



## Dinas a Sir Abertawe

### Hysbysiad o Gyfarfod

Fe'ch gwahoddir i gyfarfod

## Y Cabinet

**Lleoliad:** Siambr y Cyngor, Neuadd y Ddinas, Abertawe

**Dyddiad:** Dydd Iau, 15 Mawrth 2018

**Amser:** 2.00 pm

**Cadeirydd:** Cyngorydd Rob Stewart

**Aelodaeth:**

Cyngorwyr: M C Child, W Evans, R Francis-Davies, D H Hopkins, A S Lewis, C E Lloyd, J A Raynor, M Sherwood a/ac M Thomas

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Mae croeso i chi ddefnyddio'r Gymraeg. Os dymunwch ddefnyddio'r Gymraeg, rhowch wybod i ni erbyn canol dydd ar y diwrnod gwaith cyn y cyfarfod.

### Agenda

### Rhif y Dudalen.

1. **Ymddiheuriadau am absenoldeb.**
2. **Cofnodion.** 1 - 10  
Cymeradwyo a llofnodi, fel cofnod cywir, gofnodion y cyfarfod(ydd) blaenorol.
3. **Datgeliadau o fuddiannau personol a rhagfarnol.**  
[www.abertawe.gov.uk/DatgeliadauBuddiannau](http://www.abertawe.gov.uk/DatgeliadauBuddiannau)
4. **Adroddiad(au) Arweinydd y Cyngor.**
5. **Cwestiynau gan y cyhoedd.**  
Rhaid i'r cwestiynau ymwneud â materion ar ran agored agenda'r cyfarfod, ac ymdrinnir â hwy o fewn 10 munud.
6. **Hawl i holi cyngorwyr.**
7. **Adroddiad Monitro Perfformiad Chwarter 3 2017-18.** 11 - 32
8. **Cynllun Ardal Rhanbarthol Bae'r Gorllewin.** 33 - 58
9. **Strategaeth Atal ar gyfer Abertawe 2017 - 2020** 59 - 118

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**Cyfarfod Nesaf:** Dydd Iau, 19 Ebrill 2018 ar 2.00 pm

*Huw Evans*

**Huw Evans**  
**Pennaeth Gwasanaethau Democraidd**  
**Dydd Mawrth, 6 Mawrth 2018**

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**Cyswllt: Gwasanaethau Democraidd - Ffon: (01792) 636923**

# Agenda Item 2.



City and County of Swansea

## Minutes of the **Cabinet**

Council Chamber - Guildhall, Swansea

Thursday, 8 February 2018 at 10.00 am

**Present:** Councillor R C Stewart (Chair) Presided

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

**Councillor(s)**  
W Evans  
C E Lloyd

**Councillor(s)**  
R Francis-Davies  
J A Raynor

### **Apologies for Absence**

Councillor(s): M C Child and D H Hopkins

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#### **115. 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.

#### **116. Minutes.**

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

- 1) Cabinet held on 18 January 2018.

#### **117. Leader of the Council's Report(s).**

The Leader of Council made no announcements.

#### **118. Public Question Time.**

No questions were asked.

#### **119. Councillors' Question Time.**

No questions were asked.

**120. Revenue and Capital Budget Monitoring 3rd Quarter 2017/18 .**

The Cabinet Member for Service Transformation & Business Operations submitted a report setting out the financial monitoring of the 2017-2018 Revenue and Capital Budgets, including the delivery of budget savings.

**Resolved** that:

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

**121. 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)**

**122. A City Centre Investment Opportunity.**

The Cabinet Member for Service Transformation & Business Operations submitted a report, which sought approval for the acquisition of the aforementioned property as part of the Property Investment Fund. The fund was created out of a Cabinet decision made on 21 July 2016.

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

The meeting ended at 10.15 am

**Chair**

**Published on: 8 February 2018**





**City and County of Swansea**

**Minutes of the Cabinet**

**Council Chamber, Guildhall, Swansea**

**Thursday, 15 February 2018 at 2.00 pm**

**Present:** Councillor R C Stewart (Chair) Presided

**Councillor(s)**

J E Burtonshaw  
D H Hopkins  
J A Raynor

**Councillor(s)**

M C Child  
A S Lewis  
M Thomas

**Councillor(s)**

W Evans  
C E Lloyd

**Apologies for Absence**

Councillor(s): R Francis-Davies

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**123. 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.

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

- 1) Councillor A S Lewis declared a Personal Interest in Minute 131 "Capital Budget & Programme 2018/2019-2021/2022";
- 2) Councillor J A Raynor declared a Personal and Prejudicial Interest in Minute 136 "Local Authority Governor Appointment" and withdrew from the meeting prior to its consideration;
- 3) Councillor M Thomas declared a Personal Interest in Minute 136 "Local Authority Governor Appointment".

**124. Leader of the Council's Report(s).**

The Leader of Council made no announcements.

**125. Public Question Time.**

A number of questions were asked by Members of the Public relating to the budget. The relevant Cabinet Member responded accordingly. The following question required a written response:

- 1) Arthur Rogers asked the following question in relation to Minute 127 "Annual Review of Charges (Social Services) 2018-2019":

*"To what extent does Swansea's cost/benefit analysis diverge from the experiences of other Authorities and why?"*

The Leader of the Council and Children, Education & Lifelong Learning Cabinet Member stated that a written response would be provided.

#### **126. Councillors' Question Time.**

A number of questions were asked by Councillors relating to the budget. The relevant Cabinet Member responded accordingly. The following question required a written response:

- 1) Councillor P M Black asked the following question in relation to Minute 131 "Capital Budget & Programme 2018/2019-2021/2022":

*"If a school is built using the mutual investment model and following completion the company goes into receivership as happened with Carillion, what becomes of the asset (the school)?"*

The Children, Education & Lifelong Learning Cabinet Member stated that a written response would be provided.

#### **127. Annual Review of Charges (Social Services) 2018/19.**

The Cabinet Member for Health and Wellbeing submitted a report which sought to review changes to the Council's Charging Policy (Social Services) and to agree upon a list of charges to apply in 2018-2019.

Details of the charges are set out in the following link:

<https://democracy.swansea.gov.uk/ielssueDetails.aspx?IId=19283&PlanId=0&Opt=3>

He proposed amendments to recommendations 3 and 4.

**Resolved that:**

- 1) The updated report on the Annual Review of Charges for Social Care by the Chief Social Services Officer be accepted;
- 2) A general uplift of 5-6% for all social services charges, and an above inflation increase to home care charges be applied;
- 3) A charge for Day Services - Older People be introduced following a completion of financial assessments for all services users;

- 4) A charge for Day Services – Adults / Special Needs be introduced following a completion of financial assessments for all services users;
- 5) A charge for respite at home is introduced and aligned with the charge for other forms of home care;
- 6) The List of Charges to apply in 2018-2019 be agreed;
- 7) The amendments and approves the Charging Policy (Social Services) be noted.

**128. Pre-decision Scrutiny Feedback on the Annual Budget. (Verbal)**

Councillor C A Holley, Convenor of the Service Improvement and Finance Scrutiny Performance Panel presented the views of the Panel in relation to the budget proposals.

**129. Medium Term Financial Planning 2019/20 to 2021/22.**

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

**Resolved** that:

- 1) The Medium Term Financial Plan 2019-2020 to 2021-2022 be recommended to Council as the basis for future service financial planning.

**130. Revenue Budget 2018/19.**

The Section 151 Officer submitted a report which set out the current position with regard to the Revenue Budget for 2018-2019. It detailed:

- Financial Monitoring 2017-2018;
- The Local Government Finance Settlement 2018-2019;
- Budget Forecast 2018-2019;
- Specific Saving Proposals;
- Outcome of Budget Consultation;
- Staffing Implications;
- Reserves and Contingency Fund Requirements;
- The Budget Requirement and Council Tax 2018-2019;
- Summary of funding proposals;
- Risks and uncertainties.

The Section 151 Officer referred to a typographical error on Page 184. The reference to the West Glamorgan Music Service” be amended to “Swansea Music Service”.

The Leader of the Council, Service Transformation & Business Operations Cabinet Member and the Children, Education & Lifelong Learning Cabinet Member proposed the following amendments.

	£	£
<b>Further changes to proposals as a result of consultation responses</b>		
Remove - Resources - Review funding of union representatives	72,000	
Education - Corporate review of terms and conditions – School staff parking charges	150,000	
Delay Part Implementation - Adult Services - Implement preferred options as outcome of Commissioning Review	250,000	
	<u>472,000</u>	
<b>Funded as follows:</b>		
Reduce contingency fund back to £3.45m		472,000

**Resolved that:**

- 1) The outcome of the formal consultation exercise be noted and changes to the Budget Proposals in Appendix D of the report as amended above be agreed, together with the position regarding delegated budgets as set out in section 4.10 of the report;
- 2) The current Resource Gap identified in Section 4.5 of the report be noted, in line with the potential actions identified in Sections 9 and 10 of the report agreed as course of action to achieve a balanced Revenue Budget for 2016-2017;
- 3) In addition to a review of current savings proposals Cabinet:
  - a) Reviewed and Approved the Reserve Transfers recommended in the report;
  - b) Agreed a level of Council Tax for 2017-2018 to be recommended to Council.
- 4) Subject to the changes identified and listed above, Cabinet recommends to Council for approval:
  - a) A Revenue Budget for 2017-2018;
  - b) A Budget Requirement and Council Tax levy for 2017-2018.

**131. Capital Budget & Programme 2018/19 – 2021/22.**

The Section 151 Officer submitted a report which proposed a revised Capital Budget for 2017-2018 and a Capital Budget for 2018-2019 to 2021-2022 (2023-2024 for Band B Schools).

**Resolved** that:

- 1) The revised Capital Budget for 2017-2018 and a Capital Budget for 2018-2019 – 2023-2024 as detailed in Appendices A, B, C, D, E and F of the report be recommended to Council for approved.

**132. Housing Revenue Account (HRA) Revenue Budget 2018/19.**

The Section 151 Officer and Director of Place submitted a joint report which proposed a Revenue Budget for 2018-2019 and a rent increase for properties within the Housing Revenue Account (HRA).

**Resolved** that the following budget proposals be recommended to Council for approval:

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

**133. Housing Revenue Account – Capital Budget and Programme 2018/19 – 2021/22.**

The Section 151 Officer and Director of Place submitted a joint report which proposed a revised Capital Budget for 2017-2018 and a Capital Budget for 2018-2019 – 2020-2021.

**Resolved** that the following be recommended to Council for approval:

- 1) The transfers between schemes and the revised budgets for schemes in 2017-2018 be approved;
- 2) The budget proposals for 2018-2019 – 2020-2021 be approved;
- 3) Where individual schemes as shown in Appendix B of the report are programmed over the 3 year period, these are committed and approved and that their financial implications for funding over subsequent years also be approved.

**134. Pre Decision Scrutiny Feedback - Transfer of Management of Allotments from City & County of Swansea to Management Associations. (Verbal)**

Councillor M H Jones, Convenor of the Scrutiny Performance Panel presented the views of the Panel in relation to the Transfer of Management of Allotments from the City & County of Swansea to Management Associations.

**135. Transfer of Management of Allotments from City & County of Swansea to Management Associations.**

The Cabinet Member for Future Generations submitted a report sought approval to transfer the management and operational responsibilities for allotments from the City and County of Swansea to Allotment Member Associations.

**Resolved that:**

- 1) The transfer of existing Allotment sites to Member Associations with total Management responsibility be authorised;
- 2) Where there is no interest from current Allotment Holders to form an Association, the Council should actively pursue an arrangement with other bodies to take on total management responsibility.

