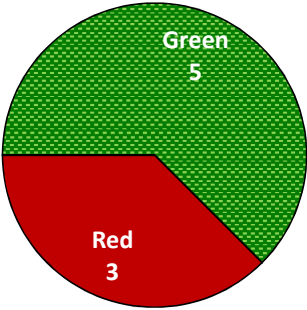
Safeguarding



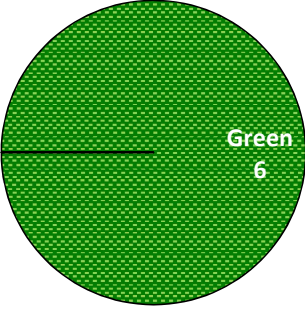
Education



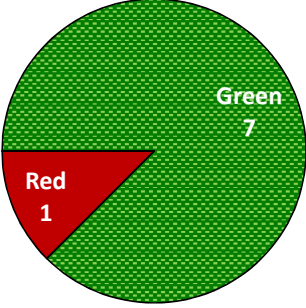
Transformation



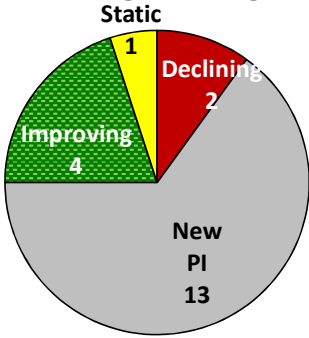
Economy



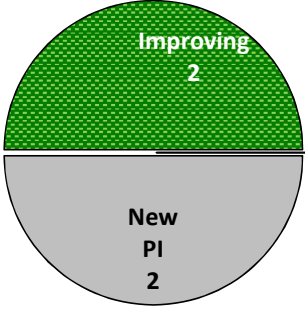
Poverty



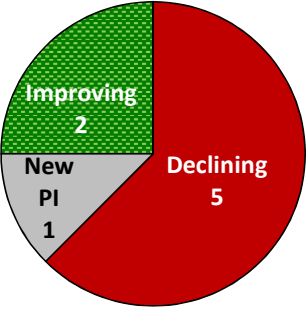
Safeguarding



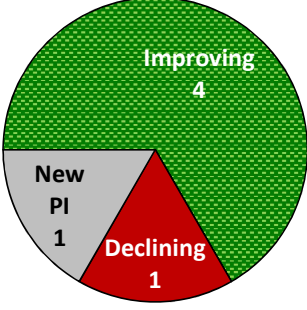
Education



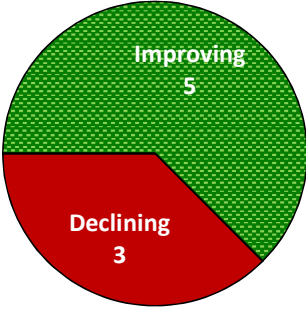
Transformation



Economy

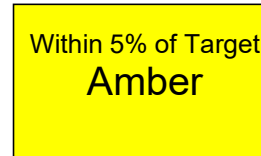
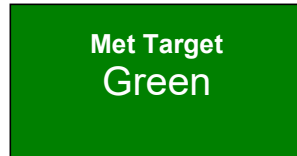


Poverty



Performance Report - 2017/18

Quarter 1



PI & desired direction of Travel	Result Qtr 1 2017/18	Target Qtr 1 2017/18	Performance Qtr 1 2016/17	Comparison to Qtr 1 2016/17	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service
					Qtr 1 2017/18	Qtr 1 2016/17		
Priority 1 : Safeguarding								
AS8 ↑ Percentage of adult protection referrals to Adult Services where decision is taken within 24 hours	GREEN 65.23%	65%	41.10%	GREEN ↗	The number of adult protection enquiries completed in the quarter that were completed within 24 hours			Alex Williams
					212	127		
					Total number of adult protection enquiries completed in the period			
					325	309		
AS9 ↑ The percentage of Deprivation of Liberty Safeguarding (DoLS) assessments completed in 21 days or less.	RED 58.6%	65%	-	NEW PI	The number of DoLS assessments completed in 21 days or less following request.		Following the Cheshire West legal judgement, the volume of DoLS applications rose from approximately 50 per annum to 1,200 per annum. The Local Authority has put measures in place to manage this increase in applications, but these arrangements have not proved sufficient to manage the challenge. It has been agreed that a new team will be created to manage DoLS and this will be in place later in the year. Once this team is in place, we should see significant improvement in performance to ensure we are statutorily compliant.	Alex Williams
					246	N/A		
					The number of DoLS assessments completed during the period			
					420	N/A		
AS10 ↑ Percentage of annual reviews of care and support plans completed in adult services	GREEN 67.37%	65%	-	NEW PI	Number of reviews of care and support plans carried out within the last year by Adult Services			Alex Williams
					4,105	N/A		
					Number of people whose care & support plans should have been reviewed by Adult Services			
					6,093	N/A		
AS11 ↓ Rate of adults aged 65+ receiving care and support to meet their well-being needs per 1,000 population	GREEN 87.70	83><88	-	NEW PI	Number of people aged 65 or over supported in the community or in residential nursing care during the year			Alex Williams
					4,141	N/A		
					Total population aged 65 or over			
					47,220	N/A		

PI & desired direction of Travel	Result Qtr 1 2017/18	Target Qtr 1 2017/18	Performance Qtr 1 2016/17	Comparison to Qtr 1 2016/17	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service
					Qtr 1 2017/18	Qtr 1 2016/17		
AS12 ↓ Rate of adults aged 18-64 receiving care and support to meet their well-being needs per 1,000 population	GREEN 9.47	9 > < 11	-	NEW PI	Number of people aged 18-64 supported in the community or in residential nursing care during the year 1,420	N/A		Alex Williams
					Total population aged 18-64	N/A		
AS13 ↑ Rate of carers (aged 18+) who received a carer's assessment in their own right during the year per 1,000 adults	GREEN 102.16	82	-	NEW PI	Number of people aged 18+ who received a carer's assessment. 142	N/A	The target was set on the basis of end of last year's performance. In the first quarter, performance has been exceptionally high. We are unsure at this stage whether this pattern of high performance is an anomaly, so we need to monitor performance at the end of the second quarter before determining whether the target needs to be amended.	Alex Williams
					Total population aged 18+	N/A		
AS14 ↑ The percentage of people who have completed reablement who were receiving less care or no care 6 months after the end of reablement.	GREEN 82.79%	82%	-	NEW PI	The number of people who have completed reablement who were receiving less care or no care 6 months after the end of reablement. 202	N/A		Alex Williams
					The number of people who have completed reablement.	N/A		
AS15 ↑ Percentage of all statutory indicators for Adult Services that have maintained or improved performance from the previous year.	GREEN 86%	80%	-	NEW PI	The number of statutory performance indicators for which performance is maintained or improving 6	N/A		Alex Williams
					The number of statutory performance indicators	N/A		

PI & desired direction of Travel	Result Qtr 1 2017/18	Target Qtr 1 2017/18	Performance Qtr 1 2016/17	Comparison to Qtr 1 2016/17	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service
					Qtr 1 2017/18	Qtr 1 2016/17		
CFS14 ↑ The percentage of decisions about a referral for care and support received by Child and Family Services which are taken within 24 hrs from receipt of referral	GREEN 100%	100%	100%	STATIC ↔	The number of decisions about a referral for care and support received by Child and Family Services which are taken within 24 hrs from receipt of referral. 555 508	The number of referrals for care and support received by Child and Family Services in the period. 555 508		Julie Thomas
CFS16 ↑ The percentage of initial core group meetings held within 10 working days of the initial child protection conference	AMBER 88.79%	90%	93.75%	RED ↓	The number of initial core group meetings held within 10 working days of the initial child protection conference. 95 60	The number of initial child protection conferences held in the period where the outcome was registration. 107 64	Just short of desired target. This has historically been a volatile indicator. Work progresses to ensure performance stability.	Julie Thomas
CFS18 ↓ The number of children looked after per 10,000 of the 0-17 Swansea population.	GREEN 104.62	90><110	-	NEW PI	The number of children looked after at end of period 492 N/A	Total population aged 0-17. 47,026 N/A		Julie Thomas
CFS19 ↓ The number of children on the Local Authority's Child Protection Register per 10,000 of the 0-17 Swansea population.	GREEN 54.23	45><55	-	NEW PI	The number of children on the CPR at end of period 255 N/A	Total population aged 0-17. 47,026 N/A		Julie Thomas

PI & desired direction of Travel	Result Qtr 1 2017/18	Target Qtr 1 2017/18	Performance Qtr 1 2016/17	Comparison to Qtr 1 2016/17	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service
					Qtr 1 2017/18	Qtr 1 2016/17		
CFS20 ↓ The number of children in need of care and support per 10,000 of the 0-17 Swansea population.	AMBER 236.46	190><230	-	NEW PI	The number of children in need of care and support at end of period 1,112	N/A	We have experienced a steady rise in demand at the front door as well as some challenges in step down arrangements into early help. Work on re-designing the organisational structure of Child & Family Services will address some of the current issues.	Julie Thomas
					Total population aged 0-17. 47,026	N/A		
CFS21 ↑ Percentage of all statutory indicators for Child & Family Services that have maintained or improved performance from the previous year.	NO RAG -	80%	-	NEW PI	The number of statutory Child & Family Services performance measures that have maintained performance or improved performance in the calculation period. N/A	N/A	We are unable to provide data for quarter one due to collection issues for some of the data required to populate some indicators. We continue to work on this issue and will be able to report this indicator by the end of Q2 2017. Q1 data will be retrospectively populated at this time.	Julie Thomas
					The number of indicators in the calculation set N/A	N/A		
Measure 18 ↑ The percentage of adult protection enquiries completed within 7 days	GREEN 92.92%	90%	68.93%	GREEN ↗	The number of adult protection enquiries completed in the year that were completed within seven working days 302	213		Alex Williams
					Total number of adult protection enquiries completed in the year. 325	309		
Measure 19 ↓ The rate of delayed transfers of care for social care reasons per 1,000 population aged 75 or over	GREEN 0.92	2	1.20	GREEN ↗	Total number of local authority residents experiencing a delayed transfer of care during the year for social care reasons 20	26		Alex Williams
					Total population aged 75+ 21,672	21,619		

PI & desired direction of Travel	Result Qtr 1 2017/18	Target Qtr 1 2017/18	Performance Qtr 1 2016/17	Comparison to Qtr 1 2016/17	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service
					Qtr 1 2017/18	Qtr 1 2016/17		
Measure 24 ↑ The percentage of assessments completed for children within statutory timescales	RED 76.22%	86%	-	NEW PI	Number of assessments for children completed during the calculation period that were completed within 42 working days from the point of referral. 250 N/A The number of assessments completed for children in the calculation period 328 N/A	The level of activity within the service has presented challenges to our ability to meet the target. The redesign of the locality teams will support improvement in this area.	Julie Thomas	
Measure 28 ↔ The average length of time for all children who were on the Child Protection Register during the year	GREEN 199.38	100><300	240.50	DECREASING ↓	The sum of the lengths of time each child had been on the CPR if they were removed from the CPR in the period. 22,330 15,873 The number of children who were removed from the CPR in the period 112 66		Julie Thomas	
SAFE8b ↑ The percentage of elected members who have completed safeguarding training	GREEN 47%	25%	59.72%	RED ↓	Number of elected members who have received training in safeguarding vulnerable people 34 43 Number of Elected Members 72 72	Training record systems have been updated so that only the current councillors are on the system. As a consequence this has been reflected in the figures for this period and they are lower than previously reported. Going forward a planned effort is required to increase the take up of either e-learning or face to face training for all elected members and we should be informing them accordingly.	Steve Rees	
SAFE27 ↑ Total number of staff who have completed the corporate mandatory safeguarding awareness training within the financial year	RED 176	200	-	NEW PI	Number of employees (excluding school based staff) who have completed the mandatory formal corporate training 176 N/A D 1 1	Take up of face-to-face training being provided by champions has decreased towards the back end of the project. A planned effort is required to increase the number of staff completing the training.	Steve Rees	
SUSC5 ↑ Number of new requests for local area co-ordination	GREEN 74	60	38	GREEN ↗	The number of introductions for individuals recorded in the Local Area Co-ordination database 74 38 D 1 1		Alex Williams	

PI & desired direction of Travel	Result	Target	Performance	Comparison to	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service
	Qtr 1 2017/18	Qtr 1 2017/18	Qtr 1 2016/17	Qtr 1 2016/17	Qtr 1 2017/18	Qtr 1 2016/17		

Lead Head of Service's Overview

Overall this is a pleasing set of results for the first quarter.

The timeliness of response and intervention following a safeguarding referral is strong and improving across the whole of social services. There remains a concern about the challenge the Council is facing in trying to meet the massively increased number of deprivation of liberty safeguarding referrals. The development of a dedicated team to support is expected to have a significant positive impact on performance.

In terms of sustainability of services, the proportion of the population receiving statutory care and support is generally within the expected range but there are some concerns about the number of children and young people requiring statutory children services support.

Along with higher numbers of children requiring statutory children services support, there are higher than expected numbers of looked after children. This highlights the importance of the Council ensuring that early help and prevention services are properly targeted for those children and young people whose needs would otherwise escalate into requiring a statutory intervention. The work to improve the targeting of that preventative offer is encompassed within the implementation plan for developing the Council's family support continuum.

The sustainability of particularly adult social care is increasingly linked to the sustainability of local health services and vice versa. Therefore meeting the target for delayed transfers of care and for the effectiveness of reablement services is encouraging.

Adult health and social care will only be sustainable longer term if we can begin to intervene earlier before problems and issues become entrenched. Therefore it is again highly encouraging that the target for increased activity by the Council's Local Area Coordinators has been met.

There are a host of other statutory performance indicators across social services, not all of which can be usefully captured within the corporate plan. However we have established two new catch all indicators and set ourselves the challenging target that at least 80% of all statutory indicators across social services should be maintained or improved from the previous year. Adult services have achieved that target first quarter. Children services will be able to report against this target by the second quarter.

In terms of wider corporate safeguarding and the Council's ambition to ensure all officers and Elected Members understand how to exercise their responsibility that 'safeguarding is everyone's business', we are still experiencing some difficulties in capturing absolutely accurate data, cross referencing the various databases across the Council. Nevertheless staff and Councillors continue to access both the face to face and e-learning training. It's now the case that many more staff are aware of how they can play an active part in the Council's overall arrangements to meet its safeguarding responsibilities.

PI & desired direction of Travel	Result Qtr 1 2017/18	Target Qtr 1 2017/18	Performance Qtr 1 2016/17	Comparison to Qtr 1 2016/17	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service
					Qtr 1 2017/18	Qtr 1 2016/17		

Priority 2 : Education and Skills

BBMA4 ↑ Apprenticeships – number of apprenticeship or trainee starts in the Council in 2017/18	GREEN 1	1	-	NEW PI	The number of persons commencing employment with CCS as apprentices or trainees during the period	1	N/A	Targets profiled for each quarter	Phil Holmes
					D	1	1		
EDU016a ↑ Percentage of pupil attendance in primary schools	GREEN 95.40%	94><95.5%	94.26%	GREEN ↗	Number of sessions attended by all pupils of statutory school age in primary schools	1,940,695	1,577,539		Nick Williams
					Number of sessions possible for all primary school pupils of a statutory school age	2,034,238	1,673,527		
EDU016b ↑ Percentage of pupil attendance in secondary schools	GREEN 93.65%	93><94.5%	93.43%	GREEN ↗	Number of sessions attended by all pupils of statutory school age in secondary schools	1,407,576	1,180,751		Nick Williams
					Number of sessions possible for all secondary school pupils of a statutory school age	1,503,075	1,263,808		
POV07 ↑ Number of training weeks for new entrant employees achieved through community benefit clauses	GREEN 806	500	-	NEW PI	Number of person weeks of training and employment undertaken	806	N/A		Phil Holmes
					D	1	1		

Lead Head of Service's Overview

Strong progress continues to be made on school attendance. Good practice is being shared at every opportunity. The incentivising attendance awards and celebratory events are having a positive impact in raising the profile of good attendance in City and County of Swansea schools. The Education Department is completing their self-evaluation report and the corporate well-being objective 'Improving Education & Skills' and next steps will be fully reflected in the Department's priorities and Business Plans. The Swansea Learning Partnership will be relaunched in autumn 2017 to develop strategies and monitor progress on aligning our education system and partnership working to meet the workforce requirements of the County in future, including those that are created through the implementation of the Swansea Bay City Deal.

PI & desired direction of Travel	Result Qtr 1 2017/18	Target Qtr 1 2017/18	Performance Qtr 1 2016/17	Comparison to Qtr 1 2016/17	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service
					Qtr 1 2017/18	Qtr 1 2016/17		
Priority 3 : Economy and Infrastructure								
BBMA1 ↑ Number of projects that include community benefit clauses	GREEN 3	2	-	NEW PI	Number of projects with both social benefit clauses and Beyond Bricks & Mortar in their contracts. 3 N/A			Phil Holmes
EC2 ↑ The percentage of all major applications with an economic imperative that are approved	GREEN 100%	85%	78%	GREEN ↗	Total number of major applications with an economic imperative that are approved 4 7			Phil Holmes
EC3 ↑ Amount of commercial floorspace created within the City Centre to accommodate job creation	GREEN 6,647m ²	6,647m ²	3,730m ²	GREEN ↗	Amount of commercial floorspace created by sq m within the city centre 6,647m ² 3,730m ²			Phil Holmes
EC4 ↑ Number of new housing units created in Swansea City Centre as a result of Vibrant & Viable Places funding	GREEN 54 units	54 units	33 units	GREEN ↗	Additional number of new housing units completed within Swansea City Centre through Vibrant and Viable Places 54 33			Phil Holmes
EP28 ↑ The percentage of all planning applications determined within 8 weeks	GREEN 88.84%	80%	89.60%	RED ↘	The total number of planning applications determined during the year within 8 weeks 422 431		Target achieved. The comparison to Qtr 1 of 2016/17 shows a minor drop in performance but this is less than 1% and considered to be insignificant given the number of applications received during the quarter.	Phil Holmes
					The total number of planning applications determined during the year 475 481			

PI & desired direction of Travel	Result Qtr 1 2017/18	Target Qtr 1 2017/18	Performance Qtr 1 2016/17	Comparison to Qtr 1 2016/17	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service	
					Qtr 1 2017/18	Qtr 1 2016/17			
WMT009b ↑ The percentage of municipal waste collected and prepared for reuse and/or recycled	GREEN 63.15%	60%	59.25%	GREEN ↗	Total tonnage of local authority municipal waste prepared for reuse and/or recycled	16,733	17,067	As usual the figures provided are one quarter behind. ie. the figures are for Qtr 4 2016/17	Chris Howell
					The tonnage of municipal waste collected by the local authority	26,497	28,804		

Lead Head of Service's Overview

Performance this quarter shows that we have achieved our targets against the key indicators and we are therefore making good progress in delivering our objectives. Specifically, the new residential development and commercial floor space continues to be delivered via the Vibrant & Viable Places funded schemes with public and private sector partners across the City Centre. In addition, training and employment person weeks are being created by the Council's Beyond Bricks & Mortar scheme for the unemployed and economically inactive. The percentage of Planning Applications approved is considerably above target, as is the percentage of municipal waste collected for reuse/recycling.

An outline planning application (Swansea Central Scheme) for a mixed use retail and leisure led development was approved by Planning Committee. Operators have also been appointed for the Arena project. The structural demolition of the former Oceana building is now complete, providing the development footprint required to deliver the first phase of the Digital Village project on Kingsway. The Kingsway infrastructure project design is making excellent progress and further consultations have been held with local businesses. A start on site date is to be agreed to minimise any impact on busy trading periods and potential disruption.

Following the signing of the City Deal agreement by UK, Welsh and Local Governments in March, the next stage is to produce a five case business model to test the ambition as set out in the Swansea City & Waterfront Digital District business case. If agreed the project will help improve perceptions of the city as a place to work, visit and live, with significant investments in digital infrastructure, new developments and skills development. The five case business model will be ready, in draft format, in September.

The further work commissioned to test the impact of the City Deal and amended economic growth projections on the Local Development Plan (LDP) strategy and allocations has now been reported, together with an update on the financial viability appraisals on each of the residential led strategic development areas. The LDP was reported to Council on July 27th and approved for submission to the Welsh Government for examination. Work continues to progress other key objectives to transform our Economy & Infrastructure, including the drafting of the bid to become City of Culture in 2021, and the promotion of leisure and cultural events in the city. In addition, our initiatives to promote the green economy, coastline management, and sustainable low carbon transport are progressing well.

PI & desired direction of Travel	Result Qtr 1 2017/18	Target Qtr 1 2017/18	Performance Qtr 1 2016/17	Comparison to Qtr 1 2016/17	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service
					Qtr 1 2017/18	Qtr 1 2016/17		
Priority 4 : Tackling Poverty								
HBCT01a ↓ Housing Benefit Speed of Processing: a) Average time for processing new claims.	GREEN 17.3 days	22 days	19.1 days	GREEN ↗	Sum in calendar days of time taken to process all new claims 25,484	28,538		Ben Smith
					Number of new claims received 1,477	1,494		
HBCT01b ↓ Housing Benefit Speed of Processing: b) Average time for processing notifications of change in circumstances.	GREEN 6.1 days	8 days	5.6 days	RED ↘	Sum in calendar days of time taken to process change in circumstances 82,434	77,136	A significant number of rent increases required further information from landlords. However landlords did not provide the information promptly which led to delays in the Housing Benefit decision which was outside the authority's control.	Ben Smith
					Number of change in circumstances decided 13,601	13,807		
HBCT02a ↓ Council Tax Reduction Speed of Processing: a) Average time for processing new claims.	GREEN 18.5 days	22 days	20.3 days	GREEN ↗	Sum in calendar days of time taken to process all new claims 28,672	32,938		Ben Smith
					Number of new claims received 1,550	1,622		
HBCT02b ↓ Council Tax Reduction Speed of Processing: b) Average time for processing notifications of change in circumstances	GREEN 3.8 days	8 days	5.1 days	GREEN ↗	Sum in calendar days of time taken to process change in circumstances 72,777	81,749		Ben Smith
					Number of change in circumstances decided 19,018	16,070		
POV05 ↑ The amount of welfare benefits raised through securing rights and entitlements by the Welfare Rights Team	RED £175,546	£200,000	£243,814	RED ↘	Amount of benefit income secured or increased £175,546	£243,814	The target was not met due to the 'Tribunal Service' not listing the appeals.	Rachel Moxey
					D 1	1		

PI & desired direction of Travel	Result Qtr 1 2017/18	Target Qtr 1 2017/18	Performance Qtr 1 2016/17	Comparison to Qtr 1 2016/17	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service
					Qtr 1 2017/18	Qtr 1 2016/17		
POV06 ↓ The average number of days all homeless families with children spent in Bed & Breakfast accommodation	GREEN 1.5 days	6 days	3.7 days	GREEN ↗	The number of days for each period spent in B&B accommodation by each family with children whose duty has been accepted during the year 3 11	Total number of homeless families with children whose duty has been accepted who have spent time in B&B accommodation 2 3		Lee Morgan
SUSC1 ↑ Percentage of people across Swansea who are satisfied or very satisfied with their local area as a place to live	GREEN 87.2%	86.6%	86.1%	GREEN ↗	Number of people responding 'satisfied' and 'very satisfied' with your local area as a place to live? 218 155	Total number of respondents to the question 250 180		Chris Sivers
SUSC3 ↑ Percentage of Swansea residents who agree or strongly agree that their local area is a place where people from different backgrounds get on well together	GREEN 81.0%	78%	83.2%	RED ↘	Number of people responding 'agree' and 'strongly agree' that your local area is a place where people from different backgrounds get on well together? 200 149	Total number of respondents to the question 247 179	Although performance has declined compared to Q1 last year, the result this quarter has bettered the target and performance remains strong. We will continue our work, and to work with partners, to promote cohesive and inclusive communities within Swansea.	Chris Sivers

Lead Head of Service's Overview


The Tackling Poverty Strategy is currently out for consultation. In the medium term, our plans to revise the key indicators for the Tackling Poverty Priority will further support well-being objectives, whilst at the same time supporting the implementation of the revised Tackling Poverty Strategy. Here we will include a greater emphasis upon measures demonstrating the progression of children at the Foundation Phase, young people and adults, showing progress towards their developmental and employability goals. We also intend to report the number of disadvantaged individuals gaining employment through our new employability programme using a social recruitment model.

Performance this quarter supports progress towards our key indicators and demonstrates that we are supporting the steps towards well-being. Even where targets have been missed they were for reasons outside of the authorities control. We expect that we will recover this position by the end of the second quarter. Existing targets are making positive contributions to tackling poverty in Swansea such as:

- Supporting increased incomes by effective processing of claims for housing benefit and council tax reduction and support through Welfare Rights Team with appeals
- Reducing homelessness and stability of accommodation through giving families longer term solutions as quickly as possible, minimising their stay in bed and breakfast accommodation supports stability of accommodation for families, safeguarding health and well being and preventing social exclusion.
- Implementation of our Community Cohesion Delivery Plan, promoting cohesive and inclusive communities in Swansea.

PI & desired direction of Travel	Result Qtr 1 2017/18	Target Qtr 1 2017/18	Performance Qtr 1 2016/17	Comparison to Qtr 1 2016/17	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service					
					Qtr 1 2017/18	Qtr 1 2016/17							
Priority 5 : Transformation and Future Council													
CHR002 ↓ The no. of working days / shifts per full time equivalent (FTE) local authority employee lost due to sickness absence Page 27	RED 2.2 days	2 days	2.5 days	GREEN ↗	Total number of working days/shifts lost to sickness absence as FTE. <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: right;">23,145</td> <td style="text-align: right;">23,154</td> </tr> </table> Average number of FTE employees <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: right;">10,299</td> <td style="text-align: right;">9,432</td> </tr> </table>	23,145	23,154	10,299	9,432	23,145	23,154	Note from Corporate Performance Team - Data quality under review Result is slightly over target for Quarter 1. A review is currently underway to review the model for managing attendance across the Council. The reason for the difference in FTE numbers is due to an extensive data cleansing exercise of all employee records in Oracle undertaken by Employee Services as part of their Business Process Review; a number of inconsistencies were found in the "Employee Status" field, for example some employees were marked as "Relief" and this should not have been the case and as such were not included in previous sickness reports as per the PAM's instruction. This will not be a problem going forward, we now have monthly reports produced and check these records on an on-going basis.	Steve Rees
23,145	23,154												
10,299	9,432												
CUST2a ↑ Number of online payments received via City & County of Swansea websites	GREEN 20,697	18,750	43,085	RED ↘	Number of service-based payments received on the Civica payment system via City & County of Swansea websites <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: right;">20,697</td> <td style="text-align: right;">43,085</td> </tr> </table>	20,697	43,085	20,697	43,085	There is now a more accurate report to break down web payments which is being used now. This excludes any payments which did not come through the website and means that the result will show as lower than the previous period and year.	Sarah Caulkin		
20,697	43,085												
CUST2b ↑ Number of forms completed online for fully automated processes	GREEN 3,748	3,600	1,246	GREEN ↗	Number of forms completed online for processes which are fully automated <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: right;">3,748</td> <td style="text-align: right;">1,246</td> </tr> </table>	3,748	1,246	3,748	1,246	The target has been exceeded for this quarter. Online parking challenges represented 40% of the contact recorded for the Parking Enforcement team this quarter.	Sarah Caulkin		
3,748	1,246												

PI & desired direction of Travel	Result Qtr 1 2017/18	Target Qtr 1 2017/18	Performance Qtr 1 2016/17	Comparison to Qtr 1 2016/17	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service	
					Qtr 1 2017/18	Qtr 1 2016/17			
CUST5 ↑ Percentage of recent customers who were satisfied with level of customer service they received from Swansea Council	GREEN 81.6%	80%	86.4%	RED ↓	Of those respondents who have engaged with Swansea Council in the last 6 months, the number of people responding they were "satisfied" or "very satisfied" with the level of customer service received	93	76	The data for this PI is based on results from a perception survey. Although the result is lower than satisfaction rates during the same period last year we have met our target in terms of satisfaction with customer service levels. The Council is going through a period of transformation and we would expect variations in satisfaction levels during this time.	Lee Wenham
					Total number of respondents to the question	114	88		
CUST6 ↑ Percentage of Swansea residents satisfied or very satisfied with Council services overall.	GREEN 65.2%	65%	76.2%	RED ↓	Number of people responding "satisfied" or "very satisfied" with Council services overall	163	138	The data for this PI is based on results from a perception survey. Although the result is lower than satisfaction rates during the same period last year we have met our target in terms of satisfaction with customer service levels. The Council is going through a period of transformation and we would expect variations in satisfaction levels during this time.	Lee Wenham
					Total number of respondents to the question	250	181		
FINA6 ↑ Percentage of identified forecast general fund revenue savings and income for the year compared to Council approved budget	RED 62%	85%	69%	RED ↓	The forecast forward summary of savings and income achieved for the year (£m)	£11.627	£15.594	Performance at first quarter measures only initial progress against original savings targets. CMT and Cabinet (monitoring reported to Cabinet in August) will have opportunity, as in previous years, to take mitigating action to offset forecast shortfalls in savings. Performance is expected to improve during the year though likely to remain short of target.	Ben Smith
					Agreed original savings set out in the Council-approved budget (£m).	£18.727	£22.513		
PROC11 ↓ Number of breaches received during the period which had determined the requirement of self-referral to the Information Commissioner's Office	GREEN 0	0	-	NEW PI	The number of data breaches received during the period which had determined the requirement of self-referral to the ICO	0	N/A	Keeping Council information confidential and secure is an essential part of our business, ensuring we conform to the Data Protection Act. This measurement helps us understand how the Council is performing with regards to unauthorised disclosure of sensitive personal information	Sarah Caulkin
						1	1		

PI & desired direction of Travel	Result Qtr 1 2017/18	Target Qtr 1 2017/18	Performance Qtr 1 2016/17	Comparison to Qtr 1 2016/17	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service
					Qtr 1 2017/18	Qtr 1 2016/17		
SUSC2 ↑ Percentage of people across Swansea who agree or strongly agree they can influence decisions affecting their neighbourhood	RED 29.7%	33><50%	38.6%	RED 	Number of people responding 'agree' and 'strongly agree' that you can influence decisions affecting your neighbourhood? 73	68	Performance has dropped below target and declined but we aim to improve by continuing to involve local people in decision making as it affects them, their families and their communities as part of our work to transform the Council. We will also continue to modernise public engagement in Council decision making and work with others to build capacity and to promote community action, involving and enabling communities to help run services and manage assets where appropriate.	Chris Sivers
					Total number of respondents to the question 246	176		

Lead Head of Service's Overview

Qtr 1 has seen updates and changes taking effect following the review of Corporate well-being objectives and key performance indicators following the election. In line with this well-being objective, significant progress has been made on the 2017-18 transformation priorities of Sustainable Swansea - Fit for the future.

The final phase of service commissioning reviews are well underway and cross-Council reviews have been agreed in four broad areas.

Budget and investment discussions are in progress so that the Council can fulfil its ambitions around City Deal, 21st century Schools and building new homes, while ensuring these plans are sustainable and fit for future generations. A review of organisational development has been underway during Qtr 1 to inform a new strategy encompassing: staff/manager/Councillor development; workforce planning; and innovation to ensure the Council has the workforce and culture to meet future challenges.

Qtr 1 indicators around the use of online forms are starting to see an increase following significant work on the back of the Council's Digital Strategy, which was launched in Spring 2016.

Although staff sickness has slightly missed the target there is an improvement on the same quarter last year. The Council is delivering changes and new initiatives to improve the level of staff sickness, so it is hoped performance against this indicator will improve over the coming year.

Financial performance is below target as many transformational changes within services take time to be reflected in the budget. Both Cabinet Members and senior managers continue to monitor progress closely.

The Council is now starting to publicly report data breaches in readiness for changes to legislation coming into effect from May 2018, called the General Data Protection Regulation. Performance was good in Qtr 1 with no data breaches needing referral to the Information Commissioner's Office.

In line with the well-being objective, the Council is working to implement more opportunities to involve communities in changes and service delivery to ensure they are sustainable for future generations, particularly developing a Council wide Co-Production Strategy, which will also contribute towards improving performance on the SUSC2 indicator over the coming year as well as CUST5 and CUST6.

Agenda Item 8.