**136. Local Authority Governor Appointment.**

The Cabinet Member for Children, Education and Lifelong Learning presented a report, which sought approval of the nominations submitted to fill Local Authority (LA) Governor vacancies on School Governing Bodies.

**Resolved that:**

- 1) The following nominations be approved as recommended by the Chief Education Officer in conjunction with the Cabinet Member for Children, Education and Lifelong Learning:

1)	Pontarddulais Primary School	Cllr Kevin Griffiths
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**137. Financial Procedure Rule 7 Local Transport Fund Grant 2017/18.**

The Cabinet Member for Environment Services presented a report, which confirmed the bid for Local Transport Fund (LTF) Grant and sought approval for expenditure on the proposed schemes and projects in 2017-2018.

**Resolved that:**

- 1) The Local Transport (LTF) schemes, together with their financial implications be approved.

**138. Pre Decision Scrutiny Feedback - Highways and Transportation Commissioning Review. (Verbal)**

Councillor C A Holley, Convenor of the Service Improvement and Finance Scrutiny Performance Panel stated that his feedback would need to be given in closed session.

**139. 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)**

**140. Pre Decision Scrutiny Feedback - Highways and Transportation Commissioning Review. (Verbal)**

Councillor C A Holley, Convenor of the Service Improvement and Finance Scrutiny Performance Panel presented the views of the Panel in relation to the Highways and Transportation Commissioning Review.

**141. Highways and Transportation Commissioning Review.**

The Cabinet Member for Environment Services submitted a report, which presented the confidential appendices contained within the Highways and Transportation Commissioning Report.

**142. Open Session**

**Resolved** that Cabinet return to open session and that the public be asked to return.

**(Open Session)**

**143. Highways and Transportation Commissioning Review.**

The Cabinet Member for Environment Services presented a report, which outlined the findings of the Highways and Transportation Commissioning Review and provided an update on progress.

**Resolved that:**

- 1) The recommended operating model be approved;
- 2) Progress on developing the strategic approach to transport be endorsed;
- 3) Progress on achieving financial savings be noted.

The meeting ended at 3.47 pm

**Chair**

**Published: 16 February 2018**



# Agenda Item 7.



## Report of the Cabinet Member for Service Transformation & Business Operations

Cabinet – 15 March 2018

### Quarter 3 2017/18 Performance Monitoring Report

<b>Purpose:</b>	To report corporate performance for Quarter 3 2017/18.
<b>Policy Framework:</b>	<i>Delivering a Successful &amp; Sustainable Swansea Corporate Plan 2017/22</i> <i>Sustainable Swansea – Fit for the Future</i>
<b>Consultation:</b>	Legal, Finance, Access to Services.
<b>Recommendation(s):</b>	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
<b>Report Author:</b>	Richard Rowlands
<b>Finance Officer:</b>	Paul Roach
<b>Legal Officer:</b>	Debbie Smith
<b>Access to Services Officer:</b>	Sherill Hopkins

#### 1.0 Introduction

- 1.1 This report presents the performance results for Quarter 3 2017/18 delivering the Council's Well-being Objectives (priorities) described in the Corporate Plan 2017/22 *Delivering a Successful & Sustainable 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 3 2017/18 shows that **26 out of 45 (58%)** Corporate Plan performance indicators (that had targets) met their targets. **20 out of 40 (50%)** comparable Corporate Plan performance indicators also showed improvement compared to Quarter 3 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 2 2017/18.

- 4.1 *Safeguarding people from harm*
- 4.1.1 Performance in adult services is generally holding up well despite that demand for care and support continues to be higher than anticipated.
- 4.1.2 There has been significant progress made in reducing delayed transfers of care from hospital for social care reasons but the difficulties in the summer with a lack of capacity in the external domiciliary care market means that the target for this year will not be met.
- 4.1.3 There has been significant progress has also been made in ensuring that Elected Members have completed safeguarding training. More staff than ever have now completed the training.
- 4.1.4 Children services performance has dipped across a range of indicators during a period in which the service has much higher levels of demand than expected. Whilst current performance does highlight pressures, robust safeguarding arrangements for children and young people continue to be delivered. The restructure of our frontline childrens teams will be implemented over the coming months and improved performance is anticipated.
- 4.2 *Improving education & skills*
- 4.2.1 Swansea has a strong track record of improving outcomes for learners across all stages in schools and has shown outstanding performance at key stage 4, in particular between 2012-2016.
- 4.2.2 Performance of free school meal pupils remains stable at key stages 2 and 3. The gap in performance for free school meal pupils has widened in 2017 at key stage 4 and at foundation phase.
- 4.2.3 Primary school attendance was 95% for the 2016-2017 academic year. This compares to 94.9% for each of the two previous years. The five-year trend since 2011-2012 has an improvement of 2%, which is the joint highest rate of improvement in Wales.
- 4.2.4 Secondary school attendance was 94.3% for the 2016-2017 and 2015-2016 academic years. The five-year trend since 2011-2012 has an improvement of 2%, which is higher than the rate of improvement in Wales.
- 4.2.5 Schools in Swansea have shown improvement for the fourth successive year under the Welsh Government's school categorisation system. The results published show a record number of schools in the city are in the green category and for the second year running none at all are red.
- 4.2.6 Of the 79 primary schools in Swansea, 40 require minimal support to improve, which is up from 35 in 2017, 35 are yellow, 4 are amber, which is eight less than last year, and none are red. There are eight secondary schools categorised green, five yellow and one amber.

- 4.3 *Transforming our economy and infrastructure*
- 4.3.1 Performance this quarter shows that we have achieved our targets against the vast majority of key indicators and we are therefore making good progress in delivering our objectives.
- 4.3.2 Specifically, commercial floor space continues to be delivered via the Vibrant & Viable Places funded schemes with public and private sector partners across the City Centre.
- 4.3.3 Training and employment person weeks are being created by the Council's Beyond Bricks & Mortar scheme for the unemployed and economically inactive.
- 4.3.4 The percentage of all Planning Applications determined within 8 weeks is above target, and so is the percentage of major applications approved.
- 4.3.5 The number of new housing units created in Swansea City Centre (as a result of V&VP Realising the Potential funding) is below target due to the delay of one scheme, but this is set to recover later in the year.
- 4.3.6 The selected operators for the Arena project are very close to signing the legal agreement and contractor procurement Pre-Qualification Questionnaire responses are to be received on 23rd January.
- 4.3.7 The Kingsway infrastructure project progresses well having awarded the enabling works contract. Tenders for the main works contract have also been received. Demolition of properties 232/233 Oxford Street will commence in February.
- 4.3.8 The five case business model has now been completed and submitted for the City Deal project - Swansea City & Waterfront Digital District. When delivered 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. A separate bid towards funding for a full fibre network is also being explored.
- 4.3.9 The Local Development Plan pre-examination meeting has been held and officers are busily preparing statements of evidence for the examination which is set to commence in February, running over a six week period.
- 4.3.10 Work continues to progress on other key objectives to transform our Economy & Infrastructure, such as Hafod Copperworks where a mid-term Heritage Lottery Funding funding review will be held in March.
- 4.3.11 £30.6m has been spent so far this financial year in helping to bring Council properties up to the Welsh Housing Quality Standard. The first phase of the More Homes project, delivering new Council properties in Colliers Way is now complete and tenants have now moved into the new passivhaus properties.

#### 4.4 *Tackling Poverty*

- 4.4.1 Following consultation on the revised Poverty Strategy, it has been agreed at Council and is in the process of publication. It sets out our actions to empower local people, change cultures to emphasise tackling poverty is everyone's business and target resources to maximise access to opportunity and prosperity.
- 4.4.2 This will result in the development of a wider set of Corporate Targets, which further demonstrate how we will make steps towards well-being in line with Swansea's Corporate Plan.
- 4.4.3 Current Corporate Targets are met. PIs relating to benefits uptake are on track but showing lower uptake than at the same point last year. This lower figure is not substantial enough to be cause for concern.
- 4.4.4 The current corporate targets demonstrate our progress towards the following steps to well-being:
- Helping to address the impacts of Welfare reform, such as supporting people to claim the full benefits they are entitled to so that they are able to maximise their income. Our support to maximise Welfare Benefit claim works alongside efficient processing of housing benefit and council tax reduction to maximise their income.
  - Prevent homelessness and support people to maintain their tenancies to help maintain stability and security for families, safeguard health and well-being and prevent social exclusion. Our low use of temporary accommodation particularly Bed and Breakfast by families, demonstrates our efficiency in supporting people into more permanent places to live.
  - Implement the Community Cohesion Delivery Plan to promote cohesive and inclusive communities in Swansea. Good and consistent performance on local community satisfaction indicators support that our work with partners, to promote cohesive and inclusive communities within Swansea is effective.

#### 4.5 *Transformation & future Council development*

- 4.5.1 The Council continues to modernise and transform its services in line with this Corporate Plan Well-being Objective. The budget is particularly challenging with increasing external pressures however, the *Sustainable Swansea - Fit for the Future* plan continues to provide a robust transformation programme to ensure savings are delivered, albeit with some delays as embedding significant change takes time. Planning and consultation around the 2018-19 budget and updated medium-term financial plan (MTFP), was the main focus in Quarter 3.
- 4.5.2 A key part of the Future Council strand of Sustainable Swansea involves increasing the commercial culture and capability of the organisation. The Commercial Strategy was completed in Quarter 3 with a comprehensive action plan linked directly into the budget proposals and staff objectives.

- 4.5.3 The Organisational Development Plan began at the end of the quarter, embarking on key projects to develop the Council's workforce including managers.
- 4.5.4 The Transformation and Future Council Policy Development & Delivery Committee (PDDC) began work to review the Council's procurement approach, so that local Swansea businesses have the opportunity to bid for more contracts, particularly with the City Centre regeneration programme.
- 4.5.5 The Services in the Community project made significant progress in the last quarter. This is a key project, wrapping services around communities in ways, which will be sustainable in the longer term. The project is currently engaging with residents and other stakeholders to co-produce what needs to be delivered across several areas of Swansea, including through partners. Improvement will be measured through a range of indicators including those above at SUSC2 and CUST 5 & 6.

## **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 still being baselined.
  - 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.

## **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 – Performance Report Quarter 3.

# Performance Report - Qtr 3 2017/18

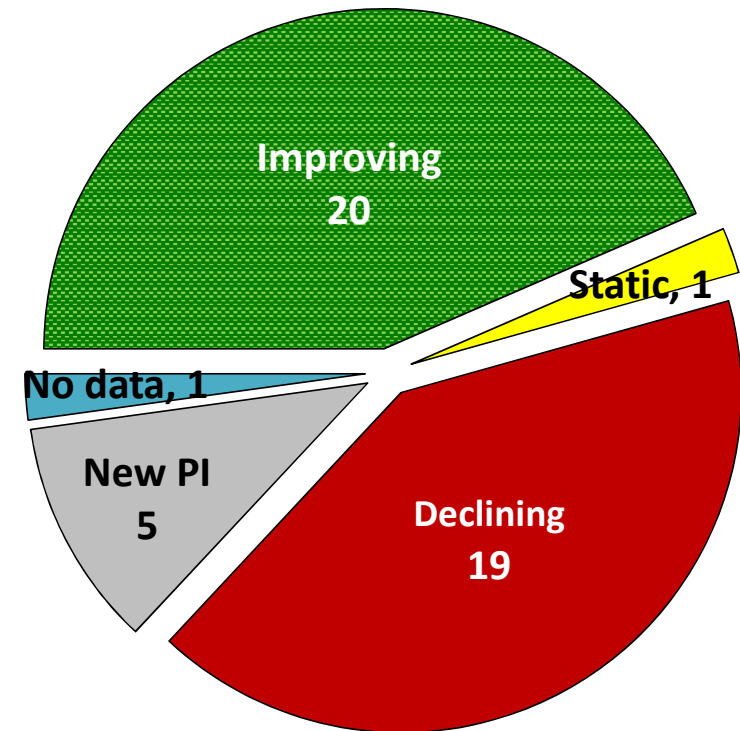
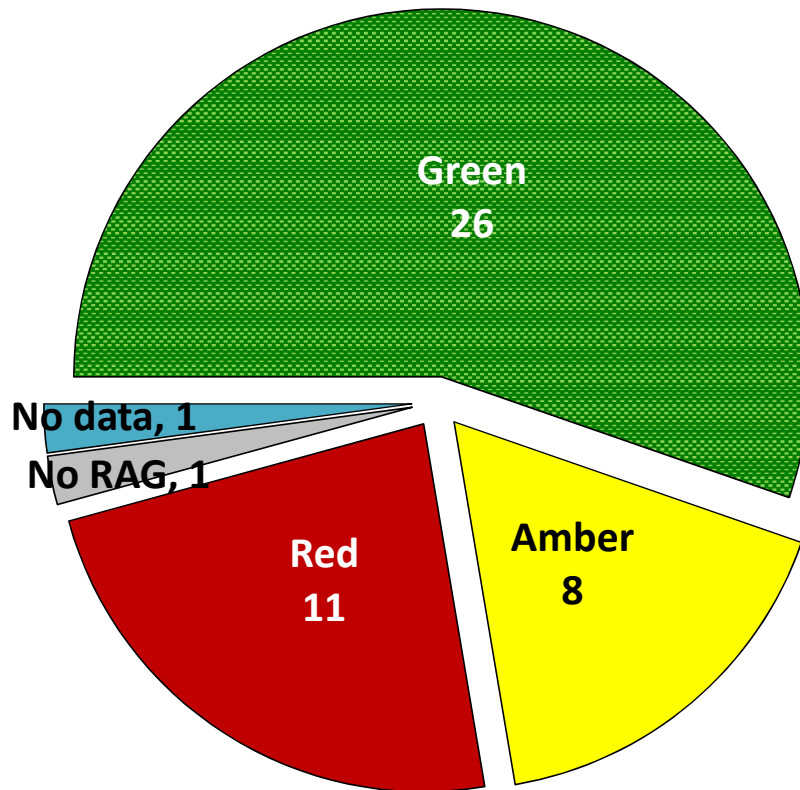


## Corporate Performance against Target

## Corporate Performance compared to Same Period of Previous Year

### Overall Council Summary

### Overall Council Summary





**Performance Report - Qtr 3 2017/18**

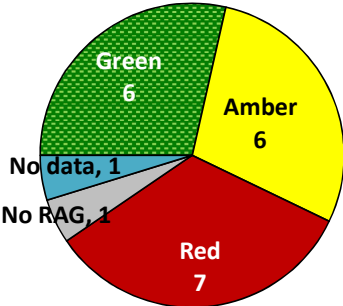


Priority Performance against Target

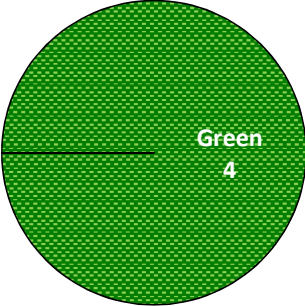
Priority Performance compared to same period of previous year

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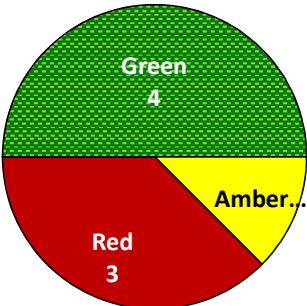
**Safeguarding**



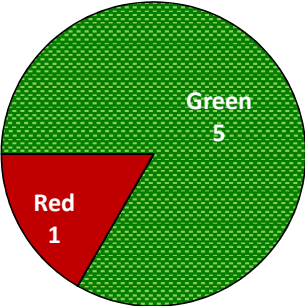
**Education**



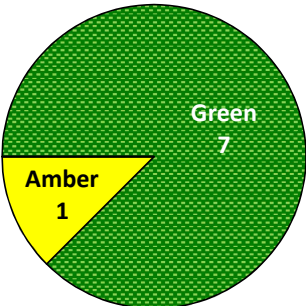
**Transformation**



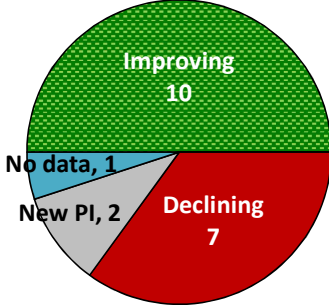
**Economy**



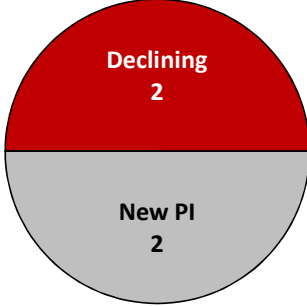
**Poverty**



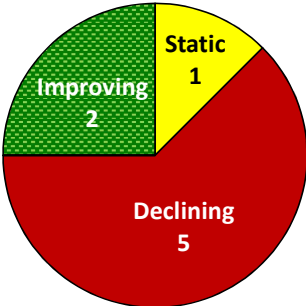
**Safeguarding**



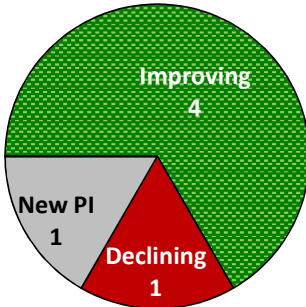
**Education**



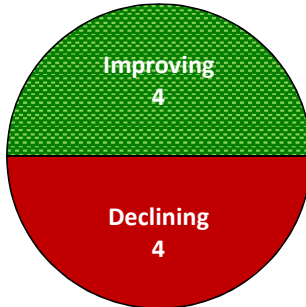
**Transformation**



**Economy**



**Poverty**



**Performance Report - 2017/18**  
Quarter 3

**GREEN**  
Met Target

**AMBER**  
Within 5% of Target

**RED**  
Missed Target



PI & desired direction of Travel	Result Qtr 3 2017/18	Target Qtr 3 2017/18	Performance Qtr 3 2016/17	Comparison to Qtr 3 2016/17	N – Numerator D – Denominator		Comments  (Explanation and Actions)	Head of Service
					Qtr 3 2017/18	Qtr 3 2016/17		

**Priority 1 : Safeguarding**

**Priority Lead's Overview**

Performance in adult services is generally holding up well despite that demand for care and support continues to be higher than anticipated. There has been significant progress made in reducing delayed transfers of care from hospital for social care reasons but the difficulties in the summer with a lack of capacity in the external domiciliary care market means that the target for this year will not be met.

There has been significant progress has also been made in ensuring that Elected Members have completed safeguarding training. More staff than ever have now completed the training.

Children services performance has dipped across a range of indicators during a period in which the service has much higher levels of demand than expected. Whilst current performance does highlight pressures, robust safeguarding arrangements for children and young people continue to be delivered. The restructure of our frontline childrens teams will be implemented over the coming months and improved performance is anticipated.

<b>AS8 ↑</b> Percentage of adult protection referrals to Adult Services where decision is taken within 24 hours	<b>AMBER</b>  62.93%	65%	72.92%	<b>RED</b>  ↓	The number of adult protection enquiries completed in the quarter that were completed within 24 hours <table border="1"> <tr> <td>202</td> <td>237</td> </tr> </table> Total number of adult protection enquiries completed in the period <table border="1"> <tr> <td>321</td> <td>325</td> </tr> </table>	202	237	321	325	The dip in performance has been caused by failing to meet the target in relation to a small number of cases. There appears to have been a particular issue with performance in December, but we are addressing the issue and do not anticipate that it will be ongoing.	Alex Williams
202	237										
321	325										
<b>Measure 18 ↑</b> The percentage of adult protection enquiries completed within 7 days	<b>GREEN</b>  95.64%	90%	93.54%	<b>GREEN</b>  ↗	The number of adult protection enquiries completed in the year that were completed within seven working days <table border="1"> <tr> <td>307</td> <td>304</td> </tr> </table> Total number of adult protection enquiries completed in the year. <table border="1"> <tr> <td>321</td> <td>325</td> </tr> </table>	307	304	321	325		Alex Williams
307	304										
321	325										
<b>AS9 ↑</b> The percentage of Deprivation of Liberty Safeguarding (DoLS) assessments completed in 21 days or less.	<b>AMBER</b>  58.4%	60%	65.4%	<b>RED</b>  ↓	The number of DoLS assessments completed in 21 days or less following request. <table border="1"> <tr> <td>270</td> <td>242</td> </tr> </table> The number of DoLS assessments completed during the period <table border="1"> <tr> <td>462</td> <td>370</td> </tr> </table>	270	242	462	370	There are ongoing issues in relation to completion of DoLS assessments, which will be addressed when a dedicated team is in place early in 2018/19.	Alex Williams
270	242										
462	370										

PI & desired direction of Travel	Result Qtr 3 2017/18	Target Qtr 3 2017/18	Performance Qtr 3 2016/17	Comparison to Qtr 3 2016/17	N – Numerator D – Denominator		Comments  (Explanation and Actions)	Head of Service
					Qtr 3 2017/18	Qtr 3 2016/17		
<b>AS10 ↑</b>  Percentage of annual reviews of care and support plans completed in adult services	GREEN  70.1%	65%	64.0%	GREEN  ↗	Number of reviews of care and support plans carried out within the last year by Adult Services			Alex Williams
					4,198	3,997		
					Number of people whose care & support plans should have been reviewed by Adult Services			
					5,989	6,248		
<b>AS11 ↓</b>  Rate of adults aged 65+ receiving care and support to meet their well-being needs per 1,000 population	GREEN  95.62	91><96	96.76	GREEN  ↗	Number of people aged 65 or over supported in the community or in residential nursing care during the year			Alex Williams
					4,515	4,569		
					Total population aged 65 or over			
					47,220	47,220		
<b>AS12 ↓</b>  Rate of adults aged 18-64 receiving care and support to meet their well-being needs per 1,000 population	RED  12.15	9><11	13.04	GREEN  ↗	Number of people aged 18-64 supported in the community or in residential nursing care during the year		Whilst this is an improvement on last year's performance, we are still supporting more people with care and support needs than anticipated.	Alex Williams
					1,822	1,955		
					Total population aged 18-64			
					149,958	149,958		
<b>AS13 ↑</b>  Number of carers (aged 18+) who received a carer's assessment in their own right during the year	GREEN  175	150	133	GREEN  ↗	Number of people aged 18+ who received a carer's assessment.			Alex Williams
					175	133		
					D			
					1	1		
<b>AS14 ↑</b>  The percentage of people who have completed reablement who were receiving less care or no care 6 months after the end of reablement.	GREEN  80.95%	75%	70.63%	GREEN  ↗	The number of people who have completed reablement who were receiving less care or no care 6 months after the end of reablement.			Alex Williams
					340	113		
					The number of people who have completed reablement.			
					420	160		