Report of the Cabinet Member for Future Generations

Cabinet - 21 September 2017

Equality Review Report 2016-17

Purpose:	To present the Annual Equality Review Report for 2016-17 as required by the Public Sector Equality Duty for Wales.
Policy Framework:	Strategic Equality Plan 2016 – 2020
Consultation:	Legal, Finance and Access to Services
Recommendation(s):	It is recommended that: 1) Cabinet approve the report content for publication and submission to the regulator (Equality & Human Rights Commission).
Report Author:	Sherill Hopkins
Finance Officer:	Carl Billingsley
Legal Officer:	Tracey Meredith
Access to Services Officer:	Phil Couch

1.0 Introduction

1.1 This report is our first review of the Strategic Equality Plan 2016 – 2020, following adoption of a refreshed Plan in March 2016.

2.0 Review

2.1 This is our sixth review under the Public Sector Equality Duty and reflects the annual reporting regulations for Wales, which were introduced in 2011.

2.2 The report contains our first progress report against the refreshed Equality Objectives contained within our Strategic Equality Plan (SEP) 2016 – 2020.

2.3 This report also contains details on equality information and employment and training information. Additional information (of relevance to the requirements of the Public Sector Equality Duty) has also been included, outlining work in areas including:

- Equality information
- Engagement
- Hate crime
- Children's Rights
- Community cohesion
- Domestic abuse
- Co-production
- Education & schools

It is positive to see the breadth and quantity of additional information we have to report, which further supports the delivery and achievement of our Equality Objectives.

The report has 2 appendices:

- Equality Objectives – progress update
- Employment and Training Information

3.0 Financial Implications

3.1 There are no financial implications associated with this report.

4.0 Legal Implications

4.1 This work is governed by the Equality Act 2010, (Statutory Duties) (Wales) Regulations 2011, which places specific duties on public authorities.

5.0 Equality and Engagement Implications

5.1 An EIA screening form has been completed for the review report; with the conclusion that a full EIA is not required as this is purely a review of activity. The previous SEP was subject to a full EIA at the time of development – this has been updated in order to reflect the 2016 – 2020 content.

Background Papers: None

Appendices:

Appendix A - Equality Review 2016/17 Report (year ending March 2017)



City and County of Swansea

Equality Review Report 2016/17 (Year ending March 2017)

Equality Review Report 2016/17

1. Introduction

This is the City and County of Swansea's Equality Review Report for 2016-17. This is our sixth review under the Public Sector Equality Duty and reflects the reporting regulations for Wales, which were introduced in 2011.

This report contains details on:

- The first review of progress for our Equality Objectives 2016 - 2020
- Equality information
- Employment and training information
- Additional information relevant to our legislative duties.

2. Reviewing the Equality Objectives

The annual review of progress took place during April – May 2017 and all departments provided details of their progress. All of the information can be found at Appendix 1.

Our refreshed Strategic Equality Plan for 2016 – 2020 was adopted by Council in March 2016 and is available at www.swansea.gov.uk/sep in full, summary and easy-read versions.

3. Equality Information

Analysis of equality information has been maintained and developed in the last year, with additional and updated demographic information included on the Council's 'Statistics' web pages. This includes further local socio-demographic data and analysis from the 2011 Census and other official sources.

A range of analysis, in part linked to protected characteristics, has been included in the Public Service Board's 2017 Assessment of Local Well-being required by the Well-being of Future Generations Act.

New versions of our area profiles, including updated data/information where available, have been completed for Wards and Communities First areas, with a review of profile content planned.

Analysis of people with protected characteristics has also been regularly undertaken as part of the Community Cohesion monitoring required by Welsh Government.

We continue to use equality information to inform our Equality Impact Assessments (EIAs); this varies according to the EIA subject, relevance and focus.

A Third Children and Young People's (CYP) Super Survey was undertaken in the summer term of 2016, to seek the views of young people about things that affect their lives. Alongside the universal survey, we developed a supplementary survey that meets the needs of those with additional learning

needs, in order to gather the opinions of as many children and young people as possible.

Thirteen secondary schools participated and the views of 3,688 young people were gathered. Information gained from the survey will feed into service planning and help us to evidence the work we are currently undertaking on the United Nations Convention on the Rights of the Child (UNCRC). The CYP Super Survey will continue to run bi-annually and results from the survey will be compared with the previous year to measure distance travelled.

4. Employment and Training Information

Please see Appendix 2 for this information.

5. Additional information

This section briefly details some of our other work relevant to the requirements of the Public Sector Equality Duty during 2016-17.

5.1 Corporate Services Cabinet Advisory Committee (CAC)

The remit of the CAC (made up of Councillors) is to assist the relevant Cabinet Member as appropriate on matters relating to the Policy Commitments adopted by the Council.

The Corporate Services CAC was established in September 2015. A Prevention and Social Care Reform CAC also looks at equality-related issues.

CAC meetings through 2016-17 included discussion and work on the following relevant issues:

- Equality & Welsh Language Standards
- Gender pay gap project
- Customer contact
- Smoke free spaces
- Social Services commissioning reviews
- Carers
- Investigation into health and diet
- Making human rights real for older people
- Population assessment

For more information and to see the minutes of Committee meetings, visit <http://democracy.swansea.gov.uk/ieDocHome.aspx?bcr=1&LLL=0?Lang=eng>.

5.2 Councillor Champions

Our Councillor Champions cover a wide range of equality issues in addition to wider themes such as health and wellbeing, carers and domestic abuse.

The Champions provide a voice for traditionally under-represented groups or issues, which need to be kept at the forefront of Council business although they may not be the responsibility of any individual or Committee.

They make sure that the issue or group that they are championing is taken into account when Council policy is being developed and decisions are made.

For more details, visit

<https://democracy.swansea.gov.uk/mgExecPostDetails.aspx?ID=246&LLL=0>

5.3 Equality Impact Assessments (EIA)

We continue to use our expanded EIA process, which includes the United Nations Convention on the Rights of the Child (UNCRC), carers, community cohesion, poverty, social exclusion and Welsh language. As always, our focus has been on ensuring that the process remains user-friendly, effective and workable for colleagues across the organisation.

Our Equality and Engagement protocol (to ensure that EIAs are tracked and monitored through the Council's reporting and decision making process) continues to be very useful in ensuring that equality issues are considered and addressed where needed.

Our Service Planning process also incorporates EIA guidance and tools.

All completed EIA reports continue to be published at www.swansea.gov.uk/eia and alongside relevant corporate reports at <https://democracy.swansea.gov.uk/ieDocHome.aspx?bcr=1&LLL=0?Lang=en>. The Council's budget is also subject to the EIA process.

5.4 Consultation and Engagement

Information about our consultation and engagement methods and arrangements are available at <http://www.swansea.gov.uk/haveyoursay>. A further update is provided in Appendix 1 – please see Equality Objective 11.

We have continued to develop our relationship with local community groups:

➤ LGBT Forum

The Swansea Bay LGBT Forum began in February 2012 and is run by the City and County of Swansea in partnership with South Wales Police. Membership includes employees or volunteers from local and national organisations who represent the interests of LGBT citizens.

Forum members take part in and support annual events such as Swansea Sparkle, International Day Against Homophobia and Transphobia (IDAHOT), LGBT History Month and Bi Visibility Day.

In 2016, we hosted a partnership seminar alongside Swansea Sparkle (together with Tawe Butterflies and South Wales Police), focused on trans issues and awareness. It was held in the Guildhall the day before the event at the Waterfront Museum, and was very well received with lots of positive feedback from both attendees and speakers.

In addition, the Forum has refreshed its Terms of Reference, set priorities for 2017-2018 and revised its meeting arrangements.

➤ BME Forum

This forum has been under review in 2016 – 2017 due to a dip in participation the previous year. Meetings took place with key member organisations to obtain feedback on their thoughts as to the future of the Forum. The feedback was then discussed at a partnership meeting with the public sector organisation forum members – this was held in November 2016.

During all of the discussions, we found that there were two groups operating almost simultaneously – the BME Forum and a Key Stakeholder Group (co-ordinated by the Regional Community Cohesion Co-ordinator). So, both groups were combined into one distribution list in order to ensure that everyone received the information they needed (information continues to be provided via email on a regular basis). Our attention then turned to the Our Abertawe event, which was held on 4th March. We are now looking at the possibility of a regional BME Forum, and discussions on this will begin in June.

➤ Disability Liaison Group

The Disability Liaison Group allows for 2-way dialogue between the Council and disabled people and/or their organisations. The group is made up of Swansea Disability Forum members who volunteered to take part (as well as officers from Council services, the local health board and South Wales Police).

During 2016-2017, this group met 7 times. It is important to note that the group sets the agenda for these meetings in conjunction with the Access to Services Team and requests to meet (from both group members and different Council departments) continue to increase.

Meetings have included information and discussions on:

- Social Services commissioning reviews
- Highways and transportation issues
- Current development projects, including Kingsway and Castle Square
- Waste and recycling issues
- Corporate complaints
- Consultation accessibility

5.5 Co-production

The following activities have taken place this year:

- The establishment of a Co-production Development Post, based in the third sector. This post has been designed to promote awareness, knowledge and support for the council and third sector of co-production and co-productive practices
- The emergence of a Co-production Network for Swansea's Adult Care – this is still in development and is being co-produced, building on the existing Co-production Implementation Group
- The development of co-productive commissioning arrangements across adult social care (including service users and parent carers –

established in Mental Health, Learning Disability and Physical Disability/Sensory Impairment Services). It is currently being developed within Older People's Services. This involves an agreed approach to co-productive commissioning and the structures to support it (including the Nothing About Us Without Us Group for people with a learning disability)

- The co-production of commissioning strategies for Learning Disability, Mental Health and Physical Disability/Sensory Impairment Services; including co-produced outcomes and actions required
- The co-production of a set of outcomes and principles governing the development of the Information, Advice and Assistance Service required by the Social Services and Wellbeing (Wales) 2014 Act
- Developing the procurement process to support co-productive approaches in Learning Disability. People with a Learning Disability have had direct ownership and control of 10% of the procurement process. They have developed (with their wider stakeholder group) two questions for providers who are making submissions to be part of our new Supported Living Framework. The Nothing About Us Without Us Group will be responsible for evaluating and marking those submissions.

5.6 Hate Crime

We have developed a Swansea Hate Crime Stakeholder Action Plan with key partners (to link to the Welsh Government's 'Tackling Hate Crime and Incidents: A Framework for Action'). Our Plan has 3 strategic objectives:

- Prevent Hate crime
- Increase reporting and access to supporting victims
- Improve the multi-agency response to hate crime

It is a dynamic document and is maintained by the multi-agency Planning Group that meets on a regular basis.

To increase the reporting of hate crime, awareness training has been delivered by Victim Support & Swansea Council to partner agencies and Council staff. A 'train the trainer' event was also developed by the Council and Victim Support and delivered to staff and partners.

The Council continues to promote Victim Support, the Official National Hate Crime Report and Support Centre for Wales.

For more information please visit <http://www.reporthate.victimsupport.org.uk/>

5.7 Community Cohesion

The Welsh Government has agreed to fund the Community Cohesion programme for another year (2017-18). The new programme will focus on 4 objectives:

- Work at a strategic level to break down barriers to inclusion and integration across marginalised groups

- Work at a local level to break down barriers to inclusion and integration for particular groups and communities
- Supporting migrants, refugees and asylum seekers and host communities during the integration process
- Tackling discrimination, hostility, tensions and extremism

This new approach by Welsh Government will hopefully allow each council to identify local priorities. The Welsh Government will publish the new Delivery Plan by the end of May 2017. In Swansea our Leadership Group continues to ensure progress and monitoring.

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

Our Children and Young People's Rights Scheme sets out the arrangements we have to ensure compliance with the due regard duty for embedding the UNCRC into the local authority policy framework.

A UNCRC Action plan exists and is based on clearly identified priorities, which encompasses a whole council approach to Children's Rights. There are six key areas which focus on:

1. Making such arrangements as is considered suitable to promote and facilitate participation by children in decisions of the authority which might affect them, as required in the Children and Families (Wales) Measure 2010.
2. Developing knowledge and understanding of the UNCRC through training for all staff and decision makers within the City and County of Swansea including other statutory and key voluntary partners.
3. Promotion and awareness raising of the UNCRC
4. Ensuring appropriate and robust mechanisms in place to receive feedback and complaints in relation to the UNCRC
5. Ensuring compliance, accountability and impact of the UNCRC due regard duty which is evidenced based
6. The second progress report on the due regard duty for embedding the UNCRC into the local authority policy framework was produced in September 2016 and informs objectives within the annual action plan.

Children's Rights are fully incorporated into our EIA process and Strategic Equality Plan. All service areas have been required to set at least three UNCRC objectives with a focus on:

1. Training & an increased knowledge and understanding of the UNCRC
2. Promotion and Awareness raising of the UNCRC by making the explicit link to the relevant articles and use of "Dilly". (Children's Rights logo for Swansea)
3. Compliance with the EIA process.

5.9 Education and schools

Our work with Show Racism the Red Card has continued in 2016-2017 and funding is in place to continue workshops in our schools in 2017-2018. This year, 49 workshops have been delivered in 17 schools across Swansea,

engaging over 1200 young people. The sessions looked at various issues around racism, stereotyping, terminology and media influence.

“The leader of the workshop had an excellent way of talking to the children and interacting with them.”

Show Racism the Red Card also promoted the annual schools competition, which offers prizes for artwork, creative writing and clothing design entries. This year, five prizes were won by pupils from Swansea schools, including the overall competition winner.

A tool has been developed and launched to allow schools to record identity-based bullying and harassment. This was launched in the autumn term, however take up has been slow and further work is now planned to further develop the tool and promote its use and value to schools.

Our regional school improvement partner Education through Regional Working (ERW) was working with Stonewall to provide Train the Trainer events for schools that gave participants the tools, techniques and confidence needed to train other staff to tackle homophobic bullying, gender stereotypes and celebrate difference. This also gave participating schools Stonewall School Champions membership. The funding for this has now come to an end and we are actively considering how we support this area of work in future.

5.10 Work with Older People

➤ Ageing Well Plan

The Local Service & Healthy City Boards' Ageing Well and Strategy for Older People Action Plan 2015 – 2019 was reviewed in July 2016 and priorities for the year ahead agreed at a multiagency workshop, which included representation from Swansea Network 50+. The Network 50 + has been involved in all discussions for the year ahead and in the planning for specific projects.

➤ Events

An event to mark UK Day of Older People was held on 4th October at the Grand Theatre Studio and the following is a snapshot of feedback:

- Over 200 people attended
- Lively Ukulele entertainment
- Over 40 exhibitors
- 25 electric blankets /safety checks
- “Great to see the Olympic Torchbearer”
- Lots of interest in Free Swimming
- 60+ people had a Medicine /Blood pressure check
- 3 potential volunteers for British Red Cross
- “Able to target a hard to reach group”- South Wales Police

An Annual Meeting with Swansea Network 50+ was held on 2nd November 2016. Polly Gordon (new lead for Ageing Well) was introduced and an overview of The Ageing Well and Strategy for Older People Action Plan presented. Group work highlighted members' priorities for their preference on Network activities:

- 50+ forums on themes, for example transport /Health
- Intergenerational Projects
- Large 50+ Exhibitor events.

An Ageing Well Event was held with a similar format to the event on UK Day of Older People but with an increased focus on citizen engagement and consultation.

➤ 50+ web pages

New 50+ web pages have been developed with Network 50+ members:
<http://www.swansea.gov.uk/50plus>

5.11 The Well-being of Future Generations

The Well-being of Future Generations Act (Wales) 2015 requires the Council:
“To act in a manner which seeks to ensure the needs of present are met without compromising the ability of future generations to meet their own needs”.

This essentially means actively considering impacts on ‘the unborn’ when we make decisions across all services. The Council is committed to ensuring our actions contribute as fully as possible to the social, economic, cultural and environmental well-being of Swansea and its residents both now and in the future.

Swansea’s Sustainable Development Policy adopted this central principle in 2012. All departments take into account (to an increasing degree) the long term impact on future generations when designing, planning and delivering services. We ensure that we adopt the Sustainable Development Principles in everything we do; this includes consideration of the long term. In April 2016, a Future Generations Board was established to provide effective governance at executive level of all legislative changes that impact on the well-being of future generations.

5.12 Poverty

Tackling Poverty is a corporate priority and one of five key objectives within Swansea’s Corporate Plan; the first strategy to address this was written in 2014. The Tackling Poverty Strategy is seen as a dynamic document and in 2016 an Integrated Impact Assessment was carried out, forming the first part of a much wider review of this Strategy, feeding in to the scrutiny process. The key themes and recommendations from this process fed into the subsequent draft revised Tackling Poverty Strategy which will go out to public consultation in June 2017. Account will then be taken of the consultation feedback and a final draft of the revised strategy will be submitted to Cabinet

for approval. The revised strategy builds upon the three themes of the 2014 strategy:

- Empowering local people
- Changing Cultures
- Targeting resources

In addition, the Public Service Board (PSB) as the overarching partnership group for public services in Swansea is required to set a Wellbeing Plan, and currently the approach retains a focus on six Population Outcomes:

- Children have a good start in life
- People learn successfully
- Young people and adults have good jobs
- People have a decent standard of living
- People are healthy, safe and independent
- People have good places to live and work

We have aligned our draft strategy and delivery plan to these outcomes. Account has been taken of the Well-being of future Generations (Wales) Act 2015 and it is intended that the revised strategy make a positive contribution to the Wellbeing Goals of the Act.

5.13 Welfare Reform

Following on from previous work to mitigate the negative impact of Welfare Reform, recent activities have included the following:

The Financial Inclusion Steering Group drew attention to the need to identify those people worst affected by multiple welfare reforms in order to target work most effectively. The Group recommended that a report be commissioned from Policy & Practice on the cumulative effects of welfare reform. We have since commissioned this report and commented on the draft, 'The cumulative impact of welfare reform in Swansea'. These comments will inform the final report and enable more effective targeting of support to those most at risk.

The Financial Inclusion Steering Group will review and update the 'Universal Support Delivered Locally Action Plan' in preparation for the full roll-out of Universal Credit for new claims in December 2017.

Anyone making a new claim to any of the six benefits that are being replaced (Jobseeker's Allowance, Employment and Support Allowance, Income Support, Housing Benefit, Working Tax Credit or Child Tax Credit) from this point will have to claim Universal Credit. In addition, some benefit claimants will naturally be migrated from existing legacy benefits to Universal Credit from December 2017, if they report a change in circumstances.

In preparation for this full roll-out the Welfare Rights Team undertook a mini review of take up of Employment Support Allowance (ESA) claimants who were migrated from Incapacity Benefit. The team discovered that out of 24 claimants, 18 had been underpaid on average £59.00 a week. Consequently, these claimants received, on average, arrears of benefits worth £5,751.

The Welfare Rights Team continue to provide a range of courses focusing on the main welfare benefits to our staff as well as partner agencies. This ensures that our workforce (and staff in other organisations) are kept up-to-date with changes in legislation. The team also provide policy advice and support and respond to consultations on welfare reform. The Welfare Rights Advice Line continues to provide specialist advice to front-line staff.

5.14 Domestic Abuse

The Domestic Abuse One Stop Shop (OSS) continues to develop its services through a multi-agency, partnership approach, with numbers accessing the service reaching over 6000 during its first 18 months of opening. The range of services on offer are across the continuum of need, from crisis drop-in through to the Freedom Programme, Nurturing Programme, and coffee and crafts sessions. Surgeries on a range of issues are on offer including legal advice, substance misuse and debt advice. The OSS services are monitored by the Partnership Group who aim to provide services that cover a continuum of care from prevention, crisis and after care and are accessible by all members of the community. Work is being started to look at implementing specific support for male victims and those from the LGBT community.

Strategic work has been strengthened by the development of a Domestic Abuse Strategy Group which has the responsibility of ensuring we are complying to the Swansea Domestic abuse strategy and any other related legislation . The new Swansea Violence against Women, Domestic Abuse & Sexual Violence (VAWDASV) Strategy 2017-22 will be published during this year after a consultation process with professionals and community members. This Strategy will give a longer term commitment to our goals of ensuring prevention, protection and support of VAWDASV.

Awareness raising and the preventative agenda continue to be a focus. White Ribbon Day was held at the Domestic Abuse OSS to highlight the issues of male violence against women and was attended by members of the public and school children. It was supported by both the Swans players and Ospreys as well as the Lord Mayor, Leader of the Council, the police, fire service and other professionals.

To reinforce our preventative agenda we have implemented a Domestic Abuse Hub, a multi-disciplinary team developed to assist and support families with children at the earliest opportunity. This Team takes a 'whole family' approach to ensure that everyone receives the support they need at the right time from the right person.

5.15 Easy read

Last year we published our annual review in three formats:

- full report
- summary
- easy-read.

We will do the same this year to ensure the information is accessible as possible.

5.16 Wales Interpretation & Translation Service (WITS)

As a result of our membership of the WITS partnership, we have a co-ordinated approach to all interpretation and translation, including telephone and face-to-face provision. This does not include in-house Welsh-English translation through our translation unit.

The top five languages requested in 2016 – 2017 were:

1. Polish
2. Romanian
3. Arabic
4. French
5. Mandarin.

5.17 Change Fund

Through the Change Fund for 2016-17, 16 large and small voluntary organisations were financially supported through grants to deliver services and projects across the City & County of Swansea. A number of these organisations work with, or represent the interests of, people with protected characteristics.

5.18 Children and Young People LGBT Funding

Grant funding was made available from April 2013 to provide a pilot support service to LGBT young people aged 13 to 25. Grants were awarded to two organisations to work jointly to provide the pilot service. Budget provision was made to continue the project for 2016-17 and this will continue into 2017-18

6. Concluding comments

This annual report has allowed us to assess our progress during the first year of our refreshed SEP. Progress has been made against all of our Equality Objectives and the amount of additional information we have to report over and above our Equality Objectives continues to grow, which is very positive. This demonstrates both our ongoing commitment to the equality agenda and the additional progress that is being made.

Appendix 1

Equality Objectives – Progress Update

Equality Objective 1 – Ensure equality of access to services

Corporate Priority link: Safeguarding vulnerable people

Associated actions	Deadline	Progress 2017
Poverty & Prevention		
Develop arrangements with the Corporate Complaints Team to ensure accessible mechanisms for addressing any issues arising in relation to children’s rights in Swansea (including signposting to advocates and providing feedback)	2016	<p>Complete: All responses to queries raised through the UNCRC mailbox follow the Swansea Standard</p> <p>Process map for dealing with issues relating to CCS and the “Due Regard Duty” developed and agreed</p>
Continue facilitation of Play Access Group and BME Family and Play Group	2019 – feeding into the Play Sufficiency Audit (PSA)	<p>In progress: Continued development of the Play Access group with meaningful contributions to PSA findings and development</p> <p>BME Family and Play Workstream still engaged and partnership working continues</p>
Provide a range of services through the Families First programme targeted at families with disabled children	March 2017	<p>In progress: Continued provision of a number of Families First services for families requiring additional support/affected by disability.</p> <p>These include advocacy and family support, support for children and young people with learning disabilities and challenging behaviour and their families, pre-school support for children under 4 with emerging or additional learning needs, support for Young Carers and their families and a number of</p>

Associated actions	Deadline	Progress 2017
		community projects through the Play disability grants. 1,165 individuals accessed support through Families First of which 88% felt they had benefitted from these interventions.
Communications and Customer Engagement		
Introduce a new British Sign Language service at the Contact Centre	January 2017	In progress: List of BSL translators (up to level 3) is available at Reception to be called upon when necessary
Introduce a SMS texting service for residents	January 2017	Complete: Service in place with 1048 texts received between April 2016-March 2017 (SMS: 07919 626434)
Provide additional support to Contact Centre customers by having staff positioned at the entrance to assist as needed	Review effectiveness every six months	In progress: 2 floor walkers continue to be positioned at the entrance on a daily basis to assist all Customers and avoid unnecessary queueing for services.
Housing & Public Protection		
Develop a Rents Strategy. Part of this strategy will ensure that the arrears recovery process is easy to understand and takes account of customer needs, particularly those who may be vulnerable	2018	In progress: The Government's Welfare Reform programme continues to develop with significant changes coming into effect over the next few years. Due to the constant changes in welfare reform it has been decided that a more general strategy is needed, it is therefore being reviewed and updated and it is anticipated that the strategy will be available in draft form before the end of summer 2017.
Continue with programme of customer access audits of Housing and Public Protection services to ensure that services are accessible to everyone	Complete every 2 years, 2017 onwards	In progress: Audit for 2017 has commenced and results will be analysed shortly.

Associated actions	Deadline	Progress 2017
Incorporate all relevant equality issues into the new Local Housing Strategy (LHS)	2016	<p>Complete: All equalities issues were incorporated into a dedicated chapter within the LHS. The strategy was approved by Council in 2016 and runs until 2020. In 2016, the Authority also updated its Gypsy and Traveller Needs Assessment and submitted the results to Welsh Government. The results were also used to inform the Authority's Local Development Plan (LDP)</p>
Raise awareness of the availability of Disabled Facilities Grants (DFGs) particularly in terms of disabled children and young people	2016	<p>In progress: The relevant web pages have been changed to:</p> <ul style="list-style-type: none"> • mention 'All applications are means tested with the exception of disabled children and young people under the age of 19 who are dependent' • add a link to 'Housing Grants and Loans' <p>Housing Adaptations team attended an event in Swansea Central Library on 'Later life housing - research and information' in November 2016 to provide information on adaptations and DFGs</p>
Produce a strategy as part of the More Homes project for using Housing Revenue Account resources to provide more Council Housing, which will help meet the needs of a diverse community	2016	<p>Complete: Strategy reported and endorsed by full Council in November 2016</p>
Provide burial/cremation arrangements in line with the requirements of Swansea's diverse community	Monitored monthly	<p>In progress: The needs of Swansea's diverse community are respected and catered for</p>
Develop protocol for inspection of dwellings proposed to be used to accommodate	2016	<p>Complete: Protocol is in place and being followed</p>

Associated actions	Deadline	Progress 2017
asylum seekers		
Legal and, Democratic Services		
Continue to review Polling Stations; seeking to improve them to ensure a positive experience for the voter	Elections: May 2016 and May 2017	In progress: Presiding Officers are asked to feedback on any issues that they have at a Polling Station. This information is used to review their location and appropriateness. We are always looking to improve access should a better alternative venue be available.
Cultural Services		
Continue project in libraries to introduce or improve the computer skills of people of all ages	2016 and ongoing	<p>In progress: Swansea Libraries continue to work with Get Swansea Online, LearnDirect, Dace and Gower College to supply opportunities to learn more digital skills. We also run in house sessions to support customers' use of tablets and mobile devices. We run genealogy sessions to help customers search online and also e-book and e-magazine drop in sessions to help customers use these new services.</p> <p>We also work with Digital Communities Wales to upskill our staff and deliver new events to break down barriers to use.</p> <p>We have signed the Welsh Government Digital Charter.</p> <p>We help lead the Swansea Bay Digital forum for partners and other organisation involved in digital inclusion to share good practice.</p> <p>We have introduced a new recording system to record the</p>

Associated actions	Deadline	Progress 2017
		<p>number of events delivered which address digital inequality.</p> <p>Welsh government research shows this kind of activity is working – residents with internet at home in 2012 was 70%. In 2014/15 it was reported as 81%</p> <p>https://statswales.gov.wales/Catalogue/National-Survey-for-Wales</p>
<p>Consider sourcing and implementation of additional/improved visual impairment computer aids in libraries</p>	<p>2016</p>	<p>In progress: In the past year we have purchased additional high vis stickers for libraries to make available for keyboards and continued to purchase alternative mice/roller balls and keyboards for loan by libraries on request.</p> <p>Further staff training and replenishment of devices will take place in 2017</p>
<p>Continue variety of activities that takes Swansea Museum to older people and groups</p>	<p>2016</p>	<p>In progress: The museum continues to provide talks to a wide range of community groups, day centres, dementia support groups and residential units. The three most popular talks remain the Swansea Blitz, Mumbles Railway and History and Treasures of Swansea Museum. A few other optional talks are available. This year a total of 43 outreach sessions were delivered to 1188 people. Five of the sessions were delivered to young people.</p> <p>The talks can be varied in length depending on the group and are primarily aimed at reminiscing rather than in depth history.</p> <p>Memory Boxes are produced in partnership with Library</p>

Associated actions	Deadline	Progress 2017
		<p>Services. Memory boxes remain popular and used although distribution and return can sometimes be problematic. Boxes are themed or by decade and include donated objects which are not required for the collections. The number of memory boxes has increased to 14 and volunteers are working on new boxes including 3 jointly with the Dylan Thomas Centre.</p> <p>Education Programme Community Sessions: During the autumn term the museum worked in partnership with Theatre Na Nog to deliver an education programme which involved a production related to local history and the curriculum. The museum offer evening performances to a range of local historic, social and friendship groups. In 2016 the production was the Ghost of Morfa Colliery which relates to a mining disaster in Taibach. Over 230 local people attended one of 4 autumn performances and visit to museum with refreshments and a talk on the play's theme. The majority of participants approximately 80% were aged 55 plus.</p> <p>Dementia Friendly Space: A 1960s kitchen has been piloted in the upstairs gallery. Unfortunately the results have been disappointing. The kitchen has been seen and used more as a play area for children and families rather than for its original purpose. The gallery is currently being reviewed and other options considered. Initial brief discussions have been held with ABMU around the possibility of piloting the kitchen in a hospital dementia ward. Other options under consideration include using the 1960s kitchen and other similar set ups in temporary</p>

Associated actions	Deadline	Progress 2017
		<p>exhibitions and / or education room use.</p> <p>Volunteering - Swansea Museum continues to offer volunteering opportunities to all age groups, however the majority of volunteers are 55 plus with our oldest volunteer being 90 years old. The museum currently has approximately 70 volunteers listed on a variety of tasks and projects including research, documentation, gallery assistants, tour guides and Olga crew.</p>
Explore the history and heritage of the LGBT community as an option for the Museum programme	2018	<p>In progress: Unfortunately, discussions with Unity and other partners on a project did not come to fruition.</p> <p>However, a consultation was held with Good Vibes the LGBT Youth Forum regarding a major Heritage Lottery Fund (HLF) bid to celebrate the 150th Anniversary of YMCA Swansea which would start in 2018. A few activities were identified for the overall bid including exploring Polari language and coming out proms.</p> <p>The consultation also raised the issue of the 2017 anniversary of the 1967 act which effectively decriminalised homosexuality. A project idea around celebrating this through a Young Roots application could not be explored further as both YMCA and the museum already had Young Roots applications under development. However these ideas may be developed under the overall activity plan for a YMCA bid.</p>
Undertake a range of equality-focused	2018 – and	In progress:

Associated actions	Deadline	Progress 2017
activities at the Glynn Vivian, working with groups such as children & young people, disabled people, BME and LGBT communities	continue to monitor	<p>The Gallery programmes a diverse range of formal education services for schools and teachers (Primary, Secondary, Special Educational Needs (SEN), Other Ways of Learning (OWL), Pupil Referral Units, Further and Higher Education Colleges). We also have:</p> <ul style="list-style-type: none"> • a wide range of workshops for target audiences • public programme of talks & events • artists in residence • an audience development strategy for target groups including young people, LGBT communities, BME groups • antipoverty initiatives. <p>Recent examples of working in partnership include the Gallery reopening parade. Partner organisations and communities included the Unity LGBT Centre, YMCA's Good Vibes Group, Swansea Foyer for Young Homeless Teenagers, Swansea City of Sanctuary and African Community Centre.</p> <p>The Glynn Vivian Art Gallery is fully accessible and has lift access to all galleries and spaces. We have accessible toilets, a 'Changing Places' facility and designated parking for blue badge holders.</p>
Continue to deliver Dylan Thomas Centre Heritage Lottery Fund Project Activity Plan	2017	<p>In progress:</p> <p>Our activities include:</p> <ul style="list-style-type: none"> • Delivering a range of free and low-cost literature engagement activities for families in the Dylan Thomas Exhibition Learning Space, and working with family centres to encourage participation in our programmes amongst low-income families.

Associated actions	Deadline	Progress 2017
		<ul style="list-style-type: none"> • Developing our SEN provision by sustained partnership work with schools such as Ysgol Crug Glas, Ysgol Pen-y-bryn and Pentrehafod Specialist Teaching Facility (STF). • Delivering free writing workshops to young people through our two Young Writers Squads, and developing our Squads by working on projects with schools in Communities First Areas. • Delivering reminiscence sessions, exhibition tours and workshops to dementia groups, residential care homes, Age Connect and affiliated organisations. • Running projects with organisations and groups such as Morriston Hospital's Traumatic Brain Injuries Unit, Welsh Centre for Action on Dependency and Addiction, and the 10 O'Clock club for older people at risk of isolation in Morriston.