PI & desired direction of Travel	Result Qtr 3 2017/18	Target Qtr 3 2017/18	Performance Qtr 3 2016/17	Comparison to Qtr 3 2016/17	N – Numerator D – Denominator		Comments  (Explanation and Actions)	Head of Service
					Qtr 3 2017/18	Qtr 3 2016/17		
<b>Measure 19 ↓</b>  The rate of delayed transfers of care for social care reasons per 1,000 population aged 75 or over	<b>RED</b>  <b>4.84</b>	3	1.71	<b>RED</b>  ↘	Total number of local authority residents experiencing a delayed transfer of care during the year for social care reasons <b>105</b>	<b>37</b>	Whilst we will not be able to meet the annual target due to the cumulative effect of delayed transfers of care earlier in the year, there has been a significant improvement on performance from September when there were 27 delays for social care reasons to December when there were 8.	Alex Williams
					Total population aged 75+ <b>21,672</b>	<b>21,672</b>		
<b>AS15 ↑</b>  Percentage of all statutory indicators for Adult Services that have maintained or improved performance from the previous year.	<b>RED</b>  <b>57%</b>	85%	33%	<b>GREEN</b>  ↗	The number of statutory performance indicators for which performance is improving <b>4</b>	<b>2</b>	The target for 4 out of 7 of the indicators has been met. This is a dip in performance on the last quarter due to failing to meet the target in relation to Measure 19 relating to delayed transfers of care due to unprecedented issues with capacity in the domiciliary care sector. The remaining 2 indicators have met their targets, but performance has not improved on last year.	Alex Williams
					The number of statutory performance indicators <b>7</b>	<b>6</b>		
<b>CFS14 ↑</b>  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	<b>AMBER</b>  <b>99.76%</b>	100%	100%	<b>RED</b>  ↘	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. <b>410</b>	<b>408</b>	One referral took longer than 24 for a decision to be made. There were valid reasons behind this. No further action necessary.	Julie Thomas
					The number of referrals for care and support received by Child and Family Services in the period. <b>411</b>	<b>408</b>		
<b>CFS16 ↑</b>  The percentage of initial core group meetings held within 10 working days of the initial child protection conference	<b>AMBER</b>  <b>91.43%</b>	92%	89.23%	<b>GREEN</b>  ↗	The number of initial core group meetings held within 10 working days of the initial child protection conference. <b>96</b>	<b>116</b>	An improvement over the previous quarters. We are now less than 1% away from reaching target. Work will continue to improve the timeliness of our Core Groups which will hopefully surpass target in Q4.	Julie Thomas
					The number of initial child protection conferences held in the period where the outcome was registration. <b>105</b>	<b>130</b>		

PI & desired direction of Travel	Result Qtr 3 2017/18	Target Qtr 3 2017/18	Performance Qtr 3 2016/17	Comparison to Qtr 3 2016/17	N – Numerator D – Denominator		Comments  (Explanation and Actions)	Head of Service
					Qtr 3 2017/18	Qtr 3 2016/17		
<b>CFS18 ↓</b>  The number of children looked after (LAC) per 10,000 of the 0-17 Swansea population.	<b>AMBER</b>  <b>106.75</b>	90><105	100.58	<b>RED</b>  ↘	The number of children looked after at end of period 502   473 Total population aged 0-17. 47,026   47,026	A busy period over the lead up to Christmas in conjunction with a couple of large families being admitted to care has meant the LAC population has increased. Work to achieve permanence for these children has already commenced and the safe reduction of LAC remains a strategy objective. It is worth noting that a periodic fluctuation in the population is an expected attribute of ensuring that children are kept safe in Swansea.	Julie Thomas	
<b>CFS19 ↓</b>  The number of children on the Local Authority's Child Protection Register per 10,000 of the 0-17 Swansea population.	<b>RED</b>  <b>56.35</b>	45><53	53.16	<b>RED</b>  ↘	The number of children on the CPR at end of period 265   250 Total population aged 0-17. 47,026   47,026	An improvement over the previous quarter, but the number on the Child Protection Register remains higher than expected. It is worth noting that a periodic fluctuation in the population is an expected attribute of ensuring that children are kept safe in Swansea. Embedding the Signs of Safety framework is a priority in the Child and Family improvement programme and will support risk sensible practice.	Julie Thomas	
<b>CFS20 ↓</b>  The number of children in need of care and support per 10,000 of the 0-17 Swansea population.	<b>AMBER</b>  <b>211.59</b>	190><210	214.35	<b>GREEN</b>  ↗	The number of children in need of care and support at end of period 995   1,008 Total population aged 0-17. 47,026   47,026	An improvement in numbers but still above target. We aim to significantly reduce the numbers of Children in Need of Care and Support as part of the Supported Care Planning redesign that is programmed for Q4.	Julie Thomas	
<b>CFS21 ↑</b>  Percentage of all statutory indicators for Child & Family Services that have maintained or improved performance from the previous year.	<b>RED</b>  <b>20.00%</b>	80%	-	<b>NEW PI</b>	The number of statutory Child & Family Services performance measures that have maintained performance or improved performance in the calculation period. 1   N/A The number of indicators in the calculation set 5   N/A	A difficult month exacerbated by a busy lead up to Christmas has meant that we have struggled to improve on all but one indicator. It is important to note that indicators have not suffered a significant drop in performance and that the service is in a period of significant change. The new Supported Care Planning redesign will allow for improved practice and better performance.	Julie Thomas	
<b>Measure 24 ↑</b>  The percentage of assessments completed for children within statutory timescales	<b>RED</b>  <b>69.53%</b>	89%	78.79%	<b>RED</b>  ↘	Number of assessments for children completed during the calculation period that were completed within 42 working days from the point of referral. 194   286 The number of assessments completed for children in the calculation period 279   363	The Supported Care Planning redesign in Child and Family Services will mean that the business is better supported to undertake the work required. The change will occur in Q4. Work on ensuring that all assessments completed are timely and proportionate is already underway.	Julie Thomas	

PI & desired direction of Travel	Result Qtr 3 2017/18	Target Qtr 3 2017/18	Performance Qtr 3 2016/17	Comparison to Qtr 3 2016/17	N – Numerator D – Denominator		Comments  (Explanation and Actions)	Head of Service
					Qtr 3 2017/18	Qtr 3 2016/17		
<b>Measure 28 ↔</b> The average length of time for all children who were on the Child Protection Register during the year	<b>No RAG</b>  210.7	100><300	236	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. <b>22,962</b>	<b>18,408</b>		Julie Thomas
					The number of children who were removed from the CPR in the period <b>109</b>	<b>78</b>		
<b>SAFE8b ↑</b> The percentage of elected members who have completed safeguarding training	<b>GREEN</b>  <b>81.9%</b>	75%	77.8%	<b>GREEN</b>  <b>↗</b>	Number of elected members who have received training in safeguarding vulnerable people <b>59</b>	<b>56</b>	Note error on Q2 – 2 members double counted 59 completed: 13 councillors' names identified as needing to complete submitted to Huw Evans around the 27/11/2017	Sarah Caulkin
					Number of Elected Members <b>72</b>	<b>72</b>		
<b>SAFE27 ↑</b> Total number of staff who have completed the corporate mandatory safeguarding awareness training	<b>RED</b>  <b>183</b>	250	-	NEW PI	Number of employees (excluding school based staff) who have completed the mandatory formal corporate training <b>183</b>	<b>N/A</b>	64 staff completed both adult and child modules: 92 staff completed one module: 27 staff completed face to face training: Results from e-learning and Oracle. This does not include any staff in Schools. Continue to identify staff that have not undertaken the training and work with the designated leads to complete the training. Also review and schedule face to face training in the future.	Sarah Caulkin
					<b>1</b>	<b>N/A</b>		
<b>SUSC5 ↑</b> Number of new requests for local area co-ordination	<b>No data</b>  -	60	42	<b>No data</b>  -	The number of introductions for individuals recorded in the Local Area Co-ordination database <b>N/A</b>	<b>42</b>	There was no data available for this period, due to the change over of IT systems holding the data. We will update when the data becomes available.	Alex Williams
					<b>N/A</b>	<b>1</b>		



PI & desired direction of Travel	Result Qtr 3 2017/18	Target Qtr 3 2017/18	Performance Qtr 3 2016/17	Comparison to Qtr 3 2016/17	N – Numerator D – Denominator		Comments  (Explanation and Actions)	Head of Service
					Qtr 3 2017/18	Qtr 3 2016/17		

## Priority 2 : Education and Skills

### Priority Lead's Overview

Swansea has a strong track record of improving outcomes for learners across all stages in schools and has shown outstanding performance at key stage 4, in particular between 2012-2016. Performance of free school meal pupils remains stable at key stages 2 and 3. The gap in performance for free school meal pupils is widened in 2017 at key stage 4 and at foundation phase.

Primary school attendance was 95% for the 2016-2017 academic year. This compares to 94.9% for each of the two previous years. The five year trend since 2011-2012 has an improvement of 2% which is the joint highest rate of improvement in Wales.

Secondary school attendance was 94.3% for the 2016-2017 and 2015-2016 academic years. The five year trend since 2011-2012 has an improvement of 2% which is higher than the rate of improvement in Wales.

Schools in Swansea have shown improvement for the fourth successive year under the Welsh Government's school categorisation system.

The results published show a record number of schools in the city are in the green category and for the second year running none at all are red. Of the 79 primary schools in Swansea, 40 require minimal support to improve, which is up from 35 in 2017, 35 are yellow, 4 are amber, which is eight less than last year, and none are red.

There are eight secondary schools categorised green, five yellow and one amber.

<b>POV07 ↑</b> Apprenticeships – number of apprenticeship or trainee starts in the Council in 2017/18	GREEN	15	-	NEW PI	The number of persons commencing employment with CCS as apprentices or trainees during the period			Phil Holmes	
					21	N/A			
<b>EDU016a ↑</b> Percentage of pupil attendance in primary schools	GREEN	94><95.5%	95.30%	RED ↓	Number of sessions attended by all pupils of statutory school age in primary schools	2,274,524	2,140,935	Attendance for autumn term 2017 was slightly lower than for Autumn 2017. Analysis of data shows that this was due to an increase in pupils being off school for reasons of illness, with 3.2% of sessions lost due to this reason in Autumn 2017 compared with 2.4% in Autumn 2016.	Nick Williams
					Number of sessions possible for all primary school pupils of a statutory school age	2,390,691	2,246,473		
<b>EDU016b ↑</b> Percentage of pupil attendance in secondary schools	GREEN	93><94.5%	94.03%	RED ↓	Number of sessions attended by all pupils of statutory school age in secondary schools	1,652,108	1,566,509	Attendance for autumn term 2017 was slightly lower than for Autumn 2017. Analysis of data shows that this was due to an increase in pupils being off school for reasons of illness, with 3.2% of sessions lost due to this reason in Autumn 2017 compared with 2.4% in Autumn 2016.	Nick Williams
					Number of sessions possible for all secondary school pupils of a statutory school age	1,758,075	1,665,933		
<b>POV07 ↑</b> Number of training weeks for new entrant employees achieved through community benefit clauses	GREEN	1,000	-	NEW PI	Number of person weeks of training and employment undertaken	1,755	N/A		Phil Holmes
					D	1	N/A		

PI & desired direction of Travel	Result Qtr 3 2017/18	Target Qtr 3 2017/18	Performance Qtr 3 2016/17	Comparison to Qtr 3 2016/17	N – Numerator D – Denominator		Comments  (Explanation and Actions)	Head of Service
					Qtr 3 2017/18	Qtr 3 2016/17		

### Priority 3 : Economy and Infrastructure

#### Priority Lead's Overview

Performance this quarter shows that we have achieved our targets against the vast majority of key indicators and we are therefore making good progress in delivering our objectives. Specifically, commercial floor space continues to be delivered via the Vibrant & Viable Places funded schemes with public and private sector partners across the City Centre. 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 all Planning Applications determined within 8 weeks is above target, and so is the percentage of major applications approved. The number of new housing units created in Swansea City Centre (as a result of V&VP Realising the Potential funding) is below target due to the delay of one scheme, but this is set to recover later in the year. The selected operators for the Arena project are very close to signing the legal agreement and contractor procurement Pre-Qualification Questionnaire responses are to be received on 23rd January. The Kingsway infrastructure project progresses well having awarded the enabling works contract. Tenders for the main works contract have also been received. Demolition of properties 232/233 Oxford Street will commence in February.