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

Corporate Priority link: Safeguarding vulnerable people

Associated actions	Deadline	Progress 2017
Poverty & Prevention		
Develop a Hate Crime Strategy Increase understanding of hate crime and awareness of how to report it amongst staff and key partners	March 2017 with annual monitoring thereafter	In progress: Hate Crime Action Plan developed in November 2016 (planning group meets every 6 weeks). An Awareness Session and Train the Trainer event have both been held this year.

Associated actions	Deadline	Progress 2017
Maintain a framework for the delivery of Prevent interventions and support to vulnerable individuals at risk of or being drawn into violent and/or non-violent extremism.	2020 - with action plan reviewed and updated annually	<p>In progress: Prevent Action plan developed</p> <p>Counter-terrorism local profile (CTLP) published annually, which informs the Prevent Action Plan</p> <p>Channel Panel meets monthly</p>
Increase awareness amongst staff and partner organisations on modern slavery and how to signpost victims	March 2017 with annual monitoring thereafter	<p>In progress: The Western Bay Anti-Slavery Forum meets on a quarterly basis and reports to the Wales Anti-Slavery Forum on its progress</p> <p>Last year 914 people attended anti-slavery awareness sessions</p> <p>A referral pathway has now been established and shared with partners</p>
Continue role of BME Family and Play Group within cross-sector Play Network in relation to hate crime awareness and understanding of modern slavery	2019 – feeding into the Play Sufficiency Audit	<p>In progress: Training arranged by BME Family and Play Workstream has been made available to frontline staff and volunteers working in the community.</p>
Establish a working group to explore opportunities in relation to confidence and safety in getting around the City and County of Swansea	2017	<p>In progress: Working group established and progress made with internal and external partners, including South Wales Police and First Cymru. Work is ongoing and will continue into 2017-2018.</p>
Housing & Public Protection		
Review the Statement of Policy for Licensing in respect of alcohol, entertainments and late	July 2018	This review will progress nearer to the deadline

Associated actions	Deadline	Progress 2017
night refreshment, taking particular account of the need to ensure protection of children		
Review the Council's policy in respect of gambling, taking particular account of the need to ensure protection of children and vulnerable people	January 2019	This review will progress nearer to the deadline
Raise awareness of doorstep crime and scams to prevent people becoming victims	2016 and ongoing campaigns will take place	<p>In progress: Training undertaken with Police Community Support Officers (PCSOs) in order to use revised leaflets and door stickers related to unwanted doorstep callers.</p> <p>Staff attend meetings with tenants about scams including Sheltered Repts and the Tesco Community Space.</p> <p>Article in Open House Issue 1 2017 on nuisance callers and rogue traders.</p>
Provide training and raise awareness with support agencies in identifying scams	2016 and ongoing training will take place	<p>In progress: Continued training of staff in the Council and third sector organisations.</p> <p>A "Friends Against Scams" group has been created to cascade warnings in order to prevent and protect vulnerable people from becoming victims.</p> <p>Engagement with "Community Connectors" completed to raise awareness of self-help that can protect people from becoming victims.</p>

Associated actions	Deadline	Progress 2017
		Loan shark awareness sessions for staff held by Wales Illegal Money Lending Unit in May 2016.
Highways & transportation		
Undertake Safer Routes in Communities (SRIC) project with schools	Annually	In progress: SRIC projects successfully completed by end of March 2017, and a new bid has been successful to implement a SRIC project in St Thomas from April 17

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

Associated actions	Deadline	Progress 2017
Corporate Actions		
Increase knowledge and understanding of the UNCRC by ensuring all staff attend/participate in the UNCRC corporate training	2017	In progress: Development of online introductions to the UNCRC for all staff UNCRC training embedded as UNCRC objective with SEP Corporate training plan developed as part of UNCRC/CYP rights scheme action plan
Promote and raise awareness of the UNCRC by embedding children’s rights within day to day practice and utilising the Children’s Rights logo in all promotional activity	2017	In progress: Dilly the Dragon promotional material purchased and circulated #Dillydragonswansea #Ddraigdillyabertawe linked to corporate twitter feeds and shared with schools and organisations participation in Big Conversation mechanisms

Associated actions	Deadline	Progress 2017
		Dilly dragon used more broadly by organisations, e.g. on Play signage, on smoke free school gate signage, on smoke free beaches signage
Ensure quality opportunities for Children & Young People's voice in policy/service developments that affect them	Ongoing with annual monitoring	<p>In progress: Children and young people aged 2-25 years continue to inform policy and service delivery through Big Conversation mechanisms including:</p> <ul style="list-style-type: none"> • Big Conversation Forum • Pupil Voice Forum • Looked After Children (LAC) Forums • Participation of Early Years • CYP Super Survey <p>Children and young people are also consulted on policy/service decisions through the Equality Impact Assessment (EIA) process</p> <p>Within Housing, work with the Youth Inclusion Team is ongoing to develop the Big Housing Conversation group.</p> <p>Within Cultural Services, the Glynn Vivian engages with a group of young participants to acquire skills, build confidence and contribute ideas to achieve Arts Award accreditation and in 2017/2018 we will be launching a new volunteers programme to include young people.</p> <p>Within Social Services, a Carers Strategy is being developed. This will be co-produced with young carers and include support</p>

Associated actions	Deadline	Progress 2017
		<p>for them.</p> <p>Within Education, the Pupil Voice forum is held half-termly giving an opportunity for all schools to share their views and discuss the key issues that are important to them with the Chief Education Officer.</p>
Poverty & Prevention		
Continue to embed Children’s Rights in all practice and procedures within the department and with partner commissioned organisations	2017	<p>In progress: The commitment to the UNCRC is included in all commissioning contractual arrangements in Poverty & Prevention</p> <p>Plans are in place to expand this across the People Directorate through the People approach to commissioning</p>
Raise awareness of “Big Conversation Mechanisms”, ensuring children & young people have an understanding of a variety of opportunities to have their voice heard	2017	<p>In progress: Big Conversation mechanisms are promoted widely to schools with 5,381 children and young people participating in mechanisms between September 2015 and September 2016 (figures are reported annually each September)</p>
Develop a communication strategy and campaign plan with key objectives to be delivered across the whole of Swansea	2016	<p>In progress:</p> <ul style="list-style-type: none"> • Pupil Voice & Big Conversation updates are communicated via the Education Newsletter • Rights Respecting Schools achievements are shared with the Communications Team to share sector leading practice • Big Conversation & Pupil Voice Events are also shared with the Communications Team; hashtags are followed & retweeted throughout various social media platforms
Establish a working group to explore issues	2017	In progress:

Associated actions	Deadline	Progress 2017
around gender stereotyping		The working group has been established with planning underway to hold an awareness raising seminar in October 2017

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

Associated actions	Deadline	Progress 2017
Child and Family Services		
Further develop our front door service in accordance with the Social Services and Wellbeing (Wales) Act to enable equitable access to information, advice and assistance about statutory services and the preventative sector	2016	In progress: The Information, Advice and Assistance (IAA) service promotes early intervention and prevention to ensure that people of all ages can be better supported to achieve their personal outcomes, and explore options for meeting their care and support needs. There is a single point of contact to the social services IAA for all children, young people and their parent/carers. There are also IAA services available for young people who are 16 and 17 years old based at Info Nation, co-located with a Barnardo’s team in the city centre.
Develop a service for perpetrators of domestic abuse including 1:1 and group work, informed by service user feedback, which supports the work already being undertaken with women and children where domestic violence is a feature in their lives	2016	In progress: Swansea is the first Local Authority in Wales to launch a Domestic Abuse Hub service, focused on helping children and families experiencing domestic violence or escalating relationship problems. Council staff, service providers, partner agencies, charities and

Associated actions	Deadline	Progress 2017
		<p>survivors all contributed to the design of the Hub and worked together to plan for future services based on a population assessment of need. The overall aim of the Domestic Abuse Hub is to ensure the right help is available at the right time to promote positive, healthy relationships and prevent the negative impact that domestic violence has for adults and children. This includes a whole family approach, involving both group and individual work with children, survivors and perpetrators. By ensuring effective support for families where domestic violence is a feature of family life, this will promote the rights and safety of children at the centre, leading to better outcomes.</p>
<p>Implement the Active Offer of Advocacy Arrangement to help ensure children and young people have access to additional support to have a voice in the decisions that affect them</p>	<p>2016</p>	<p>In progress: The IAA Service has qualified social workers who listen and provide a proportionate response whether information, advice or assistance can be provided or an assessment is needed. All frontline practitioners are there to help identify whether there is a need for advocacy, at the first point of contact (“active offer”). All practitioners have been trained and are suitably skilled to recognise when someone may benefit from an advocate and will take action to ensure that they are fully supported. There are many different types of advocacy available in Swansea and there is an independent advocacy service for those people who require support to have a voice in their care and support planning. Swansea is working collaboratively to identify options for commissioning of an advocacy service within the Western Bay Region.</p>
<p>Develop and implement Looked After Children Review arrangements, which</p>	<p>2017</p>	<p>In progress: Within our Signs of Safety (SoS) model of social work practice,</p>

Associated actions	Deadline	Progress 2017
enable children and young people to lead on their reviews		<p>there is a strong focus on the outcomes that a looked after child would need or like to achieve and how these are to be met. The care and support plan will show who is going to do what, timescales and next steps.</p> <p>We are working on a good practice journey, a step by step guide from the day a child is accommodated until their first review.</p> <p>Reviews are carried out regularly, according to statutory timescales, and our Service Quality Unit has a team of Independent Reviewing Officers who have adopted the signs of safety methodology, placing each looked after child at the centre of the review.</p>
Further develop and implement the Signs of Safety Methodology within Social Work Teams. This is a strengths based model which promotes the voice of the child, includes their family and wider networks in safety planning and is focused on outcomes	2017	<p>In progress:</p> <p>We are committed to using a Signs of Safety (SoS) model across the whole Child & Family service. This is an innovative strengths-based, safety-organised approach to child protection casework, which is grounded in partnership and collaboration. It explores strengths and risks in families in order to stabilise and strengthen a child's and family's situation. There has been considerable progress in this area:</p> <ul style="list-style-type: none"> • New management structure to increase practice quality • A policy statement: <i>"How we support families- Providing the Right Response at the Right Time"</i> • Continued implementation of SoS across whole service, with new team structure and role Practice leads • Refocus of service quality unit to place child and families at centre of SoS practice • Life story work with children commencing/in placements • 'I Am Me' handbook provides a framework and tools

Associated actions	Deadline	Progress 2017
		<p>which practitioners should be using when working with children and young people to create their life story book once a plan of permanence is in place</p>
<p>Develop a Child Disability Strategy consulting with children, young people, families, multiagency partners and the third sector to ensure that disabled children and their families can access a range of provision across the continuum of need – accessing the right opportunity/service from the right place at the right time</p>	<p>2017</p>	<p>In progress: Through the Family Support Continuum, with multiagency partners, and in consultation, as part of a Sustainable Swansea commissioning review, there has been considerable progress, which is expected to continue this year:</p> <ul style="list-style-type: none"> • joining up to Additional Learning Needs (ALN) work-stream with education partners • scoping an in-house overnight short breaks provision with education partners • restructure of the Child Disability Team • work to consider how eligibility criteria is applied and where children are allocated • review of Direct Payments and how these are offered • pathways for cases with continuing care and complex behaviour • work on the transition process, with particular focus on those young people who are vulnerable or experience mental health and / or substance misuse issues
<p>Develop a leaving care service in partnership with a third sector provider. Final 'shape' of the new service to be informed by partners and young people's views</p>	<p>2016</p>	<p>In progress: There is now a jointly managed service with Barnardo's in place in Swansea: BAYS+@INFONATION.</p> <p>This service incorporates the social work teams, young person's advisors, housing officers, education and mediation worker into a single operational team.</p>

Associated actions	Deadline	Progress 2017
		<p>We are working towards the whole integrated service being delivered from a single location, allowing easy access for young people. This would give young people the opportunity to access a range of services from a safe, convenient and comfortable location e.g. counselling sessions, preparation for independence groups, consultation group work etc.</p>
<p>Develop a comprehensive support and review framework for all individuals awarded a Special Guardianship order. Services to include training opportunities for carers, groups for young people and general advice and assistance via a dedicated team</p>	2016	<p>In progress: A new Family and Friends service is being established to provide a wider service for children living with Friends and Family Carers including those awarded a Special Guardianship and Child Arrangement Orders (formerly Residence Orders). This service is working with both carers and the young people themselves, and will target support to those families experiencing particular challenges and difficulty.</p>
<p>In accordance with the Social Services and Wellbeing (Wales) Act, develop policy and procedures for a Swansea “When I’m Ready” scheme in line with Welsh Government Guidance. This will enable more young people to remain with their foster carers beyond the age of eighteen and until they are ready for independence</p>	2016	<p>In progress: Commitments to children and families are set down in the City and County of Swansea Permanence Policy; supporting children to be supported to live within their own families and to provide services to promote the ability of families to care for their children effectively. This approach aims to ensure that children continue to live within supportive families whenever possible.</p>
<p>Develop an updated Disability Strategy for Children in accordance with the Social Services (Wales) Act. This will include greater involvement of parents and carers in Care planning via the increased use of Direct</p>	2016	<p>In progress: Within Family Support continuum, there has been a Child Disability Commissioning Review. This review has provided a good opportunity to consult upon, update and implement a new Child Disability strategy based on service vision, principle and</p>

Associated actions	Deadline	Progress 2017
Payment packages		approach. A new Child Disability Strategy – Plans For The Future is being prepared and this work is expected be taken forward by the Children and Young People Partnership Board.
<p>Further establish Social Services involvement in the provision of support for children who require therapeutic support by</p> <ul style="list-style-type: none"> • continued and active membership by the Head of Service of Child and Family in the Mental Health Planning Group • developing packages of therapeutic support for children, families and significant adults from the recently established Internal Therapy Team 	2016	<p>In progress: Progress has been made to ensure that the in-house therapy team is an effective and efficient part of a co-ordinated and commissioned approach to psychological assessments and therapy available to children. There is now a consistent approach in place across services and disciplines There is continued commitment by senior managers to improving Child and Adolescent Mental Health Services (CAMHS) both locally through the Mental Health Planning group, and regionally through Western Bay Partnership Board.</p>
Adult Services		
Further develop safeguarding measures for vulnerable adults in a safer, personal and more timely way	2016	<p>Complete: Safeguarding processes have been reviewed to ensure that there is continuity of process for vulnerable adults. Performance information has been developed to allow for greater scrutiny of performance and adherence to timescales.</p>
Improve the deprivation of liberty and safeguarding (DOLS) processes	2016	<p>In progress: DoLS backlog has been fully cleared, but it remains an ongoing challenge to manage normal flow of DoLS applications (an average of 100 per month). Current arrangements are under review and proposal for revised arrangements to be considered by Chief Officers shortly.</p>
Review integration with health in the three community hubs	2016	<p>In progress: Three Integrated Hubs have been in place since April 2015.</p>

Associated actions	Deadline	Progress 2017
		Service users report a more joined up service and clear evidence of a person-centred approach. We are continuing to strengthen the Multi-Disciplinary Team approach within Adult Services to ensure that a seamless service is provided.
Continue to transform adult service in order to ensure a citizen directed service	2016	<p>In progress: Our assessment tool has been reviewed in line with the requirements of the Social Services and Wellbeing Act.</p> <p>An Adult Services Practice Framework is being developed to ensure a person-centred approach to practice (Adult Services equivalent to Signs of Safety).</p>
Further review Commissioning Plans for Adult Services	2016	<p>In progress: Population Assessment has been completed in line with the requirements of the Social Services and Wellbeing Act. As a consequence, Social Services has a good understanding of the needs of individual client groups.</p> <p>Commissioning Plans are currently in development for Learning Disabilities, Physical Disabilities, Mental Health and Older People client groups. These Plans have been co-produced and Adult Services hopes to consult on these in Summer/Autumn 2017.</p>
Web pages updated as appropriate to improve access to information, assistance and advice	2017	<p>In progress: This is currently being developed in line with the requirements surrounding IAA services contained in the Social Services and Wellbeing Act.</p> <p>Discussions are also ongoing with corporate colleagues</p>

Associated actions	Deadline	Progress 2017
		surrounding making Social Services easier to find on the Council's front page.
Develop Adult Social Work practice framework. This approach needs to be strength based and outcome focused, to promote the voice of service users, their families and the wider community	2017	In progress: Practice Framework currently in development. This will be in place by late 2017.
Further develop our front door service in accordance with The Social Services and Wellbeing (Wales) Act to enable ease of access to information, advice and assistance and also preventative services	2017	In progress: All Information and Advice Assistants are trained to provide information, advice and assistance as well as signpost people to preventative services. Further development of the multi-disciplinary team function is also ongoing to ensure that professional support guides information, advice and assistance provision and wherever possible people are able to self-support rather than require a service.
Continue to increase the take up of Direct Payment as a way to ensure that people with eligible social care needs are able to access services that are suitable to their needs	2017	In progress: The uptake of Direct Payments is steadily increasing and further work is ongoing to ensure that the support service is designed to provide appropriate support. Further work is also ongoing to look at the rates of pay for Independent Living Support Assistants to ensure that they can be recruited to support people.
Ensure current assessment tool is compliant in accordance with Welsh Government recommendations in preparation for the implementation of The Social Services and Wellbeing (Wales) Act	2016	In progress: The assessment tool has been designed to be compliant, but it now needs to be developed into our information system (PARIS).

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

Associated actions	Deadline	Progress 2017
Education and Poverty & Prevention		
Children and young people from ethnic minority backgrounds continue to achieve at least as well as their peers at end of Key Stage 4 (KS4)	Annual analysis of Key Stage 4 results in autumn term.	In progress: 69.8% in 2016 compared to 66.3% for other pupils.
Learners from Asian / Bangladeshi backgrounds achieve at least as well as their peers at end of Key Stage 4	Annual analysis of Key Stage 4 results in autumn term.	In progress: 75% in 2016 compared to 66.3% for other pupils.
Maintain improving trends in assessment of boys and girls at Key Stage 2 (KS2) and Key Stage 3 (KS3)	Annual analysis of Key Stage 2 and 3 results in autumn term	In progress: KS2: results for both boys and girls have improved over five years and the gender gap has reduced slightly. KS3: results for both boys and girls have improved over five years and the gender gap has reduced.
Close the performance gap between boys and girls	Annual analysis of results in autumn term	In progress: KS2: gender gap -6.0% in 2015 improved to -5.1% in 2016. KS3: gender gap -6.6% in 2015 improved to -6.0% in 2016.
Close the performance gap between pupils who receive free school meals (FSM) and those who don't	Annual analysis of results in autumn term	In progress: KS2: five-year upward trend in FSM results, but FSM remain over 10% below non-FSM.

Associated actions	Deadline	Progress 2017
		KS3: Strong upward trend for FSM pupils, but results remain over 16% below non-FSM.
Reduce inequalities in school readiness	2019	<p>In progress: Continued delivery of the Flying Start Programme to approximately 25% of the 0-3 population. 83% of all children aged 2-3 offered took up a space at a Flying Start childcare setting.</p> <p>We have worked in partnership with partners to develop the Best Start Strategy and particularly the Public Services Board promotion of a public awareness campaign via a set of key messages.</p> <p>The development of the Jig-so project to replicate aspects of the Flying Start programme outside Flying Start areas in relation to parenting and midwifery and language development</p>

Equality Objective 6 - Provide equality support for schools

Corporate Priority link: Improving pupil attainment

Associated actions	Deadline	Progress 2017
Continue progressive improvement to access to infrastructure in schools	Annual return to Welsh Government, March	In progress: All projects delivered as part of our Quality in Education 2020 programme and the wider national 21st Century Schools Programme ensures progressive improvement to our schools' infrastructure.
Young people from Gypsy and Traveller	2017 with termly	In progress:

Associated actions	Deadline	Progress 2017
communities are offered appropriate access to secondary education and support in engaging with those opportunities	monitoring	This year: <ul style="list-style-type: none"> • 100% of Gypsy & Traveller Families offered lead work support • New cross cutting Gypsy & Traveller Steering Group led by Head of Learner Support Services • Continued trend of increasing school attendance across the cohort • 3 Gypsy & Traveller pupils achieved full integration into mainstream secondary education
Launch tool for Recording of Identity Based Bullying across all schools	August 2016 with termly analysis	In progress: The tool has been launched however the take up/use has been slow. Due to some technical issues the tool will be re-developed over the summer months and re-launched.
Review guidance to schools on Strategic Equality Plans and present update to Headteachers at a termly meeting and via the schools newsletter	2016	In progress: The guidance and templates have been reviewed and amended. They will be re-distributed to schools in September 2017 and going forward will be included in the online headteacher handbook.
Continue the contractual agreement with UNICEF UK to embed the Rights Respecting Schools Award in all schools in Swansea	2017	In progress: Contract reviewed & updated with the focus on long term sustainability. At the end of December 2016 the school status was as follows: <ul style="list-style-type: none"> • Schools engaged & trained – 15% • Schools completing a record of commitment & action plan - 21% • Schools achieving a level 1 Award – 42% • Schools achieving a level 2 Award – 19%
Ensure schools are protecting children and	2020 - with	In progress:

Associated actions	Deadline	Progress 2017
young people from being drawn into terrorism by having robust safeguarding policies in place to identify children at risk, and intervening/supporting them as appropriate.	action plan reviewed and updated annually	Prevent Action plan in place. Workshop to raise awareness on Prevent delivered to teachers, teaching assistants and governors - 52 schools and 1,459 attendees
Ensure schools are directed to relevant Welsh Government guidance so this can be practiced in schools, for example: provision of counselling, specific equality-related advice and information and any relevant training for school staff, pupils and governing bodies	As guidance is issued	In progress: We continue to direct schools to the relevant guidance via our weekly newsletter.
Develop and publish Transgender Guidance for schools	2017	In progress: We are currently developing the Transgender Guidance alongside wider LGBT Guidance for our schools. We hope to launch the guidance early in the 2017/2018 academic year.
Stonewall training offered to all schools via Education through Regional Working (ERW)	2016	In progress: ERW continue to offer the Stonewall training to all schools in the region.

Equality Objective 7 - Provide opportunities via apprenticeships and work placements

Corporate Priority link: Improving pupil attainment

Associated actions	Deadline	Progress 2017
Corporate Building and Property Services (CB&PS)		
Work experience placements – provide quality opportunities to students to experience the real workplace. Enable a	Ongoing - as placements are arranged	In progress: Ongoing work with schools to provide work experience placements. CB&PS have attended a number of careers fairs

Associated actions	Deadline	Progress 2017
student to understand and develop the necessary skills to equip them for their chosen career path		at schools to engage with students who are considering a career in construction. Work experience placements are provided via Beyond Bricks and Mortar (BBM). CB&PS are now taking part in the Cynnydd Project which is run by Careers Wales. The project seeks to place students in the working environment – 1 student started a 12 week/2 days per week placement with CB&PS recently.
Ensure that all future recruitment within CB&PS continues to be undertaken within the realms of the Equality Act 2010; paying particular attention to the apprenticeship recruitment programme. Further develop links with external groups/organisations to enable wider awareness of the initiative and support CB&PS. The continuation of the apprenticeship programme is dependent on future budget approval	Annually	In progress: CB&PS have recently taken on 30+ new tradespeople. CB&PS is currently progressing with its 2017 apprentice recruitment. Links continue with BBM and other council departments to make sure vacancies are available to all. Additional support is provided to applicants who require it (e.g. 1-2-1's are offered). The authority wide apprentice scheme has been launched, of which CB&PS are a part.

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

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

Associated actions	Deadline	Progress 2017
Implement the Pavements for People Policy	Ongoing	In progress: The Council continues to ensure that the standards set out in the policy are exercised and adhered to
Review accessibility of street furniture, e.g. seating	2017	In progress: The review is ongoing and inventory is being updated.

Associated actions	Deadline	Progress 2017
Installation of dropped kerbs to assist access where needed	Case by case basis	In progress: Last year's 2016-17 programme fully undertaken. New programme being agreed for 2017-18.
Ensure all new pedestrian crossings are designed to ensure safety for all	As new crossings are developed	In progress: Ongoing and being undertaken as new crossings are provided
Consider equality issues when designing highway and traffic schemes	As projects are designed	In progress: Quality audits being undertaken for major schemes, which consider equality issues as part of the design process e.g. Kingsway
Provide permits for qualifying care organisations and carers to park within residents parking bays	As needed	In progress: This initiative is still being undertaken

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

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

Associated actions	Deadline	Progress 2017
Promote the RNIB REACT system for visually impaired people at the Bus Station The system gives audio messages about the services at each departure bay and provides a wayfinding tool in association with the tactile strip through the concourse	Ongoing	In progress: Information is available at the Bus Station information desk and on the Council web pages.
Continue to implement programme to provide raised kerbs at bus stops to allow easy access for all passengers. Continued	Ongoing	In progress: Raised kerbs are provided as bus shelters are upgraded and also as part of highway improvement schemes.

Associated actions	Deadline	Progress 2017
engagement with disability groups		

Equality Objective 10 – Ensure we tackle and alleviate the effects of poverty
Corporate Priority link: Tackling poverty

Associated actions	Deadline	Progress 2017
Poverty & Prevention		
Through the Families First and Flying Start programmes, deliver a range of services to children, young people and their families to improve outcomes, through interventions such as Parenting, Language and Play etc.	March 2017	<p>In progress: Continued provision and development of the Flying Start and Families First Programmes.</p> <p>The Flying Start Programme’s services benefitted 3,101 0-3year olds and their families through the offer of high quality childcare for all 2 year olds, intensive Health Visiting, Parenting and Speech & Language development support. Attendance at Childcare Settings increased to 83% across the year.</p> <p>Families First further developed its thematic programme with a clear focus on the Team Around the Family Service and approach. Other projects included Family and Parenting Services for Under 11s, Family Support Services for Over 11s, Community based family support such as Eastside Family Support Project and the Mayhill Family Centre. More specialist services were also commissioned including the Exchange counselling service.</p> <p>There were 13,097 recorded attendances at Families First</p>

Associated actions	Deadline	Progress 2017
		Programme interventions last year across all services and 88% of those reported that they had benefitted from the services they received
Promote and provide a range of upskilling opportunities on a multi-agency basis in order to achieve quality services through the workforce development approach. This will include training on Motivational interviewing, Team Around the Family (TAF), Solutions Focused Thinking, etc.	March 2017	<p>In progress: A wide range of up-skilling opportunities has been offered through the TAF in Schools Project through mentoring provided to school staff as well as training to respond to identified needs.</p> <p>Last year 16 different training opportunities were offered and 602 training places were filled by professionals working in Swansea.</p>
Identify those young people who are most at risk of becoming NEET (not in employment, education or training) and provide them (and their families) with the personal support they require to remain engaged with education, employment and training	October 2017 – annual snapshot	<p>In progress: Continued trend of decreasing NEET Figures</p> <p>100 % of the EOTAS (educated other than at school) cohort offered transition support</p> <p>Continued development of new NEETS Service – we have secured funding to further develop this</p> <p>We have made further additions to the Vulnerability Assessment Profile (VAP) tool to increase the validity and accuracy of the identification process</p> <p>We have undertaken further co-location of key services into Info-nation to increase partnership working for vulnerable young people</p>

Associated actions	Deadline	Progress 2017
Continued use of Child Poverty Impact Assessments (CPIAs) for Play	2019 – feeding into the Play Sufficiency Audit	In progress: CPIA's used as good practice but have largely been superseded by children's rights being included in the corporate EIA process.
Food Poverty Community Interest Company: Create a food enterprise to tackle food poverty and feed people well in Swansea	2017	In progress: Meals Market Testing and Development has been conducted across 8 sheltered accommodation sites. 91 residents participated. A food survey has been conducted across 32 Council sheltered accommodation sites. We have established an Operations Group, drafted a Business Plan, recruited a Head Chef and identified start-up kitchens
Deliver a range of services through the Communities First, Communities for Work and Lift Programmes that support people and families in our most deprived communities to improve their opportunities	March 2017	Complete: The Communities for Work (CfW) Programme has fully bedded in during the financial year 2016/17. It supports eligible clients within Communities First Clusters to improve their employability through intensive mentoring and support. The Lift Programme has been a successful Welsh Government funded pilot that works in much the same as CfW but targets workless households in Penderry. The Communities First Programme has successfully delivered its Single Plan Model during 2016/17. The programme is however to be phased out during 2017/18, entering a transition phase that deploys new Welsh Government funding to support people to improve their employability and into work outcomes.
Provide a welfare rights training programme to support staff from City & County of Swansea and partner organisations to	2017	In progress: The Welfare Rights Team has a well-established training programme that covers the range of welfare benefits. A new

Associated actions	Deadline	Progress 2017
negotiate the significant changes to the benefits system resulting from Welfare Reform		programme for 2017 is in the process of being circulated. The welfare rights team raised £2,830 from selling places on their courses. We have saved the Local Authority and other partner organisations £25,670 by providing welfare rights training that they would otherwise have had to buy in themselves.
Finance & Delivery		
Provide support for Universal Credit (UC) applicants by providing two digital self-serve zones in the Contact Centre, as UC is an on-line application. Our customer service team will provide digital support, assistance with making on-line applications and UC advice and information to customers. A Personal Budgeting Support service has also been arranged for appropriate UC customers	Assess effectiveness every six months	<p>In progress: Assistance is available but there were no recorded cases for period as there was no demand currently under Live service due to strict DWP gateway criteria to access UC. Swansea goes to Full UC service in December 2017</p> <p>98 cases have been referred from DWP for Personal Budgeting Support (PBS) for the period. The authority has 72 hours to contact the client as per DWP requirements and three attempts are made to contact the client during this timescale. 59 of these cases completed the PBS process and 39 did not engage with the process either because they chose not to take up the offer of support (most often stating they did not require support), or did not respond to the three attempts that were made to contact them, or failed to attend the meeting that had been arranged. Feedback on each case is provided to DWP who refer back to the Job advisor to follow up with the client. Anecdotal evidence suggest these percentages relating to PBS are similar to the experiences of other Welsh authorities.</p>
Provide a dedicated take-up advice line and email address to offer welfare advice to customers, which includes advice on how to	Assess effectiveness every six months	<p>In progress: The Benefit Advice Team has taken 2588 Telephone calls and 405 emails during the period.</p>

Associated actions	Deadline	Progress 2017
claim Housing Benefit (HB), Council Tax Reduction (CTR), Discretionary Housing Payment (DHP) and help and advice on welfare reform changes and other welfare benefits		They have assisted 619 people obtain HB / CTR worth a value of £285,446 for the year
Proactively support all HB cases affected by the Benefit Cap	Ongoing and activity will increase when cap value falls	In progress: Our benefit cap caseload increased in November 2016 and support was offered to customers. Calculations were provided to 240 customers expected to be further capped or capped for the first time. Advice was given on the options available to them.
Work with other organisations such as Age Cymru, Swansea Carers' Centre and DWP Visiting Team to provide advice and guidance on Benefits, Council Tax Reduction and Council Tax discount schemes	Assess effectiveness every six months	In progress: Due to limited resources the proactive work has ceased but good relationships continue. A priority line is available with the Benefit Advice Team to assist these organisations with HB/CTR and other welfare advice queries. We continue to be able to make referrals to DWP and signpost to relevant organisations
Work with Foodbanks such as the Swansea Foodbank (where we are the highest distribution agent), Eastside Foodbank and the Swansea Mosque Foodbank. For all foodbanks we will act as a referring agent and provide welfare benefit advice to the foodbanks to assist customers in food crisis	Assess effectiveness every six months	In progress: 198 Food parcels/vouchers have been issued for period for the 3 different foodbanks)
Provide advice to parents and schools on Free School Meals (FSM) and Uniform Grant queries	Assess effectiveness every six months	In progress: The Benefit Advice Team responded to 1219 emails and 313 calls on this subject. Unfortunately, the number of calls to

Associated actions	Deadline	Progress 2017
		the Benefit Customer service lines regarding FSM are not monitored.
Provide advice and information to customers on a range of assistance available, e.g. Warm Home Discount, Welsh Water Assist, Healthy Start Vouchers, Discretionary Assistance Fund, Passport to Leisure, etc.	Assess effectiveness every six months	In progress: Data for this action is not separately recorded as this advice is given to every caller by the Benefit Advice Team when looking at maximising income.

Equality Objective 11 - Ensure consultation and engagement is inclusive and undertake awareness raising activities

Corporate Priority link: Building sustainable communities

Associated actions	Deadline	Progress 2017
Communications and Customer Engagement		
Implement new corporate Consultation and Engagement Strategy, including continuation of corporate consultation programme Ensure that clear arrangements to embed children and young people's participation is included within new Strategy	2018	In progress: Since the introduction of the Wellbeing of Future Generations Act, the Council is looking to move towards a more co-productive approach in this area. The Consultation and Engagement Strategy needs to reflect this so work will now begin later in 2017 in order to follow on from work currently being undertaken with the WLGA. In terms of consultation and engagement itself, the Council has been undertaking a huge transformation programme within its Sustainable Swansea agenda, and consultation is a major part of this. All Commissioning Reviews carry consultation

Associated actions	Deadline	Progress 2017
		requirements, which are being supported by the current Consultation and Engagement Strategy and Corporate Consultation Co-ordinator.
<p>Continue programme of equality engagement with key forums and groups including: Disability Liaison Group, BME Forum, LGBT Forum and 50+ Network</p> <p>Continue to support equality-related events in association with these forums and groups</p> <p>Improve engagement with local disability groups via the Disability Liaison Group (DLG)</p>	Assess effectiveness annually	<p>In progress: Programme has continued as per narrative report (5.4) and specific 50+ update below.</p> <p>Support provided for, e.g. Swansea Sparkle, Swansea Sparkle Seminar, UK Day of Older People, national DWP campaign (focused on Minimum Wage), Our Abertawe, Regional Equality Group session (focused on staff networks).</p> <p>Engagement has increased via DLG as per narrative report (5.4) with attendance of equality officers also requested at Play Access Group and Children's Rights Network meetings</p>
<p>Review the City and County of Swansea Local Service Board & Healthy City Board Ageing Well and Strategy for Older People Action Plan 2015 – 2019</p> <p>Include work with Swansea Network 50+ and other relevant engagement mechanisms / methods with older people in the annual review</p>	Annually	<p>In progress: The Plan was reviewed in July 2016 and priorities for the year ahead agreed at a multiagency workshop which included representation from the Network 50+.</p> <p>The Network 50 + have been involved in all discussions for the year ahead and in the planning for specific projects. An AGM was held in which members of the forum were asked about their preference on the structure of the Network activities; themed forum events was the most popular option.</p>
Organise an event to include an Annual Meeting of Swansea Network 50+ and a	Annually	<p>In progress: The UK day for Older People was held in October 2016 and</p>

Associated actions	Deadline	Progress 2017
public event to mark UK Day of Older People		the Ageing Well Event will be held in April 2017. The Ageing Well Event will focus on citizen engagement.
Poverty & Prevention		
Ensure that the Big Conversation continues to encompass a range of mechanisms that aim to facilitate the widest possible participation of all children and young people	2017	In progress: Big Conversations and Pupil Voice Forums run 6 weekly and a separate needs-based forum structure has been developed for Looked After Children and Young People. In 2016/17 the CYP super survey ran in schools to which 3128 young people responded. In total 5381 children and young people participated in Big Conversation mechanisms last year
Continue a range of inclusive play specific consultation with identified groups and individuals. Undertake specific consultation with key groups with protected characteristics as part of the 2016/19 Play Sufficiency Assessment	2019	In progress: As the first 'implementation year', consultation on sufficiency has been minimal, but identified groups have been engaged throughout the year on responding to previously identified gaps.
Engage with traveller communities via Play on Wheels mobile play	2019 – feeding into the Play Sufficiency Audit	In progress: The Play on Wheels project has regularly delivered sessions with traveller communities during the year.
Ensure a wide range of engagement by local people, including the most marginalised members of the community, in the Communities First (CF) Programme. Activities will include information sharing, active participation, collaboration and partnership working between individuals and organisations, and empowering local people	March 2017	Complete: The Communities First Programme had established a Community Engagement and Support Team to ensure that the most disengaged community members were able to access services and support locally and empower people and communities to become more resilient. The role and resources for future Community Empowerment is in the process of being developed with Welsh Government at the time of writing.

Associated actions	Deadline	Progress 2017
Ensure that the relevant aspects of the Ageing Well Plan are embedded within these Equality Objectives from 2017 onwards	2017	In progress: Following a restructure within Poverty & Prevention we will be looking at how we can embed an approach to Older Peoples Rights within the SEP and look for specific objectives to be developed throughout 2017-18.
Housing & Public Protection		
Implement an updated Local Tenant Participation Strategy (LTPS) 2015-18	2018 - reviewed quarterly with Tenant Steering Group	Complete: Updated LTPS in place for 2015-18 following consultation with tenants
Continue to work in partnership with the Youth Inclusion Team, to encourage participation of young people in housing matters (with the aim of setting up a group exclusively for young people and encouraging them to join other groups)	Annual progress review in December of each year	In progress: Big Housing Conversation meetings are ongoing, the last one was in September 2016. This focused on managing your own home and homelessness issues. To publicise the group to young people, adverts have been included in Open House and on the TV screens in District Housing Offices. This will continue.
Promote and raise awareness of the availability of: – Same Sex Marriage into the Civil Marriage ceremony The legal process which enables couples who have previously entered into Civil Partnerships to convert them into marriage	Monitored monthly	In progress: Specific advice is available on the Councils Website. Further information can be provided over the phone or by appointment at the Civic Centre.
Corporate Building and Property Services		
Review current consultation with local access groups to improve physical access to buildings and services	Ongoing with annual reviews	In progress: The main point of contact for local disability groups has recently retired. Once confirmation has been received on who

Associated actions	Deadline	Progress 2017
		will take over this role, details will be shared with the Disability Liaison Group and Swansea Disability Forum.
Economic Regeneration & Planning		
Focus on engagement arrangements and methods with equality groups to ensure inclusivity and help improve the delivery of ongoing work programmes	Ongoing with annual reviews	In progress: Full engagement is underway as part of Swansea Central mixed use regeneration scheme.
Cultural Services		
Raise awareness of Cultural Services and identify any barriers to participation via engagement with key equality groups	2018 - and continue to monitor progress	In progress: We are providing City of Culture updates for the key equality groups to be aware of progress between now and the final announcement in July 2017. This is an opportunity for the groups to engage with the campaign.

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

Associated actions	Deadline	Progress 2017
Housing and Public Protection		
Deliver a Tobacco Action Plan for Swansea, which will concentrate on areas identified in local needs assessments and mapping exercises	As per deadlines in action plan	In progress: The tobacco action plan for 2014-2017 is being maintained. Activities undertaken this year have included: <ul style="list-style-type: none"> • Cessation awareness • Protection of children from harm at retail premises • Enforcement actions for non-duty paid and counterfeit tobacco. • Safety work to investigate dangerous tobacco substitute products.

Associated actions	Deadline	Progress 2017
Cultural Services		
Ensure that relevant equality issues are considered when revising leisure centre (and other venue) timetables	Ongoing	<p>In progress: Discounted rate for all physical activities, such as exercise classes, fitness suite use and children’s gymnastics sessions.</p> <p>Sporting opportunities for women and girls through West Wales Women and Girls Netball League; they also feature monthly education / learning opportunities through coaching and umpiring courses at the site.</p> <p>Swansea City Community Trust has run football sessions on Friday evenings, which has been successful in attracting large numbers of young people from the Bon-y-maen area.</p> <p>Wales and West fire service held free activities for children within the local community</p> <p>Women only swim sessions</p> <p>A number of older adults activity sessions</p> <p>We are currently working on an ‘Inclusivity Brochure’ named ‘Fit4All’. The idea is to raise awareness amongst disabled people and families/carers on the benefits of regular exercise, lifestyles and opportunities to participate at Penlan Leisure Centre.</p> <p>Carly Smith – our Disability Sport Wales Development Officer -</p>

Associated actions	Deadline	Progress 2017
		<p>has arranged Autism Spectrum Disorder training with staff. The first session will take place in June.</p> <p>Ysgol Pen-Y-Bryn is now hiring Penlan Leisure Centre for swimming lessons. From September they will also be hiring the studio, sports hall and fitness suite for coached activities.</p>
Develop Inclusive Futures Programme working on disability sport programmes events and legacy	2018 - and continue to monitor progress	<p>In progress: The inclusive futures project in Swansea has been integrated into our core volunteering projects, particularly the young ambassador scheme. The Active Young People (AYP) team run a variety of inclusive events annually and the volunteers originally recruited through the inclusive futures programme are a key part of the delivery.</p> <p>We feel there is no longer a need for an exclusive programme for volunteers in disability sport as our core programmes are now in a position to carry out fully inclusive activities. The sports development team (led by our Disability Sports officer) is skilled in working with disabled volunteers (including training and deployment) as part of their activities.</p>
Continue rollout of Insport to target partners and voluntary organisations to encourage integration of disabled people into mainstream sport clubs through national governing body of sport pathways	2018 - and continue to monitor progress	<p>In progress: Insport accreditation for clubs and organisations remains a key target for disability sport in Swansea. In the last 2 years 12 clubs have been accredited or had their accreditation improved to a higher level.</p> <p>We continue to work closely with Disability Sport Wales and selected national governing bodies to select local clubs that</p>

Associated actions	Deadline	Progress 2017
		<p>can make the biggest difference to sports participation for disabled people. We have also worked with the community Trusts of both Swansea City FC and the Ospreys for them to gain accreditation and also share good practice.</p> <p>We are also working towards the next accreditation standard for the council itself which will be completed during 2017/18.</p>
<p>Increase opportunities for young people to participate in after-school (extra-curricular) sporting opportunities</p>	<p>2018 - and continue to monitor progress</p>	<p>In progress: This continues to be the fundamental aim of our Active Young People programme.</p> <p>The performance indicator used nationally is not available this year as the Sport Wales School Sport Survey only takes place every 2 years.</p> <p>The AYP team was restructured last year following a slight reduction in grant funding. The geographical schools cluster boundaries have been changed to make officer time more effective and targeted where the need is greatest.</p> <p>The delivery of the team remains adaptable and resources can be changed to meet demand and opportunities as they arise; also to provide extra support in areas which have lower than average participation rates.</p> <p>The work of the AYP extra-curricular programme is linked to existing community provision through clubs, leisure providers and other organisations. The aim is to aid sustainability and</p>

Associated actions	Deadline	Progress 2017
		encourage long-term participation post school age.
Continue to take steps to further reduce the gender gap in participation in sport and physical activity	2018 - and continue to monitor progress	<p>In progress: Although the gender gap across the whole of the Authority has fallen, the School Sports survey shows us that participation within more deprived communities remains an issue.</p> <p>We are continuing to develop girls only sessions at schools and work with sports and clubs that are specifically looking to increase girl's participation. There have been some notable successes in rugby participation as community club activities have grown over the last 2 years.</p> <p>We also run the "Us Girls" programme which is a national initiative targeting girls in hard to reach areas by changing the style of delivery and the type of activity on offer. There is currently a "girls first" timetable, running activities in previous Communities First areas as well as school holiday camp based activities at our community leisure centres.</p>

Equality Objective 13 – Continue to improve staff and Member awareness of equality and diversity issues

Corporate Value link: People focus

Associated actions	Deadline	Progress 2017
HR & OD		
Regularly review training material to ensure it is up-to-date and covers emerging work areas e.g. age-friendly communities,	Six monthly reviews	<p>In progress: This work has been routinely completed and training resources continue to be monitored and amended where necessary</p>

Associated actions	Deadline	Progress 2017
dementia, UNCRC, etc.		
Ensure that all school based staff and teachers have access to appropriate equality-related awareness raising training	Access currently in place. Promotion to be planned with Chief Education Officer in 2016 and demand monitored 6-monthly	In progress: As demand has been limited to date, internal provision has been adequate to fulfil training demand.
Develop a suite of e-learning courses on a modular basis to cover subject areas such as dementia, hate crime, trafficking etc.	December 2016	Complete: The following e-learning training courses have been added to our portfolio: <ul style="list-style-type: none"> • Dementia Awareness • Domestic Violence Awareness • Transgender Awareness • Welsh Language Awareness <p>In addition: A Hate Crime training course has been developed and piloted; it is currently awaiting amendments</p> <p>Our equality & diversity e-learning course continues to be monitored for appropriateness</p>
Regularly review Corporate Induction to ensure training is up-to-date and covers emerging work areas e.g. age-friendly communities, dementia, UNCRC, etc.	Six monthly reviews	In progress: Completed on a regular basis to ensure Corporate Induction is relevant and fit for purpose

Associated actions	Deadline	Progress 2017
Ensure that monitoring of corporate training is carried out to reflect accurately the attendance on all corporate training courses	Annually	In progress: Corporate training attendance is recorded and can be reported via Council wide Learning Management Data System (OLM)
Poverty & Prevention		
Deliver appropriate and suitable levels of training on the UNCRC & Children's Rights	2017	In progress: A UNCRC training plan has been developed, offering a range of mechanisms through which staff, children, young people, parents and other stakeholders can access opportunities to develop knowledge and understanding in relation to children's rights Last year 225 people undertook UNCRC workforce development. This includes bespoke sessions: <ul style="list-style-type: none"> • to senior decision makers in early years • across council departments to embed children's rights into everyday practice
Re-circulate the staff survey first completed in 2014 to all staff and Councillors to measure knowledge and understanding of children's rights and the UNCRC	2016	Complete: Following the initial baseline survey a follow up survey was run to gauge the understanding of Children's Rights. This showed an improvement in understanding and knowledge of the UNCRC and identified areas for development
Deliver Asylum Seeker and Refugee Awareness Training to enable staff to understand issues facing asylum seekers and refugees and make services more accessible and welcoming	2017	In progress: 5 Training sessions have been held internally – training nearly 100 people.
Develop and disseminate information on Swansea's migrant communities for staff	2017	In progress: We have continued to keep staff and elected Members aware

Associated actions	Deadline	Progress 2017
and elected Members		of any significant developments / information on migrant communities.
Deliver awareness events and Workshop to Raise Awareness of Prevent (WRAP) Training to appropriate frontline staff and Elected Members	2020 - with action plan reviewed and updated on an annual basis	In progress: This year: <ul style="list-style-type: none"> • 8 Sessions delivered for Flying Start and Early Years settings • Session delivered for NPTC Group of Colleges • Session delivered for Community Mental Health team
Legal and Democratic Services		
To provide 6 monthly updates on legal section of intranet site as to case law dealing with equality issues	Every 6 months	In progress: There have been 3 updates placed on the legal intranet site on case law updates for equality/judicial review/consultation matters.
All departments		
Continue to provide and promote service-specific equality training / information where needed	Ongoing via annual updates	In progress: Examples provided this year include: <u>Housing:</u> <ul style="list-style-type: none"> • Dementia awareness sessions currently being delivered to Housing and Public Protection staff. • Housing induction covers equality issues and Welsh language • Safeguarding children/adults training rolled out in 2016 • Legal Services have trained Neighbourhood officers on the equality issues that need to be considered by District Housing Office staff and the issues and decisions that they face when deciding to take action against tenants. <u>Cultural Services:</u>

Associated actions	Deadline	Progress 2017
		<ul style="list-style-type: none"> • Part of mandatory training for library staff • Swansea Museum's Community Access Officer attended a training course on transgender issues delivered by Youth Clubs Cymru <p><u>Adult Services</u> has developed a Training Needs Analysis which will inform an all Adult Services Workforce Development Plan - equality training will form part of this.</p> <p><u>CB&PS:</u></p> <ul style="list-style-type: none"> • Safeguarding Training is delivered by the Interim Head of Service and all existing staff have been trained on this subject. If we recruit any new members of staff, they attend this course as part of the induction process. • A programme of dementia awareness training sessions are being delivered to all staff within CB&PS by a senior manager. • Hate Crime Awareness Training has been delivered to all managers. All staff who have access to a PC will be completing the e-learning course and toolbox talks will be delivered to non-office based staff.

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

Associated actions	Deadline	Progress 2017
When procuring works, goods or services,	Review	In progress:

Associated actions	Deadline	Progress 2017
<p>we will have due regard to whether it would be appropriate:</p> <ul style="list-style-type: none"> • for the Pre-Qualification and/or award criteria for that contract to include considerations to help meet the general duty • to stipulate conditions relating to the performance of the contract to help meet the three aims of the general duty 	effectiveness every six months	All procurement activity undertaken by the Council must have due regard to the general equality duty. In addition, all procurement activity with a potential cross border interest must comply with the EC Treaty principles which ensure fairness and transparency.
Continue to operate the Equality Impact Assessment (EIA) process across the organisation	Review effectiveness every six months	In progress: This process continues to be applied to the subject of all corporate reports submitted to Corporate Briefing, Cabinet and Council (as well as other Committees). It is also applied to the budget setting process, major projects as well as all commissioning reviews.
Continue to quality assure completed EIA screenings and reports, providing feedback to departments	Review effectiveness every six months	In progress: Officers are supported by the Access to Services Team via meetings, initial informal feedback and bespoke team sessions on request. The EIA quality assurance process includes officers with expertise in equality, children's rights, poverty, Welsh language, consultation and engagement.

Appendix 2

City and County of Swansea Workforce Profile

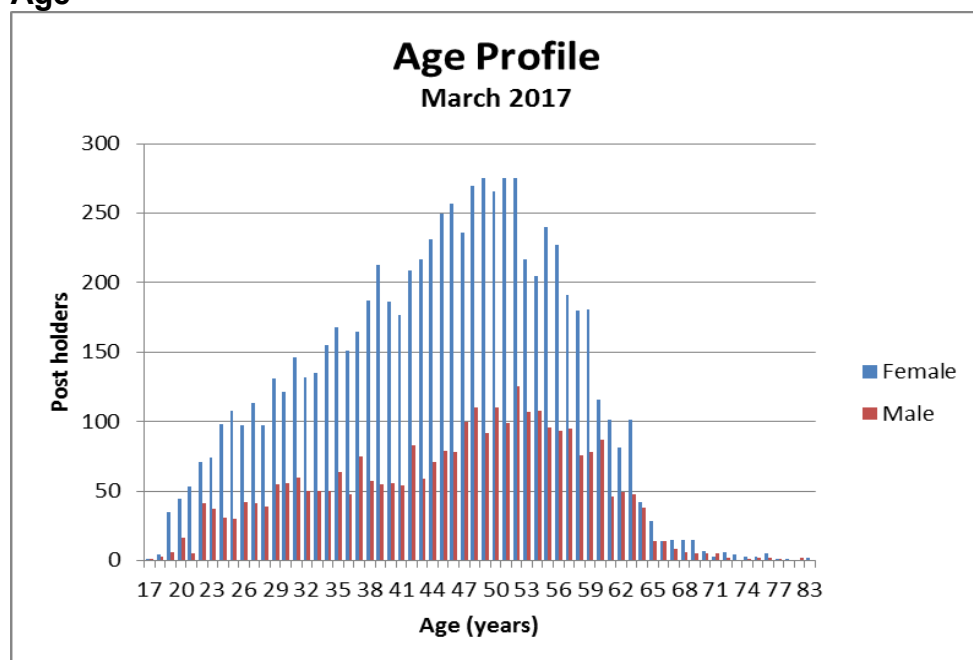
The system used to collect employment and training data continues to be updated to provide more detailed information. However, the equality data available is not complete because employees are not required to provide this information; work is ongoing to encourage employees to update their details.

Gender Workforce Profile (posts)

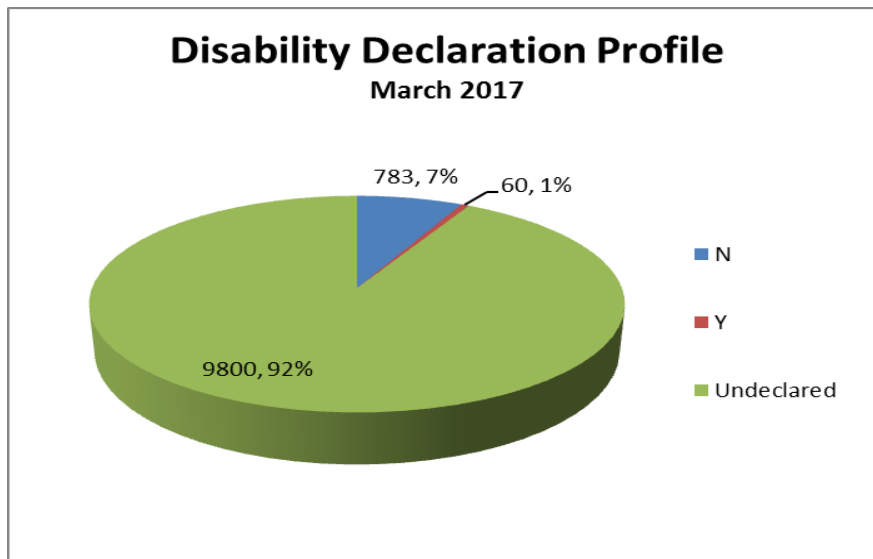
(Associated schools staff included)

Gender	Employment Category	Total
Female	Permanent - Full Time	1244
	Permanent - Job Share	88
	Permanent - Part Time	3063
	Temporary - Full Time	289
	Temporary - Job Share	7
	Temporary - Part Time	2931
	Temporary - Seasonal	5
Female Total		7627
Male	Permanent - Full Time	1964
	Permanent - Job Share	5
	Permanent - Part Time	419
	Temporary - Full Time	203
	Temporary - Part Time	384
	Temporary - Seasonal	41
Male Total		3016
Grand Total		10643

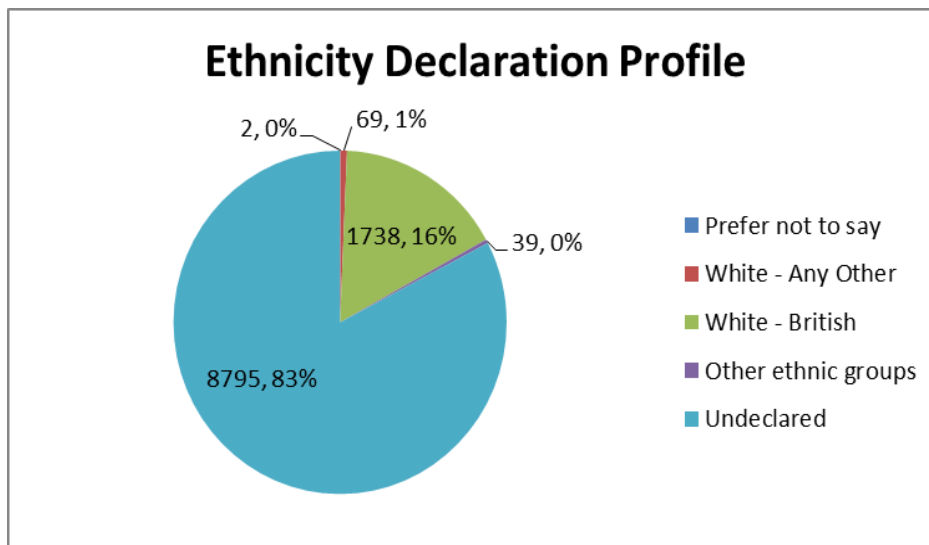
Age



Disability General Workforce (posts)

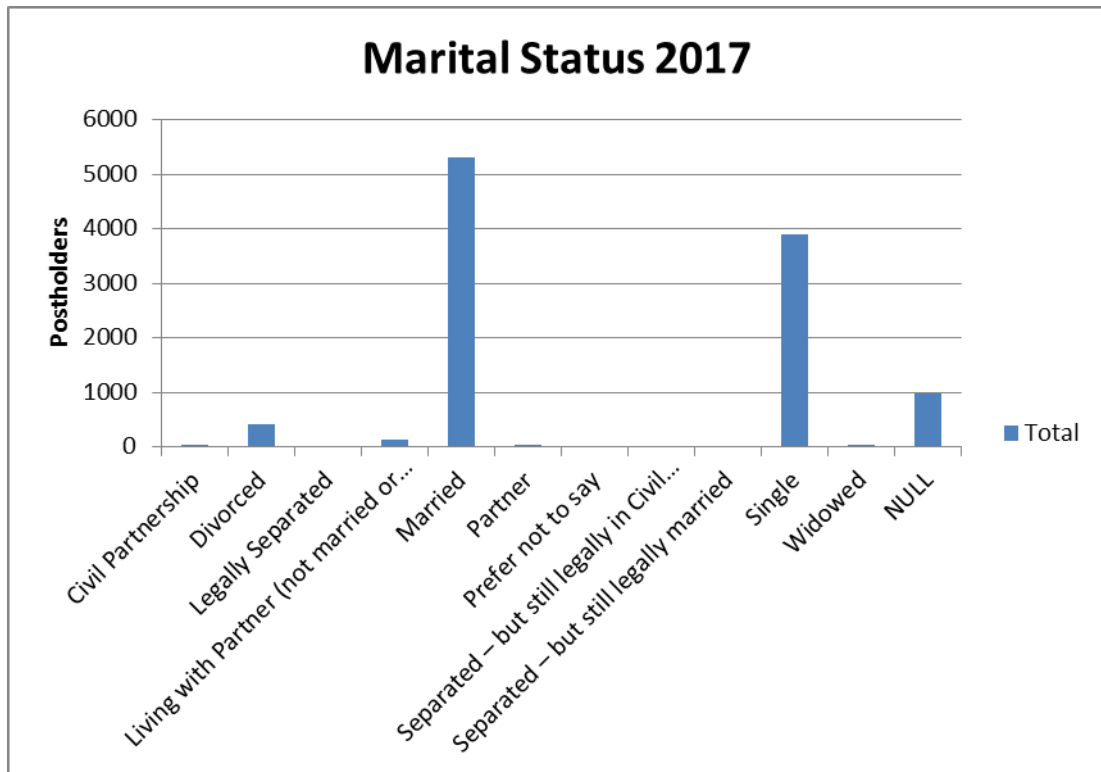


Ethnicity General Workforce (posts)

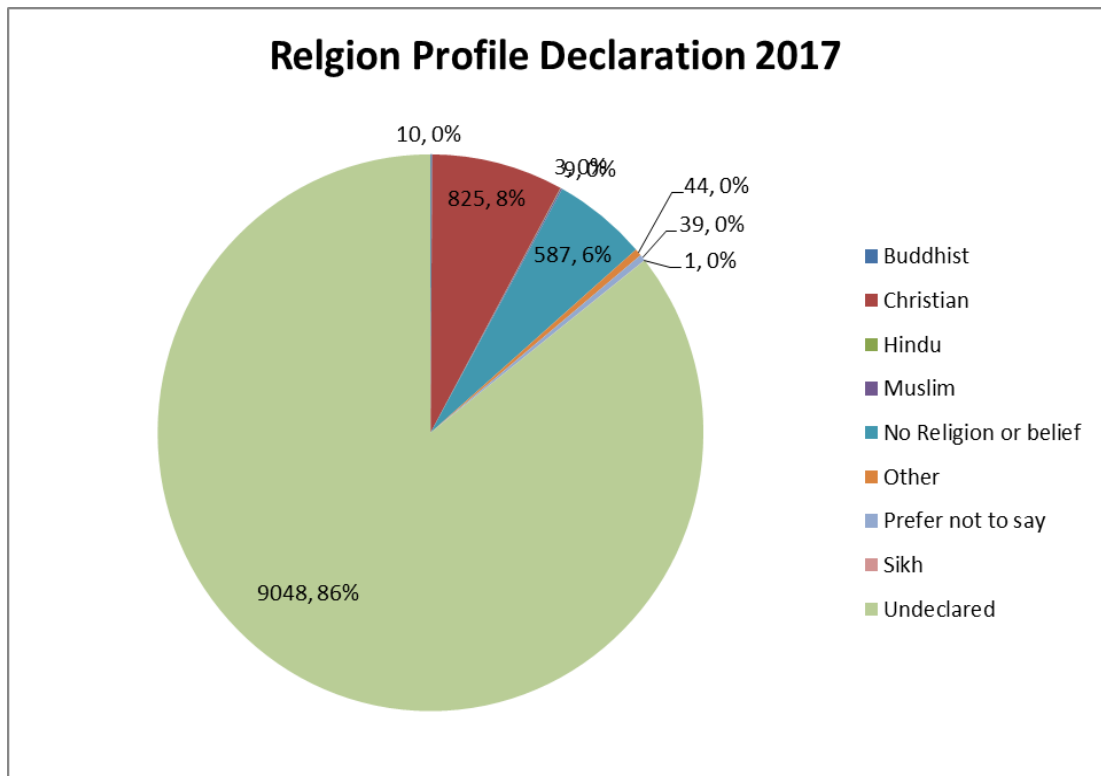


Note: the majority of employees declared as a member of an ethnic group have too few to record (less than ten) and are therefore grouped together as 'other ethnic groups')

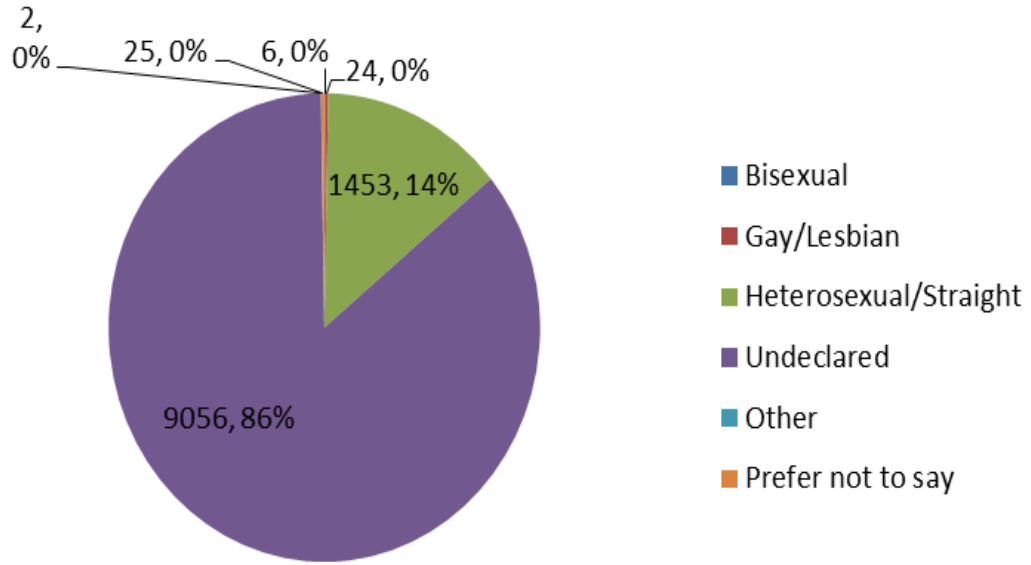
Marital Status



Religion or Belief



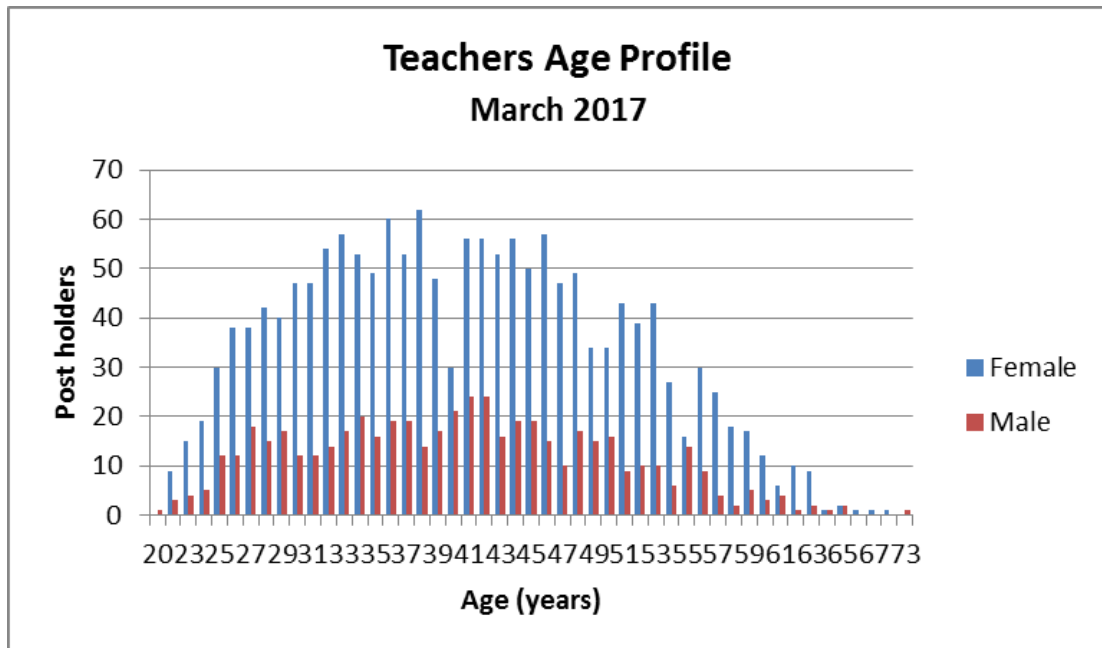
Sexual Orientation Declaration 2017



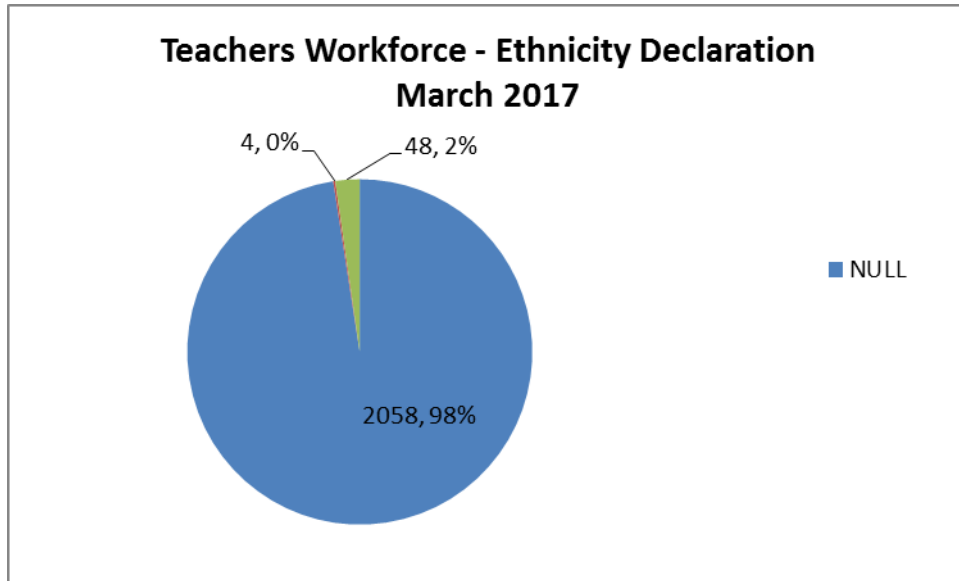
Teaching Workforce Overview (posts)