The five case business model has now been completed and submitted for the City Deal project - Swansea City & Waterfront Digital District. When delivered 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. A separate bid towards funding for a full fibre network is also being explored.

The Local Development Plan pre-examination meeting has been held and officers are busily preparing statements of evidence for the examination which is set to commence in February, running over a six week period. Work continues to progress on other key objectives to transform our Economy & Infrastructure, such as Hafod Copperworks where a mid-term Heritage Lottery Funding funding review will be held in March.

£30.6m has been spent so far this financial year in helping to bring Council properties up to the Welsh Housing Quality Standard. The first phase of the More Homes project, delivering new Council properties in Colliers Way is now complete and tenants have now moved into the new passivhaus properties.

<b>BBMA1 ↑</b> Number of projects that include community benefit clauses	<b>GREEN</b>  12	8	-	<b>NEW PI</b>	Number of projects with both social benefit clauses and Beyond Bricks & Mortar in their contracts.	12	N/A	Phil Holmes
					D	1	N/A	
<b>EC2 ↑</b> The percentage of all major applications with an economic imperative that are approved	<b>GREEN</b>  88.9%	85%	93%	<b>RED</b>  ↓	Total number of major applications with an economic imperative that are approved	8	13	Phil Holmes
					Total number of major applications determined in the quarter	9	14	
<b>EC3 ↑</b> Amount of commercial floorspace created within the City Centre to accommodate job creation	<b>GREEN</b>  11,802m <sup>2</sup>	9,810m <sup>2</sup>	4,216m <sup>2</sup>	<b>GREEN</b>  ↗	Amount of commercial floorspace created by sq m within the city centre	11,802m <sup>2</sup>	4,216m <sup>2</sup>	Phil Holmes
					D	1	1	



PI & desired direction of Travel	Result Qtr 3 2017/18	Target Qtr 3 2017/18	Performance Qtr 3 2016/17	Comparison to Qtr 3 2016/17	N – Numerator D – Denominator		Comments  (Explanation and Actions)	Head of Service
					Qtr 3 2017/18	Qtr 3 2016/17		
<b>EC4 ↑</b> Number of new housing units created in Swansea City Centre as a result of Vibrant & Viable Places funding	<b>RED</b>  <b>66 units</b>	75 units	51 units	<b>GREEN</b>  <b>↗</b>	Additional number of new housing units completed within Swansea City Centre through Vibrant and Viable Places <b>66</b>	<b>51</b>	One development of 22 units has been delayed. Ultimately it is still expected to complete but not within the financial year. Further developments are currently on site expected to complete before the end of the financial year.	Phil Holmes
				<b>1</b>	<b>1</b>			
<b>EP28 ↑</b> The percentage of all planning applications determined within 8 weeks	<b>GREEN</b>  <b>81.35%</b>	80%	77.73%	<b>GREEN</b>  <b>↗</b>	The total number of planning applications determined during the year within 8 weeks <b>362</b>	<b>356</b>	The dip in performance when compared to quarter 2, 17/18 is owing to the natural variation in type, scale and complexity of the applications received.	Phil Holmes
				The total number of planning applications determined during the year <b>445</b>	<b>458</b>			
<b>WMT009b ↑</b> The percentage of municipal waste collected and prepared for reuse and/or recycled	<b>GREEN</b>  <b>64.89%</b>	60%	63.75%	<b>GREEN</b>  <b>↗</b>	Total tonnage of local authority municipal waste prepared for reuse and/or recycled <b>18,805</b>	<b>20,241</b>	The figures reported are for the period 1st July-30th September 2017 (Q2) as usual. i.e. reporting one quarter in arrears	Chris Howell
				The tonnage of municipal waste collected by the local authority <b>28,981</b>	<b>31,752</b>			

PI & desired direction of Travel	Result Qtr 3 2017/18	Target Qtr 3 2017/18	Performance Qtr 3 2016/17	Comparison to Qtr 3 2016/17	N – Numerator D – Denominator		Comments  (Explanation and Actions)	Head of Service
					Qtr 3 2017/18	Qtr 3 2016/17		

## Priority 4 : Tackling Poverty

### Priority Lead's Overview

Following consultation on the revised Poverty Strategy it has been agreed at Council and is in the process of publication. It sets out our actions to empower local people, change cultures to emphasise tackling poverty is everyone's business and target resources to maximise access to opportunity and prosperity. This will result in the development of a wider set of Corporate Targets, which further demonstrate how we will make steps towards well-being in line with Swansea's Corporate Plan.

Current Corporate Targets are met. PIs relating to benefits uptake are on track but showing lower uptake than at the same point last year. This lower figure is not substantial enough to be cause for concern.

The current corporate targets demonstrate our progress towards the following steps to well-being:

- Helping to address the impacts of Welfare reform, such as supporting people to claim the full benefits they are entitled to so that they are able to maximise their income. Our support to maximise Welfare Benefit claim works alongside efficient processing of housing benefit and council tax reduction to maximise their income.
- Prevent homelessness and support people to maintain their tenancies to help maintain stability and security for families, safeguard health and well-being and prevent social exclusion. Our low use of temporary accommodation particularly Bed and Breakfast by families, demonstrates our efficiency in supporting people into more permanent places to live.
- Implement the Community Cohesion Delivery Plan to promote cohesive and inclusive communities in Swansea. Good and consistent performance on local community satisfaction indicators support that our work with partners, to promote cohesive and inclusive communities within Swansea is effective.

<b>HBCT01a ↓</b> Housing Benefit Speed of Processing: a) Average time for processing new claims.	<b>GREEN</b>  16.1	18 days	15.1 days	<b>RED</b>  ↘	Sum in calendar days of time taken to process all new claims	22,713	20,969	The PI whilst under target is slightly higher than last year's. there are a number of circumstances impacting on this including reductions in staff and the annual influx of work from the DWP relating to benefit uprating.	Ben Smith
					Number of new claims received	1,407	1,389		
<b>HBCT01b ↓</b> Housing Benefit Speed of Processing: b) Average time for processing notifications of change in circumstances.	<b>GREEN</b>  4.3	6 days	4.5 days	<b>GREEN</b>  ↗	Sum in calendar days of time taken to process change in circumstances	38,202	47,051		Ben Smith
					Number of change in circumstances decided	8,839	10,566		
<b>HBCT02a ↓</b> Council Tax Reduction Speed of Processing: a) Average time for processing new claims.	<b>GREEN</b>  17.8	18 days	14.5 days	<b>RED</b>  ↘	Sum in calendar days of time taken to process all new claims	23,642	20,463	The PI whilst under target is slightly higher than last year's. Staff shortages and additional duties given to the team that gathers the information needed to verify claims, caused delays.	Ben Smith
					Number of new claims received	1,325	1,411		

PI & desired direction of Travel	Result Qtr 3 2017/18	Target Qtr 3 2017/18	Performance Qtr 3 2016/17	Comparison to Qtr 3 2016/17	N – Numerator D – Denominator		Comments (Explanation and Actions)	Head of Service	
					Qtr 3 2017/18	Qtr 3 2016/17			
<b>HBCT02b ↓</b> Council Tax Reduction Speed of Processing: b) Average time for processing notifications of change in circumstances	GREEN  3.1	6 days	3.1 days	GREEN  ↗	Sum in calendar days of time taken to process change in circumstances	48,175	48,196	PI is 3.12 which is less than last years PI of 3.14	Ben Smith
					Number of change in circumstances decided	15,431	15,347		
<b>POV05 ↑</b> The amount of welfare benefits raised through securing rights and entitlements by the Welfare Rights Team	GREEN  £337,231	£200,000	£204,794	GREEN  ↗	Amount of benefit income secured or increased	£337,231	£204,794	Still waiting for DWP to calculate arrears.	Rachel Moxey
					D	1	1		
<b>POV06 ↓</b> The average number of days all homeless families with children spent in Bed & Breakfast accommodation	GREEN  0	6 days	6.0 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	0	12		Lee Morgan
					Total number of homeless families with children whose duty has been accepted who have spent time in B&B accommodation	0	2		
<b>SUSC1 ↑</b> Percentage of people across Swansea who are satisfied or very satisfied with their local area as a place to live	AMBER  86.0%	86.6%	88.02%	RED  ↘	Number of people responding 'satisfied' and 'very satisfied' with your local area as a place to live?	645	632	Although people's satisfaction with their local area narrowly missed the target and showed a slight decline in performance compared to last quarter and to the same period last year it remains strong at 86%. We want to continue with our plans to involve local people more in setting local priorities and making decisions affecting their areas.	Chris Sivers
					Total number of respondents to the question	750	718		
<b>SUSC3 ↑</b> 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  79.8%	78%	82.44%	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?	592	582	The result dipped compared to the same period last year, although it remains good at 79.8% and has met the target and improved compared to the previous quarter. We will continue our work with others to encourage inclusive and cohesive communities within Swansea.	Chris Sivers
					Total number of respondents to the question	742	706		

PI & desired direction of Travel	Result Qtr 3 2017/18	Target Qtr 3 2017/18	Performance Qtr 3 2016/17	Comparison to Qtr 3 2016/17	N – Numerator D – Denominator		Comments  (Explanation and Actions)	Head of Service
					Qtr 3 2017/18	Qtr 3 2016/17		

## Priority 5 : Transformation and Future Council

### Lead Head of Service's Overview

The Council continues to modernise and transform its services in line with this Corporate Plan Well-being Objective. The budget is particularly challenging with increasing external pressures however, the Sustainable Swansea - Fit for the Future plan continues to provide a robust transformation programme to ensure savings are delivered, albeit with some delays as embedding significant change takes time. Planning and consultation around the 2018-19 budget and updated medium-term financial plan (MTFP), was the main focus in quarter 3.

A key part of the Future Council strand of Sustainable Swansea involves increasing the commercial culture and capability of the organisation. The Commercial Strategy was completed in quarter 3 with a comprehensive action plan linked directly into the budget proposals and staff objectives.

The Organisational Development Plan began at the end of the quarter, embarking on key projects to develop the Council's workforce including managers.

The Transformation and Future Council Policy Development & Delivery Committee (PDDC) began work to review the Council's procurement approach, so that local Swansea businesses have the opportunity to bid for more contracts, particularly with the City Centre regeneration programme.

The Services in the Community project made significant progress in the last quarter. This is a key project, wrapping services around communities in ways which will be sustainable in the longer term. The project is currently engaging with residents and other stakeholders to co-produce what needs to be delivered across several areas of Swansea, including through partners. Improvement will be measured through a range of indicators including those at SUSC2 and CUST 5 & 6.