Gender	Employment Category	Total
Female	Permanent - Full Time	923
	Permanent - Job Share	10
	Permanent - Part Time	268
	Temporary - Full Time	213
	Temporary - Job Share	1
	Temporary - Part Time	169
Female Total		1584
Male	Permanent - Full Time	400
	Permanent - Part Time	24
	Temporary - Full Time	75
	Temporary - Part Time	27
Male Total		526
Grand Total		2110

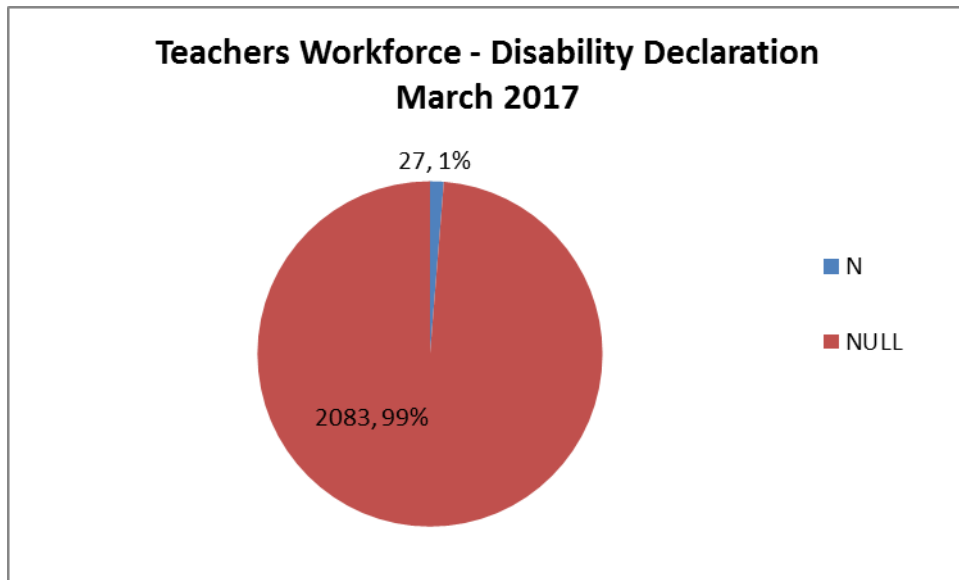
Age Profile



Ethnicity



Disability



Training information collected 2016 – 17

NB Where figures are less than 10 these have been replaced with *

By gender:

Male	1407
Female	2386

By age:

24 and under	219
25 – 39	1062
40 – 49	1115
50 – 59	1084
60+	313

By nationality:

British (including Welsh, Scottish, English and Irish)	1561
Non-British	54
Not specified	2376

By ethnic group:

White	650
Other (including Asian, Black, Chinese, etc.)	13
Not specified	3127

By religion:

Christianity	362
Other (including Jewish, Muslim, Buddhist etc)	11
None	284
Not specified	3117

By disability:

Long term illness, health problem or disability	16
None	155
Not specified	3616

By sexual orientation:

Straight / heterosexual	657
Gay / lesbian	15
Bisexual	*
Other	*
Not specified	3108

By gender identity:

Identify as transgender	*
Do not identify as transgender	690
Not specified	3099

Gender Pay Gap Assessment 2016-2017

Background

The Public Sector Equality Duty (Wales) requires the Council to address not only disparities of pay but also to address the structural labour market factors that can cause gender pay gaps. Hourly pay gaps are straightforward – there is a difference in rates of pay between men and women. Structural pay gaps are slightly more complex to identify – this is when there are significant gender differences between and across grade structures and working patterns (full and part-time, contract types etc).

The Head of Human Resources (HR) invited Dr Alison Parken of Cardiff University to assist the Workforce Planning specialist to undertake a gender pay gap analysis of our workforce data using the Gender Employment and Pay Analysis (GEPA) tool. The following provides an overview of our findings, which we reported back to the Cabinet Advisory Committee (CAC) in March 2017.

Gender Pay Project 2016 - Summary of Outcomes

The data analysis indicated that overall, Swansea is a fairly typical public sector organisation where, within the workforce:

- The majority of staff are female
- The majority of staff work part time (ranging from a few hours a week up to 36 hours per week – full time is classed as 37 hours)
- The majority of staff are on salaries from Living Wage up to the national average (£25,600 p.a. for Wales, £27,500p.a. for UK)
- We have parity of hourly rate between men and women generally across the same grade, with some slight fluctuations as we go up the grade scale, (women generally are on a slightly higher hourly rate)
- In higher grades there are more men in full time roles than women, but it is important to note that any request for part time working at all levels is always considered in line with business needs, and not automatically denied due to the level of the post.

Action Plan for 2017-2018

Responsible Officer	Action	Timescale
Head of HR	Ensure that our current commitment to 3 month reviews of relief employees continues into 2017/18	Quarterly
Employee Services (ES) Manager	We will ensure regular data cleansing activities are undertaken as part of systems maintenance (including review of vacant posts etc.)	To ES data work plan (Quarterly)
Head of HR	Multiple posts – according to Dr Parken this is an area that we need to investigate further in 2017. We propose undertaking data cleansing of the establishment and relief employee data in the system before we take this further.	Systems Updates 2017-2018
Head of HR	Pay and Grading Project findings for 2016 will be included in the review of HR policies planned during 2017/18.	HR Policy Review 2017-2018
Head of HR & Employee Services Manager	New workforce reporting mechanisms will include the requirements for undertaking a full Gender Pay Gap Analysis on an annual basis.	Annual Gender Pay Gap report 2017-2018
Cabinet Advisory Committee - Workforce	The CAC will table this item as an annual review topic. The Head of HR will submit an annual update on progress from outputs of this action plan.	Annual Update April 2018.

Agenda Item 9.

Report of the Cabinet Member for Environment Services

Cabinet – 21 September 2017

Financial Procedure Rule 7 Local Transport Network Fund Grant 2017/18

Purpose:	To confirm the bid for Local Transport Network Fund (LTNF) Grant and seek approval for expenditure on the proposed schemes and projects in 2017/18.
Policy Framework:	Local Transport Plan 2015 – 2020
Consultation:	Legal, Democratic Services and Business Intelligence and Finance.
Recommendation(s):	It is recommended that: 1) That the project, together with its financial implications, is approved and included in the 2017/18 capital programme.
Report Author:	Ben George
Finance Officer:	Ben Smith
Legal Officer:	Debbie Smith
Access to Services Officer:	Phil Couch

1.0 Introduction / Background

- 1.1 A funding bid for the Local Transport Fund (LTNF) was submitted to the Welsh Government on 11th August 2017 in accordance with guidance from the Welsh Government. The guidance stated that there was a total funding pot of £3million and this would be allocated to schemes across Wales. The Welsh Government elected not to set a maximum value for each scheme, but rather suggested that bids in excess of £1.5million would be considered only in exceptional circumstances. Whilst match funding is not a requirement of the funding bids, it was made clear that those schemes that benefited from match funding, would be more likely to receive an LTNF allocation.
- 1.2 The LTNF is a new funding stream announced by Ken Skates, Welsh Government Cabinet Secretary for Economy & Infrastructure. The fund is intended to specifically tackle highway network congestion, with a

particular emphasis on improving journey times for public transport services.

1.3 This report seeks approval to commit projects that have been successful in securing LTNF funding to the capital programme of the City & County of Swansea, in accordance with Financial Procedure Rules.

1.4 The bid was presented for retrospective approval to the External Funding Panel on 6th September 2017.

2.0 Submitted Bids

2.1 A total of £1million was bid for by the City & County of Swansea and the Welsh Government has subsequently allocated £1million for the delivery of a range of enhancements to 'Strategic Bus Corridors' in Swansea in 2017/18.

2.2 The bid and final award does not require match funding from the City & County of Swansea.

3.0 Details of approved scheme

3.1 The scheme will deliver a series of enhancements to improve highway network efficiency for areas that are often congested by peak hour traffic. These measures will improve journey time reliability for bus public transport services and support the bus hubs concept. The hubs will promote improved integration between modes, and signifies the first steps in drawing together a network of transport options to begin formulating and realising an integrated transport system for Swansea and South West Wales; as established by the First Minister in plenary in December 2016.

3.2 The scheme comprises of the following principal investments:

3.3 **Bus Interchange Improvements:** These improvements will upgrade bus shelters at identified locations, and will also install electronic passenger information facilities at these points of interchange. These improvements are summarised in the plan included in Appendix B.

3.4 **Telematics Improvements:** The bid will also make improvements to traffic signals at junctions across Swansea. A total of twenty junctions will be upgraded to provide wireless communication between adjacent traffic signals and the control centre in Civic Centre (this improvement is commonly referred to as Wireless MESH). The wireless link and associated improvements will enable the telematics equipment to dynamically manage demand at these junctions by responding to changing traffic demands throughout the day (this is achieved through a telematics management system called MOVA).

3.5 A further strand to this project is being developed in partnership with First Cymru to provide bus priority for public transport vehicles. This part of the

project is commonly referred to as 'Late Bus', as the improvement will enable the traffic signals to selectively provide priority to buses through the junction when they are known to be running late.

4.0 Equality and Engagement Implications

- 4.1 Equality Impact Assessments will be undertaken in line with the Council's Legislative duties.
- 4.2 All schemes will be designed in accordance with the national design guidance and will be compliant with the Equality Act 2010.

5.0 Financial Implications

5.1 Strategic Bus Corridors (see Appendix A):

The scheme will deliver the following principle elements.

- **Bus Interchange Enhancements:** This part of the project is expected to deliver up to seven new bus shelters at locations across Swansea and summarised in Appendix B. The improvements to the shelters will be complemented by the installation of electronic passenger information screens at twelve bus stops and points of interchange. Estimated cost: £505,000
- **High Street Station Interchange improvements:** This scheme will seek to improve interchange between bus and rail at High Street Station. This will involve the relocation of one of the bus stops to create a simplified arrangement for bus stops, enhanced electronic and intelligent information provision for bus and rail and improved routes through this area for those travelling by bicycle. Estimated cost: £120,000.
- **Telematics Improvements:** The telematics improvements will install MESH at twenty junctions across Swansea, and will be complemented by MOVA at seven junctions. Estimated Cost: £360,000
- **Junction 45 Lane Reallocation:** Lane reallocation at Junction 45 is estimated to cost approximately £15,000 and will serve to improve the traffic management and reduce peak hour congestion on this important strategic junction.

5.2 The total scheme cost is £1,000,000.

5.5 Claims are to be made to the Welsh Government on a quarterly basis. The grant must be claimed in full by 30th April 2018 otherwise it will be lost. In order to meet CCS' early accounts closure timetable for 2017/18 the grant will need to be claimed before WG's deadline of 30 April 2018.

5.6 Any revenue costs arising from capital schemes will be met by existing revenue budgets.

6.0 Staffing / IT Implications

There are none.

7.0 Legal / Procurement Implications

7.1 The grant funding will contain terms and conditions which are legally binding. The Council will need to ensure that it is able to comply with the same.

7.2 All works and services required to deliver the schemes must be procured in accordance with the Council's Contract Procedure Rules and European procurement legislation as appropriate.

Background Papers: Local Transport Network Fund Bid Documents

Appendices:

Appendix A – Strategic Bus Corridors Financial Summary

Appendix B – Summary of the Bid

Appendix C – Equality Impact Assessment

Appendix D – Strategic Bus Corridors: Local Transport Network Fund 2017/18 Bid

APPENDIX A – STRATEGIC BUS CORRIDORS FINANCIAL SUMMARY

Portfolio: PLACE

Service : HIGHWAYS

Scheme : LTNF – STRATEGIC BUS CORRIDORS

<u>1. CAPITAL COSTS</u>	2017/18 £'000				TOTAL £'000
<u>Expenditure</u>					
Public Transport Interchange Improvements	505				505
High Street Station Interchange Improvements	120				120
Telematics Improvements	360				360
M4 Junction 45 Relining	15				15
EXPENDITURE	1,000				1,000
<u>Financing</u>					
LTNF grant	1000				1000
CCS Match Funding	0				0
FINANCING	1,000				1,000
<u>2. REVENUE COSTS</u>	2017/18 £'000				FULL YEAR £'000
<u>Service Controlled - Expenditure</u>					
Employees)				0
) To be met from existing budgets				0
Maintenance Equipment)				0
Administration)				0
NET EXPENDITURE	0	0	0	0	0

Pontarddulais Bus Hub Interchange:
 2x 3-Bay Bus Shelters
 1x Electronic Passenger Information Screen
 £51k

Gorseinon Road MESH & MOVA Upgrade:
 Cost: £30k

Gorseinon Bus Hub Interchange:
 1x Electronic Passenger Information Screen
 1x Bus Detection Loops for Bus Priority
 £5k

Gowerton Rail Interchange
 Outline and Strategic Business Case to increase parking provision for Park & Rail
 Cost: £40k

Legend

- Swansea City Bus Station
- Bus Hub Interchange
- Bus Hub Interchange
- MESH Upgrade - Proposed
- MESH Upgrade - Complete
- Urban Clearway
- Target Bus Corridors
- Bus Routes

Cockett Road to Sketty Lane MESH Upgrade:
 Cost: £20k

Gower College Bus Hub Interchange:
 2x 3-Bay Bus Shelters
 2x Electronic Passenger Information Screens
 £51k

Singleton Bus Hub Interchange:
 1x 3-Bay Bus Shelters
 1x Electronic Passenger Information Screen
 1x ANPR Camera for Bus Controlled Access
 £61k

Carmarthen Road MESH Upgrade:
 Cost: £80k

Carmarthen Road VMS Upgrade:
 Cost: £25k

Caersalem MESH & MOVA Upgrade:
 Cost: £60k

Brynhyfryd MESH & MOVA Upgrade:
 Cost: £50k

Llansamlet Square MESH, MOVA & Ped Crossing Upgrade:
 Cost: £35k

ANPR Enforcement of Landore Bus Way
 Cost: £25k

Morrison Cross MESH, MOVA & Ped Crossing Upgrade:
 Cost: £50k

Morrison Hospital Bus Interchange:
 1x Electronic Passenger Information Screen
 £50k

M4 Jn45 Ynysforgan Lane Reallocation
 Cost: £15k

Llansamlet Bus Hub Interchange:
 2x 3-Bay Bus Shelters
 2x Electronic Passenger Information Screen
 1x Sheltered Storage for Bicycles
 Signage Enhancements for Park & Rail
 £68k

Landore Bus Hub Interchange:
 1x Electronic Passenger Information Screen
 1x Sheltered Storage for Bicycles
 Modified ticketing arrangements to allow for interchange with non-park & ride services.
 £72k

High Street Bus Hub Interchange:
 2x Electronic Passenger Information Screen
 Shared Use Path - 120 metres
 Move bus shelters and increase footway width
 £120k

Fabian Way Bus Hub Interchange:
 1x Electronic Passenger Information Screen
 1x Sheltered Storage for Bicycles
 Modified ticketing arrangements to allow for interchange with non-park & ride services.
 £72k

City & County of Swansea
Plan of Strategic Bus Corridor Improvements 2017/18

Scale 1:40,000 @A3
 Transportation
 Highways and Transportation
 Guildhall
 City & County of Swansea : Dinas a Sir Abertawe



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Equality Impact Assessment Screening Form

Please ensure that you refer to the Screening Form Guidance while completing this form. If you would like further guidance please contact your directorate support officer or the Access to Services team (see guidance for details).

Section 1

Which service area and directorate are you from?

Service Area: Highways & Transportation

Directorate: Place

Q1(a) WHAT ARE YOU SCREENING FOR RELEVANCE?

Service/ Function	Policy/ 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

Local Transport Network Fund Bids 2017/18

Q2(a) WHAT DOES Q1a RELATE TO?

Direct front line service delivery	Indirect front line service delivery	Indirect back room service delivery
<input checked="" type="checkbox"/> (H)	<input type="checkbox"/> (M)	<input type="checkbox"/> (L)

(b) DO YOUR CUSTOMERS/CLIENTS ACCESS THIS...?

Because they need to	Because they want to	Because it is automatically provided to everyone in Swansea	On an internal basis i.e. Staff
<input checked="" type="checkbox"/> (H)	<input checked="" type="checkbox"/> (M)	<input checked="" type="checkbox"/> (M)	<input type="checkbox"/> (L)

Q3 WHAT IS THE POTENTIAL IMPACT ON THE FOLLOWING...

	High Impact (H)	Medium Impact (M)	Low Impact (L)	Don't know (H)
Children/young people (0-18)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Any other age group (18+)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Disability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Race	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Religion or (non-)belief	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Welsh Language	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Poverty/social exclusion	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Carers (inc. young carers)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Community cohesion	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Q4 HAVE YOU / WILL YOU UNDERTAKE ANY PUBLIC CONSULTATION AND ENGAGEMENT RELATING TO THE INITIATIVE?

YES NO (If NO, you need to consider whether you should be undertaking consultation and engagement – please see the guidance)

If yes, please provide details below

The design and development of the schemes will be subject to public consultation, with particular attention afforded to the disability and access groups to ensure that the needs of those represented by these groups are accounted for and accommodated.

Equality Impact Assessment Screening Form

Q5(a) HOW VISIBLE IS THIS INITIATIVE TO THE GENERAL PUBLIC?

High visibility <input checked="" type="checkbox"/> (H)	Medium visibility <input type="checkbox"/> (M)	Low visibility <input type="checkbox"/> (L)
--	---	--

(b) WHAT IS THE POTENTIAL RISK TO THE COUNCIL'S REPUTATION?
(Consider the following impacts – legal, financial, political, media, public perception etc...)

High risk <input type="checkbox"/> (H)	Medium risk <input checked="" type="checkbox"/> (M)	Low risk <input type="checkbox"/> (L)
---	--	--

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

Yes No **If yes, please provide details below**
The scheme will result in additional assets to maintain (by the Highways Maintenance Team)

Q7 HOW DID YOU SCORE?
Please tick the relevant box

MOSTLY H and/or M → HIGH PRIORITY → EIA to be completed
Please go to Section 2

MOSTLY L → LOW PRIORITY / NOT RELEVANT → Do not complete EIA
Please go to Q8 followed by Section 2

Q8 If you determine that this initiative is not relevant for a full EIA report, you must provide adequate explanation below. In relation to the Council's commitment to the UNCRC, your explanation must demonstrate that the initiative is designed / planned in the best interests of children (0-18 years). For Welsh language, we must maximise positive and minimise adverse effects on the language and its use. Your explanation must also show this where appropriate.

The projects will consider their equality impacts more fully at the appropriate design stages. These transport infrastructure projects will all serve to improve public amenity, connectivity and access and will be the subject of consultation as appropriate. Close consultation with the disability and access groups will be important to ensure their particular needs are accommodated by the improvements.


Section 2

NB: Please email this completed form to the Access to Services Team for agreement before obtaining approval from your Head of Service. Head of Service approval is only required via email – no electronic signatures or paper copies are needed.

Screening completed by:
Name: Ben George
Job title: Transport Strategy
Date: 10/08/2017
Approval by Head of Service:
Name: Stuart Davies
Position: Head of Service, Highways & Transportation
Date: 10/08/2017

**LOCAL TRANSPORT NETWORK FUND (LTNF) FY 2017-18
CAPITAL SCHEME APPLICATION**

Local Authorities shall complete one form per scheme. A scheme may comprise a single project or package of associated projects

Local Authority	City & County of Swansea	
Scheme Name	Strategic Bus Corridors & Public Transport Hubs	
Date of Scheme	Start: August 2017	Estimated Completion: March 2018
LTNF Funding required for 2017-18	£1,000,000	
Total funding required to complete scheme from 2018-19 onwards	£1,000,000	
Project Manager Contact Name	Ben George	
Contact Telephone	01792 636343	
Contact email	ben.george@swansea.gov.uk	
Authorised by (e.g. Head of Finance or Transport Services)	Name: Stuart Davies Job Title: Head of Service, Highways & Transportation Signature: 	

SCHEME DESCRIPTION

Please provide a brief description of the scheme. If your application is for a scheme that will take longer than a financial year to complete, we require a description of the whole scheme and the elements to be delivered in each financial year.

Attach A4 location maps, project(s) drawing(s) and any other supporting information separately.

The scheme will deliver a series of enhancements to improve highway network efficiency for areas that are often congested by peak hour traffic. These measures will serve to improve journey time reliability for bus public transport journeys and support the bus hubs concept. The hubs will promote improved integration between modes, and signifies the first steps in drawing together a network of transport options to begin formulating and realising an integrated transport system for Swansea and South West Wales; as established by the First Minister in plenary in December 2016. The work to draw together the policies, strategies and programmes will be developed in the coming months, but the improvement to bus corridors will, in part, form the first element of this concept.

The scheme will therefore deliver improvements to satellite bus interchanges, to relieve pressure on the Swansea City Bus Station as the bus network expands and demand increases, reduce journey times and strengthen interchange of services across the network; ease of transfer on the public transport network will be key to its success. The bus corridors benefiting from this funding will be of particular importance in the context of City Centre redevelopment scheduled to begin in 2018 and the population and development growth set out in the emerging Local Development Plan.

The improvements are summarised below and also in the plans attached to this bid:

BUS HUB INTERCHANGES:

Further to the conclusions of Prof. Cole's report, the City & County of Swansea will begin to establish strategic bus hubs around Swansea. These hubs will be centres promote for the interchange of strategic bus services:

- *Swansea High Street*: This centre, located a short distance north of the Swansea City Bus Station, will be used to promote integration with the rail services at Swansea High Street Station. The works will change one of the pick-up &

drop off zones to create a larger waiting area for pedestrians at the busy southbound bus stop, which is used by high frequency services travelling to the city centre and retail core. In addition to the improvement of the bus interchange at this point with improved waiting and information provision, the scheme will also deliver an improved provision for walking and cycling through this area. This will link cycle provision, which currently terminates immediately north of this area, to the provision planned to be installed on Orchard Street (as part of a separate LTF bid awarded in March 2017) and the other City Centre routes and NCN beyond.

- *Singleton*: This site is already an important centre for bus interchange, particularly for those wishing to avoid the busy Swansea City Centre Bus Station. This improvement would provide new waiting facilities for those travelling by bus along with electronic passenger information. The scheme would also deliver a new mechanism to allow bus-only access between Singleton Hospital and the adjacent University Campus; this would reduce journey times and support the reliability of bus services.
- *Gower College Tychoch Campus*: This busy and growing campus is currently served by poor interchange provisions for bus transport. This improvement would provide a new formal interchange on Cockett Road, improving the waiting and information facilities for those travelling by bus. This will also intercept services which converge from two important corridors at this location.
- *Gorseinon*: This important satellite bus station was subject to a major refurbishment around ten years ago. Whilst the waiting facilities and the layout of the bus station are now of good quality, the information provision remains poor. It is therefore proposed that electronic passenger information be installed at this interchange for the benefit of current and future users.
- *Pontarddulais*: The provision at Pontarddulais is similar to that at Gorseinon, albeit that the waiting facilities are in a much poorer condition. This scheme would therefore install new bus shelters and electronic information provision at this point of interchange, which is also around 250 metres from Pontarddulais Railway Station.
- *Morrison Hospital*: An electronic information screen would be installed in the main concourse waiting area to promote the use of public transport for access to the hospital's facilities. The bus services to Morrison Hospital are already very well used, and this demand is compounded by the increasing strain on car park capacity, which is encouraging further growth in the use of public transport. This provision would to ensure that this important centre of interchange is consolidated and further promoted.

- *Llansamlet*: This site is already home to a park and rail facility for the Llansamlet Railway Station. The park & ride provision is however largely anonymous and would benefit from improved signage, electronic information to promote transfer to bus services, and sheltered bicycle storage to promote integration with an adjacent shared use path which is subject to a separate LTF bid.
- *Landore*: This is an important interchange, where public transport bus services, will integrate with park & ride services as well as the adjacent National Cycle Network Route 43. Electronic passenger information will be provided along with covered cycle storage to promote improved interchange. A new ticketing system will also be installed to enable integration with non-park and ride bus services and provide journey opportunities that are currently not available. This will be of particular importance to large employers who are not currently served by park and ride such as, the Swansea University Singleton Campus, Singleton and Morriston Hospital.
- *Fabian Way*: This is an important interchange where public transport bus services will integrate with park & ride services as well as the adjacent National Cycle Network Route 4. Electronic passenger information will be provided along with covered cycle storage to promote improved interchange. A new ticketing system will also be installed to enable integration with non-park and ride bus services and provide journey opportunities that are currently not available.
- *Gowerton Rail Interchange*: Patronage at Gowerton Railway Station has risen significantly since the redoubling of the railway line between Swansea and Loughor Viaduct. Many of its users now use the station on a park and rail basis and there are regular complaints from Local Councillors and members of the public, that the parking provision is inadequate. The City & County of Swansea will therefore undertake a feasibility assessment to examine whether the existing Council-owned car park could be decked to increase the parking provision. Subject to the outcome of this study, the City & County of Swansea may seek mid-year funding from the Welsh Government to secure the delivery of this much-needed parking resource.

[Estimated cost: £625,000]

The scheme elements described above will not only deliver significant benefits to congestion on the road network and journey reliability for public transport services, but also benefit from being able to be delivered in a relatively short amount of time. The project does not require changes to hard infrastructure and utilises equipment that can largely be procured and installed in a short amount of time.

There is a clear and definite ability to expand the scope of the bus hubs concept to areas wider areas with the City & County of

Swansea and beyond to neighbouring Local Authorities, such as Neath Port Talbot County Borough Council area where similar improvements could be made to telematics infrastructure. The improvements to each of these locations will also make the waiting and interchange facilities easier and more attractive for users, with a particular emphasis to the connectivity between public transport (bus & rail), walking and cycling.

BUS CORRIDOR ENHANCEMENTS:

In addition to these specific investments, the project will also seek to improve network wide telematics, increasing the efficiency of bus transport in particular. These general investments will include the rollout of the UTrack software in conjunction with the roll out of upgraded electronic ticket machines on buses. This will allow bus movements to be monitored and will improve reliability within the City & County of Swansea providing the following benefits:

- *MESH & MOVA Upgrades:* The junctions that would benefit from these improvements are summarised in the attached plan. These two systems will allow for physical monitoring and demand responsive traffic signalling at the identified junctions. MESH provides a wireless link between the traffic signals to allow their synchronisation, whilst also communicating back to the central control room that has already been established in Swansea Civic Centre. MOVA is a demand responsive traffic controller to allow signal patterns to dynamically adapt to changes in traffic volume, providing benefits to both public transport and general traffic movements. The combination of MESH & MOVA at junctions that are relatively close to each other will mean that they can operate in tandem, cognisant of the individual demand on each junction, but ensuring the greatest efficiency of traffic management across both junctions as a single system.
- *Real-time bus information:* an improvement which will not only allow its users to have an accurate prediction of the service arrival time, but also allow the user to see, by means of a smart app, the bus's exact location on the route and how it is progressing. This will integrate with both an app, which will be accessible by smartphone, and also with the electronic passenger information screens at sites across the City and County. Additional passenger information screens will be installed at the bus hub interchanges by this bid. Any services that do not operate the UTrack system would be incorporated to the information systems, albeit that it would be scheduled timetable information that would be shown rather than real-time.
- *Monitoring Network Performance:* This new information resource will allow for detailed monitoring of the public transport network to improve reliability, increase customer confidence and identify congestion hotspots. This data would supplement the mobile phone data recently used to construct the multimodal transport model which the City & County of

Swansea already operates to identify where transport infrastructure interventions are required.

- *Tag Master:* The City & County of Swansea has operated a transponder system to enable bus priority measures across its network. The system is however now aging and there is need to upgrade the hardware to allow it to continue to operate to the latest standards. The Council will commit to providing the tags for the public transport vehicles, but the funds from this grant application would be used to update the infrastructure in place at each of the bus gates and/or priority signals.
- *Journey Time Variable Message Signing:* The project will also deliver a series of variable message signs for the Carmarthen Road Bus Corridor. These signs will be used to convey messages encouraging motorists to switch to public transport, as well as giving advice on journey times for those travelling on the corridor.
- *Late Bus Technology:* A by-product of the UTrack technology is that its data can be relayed to the Urban Traffic Control (UTC) which is used to inform and operate the County's traffic light systems to moderate and manage demand across the highway network. Adding intelligence about bus movements to the UTC allows bus priority to be given at junctions, where the system can see that particular bus services are running behind their scheduled times. Conversely, this approach allows for general traffic to be afforded usual levels of priority when the bus services are running to time, leading to a much more equitable and efficient approach to bus priority. This means that bus priority can be given at junctions which are otherwise devoid of the conventional means of bus priority and facilitates a better use of road space. The funding would be used to provide wireless communication links at the signalised junctions identified in the attached plan, allowing them to respond to the information provided by the Late Bus Technology. An adapter is required in order to make the connection to the UTrack System, the cost of this and the associated license fee will be borne by the City & County of Swansea.

[Estimated Cost: £375,000]

The UTrack system is being trialled in the City & County of Swansea by First Cymru Buses; one of only two cities in the United Kingdom that have been chosen to participate. The main functions of the system are currently due to launch in early 2018, and if successful, is likely to herald a new and important information and traffic management tool for public transport operators and supporting agencies across Wales and the United Kingdom. First Cymru has invested a significant sum to develop and install the UTrack system to its services in conjunction with the replacement of its on-bus ticket machines, which will also allow for contactless payment on its services. The principal of the operation of Late Bus technology can be rolled out to all public transport operators who install the required equipment to their vehicles, but in this first instance, the application of these

improvements to First Cymru Bus Services would constitute an improvement to over 90% of bus services in Swansea.

The improvements proposed as part of this project would provide not only an immediate benefit to the public transport corridors within Swansea, but would also provide a test case for the effectiveness of these interventions both regionally and nationally. The successful use of these technologies may present an approach that could be replicated more widely within the Swansea Bay City Region, and particularly in the urban areas where the use of telematics is more common.

Sustainable Development Principle

The Well-Being of Future Generations (Wales) Act 2015, places a duty on public bodies to apply the sustainable development principle in everything they do, through the five ways of working. Please describe how you have followed the five ways of working in the development and appraisal of your proposal.

The Five Ways of Working	
<p>Long Term – please describe how you have considered long term needs. What are the impacts of your proposal on future generations?</p>	<p>It is essential that the population of the City & County of Swansea moves to and embraces sustainable transport modes if it is to realise its development and population growth targets over the coming decades. It is acknowledged that the current road network is constrained by peak hour congestion, and this problem is certain to worsen unless there is a decided switch to active travel and mass transit options.</p> <p>The development of the Swansea Strategic Transport Model over the past two years has provided an invaluable tool to provide a step-change in the understanding of traffic movements within the City & County of Swansea. The model has been used to not only assess the baseline traffic trends, but also to consider the forecasted growth and changes in traffic over the coming decades. The model similarly includes a multi-modal matrix which is used to assess public transport provision within the Swansea Bay area. The model has been used to target the improvements proposed in this bid and the Council is therefore confident that these measures will provide not only an improvement to current traffic and public transport movements, but also for the growth in the coming years.</p> <p>The improvement to these bus corridors will therefore be the first step in realising the necessary transportation capacity to cater for the growth that the city aspires to.</p>
<p>Prevention – please describe how you considered options to prevent the problem from getting worse or occurring in the first</p>	<p>The City & County of Swansea has delivered many schemes in recent decades which provided capacity for the private motor vehicle on a ‘predict and provide’ basis. It is widely recognised that this is an unsustainable policy and the use of public transport and active travel modes are essential to alleviate the negative consequences of peak hour congestion and realise capacity within the constrained road network.</p>

place.	A shift to sustainable transport modes is considered to be essential in ensuring sustainable development and ensuring sufficient levels of network capacity.
Integration – please describe how you have considered the wider impacts of your proposal.	<p>The project is seeking to integrate a number of modes to create the initial phases of an Integrated Transport System for the Swansea Bay City Region. The hubs identified in this bid will all integrate two or more of the following modes: walking, cycling, bus, rail, park and ride.</p> <p>The integration of these modes is essential to ensure a coherent network, which is able to cater for the complex journey demands of the local population; particularly when considered in the context of the substantial population growth projected in the Local Development Plan. A diversity of modes and journey opportunities is essential if the Metro concept is to be successful in displacing private motor vehicle traffic from the highway network.</p>
Collaboration – please describe who you collaborated with and how, in the development and appraisal your proposal.	<p>The scheme will be the product of collaboration with a wide range of stakeholders and service providers including:</p> <ul style="list-style-type: none"> • The four regional Councils – City & County of Swansea, Carmarthenshire County Council, Neath Port Talbot County Borough Council and Pembrokeshire County Council; • Local Bus Public Transport Operators; • Arriva Trains Wales; • Great Western Railway; • Abertawe Bro Morgannwg University Health Board; • Sustrans; • Wheelrights (a local cycling campaign group). • Swansea University
Involvement – please describe who you have involved and how, in the development and appraisal of your proposal	<ul style="list-style-type: none"> • Prof. Stuart Cole - in the preparation of the initial report; • First Cymru - in the initial preparations for UTrack; • Bus Operators – in the further roll-out of the system; • UTrack • Arriva Trains Wales - in respect of the information improvements needed at High Street Station; • Abertawe Bro Morgannwg University Health Board - to discuss and agree the feasibility of improved information provision at Morriston Hospital and access control for the bus only route at the Singleton

	<p>site;</p> <ul style="list-style-type: none">• Sustrans & Wheelrights – in respect of the cycle enhancements planned for some of the sites;• Regeneration & Planning colleagues.• Swansea University in respect of access control for the bus only route between the University and the Hospital at the Singleton site.
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SCHEME BUSINESS CASE

1. STRATEGIC CASE

The case for change, fit with policies and objectives.

The Case for Change	
<p>Current Situation and Issues What are the local and wider issues that this scheme will address? Include baseline data where available. What will happen if no action is taken?</p>	<p>The City & County of Swansea experiences peak hour congestion across the highway network. This constraint is continually increasing, and whilst the current peak hour issues are problematic and require ongoing traffic management, the projected traffic growth, particularly in the context of the Local Development Plan, is such that the network is expected to experience increasing levels of delay in the coming decades.</p> <p>The Council commissioned Arup during 2015/16 to undertake the development of the Swansea Strategic Transport Model (SSTM). This was a comprehensive assessment which used the pioneering techniques of mobile phone data to collect large amounts of information regarding the movements of the Swansea residential and working populations. The SSTM led to several recommendations to ensure that the population and associated transport projections could be accommodated over the medium to long term. The most significant of these was the need to realise a major and particular shift to public transport.</p> <p>Traffic congestion on the road network has been shown to damage the attractiveness of public transport to potential patrons. Recent research presented to the Wales Bus Summit 2017 concluded that if a bus journey were slowed by 10% as a result of traffic congestion, this would equate to an equivalent 10% reduction in public transport patronage.</p> <p>The City & County of Swansea recently completed a commission to develop a Swansea Strategic Transport Model, with oversight from Welsh Government Officers. This exercise is being used to support the ongoing development of the emerging Local Development Plan. Amongst its many conclusions was the finding that travel in Swansea does not presently</p>

operate with a typical radial pattern of movement, but rather there is a significant degree of cross-city movements. It was therefore concluded that a bus hubs approach at various outlying points would be highly useful in intercepting cross-city travel rather than requiring public transport users to travel in and out of the city centre to make connections to other services and modes.

The investments, which are proposed in this bid, will form the first part of important developments and expansion to address these issues for the City & County of Swansea.

The Late Bus technology is able to communicate with the telematics equipment by means of a wireless MESH. This is something that the City & County of Swansea has been using for a number of years to improve the resilience and management of traffic signals. The use of wireless communications eliminates the reliance upon third party wired connections, which are prone to failure and also allows traffic signals, which would otherwise be considered too remote, to be incorporated to the UTC. The traffic signals are therefore able to dynamically respond to increased and complex demands on the network. This scheme would increase the MESH network to allow Late Bus technology to be used expansively along bus corridors.

The UTrack system is being trialled in Swansea as one of two pilot locations within the United Kingdom; the other being Belfast. If the system is shown to be successful, the late bus technology, which allows traffic signals to respond to late running bus services, is likely to have a significant impact upon the way in which bus priority is managed across Wales and the United Kingdom. This is primarily because the costs of installation are markedly less than the costs associated with bus lanes and gates. Whilst it will not be able to completely replace the need for hard infrastructure in certain locations, the new technology represents a significant new tool for the management of traffic demand on ever increasingly congested road networks. The intervention is particularly invaluable in the Swansea context, where the road network is often constrained in its width and as such conventional

	<p>bus lanes and gates are often not feasible because of this. The use of late bus to modify the traffic signals provides an important means of provision for public transport priority where other measures are not feasible.</p> <p>The schemes are all being constructed on land owned by the Council. Where schemes are planned for third party land, such as at Morriston Hospital, the Council has consulted with the appropriate landowners to ensure that they are supportive of these works being undertaken.</p> <p>The deliverability of this project has been a key consideration in the preparation of this bid due to the shorter timescales available. The project greatly benefits from largely not requiring changes to hard infrastructure or civil engineering, and utilises equipment that can largely be procured and installed in a short amount of time.</p>
<p>Scheme outputs What are the specific outputs that the scheme will deliver? (objectives and outcomes should be set out in the next section)</p>	<p>The scheme will deliver a range of physical and digital assets as improvements to these important bus corridors.</p> <p>DIGITAL ASSETS:</p> <ul style="list-style-type: none"> • UTrack System: to deliver the real time bus tracking for reliability improvements and public transport information; • UTC Adaptor to allow the use of the UTrack information to provide Late Bus priority at junctions across the highway network. • MOVA will be installed at seven junctions to improve the dynamic management of traffic at these locations. <p>PHYSICAL ASSETS:</p> <ul style="list-style-type: none"> • Wireless MESH expansion at 20 junctions • 9 Bus Interchange Hubs: <ul style="list-style-type: none"> ○ 7 Bus Shelters

	<ul style="list-style-type: none"> ○ 11 Electronic Passenger Information Screens ○ 3 Sheltered Cycle Parking Units ○ Information boards and wayfinding
<p>Local Transport Plan Please indicate where this scheme sits in the Local Transport Plan and any other related policies and plans.</p>	<p>The scheme is listed within the Local Transport Plan for South West Wales. Within the programme of schemes for the City & County of Swansea, the scheme is listed as a 12th priority. This ranking (from 2015) is more reflective of the state to which the scheme had been developed at the time, rather than of the importance ascribed to this investment.</p> <p>The concepts for the bid are products of:</p> <ul style="list-style-type: none"> ● <i>'The Regional Network Strategy for South West Wales'</i> (2014) ● <i>'Swansea Strategic Transport Model'</i> report (2016) ● <i>'Swansea Public Transport Hubs – bus hubs, bus passenger generators – Ministerial Scoping Study'</i> (2016).

The Well-Being of Future Generations (Wales) Act 2015, places a duty on public bodies to seek to achieve the well-being goals and objectives in everything they do. With reference to the Well-Being of Future Generation goals and objectives, outline below how your scheme meets the Local Transport Network Fund objectives:

<http://gov.wales/docs/dsjlg/publications/150623-guide-to-the-fg-act-en.pdf>

Well-being objective	Local Transport Network Fund Objectives	Scheme objectives/outcomes
Connect communities through sustainable and resilient infrastructure	<p>A prosperous Wales</p> <ul style="list-style-type: none"> Investment that will improve public transport journey time reliability 	<p>The improvement of bus corridors around Swansea will not only improve the access to the economic centres, but will pave the way for a greater level of integration, not only of different transport modes but also between existing public transport services – allowing greater interconnectivity and accessibility to key destinations within the Swansea Bay area.</p> <p>These investments will serve to improve affordable access for those most disadvantaged by lack of access to services and employment opportunities.</p>
	<p>A healthier Wales</p> <ul style="list-style-type: none"> Investment that will Improve air quality 	<p>The scheme will work to integrate sustainable transport modes with mass public transport. This will serve to encourage greater levels of active travel for utility journeys, which will not only meet the aims of the Active Travel (Wales) Act (2014), but also result in healthier lifestyles for those living and working within the City & County of Swansea.</p> <p>The integration of modes to include walking and cycling and improve opportunities for walking and cycling will also serve to normalise the use of these modes.</p>
	<p>A more equal Wales</p> <ul style="list-style-type: none"> Investment that will Reduce public transport journey times 	<p>The bus corridors are a key component in connecting the communities which surround Swansea to its economic heart. The public transport and active travel networks are essential in promoting equality of access to key jobs and services; particularly for those who are economically disadvantaged.</p>

	<p>A Wales of cohesive communities</p> <ul style="list-style-type: none">• Investment that will help connect communities and enable access to employment, education and key services	<p>The bus hubs will promote improved integration between modes, and together with bus priority on key corridors, signifies the first steps in drawing together a network of transport options to begin formulating and realising an Integrated Transport System for the Swansea Bay City Region.</p>
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2. TRANSPORT CASE

Describe the social and cultural, environmental, and economic impacts of the scheme including a value for money assessment. Please include any other relevant impacts.

<p>Social and Cultural Impacts Summary of the social and cultural impacts of the scheme, who is affected, how, and key qualitative/ quantitative supporting evidence. Please consider the following impacts: physical activity, journey quality, number and severity of accidents, security, access to employment, access to services, affordability, severance, option and non-use values.</p>	<p>The Swansea Strategic Transport Model (SSTM) projects that journey times on the main transport corridors into and out of Swansea are likely to increase by up to 4 minutes in the peak hours over the coming years. This burden will be borne by the many thousands of vehicles on the highway network, causing a significant economic penalty to the City.</p> <p>The SSTM therefore recommends that greater use of public transport, walking and cycling is required in order to offset this negative impact.</p>
<p>Environmental Impacts Summary of the environmental impacts of the scheme, who/ what is affected, how, and key qualitative/ quantitative supporting evidence. Please consider the following impacts: noise, air quality, greenhouse gases, landscape, townscape, historic environment, biodiversity, water environment.</p>	<p>The outcomes from this project will be to displace users from single occupancy private motor vehicles and into mass transit or active travel alternatives. This shift will serve to bring about a number of environmental benefits including reductions in noise and air pollution, greenhouse gases and reducing the negative impact of congested traffic on the landscape and townscape.</p>
<p>Economic Impacts Summary of the economic impacts of the scheme, who/ what is affected, how, and key qualitative/ quantitative supporting evidence. Please consider the following impacts: journey time, journey time reliability, transport costs, accident costs, productivity, local economy, land, capital costs, and revenue costs. Include evidence on Transport</p>	<p>The bus hub and network enhancements will improve access to local services and employment opportunities.</p> <p>Affordable access to employment can be expected to have a profound impact upon those who are currently affected by transport poverty, and are therefore unable to access key services and employment opportunities. The establishment of transport hubs, will not only improve the provision for customers using public transport, but</p>

economic benefits e.g. BCRs and on wider economic benefits including jobs created. Explain what steps have been taken to ensure costs have been kept as low as possible and to quantify how the funding requested will represent value for money in terms of the Local Transport Network Fund Outcomes.

also promote the increased investment into the public transport system by the private transport operators.

The improvements will also serve to:

- Improve access to health services at the City's two main Hospitals, Singleton and Morriston and the City's two Universities.
- Improve public transport journey time and reliability.

3. DELIVERY CASE

Can the scheme be delivered?

A project plan identifying timelines for activities and key milestones must be provided for each scheme appropriate to the scale, complexity and risks associated with the scheme. Where key stages / milestones have been reached / completed, give date when reached where applicable. As a minimum, information should be provided on design; timing of statutory processes/planning consent, land acquisition, procurement, construction, scheme opening and completion where these apply to the scheme.

Information on risks to delivery and mitigation measures in place or proposed must be included.

The deliverability of these schemes has been a foremost consideration in the preparation of these bids given the shorter timescales. The project greatly benefits from largely not requiring changes to hard infrastructure or civil engineering, and utilises equipment that can largely be procured and installed in a short amount of time.

See attached programme plan.

4. FINANCIAL CASE

Financial expenditure profile

£000s, Outturn prices (gross of grant / contributions shown separately below)

	Pre 2016/17	2017/18 projected	2018/19	2019/20	2020/21	Later	Total
Surveys							
Design		50					50
Land Purchase							
Accommodation Works							
Construction		915					915
Project Management		30					30
Monitoring and Evaluation		5					5
GROSS TOTAL		1000					1000
Match funding amount, percentage contribution and funding source(s) <i>(insert name of organisation)</i>							
NET TOTAL		1000					1000

Quarterly Expenditure Profile

(Expenditure should be planned as early as possible in the financial year to ensure confidence in a full spend. Expenditure planned for Quarter 4 should be limited to minimise the risk of underspend)

	Forecast FY2017-18 Expenditure (in £000s)			
	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Surveys				
Design		40	10	
Land Purchase				
Accommodation Works				
Construction		20	380	515
Project Management		10	10	10
Monitoring and Evaluation				5
GROSS TOTAL		70	400	530
Match funding amount, percentage contribution and source(s) <i>(insert name of organisation)</i>				
NET TOTAL		70	400	530

5. COMMERCIAL CASE

How will the scheme be procured? What is the number and experience of the likely suppliers? What are the key contractual arrangements, what is the contract length?

The provision and installation of the bus shelters will be undertaken by Clear Channel as the Council is currently contracted with them for bus shelter provision and maintenance within the City & County of Swansea.

The works to install the electronic passenger information screens will be awarded to 21st Century Technology PLC as they are currently contracted to service and maintain existing infrastructure of this nature within the City & County of Swansea and Neath Port Talbot County Borough Council.

All other items will be procured by open tender using the Sell2Wales portal.

The City & County of Swansea will work with First Cymru via its Quality Bus Partnership Agreement to obtain and share the data required in order to allow the operation of the systems described in this bid.

MONITORING AND EVALUATION

How and when will you measure if the scheme has been successful? Post delivery monitoring plan, data collection, and relevant targets?

Monitoring and evaluation of the project will be supported by a number of survey methods these will include:

- Qualitative bus surveys
- Bus network analysis and review of service coverage
- Measurements of 'total delay' on the network for public transport and other vehicles can be ascertained by the Swansea Strategic Transport Model.
- Automatic Traffic Counters to determine changes in traffic volume and class trends.

Agenda Item 10.

Report of the Cabinet Member for Well Being

Cabinet – 21 September 2017

Western Bay Youth Justice and Early Intervention Service Annual Youth Justice Plan 2017-2018

Purpose: The report presents the background and summary of the content of the Western Bay Youth Justice and Early Intervention draft annual Youth Justice Plan 2017-2018

Report Author: Caroline Dyer

Finance Officer: Chris Davies

Legal Officer: Lucy Moore

Access to Services Officer: Catherine Window

FOR INFORMATION

1. Purpose of report

1.1 The report presents the background and summary of the content of the Western Bay youth justice and early intervention service (WBYJEIS) draft annual youth justice plan 2017-2018 (Appendix 1).

2. Background

2.1 Youth offending services/teams (YOS/Ts) are statutory multi-agency partnerships that have a legal duty to co-operate in order to secure youth justice services appropriate to their area funded from a variety of sources including UK Government, Welsh Government (WG) and the statutory partners. (ie the local authority, police, the national probation service and health).

2.2 The production of a youth justice plan is a statutory duty of the Local Authority under Part 3, Section 40 of the Crime and Disorder Act 1998. The plan sets out:

- a) how youth justice services are to be provided and funded, and
- b) how the youth offending service established by the local authority is to be composed and funded, how it will operate and what function it is to carry out.

2.3 The Crime and Disorder Act 1998, Section 39(1) placed a duty on each local authority, acting with its statutory partners (police, probation and

health) to establish youth offending teams in their local area to deliver youth justice services. Section 38(3) of the Act placed a duty on the local authority and its statutory partners to make payment towards the expenditure incurred in providing youth justice services. The purpose of the WBYJEIS is to ensure that youth justice services are available across the Western Bay area (Bridgend, Swansea and Neath Port Talbot).

- 2.4 The youth justice plan contains information relating to: a summary of achievements; structure and governance; resources and value for money; partnership arrangements and; risks to future delivery against the youth justice outcome measures.
- 2.5 The desired outcomes contribute directly to meeting local authority priorities held within corporate plans across the three local authorities. The priorities and outcomes mirror those of the YJB Business Plan 2016-2017 and the YJB and WG Joint Strategy Children and Young People First (July 2014).

The service is represented on all three Community Safety Partnership Boards, the Western Bay Safeguarding Children Board and the Western Bay Area Planning Board. Locally the service is represented in all relevant planning

3. Summary of the content of the plan

The summary of achievements includes:

- 3.1 Efforts have been concentrated on bringing consistent good practice across the region from early intervention and prevention work through to resettlement and reintegration. This has not been without difficulty; it has taken staff time to move from one established way of working to another especially during a time of local and national uncertainty. However, youth justice board (YJB) key performance indicators continue to show a reduction in first time entrants and a reduction in the use of custody. Re-offending rates remain high but the actual number of young people re-offending continues to fall.
- 3.2 During 2015/16 the service saw 108 children and young people enter the youth justice system for the first time (recorded as First Time Entrants by the YJB). In the Western Bay region there are 46,307 children aged 10-17 of those only 68 children and young people entered the youth justice system during 2016-2017 (this number does not include those already within system from previous years). In addition to this over 400 children and young people were diverted away from having any criminal record through early intervention by the service and diversion through the bureau.

- 3.3 The use of custody has reduced from 15 young people receiving custodial sentences in 2014-2015 to 13 custodial sentences in 2015-2016 and 12 custodial sentences being given in 2016-2017.
- 3.4 The re-offending cohort being reported for 2016-2017 is taken from 2014-2015 to allow the potential offending behavior to be tracked. Western Bay has 217 children and young people in the cohort compared to 269 the year before. 99 children and young people (45.6%) re-offended during the tracked period compared to 110 the year before.
- 3.5 If the bureau (pre-court diversion scheme) young people are included in the calculation of reoffending the figure is reduced to a rate of approximately 26%.
- 3.6 There have been a variety of developments over the past year which evidences the benefits of regional working such as an increasing number of staff work across the region. This is allowing effective vacancy management as well as the sharing of skills. There has been no 'big bang' effect of the regional working; progress continues to be a pragmatic approach to adapting to change.

Structure and governance

- 3.7 The primary purpose of the Western Bay youth justice and early intervention service is to ensure that youth justice services are available across the Western Bay area. A YOS is the main vehicle through which youth justice services are coordinated and delivered working to reduce anti-social behavior, offending and reoffending amongst children and young people.
- 3.8 The activity of the YOS across the Western Bay region is overseen and monitored by a management board. As indicated this is chaired by the Director from Neath and Port Talbot and is made up of senior representatives from each of the statutory partners who closely monitor and challenge the operation of the service including the functions it undertakes and the funding arrangements. There is a cabinet member from each local authority on this governance board.

Resources and value for money

- 3.9 The development of the regional working came at a time of significant financial challenge for all partners. The service has managed to continue to deliver services and sustain performance whilst making savings (circa £1million when comparing the budget for all 3 services at the start of the regional working with that of the budget now). The service has been flexible and able to work differently with less staff to achieve these savings. No compulsory redundancies have been made to date.

Risks to future delivery against the youth justice outcome measures

- 3.10 The desired outcomes contained in the plan contribute directly to meeting local authority priorities held within corporate plans across the three local authorities. The priorities and outcomes mirror those of the YJB and WG joint strategy “Children and Young People First” July 2014. These are:
- Reduction in first time entrants through early intervention, prevention and diversion;
 - Reduction in youth reoffending through appropriate interventions of the right level at the right time;
 - Reduction in the use of youth custody confident that custody is a last resort and for crimes so serious no community sentence is an appropriate response;
 - Access to devolved services for children and young people at risk of entering or having entered the youth justice system;
 - Effective safeguarding through recognising vulnerability and improving the safety and wellbeing needs of children and young people;
 - Effective public protection through risk recognition, assessment and management;
 - Ensuring The voice of the victim is heard;
 - Successful reintegration and resettlement at the end of an intervention;
 - A well supported professional workforce;
 - True participation by all involved.
- 3.11 Access to education, training and employment continues to be a challenged as does reducing reoffending rates however the plan contains actions to improve performance. An example of how the service aims to improve performance is the detailed examination of re-offending completed in partnership with the YJB using the most recent re-offending data which is providing the service with a comprehensive understanding of those children who re-offend and allowing us to plan appropriate steps to address this more effectively. In partnership with YJB and the police and crime commissioner the service is piloting adverse childhood experience informed practice through trauma recovery based interventions including using an “enhanced case management” approach which involves child psychologist oversight.
- 3.12 The management board is currently focused on outcomes for children and young people subject to reduced educational timetables to help address the problems being experienced by them. Research informs us that accessing education and having the opportunity to reach their potential have a direct impact on addressing re-offending.

- 3.13 Whilst the plan contains realistic and achievable actions and targets for service delivery over the next twelve month the risks that come with grant funded posts are always present. The pre-court work relies heavily on WG grant funding. The impact of Bridgend moving out of the Abertawe Bro Morgannwg University Health Board (ABMU) are unknown.

4. Conclusion

- 4.1 The draft plan is currently going through the appropriate Cabinet and Scrutiny processes in all three Local Authorities. It has also been agreed by partners represented on the Management Board . The final version of the plan has to be signed off by the Management Board Chair and submitted to the Youth Justice Board by 31st September 2017.

5. Equality and Engagement Implications

- 5.1 The youth justice plan should have a positive impact on wider services provided by the Council by bringing down the number of children and young people in trouble with the police. This will in turn reduce the need for other services involvement as a result of their behaviors escalating.
- 5.2 Acknowledging children and young people as a priority group in their own right, the service focuses on diverting children and young people away from the youth justice system as much as possible. In line with the YJB and WG youth offending strategy the children and young people we engage with are seen as children and young people first and offenders second. Service delivery prioritises helping children and young people avoid criminal records that can hinder them reaching their potential in future years.
- 5.3 Consultation on the plan with children and young people has taken place, each of the three locality offices (Bridgend, Neath Port Talbot and Swansea) have asked children, young people, parents and carers and victims one very important question “What do we do badly ie what does not work?”. The answers have been and continue to be gathered to inform service delivery and service improvement. The regional manager has met with focus groups of young people in order to involve them in the planning process. The plan itself is shared with key partners for feedback prior to completion and the management board sign’s off the plan (as per the statutory guidance).

6. Legal Implications

- 6.1 Youth Offending Services/Teams (YOS/Ts) are statutory multi-agency partnerships who have a legal duty to co-operate in order to secure youth justice services appropriate to their area

- 6.2 As stated in paragraph 2.3 the Crime and Disorder Act 1998, Section 39(1) placed a duty on each Local Authority to establish Youth Offending Teams in their local area to deliver youth justice services. It also requires there to be a Strategic Management Board which is ultimately responsible for the sign off of the Youth Justice Plan which is also within the conditions of the Youth Justice grant.

7. Financial Implications

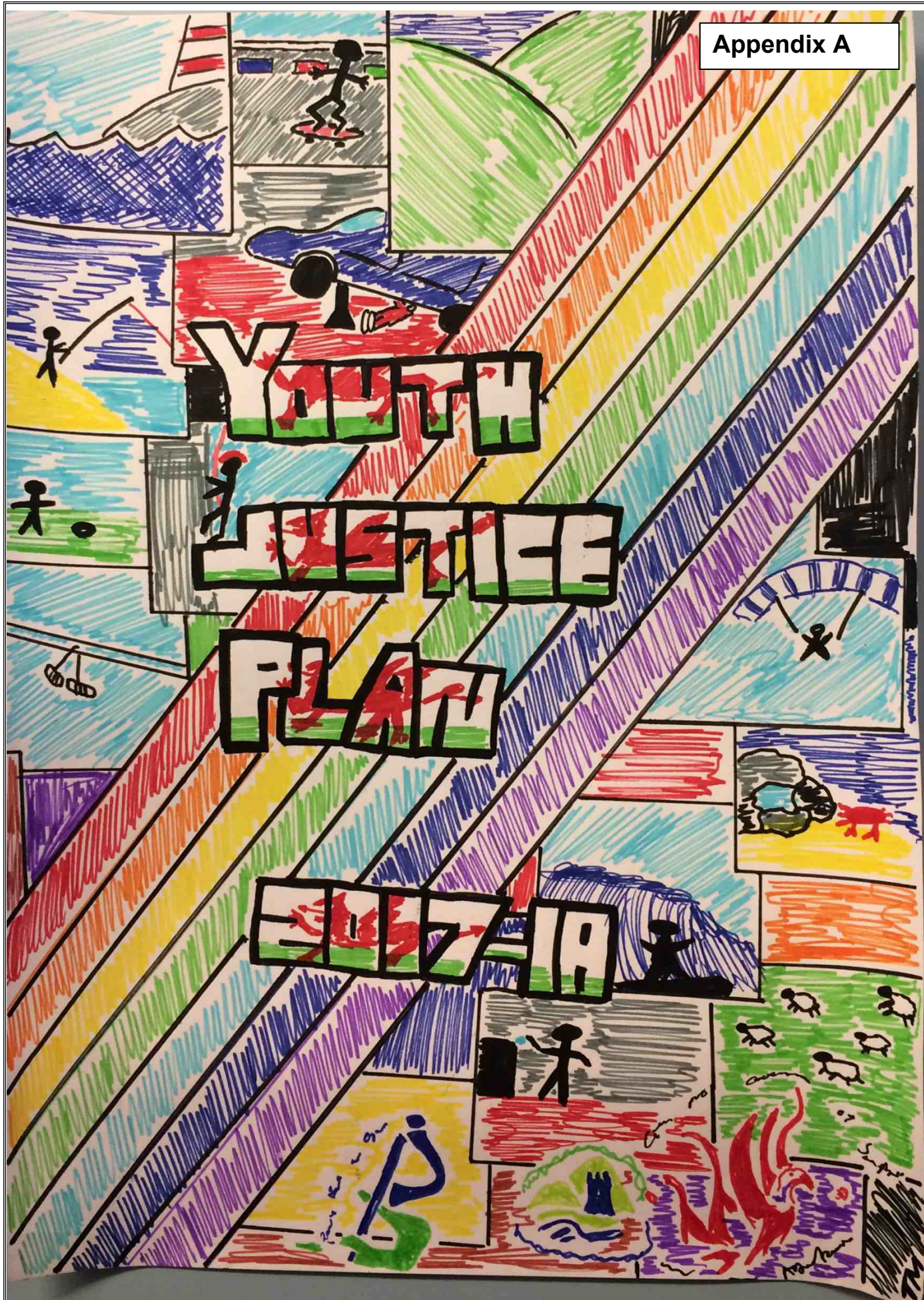
- 7.1 The regional service has realised financial savings across the region. There are no financial implications associated with the 2017-2018 plan. The service has managed to adjust practice and work creatively to meet reductions in resources. Possible grant reductions also remain a risk to the service.

8. Recommendations

- 8.1 Cabinet notes the progress of the collaboration, the contents of the Youth Justice Plan 2017-2018 and the challenges the service faces.

Background papers: None.

Appendices: Appendix A – Draft Western Bay Youth Justice and Early Intervention Service Annual Youth Justice Plan 2017-2018.



**WESTERN BAY YOUTH JUSTICE & EARLY
INTERVENTION SERVICE**

ANNUAL PLAN

2017-2018

INTRODUCTION

Youth Offending Services/Teams (YOS/Ts) are statutory multi-agency partnerships who have a legal duty to co-operate in order to secure youth justice services appropriate to their area funded from a variety of sources including UK Government, Welsh Government and the statutory partners. (ie the local authority, Police, the National Probation Service and Health).

Bridgend, Neath Port Talbot and Swansea Youth Offending Teams have been a merged service since 29 May 2014 when the first Western Bay Youth Justice and Early Intervention Service (WBYJEIS) Management Board was held and all local management boards ceased. The management board is chaired by the Neath Port Talbot Director of Social Services, Health and Housing and has a membership in line with the requirements of the Crime and Disorder Act including Cabinet Members from all three local authorities and the Police and Crime Commissioner.

The amalgamation came at a time of financial challenge. The service has managed to continue to deliver services sustaining performance whilst making savings of circa one million pounds when comparing the budget at the start of the amalgamation process with that of the budget now. The service has been flexible and able to work differently with less staff to achieve these savings. No compulsory redundancies have been made to date.

Efforts have been concentrated on bringing consistent good practice across the region from early intervention and prevention work through to resettlement and reintegration. This has not been without difficulty, it has taken staff time to move from one established way of working to another especially during a time of local and national uncertainty. However, Youth Justice Board key performance indicators continue to show a reduction in first time entrants, reduction in the use of custody and whilst reoffending percentage rates remain high, the actual number of young people reoffending continues to fall.

In order to drive forward the quality of work as well as the volume of work the service has developed a management sub group “the performance and audit” group. This group ensures that any actions plans are monitored, lessons from inspections are transferred into our own work plan, relevant audits are completed and overall performance is internally monitored. This group has been a positive development and is continuing to develop its own programme of work. In accordance with last year’s plan the thematic inspection of referral order practice was timely for the development of the group. The inspection was used as an effective tool to review our own practice. This has included practice workshops, changes to existing templates and refreshed panel member training. An audit of referral order practice is due in October 2017 to ensure that there is improved practice across the region. The most recent area for the group to oversee and within this year’s plan is the use of the reoffending toolkit live tracker. In order to try to better understand the reoffending cohort the service asked YJB Wales to assist us in a “deep dive” exercise which looked not

only at data trends within the cohort but involved detailed file reads and interviews with staff. From this we are developing the use of the live tracker focusing on specific characteristics and the development of trauma informed practice. (this is expanded upon later in the plan). The service is enthusiastic about this development and how we will be working with our partners and how this can potentially develop.

Whilst reoffending is the big challenge relating to the YJB England and Wales KPIs, access to education training and employment (ETE) has been the challenge for a number of Welsh YOT's and WBYJEIS is the same. The management board has taken a keen interest in this area and a scoping exercise has been completed in relation to our children and young people's speech and language needs. Understanding communication needs will not only assist in accessing the right level of ETE but also inform practitioners about how to communicate during every aspect of the intervention and possibly impact on compliance and reoffending rates. The report highlighted that there is a high level (54 % - 124/231) of potential communication difficulties in children and young people known to our service. This is significantly greater than in the general population (10% Brooks, 2011) and slightly lower than research reports suggesting that over 60% of people in youth justice settings have difficulties with speech, language or communication (Bryan et al, 2007). There is an ongoing need for increased awareness in the community and across the workforce of the specific language impairments and the relationship between language development, social-emotional development and behaviour. 77% of the children and young people highlighted as having potential speech, language and communication needs have never been referred to a speech and language therapy service. This scoping exercise has informed our use of the YJB grant allocation which is used this year to fund a speech and language therapist to assist in assessment and produce individual communications plans for children and young people. The development of this area of delivery is complementary to the roll out across South Wales of adverse childhood experiences (ACE) informed practice and trauma recovery where communication techniques are central to engagement.

The variety of developments over the past year cannot all be covered but the service is seeing the benefits of the amalgamation as an increasing number of staff work right across the region. This is allowing effective vacancy management as well as the sharing of skills. There has been no 'big bang' effect of the amalgamation, progress continues to be a pragmatic approach to adapting to change. This approach has been largely due to an uncertain political environment and this continues to be the case. The Welsh Government are consulting on Bridgend leaving Abertawe Bro Morgannwg University health board and joining with Cwm Taf health board. Bridgend would necessarily have to come out of the current Western Bay arrangement if this proposal is agreed and staff and service delivery will have to be managed through this change

Delivering effective services during a time of change is challenging. The financial pressures and uncertainty felt by youth justice services can on the one hand result in creative solutions but on the other hand it can hinder the development of innovative practice,

staff development and partnership working. As all agencies are experiencing reduced resources the contribution to youth justice services reduce. This can be from a direct reduction in staff time or in the actual financial contribution. The Western Bay service has experienced difficulties relating to health contribution, a reduction in probation staffing and an increased police abstraction time for other duties. This is indicative of the pressures on partner agencies as strong working relationships remain on the ground and at the management board. The possibility of Bridgend leaving the amalgamation may result in backward steps for the service, a splintering of service delivery, loss of staff confidence in leadership and dip in performance. Efforts will be concentrated to keep any damage to the service to a minimum and see possible positive developmental opportunities

Structure and governance

The production of a Youth Justice Plan is a statutory duty of the local authority under Part 3, section 40 of the Crime and Disorder Act 1998.