<b>CHR002 ↓</b>  The no. of working days / shifts per full time equivalent (FTE) local authority employee lost due to sickness absence	<b>RED</b>	2 days	2.0 days	<b>RED</b>	Total number of working days/shifts lost to sickness absence as FTE.		<b>Note from Corporate Performance Team - Data quality under review</b>	Steve Rees
	<b>2.9 days</b>			<b>↓</b>	26,484	18,334		
<b>CUST2a ↑</b>  Number of online payments received via City & County of Swansea websites	<b>GREEN</b>	19,300	38,922	<b>RED</b>	Number of service-based payments received on the Civica payment system via City & County of Swansea websites		The number of online payments as a proportion of the total payments taken via the council's finance system has increased from 12% in Q3 2016 to 15% in Q3 2017 this year. The number of online payments has decreased this year compared to 16/17, because some payments were incorrectly included as online payments. This has been amended and the online payments figures are correct for this year. Successful initiatives include bulky waste booking and payments - 36% now taken online. Payment forms to go live in Q3 included animal boarding licence applications which has been extremely popular - payments go straight into the back office system and rekeying is avoided.	Sarah Caulkin
	<b>20,767</b>			<b>↓</b>	20,767	38,922		

PI & desired direction of Travel	Result Qtr 3 2017/18	Target Qtr 3 2017/18	Performance Qtr 3 2016/17	Comparison to Qtr 3 2016/17	N – Numerator D – Denominator		Comments  (Explanation and Actions)	Head of Service
					Qtr 3 2017/18	Qtr 3 2016/17		
<b>CUST2b ↑</b>  Number of forms completed online for fully automated processes  Page 31	<b>GREEN</b>	3,800	3,599	<b>GREEN</b>  ↗	Number of forms completed online for processes which are fully automated 3,926   3,599 D 1   1	The seasonal pattern in parking permits continue during Q3 due to the students returning: while the peak is in September making Q2 the busiest period, Q3 also sees many more applications than Q1. Although the contact centre performs detailed checks to ensure permits are issued correctly, there has been a reduction in face-to-face contact - 16 enquiries in Q3 17/18 compared to 130 during Q3 16/17. Parking waivers are being developed (used when work is going on in residential areas and essential service providers etc need to park in resident bays) and will be live during Q1 2018/19. Waivers need to be issued quickly and by automating this process the Council will provide improved customer service by allowing self-serve at a time that suits the user and also reduce processing time in Parking Services. Automated online processes are also being developed for the contact centre e.g. for recycling bag requests, to reduce processing time.	Sarah Caulkin	
<b>CUST5 ↑</b>  Percentage of recent customers who were satisfied with level of customer service they received from Swansea Council	<b>GREEN</b>	80%	83.28%	<b>RED</b>  ↘	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 278   284 Total number of respondents to the question 347   341	Although performance has dipped in recent quarters, satisfaction with the level of customer service at quarter 3 has met the target and remains high at 80.1% and has also improved compared to the previous quarter. We will continue to monitor satisfaction levels during a time when the Council is undergoing a significant period of change.	Sarah Caulkin	
<b>CUST6 ↑</b>  Percentage of Swansea residents satisfied or very satisfied with Council services overall.	<b>AMBER</b>	65%	70.47%	<b>RED</b>  ↘	Number of people responding "satisfied" or "very satisfied" with Council services overall 475   506 Total number of respondents to the question 748   718	Satisfaction with Council services overall remains good at 63.5% but has been declining since 2016/17. This is to be expected during a time when the Council is facing significant financial challenges and is going through a period of major change, which we will continue to manage and monitor very closely.	Sarah Caulkin	

PI & desired direction of Travel	Result Qtr 3 2017/18	Target Qtr 3 2017/18	Performance Qtr 3 2016/17	Comparison to Qtr 3 2016/17	N – Numerator D – Denominator		Comments  (Explanation and Actions)	Head of Service	
					Qtr 3 2017/18	Qtr 3 2016/17			
<b>FINA6 ↑</b> Percentage of identified forecast general fund revenue savings and income for the year compared to Council approved budget	<b>RED</b>  <b>67.03%</b>	95%	66.72%	<b>GREEN</b>  <b>↗</b>	The forecast forward summary of savings and income achieved for the year (£m)	£12.552	£15.020	There is a continued significant delay to implementing savings proposals which continue to be reflected in the quarterly budget monitoring reports to Cabinet.	Ben Smith
					Agreed original savings set out in the Council-approved budget (£m).	£18.727	£22.513		
<b>PROC11 ↓</b> Number of breaches received during the period which had determined the requirement of self-referral to the Information Commissioner's Office	<b>GREEN</b>  <b>0</b>	0	0	<b>STATIC</b>  <b>↔</b>	The number of data breaches received during the period which had determined the requirement of self-referral to the ICO	0	0		Sarah Caulkin
					D	1	1		
<b>SPSC2 ↑</b> Percentage of people across Swansea who agree or strongly agree they can influence decisions affecting their neighbourhood	<b>RED</b>  <b>30.9%</b>	33><50%	37.63%	<b>RED</b>  <b>↘</b>	Number of people responding 'agree' and 'strongly agree' that you can influence decisions affecting your neighbourhood?	224	260	Although the result missed the target and declined compared to the same period last year and compared to the last quarter, performance has stabilised during 2017/18 although remains low at 30.9%. The Council is strongly committed to involving people more in Council decision making and in enabling community action and is developing a co-production strategy that will help facilitate this when implemented.	Chris Sivers
					Total number of respondents to the question	725	691		

# Agenda Item 8.



## Report of the Cabinet Member for Health and Wellbeing

Cabinet - 15 March 2018

### Western Bay Regional Area Plan

<b>Purpose:</b>	<p>To approve the Western Bay Area Plan (2018-2023) and the Action Plan (2018/19).</p> <p>To authorise the Chief Social Services Officer to publish a link to the Area Plan and Action Plan on the Council's website.</p> <p>To authorise the Director of People to submit the Area Plan and Action Plan to Welsh Ministers on behalf of the three local authorities and the health board in the Western Bay region.</p>
<b>Policy Framework:</b>	<p>Social Services &amp; Wellbeing (Wales) Act 2014, The Care and Support (Population Assessments (Wales) Regulations 2015</p>
<b>Consultation:</b>	<p>Access to Services, Finance, Legal.</p>
<b>Recommendation(s):</b>	<p>It is recommended that Cabinet:</p> <ol style="list-style-type: none"><li>1) Approve the Western Bay Area Plan and Action Plan</li><li>2) Authorise the Chief Social Services Officer to publish a link to the Area Plan and Action Plan on the Council's website.</li><li>3) Authorise the Director of People to submit the Area Plan and Action Plan to Welsh Ministers on behalf of the three local authorities and the health board in the Western Bay region, countersigned by the Leader of Council and the Leaders of Bridgend CBC and Neath Port Talbot CBC and the Chair of ABMU HB.</li></ol>
<b>Report Author:</b>	<p>Sara Harvey</p>
<b>Finance Officer:</b>	<p>Chris Davies</p>
<b>Legal Officer:</b>	<p>Debbie Smith</p>
<b>Access to Services Officer:</b>	<p>Sherill Hopkins</p>

- 1.1 The Social Services and Wellbeing (Wales) Act 2014 requires that local authorities and local health boards must jointly carry out an exercise known as a Population Assessment and then produce a joint Area Plan in response to the findings in the Population Assessment.
- 1.2 The Population Assessment was published on 1<sup>st</sup> April 2017.
- 1.3 The Area Plan has been produced for the first time and sets out how the Western Bay Regional Partnership Board (RPB) has responded to the findings of the Western Bay Population Assessment. It is the overarching regional plan for integrated health and social care joint working.
- 1.4 The Area Plan is split into two sections. This first section is the longer-term five-year plan (2018-2023) and includes the regional priorities to be overseen by the Regional Partnership Board. The second section is the corresponding Action Plan which is a one-year transition plan (2018/2019), which includes a number of key actions that work towards addressing the regional priorities. Both plans can be found here: [www.westernbay.org.uk/areaplan](http://www.westernbay.org.uk/areaplan). A one year action plan has been developed, instead of a longer term plan due to the potential health boundary changes and the consultation concerning whether Bridgend should stay aligned with Swansea and Neath Port Talbot or transfer to work with Rhondda Cynon Taf and Merthyr Tydfil in future. Once the outcome of this consultation is evident we will be able to plan more clearly for future years.
- 1.5 The Regional Partnership Board have also indicated they would like to review the whole programme in light of the potential changes to the boundary. Another key driver that may affect the context of the plan is the Parliamentary Review on Health and Social Care.

## **2. Legislation**

- 2.1 Section 14 of the Social Service and Wellbeing (Wales) Act 2014 ('SSWB Act') requires that local authorities and Local Health Boards produce a Population Assessment and an Area Plan in response to the Population Needs Finding in relation to care and support for people in Western Bay region.

## **3. Purpose of the Area Plan**

- 3.1 The Area Plan represents what Western Bay Regional Partnership Board will be delivering as a set of integrated regional health and social care priorities over the next 5 years, in response to the Population Assessment findings. RPB members agreed to focus on a smaller number of key priorities, where regional working will add the most value.
- 3.2 Although there are ten chapters included in the Population Assessment, the Area Plan focuses on the following five chapters (themes) which include a set of regional priorities for regional and integrated working



between health and social care. These themes align with the existing Western Bay Programme priorities and the priorities for the Integrated Care Fund (as outlined in the guidance):

- Older People
- Children and Young People
- Carers who need support
- Mental Health
- Learning Disability and Autism

3.3 The following areas of work, which represent the other 5 themes in the Population Assessment, are being addressed by Local Authorities and the Health Board or partners as part of their core business on a local basis or through existing partnerships between organisations across the region.

- Health and physical disabilities;
- Sensory impairment;
- Violence against women, domestic abuse and sexual violence;
- Safeguarding and Deprivation of Liberty Safeguard;
- Secure estate

3.4 It is an important planning tool which will be a reference point for future funding decisions and monitoring of the work the Board will progress in future years. An Annual Report will be produced describing how the Regional Partnership Board has delivered against the Area Plan (and in particular the Action Plan).

#### **4. Links to other Strategic Planning Arrangements**

4.1 It is important that the Area Plan in setting out regional social care and health priorities complements and links with the three Public Services Boards and their respective Wellbeing Plans. Following reviews of each of the three draft Wellbeing plans against the draft Western Bay Area Plan, consultation responses from the Western Bay Programme Office have been submitted to each Public Services Board.

4.2 There are three Public Services Boards (PSBs) in the Western Bay area, established by the Well-being of Future Generations (Wales) Act 2015. The purpose of the PSBs is to improve the economic, social, environmental and cultural well-being in their area strengthening joint working across all public services in Western Bay. Each PSB prepared a well-being assessment in parallel with the Population Assessment and are in the process of completing their Wellbeing Plans.

4.3 It is clear from the *draft* Wellbeing Plans that there are strong links between the priorities of each Public Services Board (PSB) and those of the regional Western Bay Area Plan. All three PSBs reference four priority areas and whilst the specific detail varies, there is a strong focus on the following as common themes:

- Ensuring children receive the best start in life during their early years
- Building strong communities that are resilient and safe
- Enabling citizens to live and age well within their communities and promote wellbeing
- Sustaining natural environments and reducing the carbon footprint

4.4 Additionally, the Wellbeing Plans contain specific actions and areas of work that each PSB will oversee at a local level. The regional cross-cutting themes and ethos of Western Bay Health and Social Care Collaborative are particularly evident with reference to digital improvement, data sharing, partnership working, prevention and wellbeing.