The plan sets out:

- how youth justice services are to be provided and funded;and
- how the Youth Offending Service established by the Local Authority is to be composed and funded;
- how it will operate; and
- what
- function it is to carry out.

The Crime and Disorder Act 1998, section 39(1) placed a duty on each local authority, acting with its statutory partners (ie Police, Probation and Health) to establish youth offending teams in their local area to deliver youth justice services. Section 38(3) of the Act placed a duty on the local authority and its statutory partners to make payment towards the expenditure incurred in providing youth justice services.

Membership of the Youth Offending Service is prescribed by the legislation. It must include a Probation Officer, Social Worker, Police Officer, Health representative and Education representative. Health representation has been a challenge and escalated to the YJB Wales team. The Inspection of Cwm Taf Youth Offending Service published in July 2017 is of particular interest for the development of our management board as Cwm Taf amalgamated at a similar time to Western Bay. There are specific lessons to

be learnt from the inspection findings relating to governance but specific reference is also made in the report to lack of health provision.

The purpose of the WBJYEIS is to ensure that youth justice services are available across the Western Bay area. A YOS is the main vehicle through which youth justice services are coordinated and delivered working to reduce anti social behaviour ASB, offending and reoffending amongst children and young people.

The YOS Management Board, made up of senior representatives from each of the statutory partners as outlined above, oversees the operation of the service including the functions it undertakes and the funding arrangements. Regular reports are provided to all three LA Cabinets and appropriate scrutiny committees as required.

The staff group across Western Bay have been through a challenging journey but have been committed to being the best service they can be. They produced the following vision;

“Youth Offending Teams aim to prevent and reduce offending, reoffending and anti-social behaviour amongst children and young people.

We strive to achieve this aim through the delivery of the right high-quality services provided at the right time for and informed by children, young people, parents and carers, victims and the wider community and partners. These services will be provided cost effectively by a diverse, competent and well supported staff group.”

A small group of children and young people have helped produce the plan this year and they came up with their version of what a successful YOS looks like from a mechanic point of view (ie if they were cars. *“If they get a good service the car won’t break down and they won’t be back in the garage!”*)

The Management Board is pro-active. Accessing quality education training and employment ETE has been a focus with reports being produced on the use of reduced timetables. The service manager and partners are held to account by not only the Board but through scrutiny processes in all three Local Authorities. Reports are regularly presented on performance but also on, for example, Looked After Children within the Youth Justice System.

The service is represented on all three Community Safety Partnership Boards, the Western Bay Safeguarding Children Board and the Western Bay Area Planning Board. The service manager represents South Wales YOT Managers on the South Wales

Criminal Justice and Integrated Offender Management Board, shares representation on the MAPPA Senior Management Board and represents YOT Managers Cymru on the Youth Justice Advisory Panel.

The service itself has a small internal management team with representation from each locality team. Since January 2017 the two operational managers have taken on themed areas of work across the region thus breaking down remaining silos of activity. Having the management team has added considerable value and strength to the management oversight processes by forming a performance and audit group that has developed an annual plan that reports directly into the management board. Any serious incident and the learning that follows is reported to the management board in addition to any other relevant forum, Safeguarding Childrens Board (SCB), Multi Agency Public Protection Arrangements (MAPPA), Community Safety Partnerships (CSP) as appropriate.

RESOURCES AND VALUE FOR MONEY

	2016/2017	2017-2018 <i>Actual members of Staff – Hours can vary. The staffing structure is constantly under review and subject to change.</i>
Strategic Manager	1	1
Operational Managers	3	2
Senior Practitioners	5	5
Restorative Approaches worker	1	1
Intervention Centre Manager and Unpaid Work	1	1
Prevention coordinator	2	2
Development Officer	0	1
Social Workers	12 (1 vacant)	10 (2 vacant)
Probation Officers	1 (reduced from 4)	1
Police Officers	4	4

Health Workers	1 (currently on long term sick)	0
Education Workers (including tutors)	9 (various hours)	8
Substance Misuse Workers	4 (plus tier three allocated time)	4 (plus tier three allocated time)
Parenting	1	1
ISS, stat bail and remand, Resettlement/Transition Worker	5.5 (remaining flexible in relation to duties)	5
Referral Coordinators – including court duties and volunteers	2 and volunteers	2 and volunteers
Business Support	8 (various hours)	7
Prevention and Early Intervention Workers (not SW)	7(1 vacancy)	5 (1 vacancy)
Information Officer	3 (including one seconded)	2
Victim Workers	3	2.5
Reparation Officers	3 (1 vacancy)	1 (plus others as a part of existing roles plus sessionals)
Speech and Language	0.5	1 (FTE)
Intervention Centre (eg emotional wellbeing, CAIS Junior Attendance Centre)	6	4 (plus sessionals)
Volunteer Co-ordinator	1	1
Referral Order support workers (flexible duties including reparation)	3	3
Other including secure estate posts	3	3.5

Whilst posts are in many cases reliant on grant funding the post holders have been employed in excess of two years and so entitled to the same employment rights as those posts funded by eg the LAs. The service is continuously undergoing a redesign across the three LAs responding to opportunities and changes in demand. Tables B8 and B7 will be attached with further breakdown as submitted in the YJB returns at the end of July 2016.

FINANCE

	Budget	
	Income 2016-2017	2017-2018
Agency		

Partner combined cash contributions		54,935	46,490
Local authority		1,469,090	1,491,138
Grant			
Youth Justice Board		791,029	794,166
Welsh Government (Promoting Positive Engagement of children and young people at risk of offending)		718,201	718,201
Police and Crime Commissioner(not including staff)		130,800	130,700
YJB – Junior Attendance Centre JAC		18,000	18,700
Big Lottery (Invisible Walls) HMPYOI Parc		123,224	0
Total		3,326,822	

Delivery specific to grant allocation

Grant	Service delivery	WB Allocation
Police and crime commissioner	Substance Misuse services and diversionary activities and embedding trauma informed practice within early intervention	130,800
Welsh Government (Promoting Positive Engagement of children and young people at risk of offending)	Pre-Court and Early Intervention including Bureau Restorative Practises in schools, residential settings and the wider community. Transition, Resettlement and Reintegration Services	718,201
Youth Justice Good Practise Grant	Delivery of the YJB and Welsh Government priorities through the ongoing redesign of the service, sharing good practice and developing new ways of working. Development of the Intervention Centre and what it can deliver with links to the secure estate. Continue to embed Asset Plus, Youth to Adult Y2A, develop the use of data including the use of the reoffending toolkit and listening	794,166

<p>to the views of service users more effectively, improve the quality and range of alternatives to custody and remand, increase Release on Temporary Licence ROTL linked to HMPYOI Parc and Hillside Local Authority Secure Childrens Home LASCH, concentrate staff learning on desistance and trauma informed practice piloting the enhanced case management model. Through the senior management team deliver robust management oversight and quality assurance QA.</p>
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The desired outcomes contribute directly to meeting local authority priorities held within corporate plans across the three local authorities. The priorities and outcomes mirror those of the YJB Business Plan 2016-2017 and the YJB and WG Joint Strategy Children and Young People First (July 2014).

1. A well-designed partnership approach giving value for money achieving the following:
2. Reduction in first time entrants through early intervention, prevention and diversion.
3. Reduction in youth reoffending through appropriate interventions of the right level at the right time.
4. Reduction in the use of youth custody confident that custody is a last resort and for crimes so serious no community sentence is an appropriate response.
5. Access to devolved services for children and young people at risk of entering or having entered the youth justice system.
6. Effective safeguarding through recognising vulnerability and improving the safety and wellbeing needs of children and young people.
7. Effective public protection through risk recognition, assessment and management.
8. The voice of the victim is heard.
9. Successful reintegration and resettlement at the end of an intervention.
10. A well supported professional workforce.
11. True participation by all involved.

Partnership arrangements and risks to future delivery against the youth justice outcome measures

<p>Reduction in first time entrants</p>

<p>Who is better off and what does success look like?</p>	<p>By reducing first time entrants into the youth justice system we:</p> <ul style="list-style-type: none"> – Increase opportunities for young people to reach their potential – Reduce the number of victims of crime in the longer term – We achieve a safer community for all – There will be reduced pressure on higher tier services <p>The measurement of success will be:</p> <ul style="list-style-type: none"> – Fewer children and young people entering the youth justice system with increased diversion. – Reduced levels of youth crime. – Early access to services based on early identification of need – Increased parental responsibilities – Increased restorative practises – Increased community reassurance
<p>What are the Funding/ Financial Implications?</p>	<p>A significant amount of this work has been brought together and funded by Welsh Government grant money across the region for the last five years. However this work is not delivered in isolation of the wider service provision of the service including that funded by the Police and Crime Commissioner (PCC), local authority and cross-cutting posts funded through all key partner contributions and YJB.</p>
<p>Who are our partners?</p>	<p>The Bureau is a pre-court disposal process developed and implemented in collaboration between Police and WBJSEIS. The wider early intervention and prevention work relies heavily on partnership working. Whilst partners may vary according to local arrangements the desire to provide an integrated approach to meeting the needs of children and young people is the same. Partners include EVOLVE (Targeted intervention in Swansea), Youth Engagement Progression Framework (YEPF), Team around the Family (TAF) wider youth services and third sector providers.</p> <p>This year there is increased focus on the use of ACEs with children and young people becoming known to our service which will have an impact on our partnership working and access to resources.</p>
<p>What risks are there to delivery?</p>	<p>The risks that come with grant funded posts are always present. As stated above the pre-court work relies heavily on WG grant funding amongst others. The local authorities are not in a position to absorb the costs of services should grant funding be stopped.</p> <p>WG consultation on Bridgend moving out of WB collaboration and into arrangements with Cwm Taf.</p> <p>There is an additional risk in relation to maintaining a reduction in First Time Entrants FTE's for the Bureau in that to keep bringing down numbers is difficult when such a successful reduction has already been achieved.</p>

What will we do?	by when	Performance Measures	2014-2015	2015-2016	2016-2017	Target for 2017-2018
<p>Ensure that all services available work better together to provide vulnerable children with seamless support when needed.</p> <p>The service will continue to develop working practices with our partners as outlined in the Promoting Positive Engagement (PPE) in children at risk of offending grant business case attached.</p> <p>The Bureau will continue to be delivered in partnership with the Police. A screening tool has been piloted in line with the social Services and Wellbeing Act Act so that children and young people are not over assessed bringing proportionality. Asset Plus is used for those children and young people identified as needing a full assessment or not suitable for a non-criminal disposal (youth restorative disposal).</p> <p>The introduction of the use of ACEs approach when a child or young person comes to the service attention for a second</p>	<p>Audit of quality of pre-court screening and assessment to be completed by January 2018</p> <p>Training delivered on Trauma Recovery July 2017.</p>	<p>First-time entrants to the youth justice system aged 10-17</p> <p>The number of first-time entrants to the youth justice system, defined as young people aged 10-17 who receive their first substantive outcome, per 100,000 young people aged 10-17.</p> <p>The YJB KPI based on percentage reduction. The key performance indicator (KPI) captures numbers entering the system but not the number actually diverted away. This is captured locally.</p> <p>2014-2015 – the Youth Justice Service engaged with 604 young people pre court 2015-2016 – the service engaged with 520 young people pre-court. 2016-2017 – the service engaged with 520 young people pre-court.</p>	103	108	68 (caution here as calendar year not financial)	Below 100

<p>behaviour/offence.</p> <p>The use of the YJB live tracker to track children and young people for the first month of our involvement – this will include pre-court cases as well as statutory caseloads.</p> <p>Restorative Approaches continues to be delivered through the WB service through the training of staff including foster carers and residential establishments. The protocol for the decriminalisation of children in the looked after system has been agreed across WB having been tested in Hillside SCH. A training group has been established for the roll out across wider residential services and Swansea University are involved from the beginning to inform an evaluation.</p>	<p>ACE-specific model to be in place by March 2018</p> <p>The live tracker will be used from October 2017</p> <p>Protocol training delivery to begin September 2017 in LA and private residential establishments</p> <p>Evaluation date yet to be confirmed</p>	<p>There is a reduction in the number of children going through the bureau, but an increase in those children and young people worked with pre bureau. This can be seen as effective interagency working. It is likely that this number will reduce if we work effectively together and with the possible impact of the ACE lens being applied.</p> <p>The reduction in FTEs may not be as low as 68 as this is a calendar month however the target we set for 2016-2017 was 100 and this will have been achieved if not surpassed.</p>				
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Who is better off and what does success look like?		Reduction in reoffending By reducing reoffending there will be -Increased opportunities for young people to meet their potential -Safer communities -Reduced pressure on partner agencies and services -Victim satisfaction and increased confidence in justice services. The measurement of success will be -Young people within the youth justice system have aspirations and achieve -Transition and exit strategies are in place for all young people leaving YOS involvement. -Reduction in repeat offences and seriousness of offending -Continued reduced numbers before the court -Increased successful completion of orders - Reduced LAC population -Reduction in adult offending				
What are the Funding/ Financial Implications?		The Youth Justice Good Practice Grant in particular is used for this area of delivery but all other areas of funding are drawn upon taking into account the nature and complexity of the interventions that need to be in place for these children and young. These interventions can be resource heavy and additional funds are available for the pilot of the ACEs informed work which includes the Enhanced Case Management approach. However, the challenge will be the sustaining of this approach once the pilot period ends as the funding is likely to end as well.				
Who are our partners?		The Police and Crime Commissioner, community safety partnerships, probation, police, local authority colleagues, education, housing, Integrated Offender Management, all partners are key when working to reduce reoffending of the complex group of young people we have within the court cohort.				
What risk does this link to, if any?		Once again the risk on the horizon whilst writing this is the ongoing review of youth justice services. Alongside this is the financial situation where all services are having to make savings and the knock on effect to access to services. Added to this is the possible impact of the collaboration of WB losing a partner/splitting three ways				
What will we do to achieve this?	by when	Performance Measures	2014-2015	2015-2016	2016-2017	Target for 2017-2018

<p>The reoffending deep dive exercise completed using the most recent reoffending data has given useful direction for the service in relation to next steps. The most significant being the use of the reoffending toolkit to track those most at risk of reoffending in order to target resources. A series of actions ranging across the pre and post are contained in a plan with set review dates in place.</p> <p>All staff employed across the WB service are now trained in ACE-informed practice. The Enhanced Case Management ECM model is due to be introduced in October which will bring the psychologist input to case formulation and clinical supervision for staff who are working with the most challenging and traumatised children and young people we know in the service</p> <p>Through Hwb Doeth (group established by the YJB to promote the development and dissemination of effective practice in youth justice in Wales) YOT's who have managed to bring down the reoffending rates may have effective practice to share. There is one in Wales that was part of the ECM pilot where lessons may be learnt especially as ECM will be piloted in South Wales from October 2017. The ECM approach will hopefully reduce the</p>	<p>Contained in attachment</p> <p>October 2017</p> <p>TBC through Hwb Doeth</p>	<p>Rate of proven reoffending by young people in the youth justice system</p> <p>The number of further proven offences committed by young people within 12 months of the initial substantive outcome.</p> <p>The reoffending cohort being reported for 2016-2017 is taken from 2014-2015 to allow the potential offending behavior to be tracked. Western Bay has 217 in that cohort, 99 reoffended during the tracked period (45.6%), committing 377 further offences.</p> <p>It is interesting to note that if the Bureau young people are included in the assessment of reoffending the figure is reduced to approximately 26% reoffending.</p> <p>This is a reduced figure against last year which was 28% using the same calculations.</p>	<p>38.2% Of 309 children and young people (April 2012-March 2013)</p>	<p>40.9%. Of 269 children and young people (April 2013-March 2014)</p>	<p>45.6% of 217 children and young people (April 2014-March 2015)</p>	<p>Better than the Wales average</p>
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<p>current trend of increased frequency as well as reduce the number reoffending.</p> <p>Successful transition of young people into adulthood continues to be a key area if young adults are to not be over represented in crime statistics. The need for exit strategies was a key message from the deep dive exercise. The service aims to not only improve transition practice for those going to Probation through Y2A arrangements but also through key working when they are no longer open to services. This started last year and so far has given promising results. Young people will be supported through exit strategies and kept in touch with by workers who have built up a relationship with them. This fits with trauma informed approaches and desistance theory. Project is fully outlined in the PPE business case attached</p>	<p>Immediate but reported through the PPE returns</p>					
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<p>Who is better off and what does success look like?</p>	<p>Reduction in the use of custody</p> <p>By reducing the use of custody</p> <ul style="list-style-type: none"> -Children and young people will not lose their liberty. -Families will remain together. -Young people will reach their potential in their communities. -Costs of incarceration will be reduced. <p>The measure of success using an Outcome Based OBA approach would be:</p> <ul style="list-style-type: none"> -No young people are sentenced to custody. -No offences are committed by young people are so serious that they warrant custody.
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	-Alternative approaches to the use of custody are viewed positively by all reducing reoffending, protecting the public and reintegrating children and young people into their communities.
What are the Funding/ Financial Implications?	<p>Custody, be it remand or sentence carries with it huge cost implications.</p> <p>Local authorities are now responsible for the costs incurred for secure remands. While there is a contribution from the YJB, this is limited and can incur possible financial implications for local authorities (LA) should there be a lengthy or multiple remands. Legal Aid, Sentencing and Punishment of Offenders Act 2012 (LASPO) brings looked after status to any remanded child or young person and the associated costs to the LA. The Social Services and Wellbeing (Wales) Act brings responsibilities to local authorities with secure establishments in their area. Western Bay has both Hillside Secure Childrens Home and HMPYOI Parc within its delivery area.</p>
Who are our partners?	<p>Police and Courts services, magistrates, local authority, Secure Estate, YJB, members of the Resettlement and Reintegration Panels. Community Safety Partnerships, MAPPA, Safeguarding Childrens Board.</p> <p>The YJB has a wide range of activity which requires action within the wider YJ transformation agenda framework. The custody and Custody Interventions work stream is of course included in this. The monitoring and oversight role with the YJS is truly end to end and follows the journey of the young person from community, through secure and back into community – therefore any practice/interventions/processes will need to be reviewed accordingly.</p> <p>Placements and Secure contracting will transfer out of the YJB responsibilities although there are differences for HMPYOI Parc as this is a G4S provision and our Wales team have a greater role than we would have with public secure in England.</p>
What risk does this link to, if any?	<p>Bridgend Youth Court closed last year and cases are now being heard in Cardiff. The risk being that the service is working within two court areas and consistency for delivery can be challenging. An example being that Swansea Court are keen to be involved in the development of problem solving court for children and young people but Cardiff colleagues were not. The Charlie Taylor Review advocates for secure education establishments in the future and there will be two pilot sites in England. Education is a devolved responsibility in Wales. Placements and secure contracting will transfer out of the YJB responsibilities although there are differences for Parc as this is a G4S provision and YJB Wales have had a greater role than the YJB has with public secure provision in England. It is unknown what effect the</p>

<ul style="list-style-type: none"> - bail applications and appeals - who filled in bail asset/written or verbal address to the court/quality of bail programme - does the bail period feature within the pre sentence report (PSR) <p>This needs to be completed this year</p> <p>The Resettlement and Reintegration panels with its focus on accessing services has reviewed its terms of reference to respond to the falling numbers needing to be discussed. It has maintained a focus on those at risk of custody/leaving custody but will this year provide the multi-agency discussion and planning forum for the reoffending live tracker linking directly to ACE's and ECM.</p> <p>The Social Services and Wellbeing Act (Wales) is a vehicle for ensuring that young people in custody have their care and support needs met. This is particularly relevant to WB as we have Hillside Secure Unit and HMPYOI Parc in our region. The recommendation to increase the use of Release on Temporary Licence (ROTL) contained in inspections is an opportunity to create an environment where ROTL is the norm not the exception. A project group was formed to drive forward the provision of ROTL at the centre and develop the ability to raise revenue through providing this for other YOTs. Within the wider YJ</p>	<p>October 2017</p> <p>Menu of services that can be offered to wider YOTs to be published by November 2017</p>					
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transformation agenda framework custody is a workstream that the service needs to be linked in with						
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	Access to education, training and employment, substance misuse services, emotional and mental health services and suitable accommodation.
Who is better off and what does success look like?	<p>WG has adopted “due regard” to the UN convention on the rights of the child. The right to access education to a full 25 hours for those of compulsory school age is inherent in the UNCRC . The Western Bay service will act as an advocate for young people to access education entitlements, safe accommodation and health provision including substance misuse and CAMHS treatment.</p> <p>By accessing the right level of services at the right time</p> <ul style="list-style-type: none"> – Children, young people and families in need will receive services appropriate services to meet need without duplication. – Partner providers will have appropriate well informed referrals/brokerage arrangements. – Communities will benefit from a reduction in crime and ASB caused by children and young people who have not received services in the past and eg experienced ACEs <p>The measure of success will be</p> <ul style="list-style-type: none"> – All children and young people known to the service are in receipt of education training and employment ETE – Live in suitable accommodation – Have their health needs assessed and receive interventions appropriate to need without delay or stigma
What are the Funding/ Financial Implications?	Funding through, mainstream provision, partner contribution, Police and Crime Commissioner and the Youth Justice Good Practise Grant. Wider partnership funding provided to Communities First, TAF, YPEF has a positive impact upon access to services. Not all funding comes through the service but relies on how we engage and work with partners to avoid duplication and waste of resources.
Who are our partners?	Schools, colleges, secure estate, training providers, Third sector providers including, WCADA Llamau, Gwalia, local authorities, Abertawe Bro Morgannwg University Health Board (ABMU), Supporting People, youth support services, Area Planning Board.
What risk does this link to, if any?	The biggest risk in relation to planning a way forward for the access to services is the disruption that may be caused by Bridgend leaving ABMU. The possibility that Bridgend will leave the Western Bay collaboration will impact on Substance misuse service delivery as the Area Planning Board is WB, some disruption for accommodation planning as Supporting People is WB and access to wider health provision including speech and language as ABMU is WB.

What will we do to achieve this?	by when	Performance Measures	2014-2015	2015-2016	2016-2017	Targets for 2017-2018
<p>Education</p> <p>The planned development of a partnership team around the school approach responding to schools with high exclusion/ASB etc has been successfully introduced in Coleg Cymunedol y Dderwen. The service is an active member of the approach making a positive contribution to the solution focused approach taken by all partners. This has proven to reduce exclusion and assist in behaviour management within the school setting and at home. This needs to be built upon.</p> <p>As planned last year children and young people subject to reduced timetables have been the focus of education training and employment ETE workers reporting to the Management Board. This work needs to continue and the board solve the problems being experienced accessing the provision, something highlighted by Cwm Taf's inspection. The board needs to use the data and make a difference.</p> <p>The service will develop effective links with School Improvement Consortia (ERW and</p>	<p>Detailed report to the Board every six months</p>	<p>Engagement in education, training and employment for young people in the youth justice system</p> <p>The percentage change in the average number of hours of suitable education, training or employment received while within the youth justice system by young people of statutory school age, and those above statutory school age.</p>		<p>Average hours ETE.</p> <p>For school age the average hours were 20.4 at the start and 21.4 at the end. (43 young people with closed statutory orders)</p> <p>For above school age the service reported a total of 9.5 hours at the start, and 16.1 at the end. (87 young people with closed</p>	<p>Positive % change.</p> <p>For school age the average hours accessed were 18 at the start and 20 at the end of the order (27 closed statutory orders)</p> <p>Post school age the average number of hours accessed was 9.9 and at the end 15.3 (55 closed</p>	<p>25 hours for school age and 16 hours post school</p>

<p>Central South Consortium) to challenge and support schools to identify learners who have offended or at risk of offending, in order better to meet their educational needs (80% of service clientele and in the secure estate have had disrupted/non-completed schooling.)</p> <p>Accommodation Development of accommodation specifically for those young people known to the service through partnership approach with LA, third sector providers and carers and utilisation of YJB remand contribution. This will allow emergency supported placements for our most complex young people who have lost previous accommodation or at risk of remand.</p> <p>Early notification to social care and housing and joint approaches to supporting placements.</p> <p>Health and education Speech and language delivery will require further scoping around time required to complete assessment, in relation to Trauma Recovery Model (TRM) especially in relation to onward referrals and time taken for clinical governance and professional development of SLT seconded from NHS. However the aim is to have communication plans in place for every</p>	<p>This is included in a wider Gwalla delivery plan – review of progress September 2017</p> <p>Immediate and to be monitored</p> <p>Audit January 2018</p>	<p>Access to suitable accommodation for young people in the youth justice system The percentage change in the proportion of young people with suitable accommodation at the end of their court order compared with before the start of their court order, and upon their release from custody compared with before the start of their custodial sentence.</p> <p>Access to substance misuse services for young people in the youth justice system The percentage of young people identified as requiring a substance misuse assessment that commence the assessment within five working days of the referral date, and if the young person has been identified as requiring substance misuse treatment, this is received within 10 working days of assessment.</p> <p>Access to mental health services</p>		<p>statutory orders)</p> <p>93.2% were in suitable accommodation at the start and 93.9% at the end.</p> <p>100% of those needing a substance misuse service received one within 10 days assessment.</p>	<p>statutory orders)</p> <p>95% of children and young people were in suitable accommodation at the beginning of their statutory order and 95 % were in suitable accommodation at the end – the individual s changed status but not the figure.</p> <p>100% of those assessed as needing a substance misuse</p>	
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<p>child or young person identified with speech and language needs.</p> <p>Review substance misuse access and delivery across WB linking with the Area Planning Board APB and Police and Crime Commissioner throughout the tiers of need will link with the wider commissioning arrangements. This may suffer some delay/disruption if Bridgend leaves WB collaborative approaches.</p> <p>Development service specification of CAMHS provision and wider health needs of children and young people known to the service. This again may suffer delay/disruption if Bridgend leave WB collaboration</p>	<p>To be monitored through the APB</p> <p>TBC</p>	<p>for young people in the youth justice system</p> <p>The percentage of young people identified as requiring a mental health assessment that received a mental health assessment within 28 days of referral date, and if the young person has been identified as requiring mental health treatment, this is received within 28 days of assessment.</p>			<p>service received this within 10 days of referral.</p>	
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RISK MANAGEMENT

Whilst there are three key agencies forming the “responsible authority” for MAPPA (ie police, prisons and probation), the WB Service has a duty to cooperate. There is consistently mention of better risk management processes within inspection reports and WB have prioritised this area through case planning meetings and risk panels.

The amalgamation of services across the Western Bay footprint has given an ideal opportunity to improve risk management, sharing the expertise developed in the locality teams and ensuring that management oversight is robust. In order to ensure all practitioners and managers are current in their understanding of MAPPA, the South Wales MAPPA coordinator has delivered refresher training for staff and managers last year and 4 pillars training risk assessment and management is scheduled again for this year.

The introduction of Asset Plus has provided an opportunity to revisit risk management processes in light of the new assessment framework. With the enhanced case management (ECM) trauma based approach being introduced the service is conscious that this more therapeutic approach to prolific and high risk offenders cannot dilute risk management processes.

A recent domestic homicide review involved an adult who was previously known to the service, his half-brother is currently known to us. Whilst we were no longer working with the perpetrator of this tragic offence there were behaviours that could be clearly recognised in his brother. The service decided that we would undertake our own single agency review of our work with his brother and refer the findings to the child practice review group of the Safeguarding Children Board. This piece of work is ongoing at the time of writing this plan but already learning has been identified eg disguised compliance.

The most common re-offence is that of violence and in response the senior practitioners have accessed specific training to increase confidence in the management of risk of violence. The trends in offending behaviour are responded to on a partnership basis through the community safety partnerships (CSP).

In response to the violent offending and the risks of knife crime a young person known to the service has offered to assist with awareness raising and confronting children and young people with the consequences of carrying knives. This young person was stabbed and seriously wounded in a fight. He is by his own acknowledgement no angel but he is now a victim and is passionate about stopping other people being the victim of knives.

VULNERABILITY MANAGEMENT SAFETY AND WELLBEING

The Youth Justice Board published “Commitment to Safeguard – contributing to the safety and welfare of children and young people” in 2014. The document echoes safeguarding procedures to be followed by local authorities. Within it, it states

“All organisations whose work impacts on children have a responsibility to ensure that the actions they undertake protect the safety and welfare and promote the well-being of those children, the staff who work for them and members of the public.”

A number of guiding principles are highlighted These include, that:
The best interests of the child are a key consideration in decisions taken.

Safeguarding is everyone’s responsibility; children’s safety is of paramount importance. This is collectively understood and the expectation for everyone to contribute to keeping children safe is clear.

Safeguarding is actively supported using monitoring and good practice functions to promote learning, support the prevention of harm and promote well-being.

We will listen to children's views about what they need to be kept safe.

Information sharing supports timely and appropriate decision making that is based on individual needs, prevents harm and supports wellbeing.

Equality of opportunity: no child or group of children is treated any less favourably than others. Access to services or the fulfilment of particular needs should not be impaired by gender, ethnicity, ability, sexuality or age.

As with risk management safeguarding relies on robust and accurate assessment and listening to what the child or young person is saying. YOT's have always completed holistic assessment and involved parents/carers within this. Asset plus has improved on this within the assessment processes. Internal mechanisms regarding safety and wellbeing are informed by "Working Together" and the Well-being of Future Generations (Wales) Act and do not take the place of/undermine the All Wales Child Protection Procedures.

The Chair of the WBYJEIS Management Board Service is the Chair of the Western Bay Safeguarding Children Board (WBSCB) giving a robust strategic link to the safeguarding needs of children and young people known to the Service. There are lessons to be learnt from child practice reviews and serious incidents within the community where the service has been supervising the child or young person who has become a victim or harmed themselves. A member of the management team is on the child practise review sub group of the safeguarding children board as well as the quality and performance sub group. The relationship between the service and safeguarding teams is good across the region and the "step up, step down" approach to meeting the needs of children and young people has improved over the last year as services are increasingly joining up to provide seamless services avoiding duplication. The current political environment regarding WB collaborations brings with it the risks of de-stabilising the current youth justice working practices with the Safeguarding Board as Bridgend prepares to leave WB collaborative arrangements.

The current lack of CAMHS nursing time is a risk for the service and its role in safeguarding that has been raised and taken forward by the Management Board. There is a commissioning work stream to address the deficits in provision. Children and young people have been consulted as part of this work stream to ensure that the new service specification takes a more holistic view of their health needs. However, it is unknown if Bridgend leaving ABMU will cause further delay to an already unsatisfactory position.

VICTIM ENGAGEMENT AND RESTORATIVE INTERVENTIONS

Restorative approaches are embedded in the practice of the service with a small group of trainers who are in the process of training the wider workforce across the three collaborating local authorities. The development of restorative questions being used in compliance meetings, meaningful reparation, quality services for victims, conflict resolution and family group conferencing are examples of restorative approaches in practice. The priority for the service is for this area of work to keep growing adding additional schools adopting the Restorative Approaches in schools project with teachers and pupils trained together, more community homes and carers being able to de-escalate situations, equipped to be better corporate parents (Laming Report on Looked After Children in the Criminal Justice System). A partnership pilot project ran within Hillside Secure Childrens Home aiming to bring down the number of Hillside residents being arrested. It is based on restorative interventions being delivered through the service for low level incidents. The first response from service's seconded Police Officer. This work has resulted in a WB agreed protocol for the decriminalisation of children in the Looked After system. Swansea Unisveristy has bren engaged to evaluate the effectiveness of the protocol.

Positive victim involvement is always a priority for the service and with the opportunity to redesign the service on a regional footprint came the opportunity to review the role of the victim workers improving links with reparation and a more visible outcomes for victims. An overarching Western Bay coordinator for reparation is now in post bringing consistency to this area of work..

A restorative approaches training course has been developed through the service with Agored Cymru accreditation which is delivered as part of the social care workforce development plan. This brings consistency of delivery across agencies so important when working with early intervention services and residential settings.