## **5. Approval and Publication Requirements**

5.1 Following the review and endorsement by the Western Bay Regional Partnership Board, the Western Bay Area Plan and Action Plan require the approval of the Board of the ABMU Health Board and the Cabinet meetings of each of the constituent local authorities.

5.2 Upon completion, the Area Plan and Action Plan must be published on the websites of all the local authorities and Local Health Board involved in their production. A copy of the Area Plan and Action Plan must also be sent to Welsh Ministers at the time of publication. This function can be delegated to the lead co-ordinating body, who in this case is the City & County of Swansea.

5.3 The population assessment report should be drafted using accessible language so that it can be considered by members of the public. This is being progressed and it is further intended to produce an on line version which is similar to the population assessment for which positive feedback has been received concerning its presentation.

5.4 The Western Bay Area Plan and Action Plan must be published by 1<sup>st</sup> April 2018, subject to approval by Neath Port Talbot CBC on 8<sup>th</sup> March, Bridgend CBC on 27<sup>th</sup> March and the ABMU Health Board on 29<sup>th</sup> March 2018.

## **6. Overview of Arrangements Established to develop the Area Plan**

6.1 The development of the Area Plan has been based on the suggested framework produced by Social Care Wales. The Area Plan captures and takes forward the considerable work already in place across the Western Bay Programme.

6.2 In line with the statutory guidance produced by Welsh Government, each chapter of the Area Plan and associated Action Plan has been structured in accordance with the ten core themes.

6.3 Five of the core themes form the basis of the Area Plan and Action Plan:

- Older People
- Children and Young People
- Carers who need support
- Mental Health
- Learning Disability and Autism

6.4 The other five core themes are included in the appendix of the Area Plan and references the work being addressed by Local Authorities and the Health Board or partners as part of their core business on a local basis or through existing partnerships between organisations across the region. A high-level summary of this work has been collated and includes references to the relevant strategies, plans and projects.

- Health and Physical disability
- Sensory impairment
- Safeguarding and Deprivation of Liberty Safeguard \*<sup>1</sup>
- Violence against women, domestic abuse and sexual violence (VAWDASV) \*<sup>2</sup>
- Secure Estate \*<sup>3</sup>

Please note:

\*<sup>1</sup> Safeguarding priorities are managed both on a regional basis via the Western Bay Adult Safeguarding Board and the Western Bay Children Safeguarding Board and via local arrangements

\*<sup>2</sup> VAWDASV regional priorities are overseen via Public Service Boards

\*<sup>3</sup> Secure Estate priorities are governed locally.

6.5 A Task and Finish Group has overseen the development of the Area Plan with representatives of the Local Authorities, the Health Board and the Third Sector. Different chapters in the plan have been reviewed with input from groups within the Western Bay programme governance (e.g. Western Bay Carers Board overseeing the carers' chapter) and at a local level there has been review and input from the local authorities and health board.

6.6 The Area Plan and Action Plan can be accessed here:  
[www.westernbay.org.uk/areaplan](http://www.westernbay.org.uk/areaplan)

## **7. Incorporating the Voice of Service Users and Carers and Wider Stakeholders**

7.1 The statutory guidance requires citizen engagement when producing the Area Plan. It does not require formal consultation on the plans as the purpose of this requirement is to ensure there is continuous engagement with communities, from assessments through to planning.

7.2 The Area Plan and associated Action Plan has been reviewed by a special meeting of the Regional Citizens Panel. Feedback from the special Regional Citizens Panel meeting has been used to amend the initial draft of the Area Plan and Action Plan. Members of the Regional Citizens Panel will also be developing a publicly accessible “plan on a page” version for the public. Themes collated from the special meeting of the Regional Citizens Panel include the need to explore further opportunities for co-production in addition to engagement at both a regional and local level.

7.3 The Area Plan highlights that the Regional Partnership Board is committed to moving in this direction, but recognises that it takes time to develop trust to enable this to happen in a meaningful way. Going forward, work with the Regional Citizens Panel will continue to develop so that true co-production can be delivered in order to improve the outcomes achieved for people in the Western Bay area.

7.4 The draft Area Plan and draft Action Plan was also circulated to a range of citizen, voluntary sector and community groups for comment and feedback, including the Regional Third Sector Health, Social Care & Wellbeing Forum.

## **8. Cross Cutting Themes**

8.1 There were a number of cross cutting themes that emerged through the Population Assessment exercise and development of the Area Plan, in addition to the cross cutting priority of Carers, as follows:

8.2 **Transport and Access to Services:** Work is underway to consider where strategic planning for transport could be considered and progressed regionally (potentially linking with the two City Regions), with a view to address the issues highlighted within the population assessment being progressed as specific actions in the Area Plan.

8.3 **Housing:** There were a significant number of different housing issues captured in the Population Assessment. In order to address the significant number of issues raised, it has been acknowledged that a more strategic approach needs to be taken in relation to housing, health

and social care in Western Bay. Building on the work of the Regional Collaborative Committee for Supporting People and the ABMU Health Board, Health and Housing Group, discussions are underway to ensure future ICF capital funding opportunities in relation to housing, health and social care are more co-ordinated. In this way, capital infrastructure proposals can be considered in a more strategic way and on a longer term basis which will deliver more improvements for our residents.

#### **8.4 Substance Misuse**

Substance Misuse was agreed as a cross cutting priority. There is development of a S33 agreement for the Regional Area Planning Board for Substance Misuse in relation to Welsh Government grant funding. There are also links to the Integrated Family Support Services.

#### **8.5 Delayed Transfers of Care (DTC)**

Delayed transfers of care have also been highlighted as an issue, with patients who are fit to be discharged from hospital having to remain there while packages of care are organised to provide their support needs once they leave hospital. This can affect people of any age, but mostly impacts older people and those with mental health problems. Delays can occur because care providers don't have staff available to provide the care needed or funding difficulties exist. Western Bay partners will work together to identify the barriers that prevent people from being discharged in a timely manner, working with other partners to reduce delays.

#### **8.6 Data Collection, Information sharing and Improving Digital Services to Support Better Care Delivery**

Welsh Community Care Information System (WCCIS) will be implemented across the four statutory organisations and partners in the region to ensure that the system is developed in a coordinated way to the benefit of our users of services by better supporting regional and local service arrangements. Bridgend County Borough Council were the first organisation in Wales to go live on WCCIS and the other three organisations (ABMU, Neath Port Talbot, Swansea) in the Western Bay Region are committed to implementing WCCIS. This development will support a consistent approach to record keeping and the ability to share appropriate information between services that will enable better coordination of services and improve the delivery of integrated care.

#### **8.7 Workforce**

Workforce is a key element of the Western Bay Programme with the workforce development initiatives overseen by the Western Bay Workforce Development Steering Group There are a number of workforce changes initiated by Regulation and Inspection of Social Care (Wales) Act 2016 (RISCA), for example, extension of the registration of

the social care workforce to include home care workers and new responsibilities for “Responsible Individuals.”

## **9. Next Steps**

- 9.1 Once the Area Plan has been approved by the three local authorities and the Health Board, monitoring arrangements will need to be developed for the Action Plan, many of which will be through the existing governance arrangements.
- 9.2 The link to the Area Plan and Action Plan will be hosted by the City and County of Swansea on behalf of the Western Bay partnership (with links to/from partner websites as required in the Act).
- 9.3 Consideration to be given once the outcome of the consultation on potential health boundary changes relating to Bridgend is finalised. If Bridgend move to the Cwm Taff region, then work will need to be undertaken to revise the Population Assessment to only include Neath Port Talbot and Swansea.
- 9.4 Work will need to progress on a longer-term action plan, aligned with the regional priorities in the Area Plan, from April 2019.
- 9.5 Further work to take place to develop the work around the cross cutting priorities outlined in paragraph 9 above.

## **10. Role of the Regional Partnership Board (RPB)**

- 10.1 The Regional Partnership Board (RPB) is required to ensure that partners work effectively together to respond to the Population Assessment and the aligned Area Plan. Approval of the Area Plan is the responsibility of the Health Board and the cabinets of the three local authorities, following the endorsement by the RPB.
- 10.2 The Area Plan represents the future agenda for Western Bay RPB and includes a set of integrated regional health and social care priorities for the next 5 years. It is an important planning tool which will be a reference point for future funding decisions and monitoring of the work the Board will progress in future years.

## **11. Financial Implications**

- 11.1 There were no financial implications in completing the Area Plan.
- 11.2 The Integrated Care Fund revenue commitments for 18/19 are being identified and agreed in the Western Bay programme and align with many of the regional priorities in the Area Plan, the majority of which are already included in the delivery of Western Bay.

## **12. Workforce Impact**

- 12.1 The Area Plan itself has not identified significant workforce impacts, though further consideration will need to be taken in individual programmes and projects.

## **13. Equality and Engagement Implications**

- 13.1 In addition to the engagement outlined in section 7 of this report, an equality impact assessment has been developed to support the development of the Area Plan and Action Plan. It identifies that there is greater insight into the care and support needs of some people with protected characteristics than others. Gaps in the data have been identified, included in the equality impact assessment and will be used to inform future research and data development considerations, including any future Population Assessment exercises. The equality impact assessment is included in **appendix 1** alongside the engagement / feedback documentation.

## **14. Legal Implications**

- 14.1 The Area Plan has been prepared to comply with Section 14 of the Social Services and Wellbeing (Wales) Act 2014, the Care and Support (Wales) Regulations 2015 and associated Statutory Guidance.

## **15. Risk Management**

- 15.1 This is the first Area Plan developed under the Social Services and Wellbeing (Wales) Act 2014. There are a number of issues that have arisen in the course of completing the exercise which should be documented to inform further plans. It is planned that a lessons learned exercise will be completed to identify the salient issues to inform the next iteration of the plan.

### **Background Papers:**

- Social Services and Wellbeing (Wales) Act 2014
- Part 2 Code of Practice (General Functions)
- Western Bay Population Assessment Cabinet Report, 23<sup>rd</sup> March, 2017

### **Appendices:**

Appendix 1 – Equality Impact Assessment

## Equality Impact Assessment (EIA) Report – 2017/8

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

**Please refer to the 'EIA Report Form Guidance' while completing this form. If you need further support please contact [acesstoservices@swansea.gov.uk](mailto:acesstoservices@swansea.gov.uk).**

<b>Where do you work?</b>
Service Area: Western Bay
Directorate: Resources: Social Services

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

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

**(b) Please name and describe here:**

Western Bay Regional Area Plan. The regional population assessment was published in April 2017 and highlighted care and support needs for the citizens across Western Bay. The area plan is a statutory requirement and looks to address the care and support needs highlighted in the population assessment, through production of a 5 year area plan and aligned 1 year action plan for 2018/2019.