The service has expressed an interest in enhancing problem-solving practice in youth courts with Centre for Justice Innovation. We have had a post expression of interest meeting which was positive. The next step is collation of the EOIs received and initial discussions. This will be submitted as the long-list of potential sites to HMCTS, YJB, MoJ and the Judicial Office, three sites will be chosen to take part but at this stage we do not know if we will be successful

WORKFORCE DEVELOPMENT

Workforce development directly links with each LA appraisal process. This links the appraisal to the service delivery model and gives staff ownership of their contribution. Over the last twelve months, the staff group have embedded Asset Plus which has

required training and adapting to a change in focus from risk to a more child focused approach with greater staff discretion. We have moved to one information system across the three localities realising efficiencies and improving the capacity of quality assurance processes. Trauma recovery training has been received by the whole service in readiness for this year's priority of adopting ACE-informed practice across the region and Enhanced Case Management which involved case formulation meetings and clinical supervision through psychologist input. In addition the screening tool for pre-court is being evaluated through Swansea University to inform practice.

The service has through the amalgamation formed a quality and performance sub group which has taken ownership of the staff development plan along with audits and action plans resulting from inspections including thematics. This is a mix of case-holding staff and management. Through audit, areas of practice needing improvement can be identified and workshops arranged.

As already highlighted we need to address reoffending and the YJB has provided assistance in a deep dive audit similar to that undertaken in London. As a result we have formulated an action plan that involves the use of the live tracker. This will involve staff commitment to keep up to date and the organisation of monthly meetings for monitoring. The approach lends itself to the introduction and ACE's and ECM as it will, for example, identify the second episode/offence and trigger the use of ACE assessment. This is particular relevant to pre-court staff development and ECM, to begin with, will involve the development of the statutory caseload holders. Partners will be crucial to the success of this approach.

Management oversight, challenge and support continues to be a priority especially during times of great change. In January 2017, the service moved to a themed management structure replacing the locality based approach.

PARTICIPATION

Engaging young people in decision making and accepting responsibilities for their actions and future is critical to developing skills as constructive members of their community; Article 12 of the UNCRC establishes the right of young people to participate where decisions are being made that affect their future.

Adopting a methodology that confronts negative behaviour, educates the young person about the consequences of their behaviour, enables them to put right the wrong, respects and supports parental responsibility and has the capacity to reduce the risks of future offending will have a strong capacity to rehabilitate. The utilisation of restorative practices across the service maximises the future potential of young people to become successful and integrated members of our community.

The Management Board have been set the challenge of agreeing how best to involve children and young people in board business. Currently presentations have been made on specific service areas (eg Building Skills and the Andrew Kent Music Academy by young people and staff but they have not been a board member). Consultation regarding the content of the plan has been limited, however, each of the three locality offices of Bridgend, Neath Port Talbot and Swansea have asked children, young people, parents and carers and victims ONE very important question

“What is the service not doing well?”

As you would expect the majority of the replies were that they could not think of anything. However in conversation building on that very simple beginning it was clear that actually the service may think they share information with our service users well but actually we do not. One 11 year-old boy did not know what his plan was. When he was presented with the plan – he did not understand what it was. This highlighted that some practise had been lost. Action from this is the service re-visiting the wording of plans and refreshing a work book/planner that was designed some time ago by young people on Intensive Supervision & Surveillance. This planner helped them understand the expectations and see the progress they had made and set the next target. Care needs to be taken that there is not duplication with the questionnaires children and young people are being encouraged to complete using Viewpoint feedback questionnaires.

Victims were not unhappy with our service but felt disappointed in the wider justice system. An action from this was difficult but we can ensure that we take time to explain processes/reasons in the best way we can.

Parents have given positive feedback about the Non Violence Resistance training and as a result additional staff are to be trained to deliver the approach wider.

Focus groups have been held with the service manager, staff and service users to inform the plan. From the young people’s feedback, delivery including The Duke of Edinburgh Award and Police Youth Volunteers were highly valued and this message passed across the region to remind the staff group of the positive outcomes raised by the young people.

This plan covers a twelve-month period only and is written to meet the needs of many audiences in addition to the official bodies requiring its completion and submission. Service users, partner agencies and other partnerships, cabinet members, strategic planners and many more. It also has a central function – the plan is the vehicle used to report progress to the board and guide the staff in the delivery of services – it provides service ownership. Using it as a living document will be a focus of the service over the next twelve months and we thank the young people who attended the Junior Attendance Centre for the cover.

Nick Jarman

Signed:

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Chair YOS Management Board

Date: 28 July 2017.....

DRAFT



Llywodraeth Cymru
Welsh Government

WELSH GOVERNMENT PROMOTING POSITIVE ENGAGEMENT FOR YOUNG PEOPLE AT RISK OF OFFENDING REGIONAL BUSINESS CASE FINANCIAL YEAR 2017-2018

See accompanying guidance & criteria to aid completion

Before submitting please ensure:

- Reference numbers are added
- Total box at end is correct
- Make clear which LA the funds should be paid to

Name of Regional Footprint Partnership	Western Bay Youth Justice and Early Intervention Service (WBYS&EIS)
Local Authorities within the Regional Footprint Partnership	Bridgend Neath Port Talbot and Swansea
Name and key contact details within the Regional Footprint Partnership	Caroline Dyer WBYS&EIS Manager Caroline.dyer@bridgend.gov.uk
Names and contact details of other key contacts within the Regional Footprint Partnership	Daniel Morgan WBYS&EIS pre-court manager Daniel.morgan@bridgend.gov.uk

1: A STRATEGIC OVERVIEW OF THE REGIONAL FOOTPRINT PARTNERSHIP FOR THE PROMOTING POSITIVE ENGAGEMENT FOR YOUNG PEOPLE AT RISK OF OFFENDING FUND

What is the shared overall strategic vision of the Regional Footprint Partnership for the Promoting Positive Engagement for Young People At Risk of Offending Fund?

The shared strategic vision for this footprint partnership in relation to promoting positive engagement for young people (PPEYP) at risk of offending draws and builds upon the success of the projects previously funded through Welsh Government funding. The vision will continue to be used to fund targeted prevention and early intervention services aimed at improving engagement and reducing offending and re-offending.

The vision supports the principles set out within the Children and Young People First strategy published by the Welsh Government (WG) and Youth Justice Board (YJB) on 2014, namely:

- A well designed partnership approach.
- Early intervention, prevention and diversion.
- Reducing re-offending.
- Effective use of custody.
- Resettlement and reintegration at the end of a sentence.

The projects are aligned with the Western Bay Youth Justice Plan reinforcing the key principles of the Children and Young People First strategy.

The fund will contribute to the resourcing of an effective integrated approach to early intervention in youth crime and anti-social behaviour through the use of restorative interventions, pre-court disposals and effective reintegration through improving access to services. This will be achieved through the delivery of targeted interventions without duplication and all partners having a clear understanding of roles and responsibilities. This is being developed year on year. The Western Bay Youth Offending Service was established in 2014 combining Bridgend, Neath Port Talbot and Swansea YOT's. There is the need to whilst deliver the regional service ensure that the three LA's and partners are reassured that the service delivered meets their local need. This has required a flexible approach and lessons continue to be learnt.

The PPEYP funded projects will improve outcomes for young people, families and communities by working alongside partner agencies including Childrens Services, Education, Police, Adult services and third sector providers. The process starts from the awareness of the indicators and the relationships to ensure the right agencies are delivering the right services. This leads to sustainable services in future and a reduction in duplication, sharing expertise and resources effectively.

The PPEYP fund will continue to build upon the existing successful collaboration between WBYJ&EIS and South Wales Police through the

	<p>Youth Bureau diversion model. Targeted prevention and early intervention through clear pathways to services delivered locally and regionally including ASB pathways, schools and early help services. Reintegration into the community at the end of involvement through support to access/maintain access to services. A continued focus on restorative approaches to diversion including, Restorative Approaches (RA) in schools, skilling the workforce and a focus on diverting children and young people who have looked after status away from the Youth Justice System. Working closely with the Police and residential settings agree the protocol currently piloted in Hillside Secure Childrens home for use across the region. There may be an appetite for a wider protocol, one that covers SW Police force. In partnership with YJB and the Police and Crime Commissioner the early identification of those at risk of offending through using the research findings relating to Adverse Childhood Experiences (ACE's) within the prevention arena will be adopted.</p> <p>The main emphasis of the vision is that we work together for children and young people to achieve the best outcomes. It is nothing overly complicated. The strategic vision is informed by The Bridgend County's Single Integrated Partnership Plan "Bridgend County Together" 2013-18 setting out the vision for Bridgend as "A healthy, prosperous and safe county where people can reach their full potential." Neath Port Talbot's vision held within "Neath Port Talbot working together in partnership" 2013-2023 is "creating a Neath Port Talbot where everyone has an equal opportunity to be healthier, happier, safer and prosperous". "The One Swansea Plan - Place, People, Challenges and Change" holds the vision that "Swansea will be a desirable place to live, work and visit".</p> <p>Corporate Plans contribute to partnership visions, other priorities include those relating to the South Wales Police and Crime Commissioner, and Welsh Government including areas of devolved responsibility eg the Families First agenda.</p> <p>The WBYJ&EIS vision for the use of the fund remains:</p> <p>"Every resident of or visitor to the Western Bay region affected by youth anti-social behaviour or offending (be it their own behaviour or the behaviour of others) will have the opportunity to be heard, know where to seek help and advice and have the opportunity for positive change"</p>
<p>What are the outcomes to be achieved from the projects you propose to fund using the Promoting Positive Engagement for Young People At Risk of Offending Fund?</p>	<ul style="list-style-type: none"> • Maintain reduction/low numbers in First time entrants into the youth justice system through early intervention, prevention and diversion. • Reduce FTE's/ reoffending through the delivery of high quality restorative interventions • Resettlement and reintegration at the end of a sentence through access to services and effective exit strategies with follow up. • Reduce the rate of proven re-offending by young people within the youth justice system.

	<ul style="list-style-type: none"> • Effective integrated early intervention services
<p>How have these outcomes been identified and how will these be achieved?</p>	<p>The Guidance Promoting Positive Engagement for Young People (at risk of offending) has been used to directly inform how the fund will be used and the two areas of Prevention and Support leaving the Youth Justice System reflected on to identify the outcomes above</p> <ol style="list-style-type: none"> a. “Evidence-based, multi-agency projects aimed at preventing young people from offending; including diverting children and young people who have committed a first offence/less serious offence away from crime and anti social behaviour and into mainstream services. b. Evidence-based projects that deliver restorative alternatives to police charging for all first time/less serious offences; such as Triage or the Youth Bureau.” <p>The Bureau is well established across Western Bay and this will be maintained and further developed through the fund. There is now one regional pre-court manager to ensure consistency. Following a consultation with young people about how the bureau can have its greatest impact on young people to stop them reoffending we intend for the community volunteer to be present when the police deliver the bureau outcome. This gives a more formal feel to the outcome and the volunteer sees the end result of the process which is more fulfilling for them. Programmes for delivery and workshops will also be further developed, in particular addressing violence and sexually harmful behaviour. The bureau will be expanded on in Annex A along with pre-Bureau prevention work which includes the joint approaches with Early help services, Youth Engagement Progression Framework and the youth services/young people’s services.</p> <p>Restorative interventions are being supported through the fund to impact on ASB and offending at the earliest opportunity through delivering restorative alternatives to managing behaviours within the community schools and for Looked After children</p> <ol style="list-style-type: none"> c. “projects to offer multi-agency non statutory resettlement and progression interventions for those leaving community and custodial sentences; such as the establishment of reintegration and resettlement panels, post-sentence As above, where such arrangements are not already in place, we will expect to see priority given to the establishment of effective arrangements for resettlement and reintegration in business plans. d. Programmes to add capacity to non-statutory parenting and family Interventions, for those leaving a sentence. e. Support and mentoring to young people on to aid reintegration and resettlement from community or custodial delivered by volunteers.”

	<p>Western Bay has been developing the Resettlement and Reintegration Panels within each of the three Local Authorities. It has now reached a point where the Terms of Reference etc is to be reviewed so that it works with other panels and maintains a clear focus on holding agencies to account, escalating any problem areas to the WBYJ&EIS Management Board. . The panel is far more the reintegration element as opposed to resettlement as custody figures remain relatively low. It aims to overcome obstacles to access to services for any child or young person assessed as high risk of offending or reoffending not accessing services. The panel has started to have a growing focus on transition to adulthood and appropriate exit strategies and support. The Terms of Reference of the panel is under review to reflect the need to avoid duplication of panels and the need possibly to call bespoke panels – separating the custodial resettlement agenda from the wider reintegration. Reintegration has a far wider client group than only custody.</p>
<p>How does the Regional Footprint Partnership collaborate and who are the key stakeholders?</p>	<p>Regional collaboration across the footprint has been through the combining of the three local authority multi- agency Youth Offending Teams to form one Youth Justice and Early Intervention Service overseen by one Management Board with one Youth Justice Plan. By the very nature of this arrangement key partners are brought together as members of the Management Board including elected members.</p> <ul style="list-style-type: none"> • Bridgend County Borough Council • Neath Port Talbot County Borough Council. • Swansea City Council • South Wales Police • Community Safety Partnerships in Bridgend, Neath Port Talbot and Swansea. • ABMU Health Board • Probation <p>Partners collaborate with the service through eg the Swansea Commissioning review of young people’s services, the NPT Think Family Executive Group and the line management of the service Strategic manager within Bridgend’s Education and Family Support Directorate along with the service’s links with the local CSPs and regional Safeguarding Board and APB.</p>
<p>How will the Promoting Positive Engagement for Young People At Risk of Offending Fund fit into the region’s overall strategic planning?</p>	<p>Whilst there is a WB YJ&EIS Management Board which steers the strategic direction of service delivery and promotes an integrated approach to delivery locally and regionally there remains close links between the WB service and the needs of each locality through the local Community Safety Partnerships. The focus in relation to the overall strategic planning process has been and will be next year – joining up the interventions, stopping duplication, sharing of resources within all early help services and sustainability.</p> <p>The Management Board and all partners want the WBYJ&EIS to be a “purple YOT” ie evidencing effective practice. This requires continued good performance but improvement in the reoffending rate and access to Education Training and Employment (ETE) in particular.</p>

	<p>We will undoubtedly continue to review partnership approaches in order to improve. The regional approach is seen as effective and we have only just scratched the service regarding the potential joint approaches we can develop. Constantly forming new relationships and working closer together.</p>
<p>How will the Promoting Positive Engagement for Young People At Risk of Offending Fund take into account The Well-being of Future Generations (Wales) Act 2015</p>	<p>Wellbeing Goals</p> <p>The Act puts in place seven wellbeing goals to ensure everyone is working towards the same vision. There are 5 criteria that make up the Act's Sustainable Development Principles, which in turn will help meet the 7 goals. The PPEYP will impact on</p> <p>Prevention - actions to prevent problems getting worse -The early identification of problems and diversion from the YJ system</p> <p>Integration - considering how objectives may impact on those of others- By working effectively together.</p> <p>Collaboration - working with other organisations that can help meet the goals (which may include third sector)- WBYJ&EIS is a collaboration and the focus of the fund is to not work in isolation</p> <p>Involvement - involving people and communities with an interest in helping to meet the objectives, and reflecting the diversity of the people in the area -The use of volunteers and peer mediators within RA and other delivery areas.</p> <p>National Wellbeing Indicators include the following even though there are many more –</p> <ul style="list-style-type: none"> • People make healthy life choices. • A sense of community. • People who volunteer. • People feeling safe in their communities.
<p>How will the Promoting Positive Engagement for Young People At Risk of Offending Fund Provide support or direction to young people to reduce the likelihood of them having future Adverse</p>	<p>Early intervention is at the heart of the PPEYP and this includes the identification of ACE's .</p> <p>The PCC is working with the YJB to roll out the Enhanced Case Management System, based on the Trauma Recovery Model. ACE's awareness raising and training is high on the PCC agenda and WBYJ&EIS is signed up to the pilot ECM and the ACE's model.</p> <p>Through the right assessment the service can identify those children and</p>

Childhood Experiences (ACE's)	young people at risk of experiencing ACE's and through effective partnership working ensure that pathways are in place for them to receive the right interventions to give them the best possible chance to avoid ACE's in the future. The input needed may be short and delivered in house, parenting, it may be a TAF approach, CAMHS, etc.
How did you determine which Promoting Positive Engagement for Young People At Risk of Offending Fund projects within the Regional Footprint Partnership are suitable to be run on a regional, sub-regional or a local basis?	<p>Through the WBYJ&EIS management board and the CSP partners. All of the projects are regional projects but can differ slightly in delivery to meet local need including demographic make-up/ link in with existing services.</p> <p>Delivery can be at different stages eg referral processes from early help may be more established in one LA than the other – the need to have them in place and working effectively remains. The pilot in Hillside – this will be rolled out but the establishments will vary from one LA to the other – the protocol however will be the same.</p>
What are the current issues and challenges for the prevention of young people offending and re-offending in the Regional Footprint Partnership area?	<p>It goes without saying that one of the challenges relating to preventing offending and reoffending will be the unknown affect reduced resources will have on this cohort of children and young people over time.</p> <p>The other challenges we face is maintaining the rate of reduction in the numbers of first time entrants. Access to the right services will remain challenging as resources shrink.</p> <p>Reducing re-offending – we are working with a smaller yet much more complex group of children and young people.</p> <p>Limited long term meaningful employment and training opportunities for young people</p>

2. MONITORING AND EVALUATION OF THE PROMOTING POSITIVE ENGAGEMENT FOR YOUNG PEOPLE AT RISK OF OFFENDING FUND

What are the objectives for the projects you propose to fund using your Promoting Positive Engagement for Young People At Risk of Offending allocation?	<p>The PPEYP will be used to deliver consistent, targeted, effective prevention and early intervention services across the WB region. The projects outlined below support are aimed to support a joined up systematic needs led approach to meeting the assessed needs of young people. Thus</p> <ul style="list-style-type: none"> • Reduce the number of first-time entrants to the youth justice system in Wales; through the prevention/early intervention and diversion projects • Reduce the rate of proven reoffending by young people in Wales; through the Resettlement and Reintegration Panel and building on ACE's etc • Reduce the proportion of young people who receive a
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	<p>conviction in court then being sentenced to custody;</p> <ul style="list-style-type: none"> • Improve the number of hours of suitable education, training or employment children and young people received while within the youth justice system; • Improve access to suitable accommodation for young people in the youth justice system; • Improve access to substance misuse assessment and treatment; • Improve access to CAMHS assessment and treatment.
<p>What outcome indicators will be used to evidence progress against these outcomes?</p>	<p>The Youth Justice Boards KPI's will be used on a quarterly basis as these are nationally accepted as validated data. It has to be recognised that the projects will form part of achieving any indicator and cannot be viewed in isolation.</p> <p>Reports will capture</p> <ul style="list-style-type: none"> • Number of first time entrants to the youth justice system in Wales • Rate of proven reoffending by young people in Wales • The proportion of young people who receive a conviction in court then being sentence to custody • Number of children and young people who have committed anti-social behaviour receiving a voluntary intervention. • Number of restorative alternatives to further police action offered via the anti-social behaviour route. • Number of restorative alternatives to police charging offered for all appropriate first time/less serious offences. • Increased level of victim participation and satisfaction. <p>In order to capture the quantity and quality of effort – the “so what?” questions, a more outcome based approach to reporting will be adopted and is outlines the associated annex for each project.</p> <p>The WB information officers are working on reports that can capture more of the pre-court outcomes in relation to access to services.</p>
<p>Which partners are accountable for their delivery?</p>	<p>The Western Bay Youth Justice and Early Intervention Service is a regional partnership in itself and together with the Community Safety Partnerships in each locality area will ultimately be responsible for the delivery but success is dependent on effective and well integrated working relationships with</p> <p>Police, ETE providers, accommodation providers, Early help teams, TAF, Young people's services – outreach workers and YEPF teams, child and family teams, health colleagues and the secure estate.</p>
<p>What process indicators will these partners use to evidence delivery?</p>	<p>Process indicators for the projects will monitor how well the project is implemented, if it is reaching the intended target and if it is of an acceptable quality.</p> <p>Project reach indicators include:</p> <ul style="list-style-type: none"> • Number of children and young people referred • The proportion of those who engage • Number of key stakeholders involved.

- Impact on objectives

Participant satisfaction:

- Do participants feel comfortable, listened to and understood?
- Is the program accessible, affordable and run at the right times?

Project implementation:

- Number of set activities planned
- All activities were implemented
- Full spend.
- Objectives evidenced

3. AGREEMENT AND SIGNATURES

We formally agree that the above Regional Business Case sets out an overview and description of the delivery of the Promoting Positive Engagement for Young People At Risk of Offending Fund projects within the Regional Footprint Partnership and provides information on how we intend to monitor and evaluate the effectiveness of each Promoting Positive Engagement for Young People At Risk of Offending project.

In signing this we agree to the sharing of an outline of the Business Case with other Regional Footprint Partnerships for the Promoting Positive Engagement for Young People At Risk of Offending Fund.

Please refer to paragraph 3 of the guidance for clarification of acceptable signatures and when to obtain them.

This Regional Business Case must be signed by the Chair and a representative (either health, social services or education) from the Youth Offending Team Management Board for each area within the Regional Footprint Partnership.	
Other signatories as agreed by each Regional Footprint Partnership	

4. DETAILS OF THE PROMOTING POSITIVE ENGAGEMENT FOR YOUNG PEOPLE (AT RISK OF OFFENDING) FUND PROJECTS

Please include the information below as a summary only. Full details for each of the Promoting Positive Engagement for Young People (At Risk of Offending)

Fund projects including how the Regional Footprint Partnership plans to monitor and evaluate their effectiveness of the Promoting Positive Engagement for Young People At Risk of Offending Fund projects must be set out in Annex A. Eligible Promoting Positive Engagement for Young People (At Risk of Offending) Fund projects should include any initiative that allows young people in or at risk of entering the youth justice system to progress and fulfil their potential. Such Promoting Positive Engagement for Young People At Risk of Offending projects must fit the criteria set out in the Welsh Government Guidance which accompanies this Business Case.

Please:

Give each project a **Reference Number**

List all Regional Projects together, followed by Sub Regional and finally Local Projects.

Ensure that the project titles on this table match those on the individual annexes and the **reference number is maintained throughout**.

Complete total box at the end

Reference Number	Name of project	Brief description of project	Is the Project Regional, sub-regional (which areas are collaborating) or local?	What outcomes will be achieved?	How will you monitor and evaluate the project?	Who will deliver the project or take responsibility for delivery?	Cost of project & breakdown per area involved
WB 1	Bureau - Diversion Scheme	The Bureau is a pre-court disposal process developed and implemented in collaboration between	Regional	Reduction in First Time Entrants Reduction in Reoffending amongst those	YJB key performance indicators. Local measures relating to	Mark Robinson (Pre Court Senior NPT base)	306,091

Reference Number	Name of project	Brief description of project	Is the Project Regional, sub-regional (which areas are collaborating) or local?	What outcomes will be achieved?	How will you monitor and evaluate the project?	Who will deliver the project or take responsibility for delivery?	Cost of project & breakdown per area involved
Page 176		<p>Police and YOS. The child or young person has been charged and is bailed for an offence (up to and including gravity level 3).</p> <p>The Bureau is a restorative approach giving young people the opportunity to be diverted away from the youth justice system and make amends to the victim.</p>		<p>FTE's subject to Bureau interventions Reduction in use of custody Increased access to services Victims happy with the service provided</p>	<p>Bureau Victim involvement and feedback There is further work to be done in relation to the gathering of accurate information relating to access to services for pre-court children and young people. The WB information Officers are assisting with this area of reporting so that information can be drawn from Childview.</p>	<p>Caroline Williams (Pre Court Senior Swansea base)</p> <p>Angharad Thomas (Pre Court Prevention Co-ordinator Bridgend base)</p> <p>(In partnership with South Wales Police)</p> <p>WBYJ&EIS</p>	
	WB 2	Prevention through Early Intervention	The Early Intervention/pre court team have developed good working relationships	Regional	Reduction in First Time Entrants Reduction in use	YJB key performance indicators.	

Reference Number	Name of project	Brief description of project	Is the Project Regional, sub-regional (which areas are collaborating) or local?	What outcomes will be achieved?	How will you monitor and evaluate the project?	Who will deliver the project or take responsibility for delivery?	Cost of project & breakdown per area involved
Page 177		<p>and pathways across the region with Community Safety Partnerships, Family First funded early help services (eg TAF), the Youth Engagement Progression Framework, LA children services teams, schools, domestic abuse hubs and related projects, Probation, HMIP Parc and third sector providers.</p> <p>The project relies on clear pathway for partners into the WB prevention services for those at risk of offending. Those young people identified as at risk are referred to the team screened/assessed and bespoke interventions made available to assist the young person to move away from offending behaviour and reach their potential.</p>		<p>of custody Increased access to services – with a focus on ETE based on last years caseloads. Implementation of ACE's model within early intervention</p>	<p>Local data relating to Prevention referrals into and from the service FTE data There is further work to be done in relation to the gathering of accurate information relating to access to services for pre-court children and young people. The WB information Officers are assisting with this area of reporting so that information can be drawn from Childview.</p>		

Reference Number	Name of project	Brief description of project	Is the Project Regional, sub-regional (which areas are collaborating) or local?	What outcomes will be achieved?	How will you monitor and evaluate the project?	Who will deliver the project or take responsibility for delivery?	Cost of project & breakdown per area involved
		CSP ASB referrals are shared with the WB service at stage 2 of the ASB process. At this point the Western Bay Service takes case ownership.					
WB 3 Page 178	Restorative Approaches	Assisting in the development of a skilled multi-agency restorative workforce for early intervention. This is being delivered through a partnership approach to quality accredited training of staff, young people, families and communities in restorative approaches. The lead officer provides professional oversight and coordination of the training ensuring there is not duplication, that quality is maintained and opportunities for shared restorative projects with partners are not missed.	Regional	Reduction in First Time Entrants (Reduction in numbers of Looked After Children in the YJS) Reduction in reoffending Reduction in use of custody Increase in ETE hours accessed	YJB key performance indicators. Victim statistics There is further work to be done in relation to the gathering of accurate information relating to school exclusion and the police analyst is assisting with the evaluation of the Hillside pilot.		39,617

Reference Number	Name of project	Brief description of project	Is the Project Regional, sub-regional (which areas are collaborating) or local?	What outcomes will be achieved?	How will you monitor and evaluate the project?	Who will deliver the project or take responsibility for delivery?	Cost of project & breakdown per area involved
		Projects benefiting include restorative approaches in schools, victim contact and participation and work to reduce the number of looked after children entering the criminal justice system.					
WB 4 Page 179	Reintegration and resettlement	The Resettlement and Reintegration panel is a multi- agency panel that meets on a monthly basis. All key service providers and partners with a stake in addressing reoffending are invited to be members. The criteria for referral into the panel are risk of custody, release from custody, asset assessments indicating high risk of reoffending, unmet need because of barriers to accessing services and finally the need for exit strategies supported by partners.					78,500

Reference Number	Name of project	Brief description of project	Is the Project Regional, sub-regional (which areas are collaborating) or local?	What outcomes will be achieved?	How will you monitor and evaluate the project?	Who will deliver the project or take responsibility for delivery?	Cost of project & breakdown per area involved
		This project provides direct support for young people.					
TOTAL							£718,201.00

Report of the Head of Legal, Democratic Services & Business Intelligence

Cabinet – 21 September 2017

Exclusion of the Public

Purpose:		To consider whether the Public should be excluded from the following items of business.
Policy Framework:		None.
Consultation:		Legal.
Recommendation(s):		It is recommended that:
1)	The public be excluded from the meeting during consideration of the following item(s) of business on the grounds that it / they involve(s) the likely disclosure of exempt information as set out in the Paragraphs listed below of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007 subject to the Public Interest Test (where appropriate) being applied.	
	Item No.	Relevant Paragraphs in Schedule 12A
	12	14
Report Author:		Democratic Services
Finance Officer:		Not Applicable
Legal Officer:		Tracey Meredith – Head of Legal, Democratic Services & Business Intelligence(Monitoring Officer)

1. Introduction

- 1.1 Section 100A (4) of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007, allows a Principal Council to pass a resolution excluding the public from a meeting during an item of business.
- 1.2 Such a resolution is dependant on whether it is likely, in view of the nature of the business to be transacted or the nature of the proceedings that if members of the public were present during that item there would be disclosure to them of exempt information, as defined in section 100I of the Local Government Act 1972.

2. Exclusion of the Public / Public Interest Test

- 2.1 In order to comply with the above mentioned legislation, Cabinet will be requested to exclude the public from the meeting during consideration of the item(s) of business identified in the recommendation(s) to the report on the grounds that it / they involve(s) the likely disclosure of exempt information as set out in the Exclusion Paragraphs of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007.

- 2.2 Information which falls within paragraphs 12 to 15, 17 and 18 of Schedule 12A of the Local Government Act 1972 as amended is exempt information if and so long as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.
- 2.3 The specific Exclusion Paragraphs and the Public Interest Tests to be applied are listed in **Appendix A**.
- 2.4 Where paragraph 16 of the Schedule 12A applies there is no public interest test. Councillors are able to consider whether they wish to waive their legal privilege in the information, however, given that this may place the Council in a position of risk, it is not something that should be done as a matter of routine.

3. Financial Implications

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

4. Legal Implications

- 4.1 The legislative provisions are set out in the report.
- 4.2 Councillors must consider with regard to each item of business set out in paragraph 2 of this report the following matters:
- 4.2.1 Whether in relation to that item of business the information is capable of being exempt information, because it falls into one of the paragraphs set out in Schedule 12A of the Local Government Act 1972 as amended and reproduced in Appendix A to this report.
- 4.2.2 If the information does fall within one or more of paragraphs 12 to 15, 17 and 18 of Schedule 12A of the Local Government Act 1972 as amended, the public interest test as set out in paragraph 2.2 of this report.
- 4.2.3 If the information falls within paragraph 16 of Schedule 12A of the Local Government Act 1972 in considering whether to exclude the public members are not required to apply the public interest test but must consider whether they wish to waive their privilege in relation to that item for any reason.

Background Papers: None.

Appendices: Appendix A – Public Interest Test.

Public Interest Test

No.	Relevant Paragraphs in Schedule 12A
12	Information relating to a particular individual.
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 12 should apply. Their view on the public interest test was that to make this information public would disclose personal data relating to an individual in contravention of the principles of the Data Protection Act. Because of this and since there did not appear to be an overwhelming public interest in requiring the disclosure of personal data they felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p>
13	Information which is likely to reveal the identity of an individual.
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 13 should apply. Their view on the public interest test was that the individual involved was entitled to privacy and that there was no overriding public interest which required the disclosure of the individual's identity. On that basis they felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p>
14	Information relating to the financial or business affairs of any particular person (including the authority holding that information).
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 14 should apply. Their view on the public interest test was that:</p> <ul style="list-style-type: none"> a) Whilst they were mindful of the need to ensure the transparency and accountability of public authority for decisions taken by them in relation to the spending of public money, the right of a third party to the privacy of their financial / business affairs outweighed the need for that information to be made public; or b) Disclosure of the information would give an unfair advantage to tenderers for commercial contracts. <p>This information is not affected by any other statutory provision which requires the information to be publicly registered.</p> <p>On that basis they felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p>

No.	Relevant Paragraphs in Schedule 12A
15	<p>Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.</p>
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 15 should apply. Their view on the public interest test was that whilst they are mindful of the need to ensure that transparency and accountability of public authority for decisions taken by them they were satisfied that in this case disclosure of the information would prejudice the discussion in relation to labour relations to the disadvantage of the authority and inhabitants of its area. On that basis they felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p>
16	<p>Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.</p>
	<p>No public interest test.</p>
17	<p>Information which reveals that the authority proposes: (a) To give under any enactment a notice under or by virtue of which requirements are imposed on a person; or (b) To make an order or direction under any enactment.</p>
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 17 should apply. Their view on the public interest test was that the authority's statutory powers could be rendered ineffective or less effective were there to be advanced knowledge of its intention/the proper exercise of the Council's statutory power could be prejudiced by the public discussion or speculation on the matter to the detriment of the authority and the inhabitants of its area. On that basis they felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p>
18	<p>Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime</p>
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 18 should apply. Their view on the public interest test was that the authority's statutory powers could be rendered ineffective or less effective were there to be advanced knowledge of its intention/the proper exercise of the Council's statutory power could be prejudiced by public discussion or speculation on the matter to the detriment of the authority and the inhabitants of its area. On that basis they felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p>

Agenda Item 12.

By virtue of paragraph(s) 14 of Schedule 12A
of the Local Government Act 1972
as amended by the Local Government (Access to
Information) (Variation) (Wales) Order 2007.

Document is Restricted

By virtue of paragraph(s) 14 of Schedule 12A
of the Local Government Act 1972
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Information) (Variation) (Wales) Order 2007.

Document is Restricted