**(c) It was initially screened for relevance to Equality and Diversity on: 24<sup>th</sup> November, 2017**

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

Children/young people (0-18) ..... <input checked="" type="checkbox"/>	Sexual orientation ..... <input checked="" type="checkbox"/>
Older people (50+) ..... <input checked="" type="checkbox"/>	Gender reassignment ..... <input checked="" type="checkbox"/>
Any other age group ..... <input checked="" type="checkbox"/>	Welsh language ..... <input checked="" type="checkbox"/>
Disability ..... <input checked="" type="checkbox"/>	Poverty/social exclusion ..... <input checked="" type="checkbox"/>
Race (including refugees) ..... <input checked="" type="checkbox"/>	Carers (including young carers) ..... <input checked="" type="checkbox"/>
Asylum seekers ..... <input checked="" type="checkbox"/>	Community cohesion ..... <input checked="" type="checkbox"/>
Gypsies & Travellers ..... <input checked="" type="checkbox"/>	Marriage & civil partnership ..... <input checked="" type="checkbox"/>
Religion or (non-)belief ..... <input checked="" type="checkbox"/>	Pregnancy and maternity ..... <input checked="" type="checkbox"/>
Sex ..... <input checked="" type="checkbox"/>	

**(e) Lead Officer**

**Name:** Nicola Trotman

**Job title:** Western Bay Programme Co-ordinator

**Date:** 19.2.18

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

**Name:** Sara Harvey

**Date:** 19.2.18



## Section 1 – Aims (See guidance):

### Briefly describe the aims of the initiative:

#### What are the aims?

This area plan sets out how the Regional Partnership Board (RPB) will respond to the findings of the Western Bay population assessment published on 1 April 2017.

It has been prepared to meet the requirements of the Statutory Guidance in relation to Area Plans under section 14A of the Social Services and Well-being (SS&WB) (Wales) Act 2014.

The main focus of this plan is on the Regional Partnership Board priorities for regional and integrated working between health and social care; these are the priority areas for integration in part 9 of the SS&WB Act Wales, 2014 and the priorities for the allocation of the Integrated Care Fund.

The area plan is split into the following chapters which were the chapters included in the Population Assessment:

- Children and young people;
- Older people;
- Health and physical disabilities;
- Learning disabilities and autism;
- Mental health;
- Sensory impairment;
- Carers who need support; and
- Violence against women, domestic abuse and sexual violence;
- Safeguarding;
- Secure Estate

#### Who has responsibility?

The Western Bay Health and Social Care Collaborative brings together the following partners: Bridgend CBC, Neath Port Talbot CBC, Swansea Council, ABMU Health Board and Third Sector.

The Regional Partnership Boards must ensure the partnership bodies work effectively together which includes the objective: to respond to the population assessment carried out in accordance with section 14 of the Act, and this is in the form of the Western Bay area plan.

The Western Bay Leadership Group and Programme Team members oversee the development of the plan.

An Area Plan Steering Group was established, which includes officers from all partner organisations including the third sector and is chaired by the Western Bay Programme Director.

Key officers were nominated for each chapter to facilitate the development of the plan through the following regional groups:

Chapters	Group / Board
Older People	Community Services Board
Children and Young People	Childrens Heads of Service Group
Carers who need support	Western Bay Carers Partnership Board
Learning Disability / Autism	Learning Disability and Mental Health Commissioning Board

Mental Health	Learning Disability and Mental Health Commissioning Board
Health / Physical Disabilities	Link with senior ABMU officer
Sensory Impairment	Regional sensory loss group
Safeguarding	Chairs of Safeguarding Boards / Safeguarding Team
Violence against women, domestic abuse and sexual violence	NA – Links to local officers
Secure Estate	NA – Links to local officers

### Who are the stakeholders?

The stakeholders are the citizens of Western Bay.

The draft area plan and draft action plan has been circulated to a range of citizen and community groups for comment and feedback. The full list of groups is included in **appendix 1** the feedback from these engagement groups has been considered in section 4 of the EIA.

Western Bay has set up a Regional Citizens Panel to support engagement from a wider range of stakeholders. Panel membership is drawn from the mailing lists of the three Councils for Voluntary Services in Bridgend, Neath Port Talbot and Swansea. Membership is 'fluid', ensuring meetings and any engagement activities are open to all interested parties (service users, carers, family members, representatives from health and social care related organisations, Local Authority Elected Members). This approach was favoured by those who attended the first panel meeting, who felt it embodied the spirit of the Social Services and Well-being (Wales) Act's principles around offering 'greater voice and control'.

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

Please tick which areas you have information on, in terms of service users:

- |                                    |                                     |                                      |                                     |
|------------------------------------|-------------------------------------|--------------------------------------|-------------------------------------|
| Children/young people (0-18) ..... | <input checked="" type="checkbox"/> | Sexual orientation .....             | <input type="checkbox"/>            |
| Older people (50+).....            | <input checked="" type="checkbox"/> | Gender reassignment .....            | <input type="checkbox"/>            |
| Any other age group .....          | <input checked="" type="checkbox"/> | Welsh language .....                 | <input checked="" type="checkbox"/> |
| Disability .....                   | <input checked="" type="checkbox"/> | Poverty/social exclusion.....        | <input checked="" type="checkbox"/> |
| Race (including refugees).....     | <input checked="" type="checkbox"/> | Carers (including young carers)..... | <input checked="" type="checkbox"/> |
| Asylum seekers .....               | <input checked="" type="checkbox"/> | Community cohesion .....             | <input checked="" type="checkbox"/> |
| Gypsies & Travellers.....          | <input type="checkbox"/>            | Marriage & civil partnership .....   | <input checked="" type="checkbox"/> |
| Religion or (non-)belief .....     | <input type="checkbox"/>            | Pregnancy and maternity .....        | <input checked="" type="checkbox"/> |
| Sex.....                           | <input checked="" type="checkbox"/> |                                      |                                     |

**Please provide a snapshot of the information you hold in relation to the protected groups above:**

The information which has been collated to form the population assessments can be broken down into the following categories –

- Older People
- Children and Young People
- Carers Who Need Support
- Mental Health
- Learning Disability and Autism
- Sensory Impairment
- Health and Physical Disability
- Violence Against Women, Domestic Abuse and Sexual Violence
- Safeguarding Adults and Deprivation of Liberty Safeguard
- Secure Estates

The data collected according to these themes has been summarised below and further information is available in the Population Assessment in the following link:

<http://www.westernbaypopulationassessment.org/en/home/>

A summary of the care and support needs for each chapter in the population assessment is included below. The population assessment highlighted a number of key support and care needs, the majority of which are cross-cutting across all themes, as follows:

- Increasing levels of need for people with complex needs, chronic and long term conditions
- Accessibility of services, including transport
- Preventative and support services within communities
- Loneliness and social isolation for improved health and wellbeing
- Information, advice and assistance
- Assistive technology and telecare provision for people to maintain independence
- Growing demand, diminishing resources
- Transition between adult's services and children's services
- Preventative (low level) and specialist mental health services for children and young people and adults (this section identified the highest number of support and care needs)
- Appropriate accommodation solutions for wide range of citizens with needs
- Supporting growing number of carers and young carers

The area plan pulls together the response of the Regional Partnership Board and other Partnerships/delivery mechanisms to these key findings.

### **Older People**

1. It is predicted that by 2020 the over 65 population across Western Bay will be over 111,070; of these:
  - a. 20,598 will be unable to manage at least 1 mobility activity on their own
  - b. 45,720 will be unable to manage at least 1 domestic activity on their own
  - c. 37,378 will be unable to manage at least 1 self-care activity on their own
2. In 2015 6,979 people in Western Bay had a diagnosis of dementia; by 2030 this is predicted to rise by 48% to 10,295.
3. Approximately 1:3 people aged over 65 will suffer a fall each year.
4. Loneliness and isolation can lead to physical and mental health problems, such as depression and increased risk of premature death. It is predicted that by 2020 50,314 over 65s will be living alone.

5. The rate of people delayed in hospital for social care reasons in 2013/14 was lower than the Welsh average and there is a higher rate receiving social care than the Wales average.

### **Children and Young People**

1. In March 2016, there were 3735 children and young people (across Western Bay) known to social services as a result of being in need of care and support: 1665 in Swansea, 990 in Neath Port Talbot and 1080 in Bridgend.
2. Despite much progress, the numbers of looked after children in Western Bay remains high compared to many parts of the Country (number of looked after children per 10,000 of the population).
3. Due to the age profile of the looked after children population, the numbers requiring care services in Western Bay is anticipated to rise in the next 2 years
4. The numbers of local authority foster carers has fallen across the Region making it challenging to find appropriate, local placements for looked after children and young people.
5. In 2015/16, there were 594 criminal offences committed by young people aged 10 to 17 years in Western Bay. The most common offences were violence against the person, theft and handling and motoring offences.
6. Evidence suggests there are likely to be a number of young carers not known to health and social care services.

### **Carers Who Need Support**

1. The 2011 Census told us that there were 68,633 Carers in Western Bay, this is approximately 12% of the population. 30% of Carers were providing in excess of 50 hours of care a week.
2. According to the 2011 Census there are 1,351 young Carers aged 0 – 15 in the Western Bay area of which approximately 155 (11%) spend over 50 hours a week in a caring role.
3. There were 4,198 young adult Carers aged 16 – 24 in the Western Bay area, of which 510 (12%) spend over 50 hours a week in a caring role ( 2011 Census)
4. 16,186 individuals over 65 have a caring in the Western Bay area
5. Research indicates that Carers tend to report having poorer health than people who do not have a caring role. In addition, it would also appear that the impact on health of Carers increases in line with the number of hours of care provided.

### **Mental Health**

1. Current size of the population with Mental health issues across Western Bay is 718
2. It is anticipated that the population will increase to 734
3. GPs treat the highest proportions and numbers of people with mental health issues, looking at the whole of Western Bay using the projection having seen GP within the last 2 weeks for 2015, approximately 4,700 GP consultations in a fortnight were carried out with people with the more common mental health issues. Over a 52 week period, this is over 122,000 consultations (125,000 by 2035)
4. Specialist community services are used by 18% of people with more common mental health issues
5. Specialist community services are used by 51% of those with probable psychosis
6. Day services are most focused on those with most serious issues

### **Learning Disability and Autism**

1. 21 people in every 1000 have a learning disability
2. 16 people per 1000 have a mild learning disability
3. 5 people in 1000 have a moderate or severe learning disability

4. In 2015, 1209 individuals between the ages of 0-17 were diagnosed with any Autistic Spectrum Disorder, this will reduce to 1197 by 2035

### Sensory Impairment

1. Babies are at risk of failing to develop language skills and of low educational attainment if their hearing impairment goes undetected. 2 in every 1,000 children are estimated to have sight loss. It is anticipated that the numbers of children with hearing impairment will increase slightly over time due to the projected modest increase in the number of people in younger age groups in the Western Bay area
2. The number of people with dual sensory impairment, which can develop over time (acquired) or can be present from birth (congenital), is increasing across the region.
3. People with hearing loss are also highly likely to have other problems such as tinnitus and balance disorders, which contribute as risk factors for falls and other accidents, as well as mental health problems such as depression.
4. There is a higher prevalence of hearing impairment in Black and Minority Ethnic (BME) communities, particularly in more recent migrants from countries with low levels of immunisation against conditions such as rubella.
5. There is a gap in information for those children and young people with visual impairment, particularly in the age group 13 – 17, and people with learning disabilities who also have sensory impairments.

### Health and Physical Disability

1. In Western Bay region, **86** of 323 (27%) Lower Super Output Areas (geographic areas) are among the most deprived in Wales, whilst **74** (23%) are in the least deprived fifth. Within less deprived areas there are often pockets of hidden deprivation.
2. Difference in life expectancy between males living in the least deprived and most deprived areas in Western Bay is **9.7 years**, which is higher than the Wales average (8.8 years). The difference in life expectancy between females living in the least deprived and most deprived areas in Western Bay is **7.6 years**.
3. Although generally people in Western Bay are living longer and spending more of their lives in good health, between the least and most deprived areas, there is an even larger gap in healthy life expectancy in the Western Bay region, of over **20 years** for males, and **18 years** for female population.
4. A significant proportion of the region's population, who are registered with a GP, also experience a range of significant chronic conditions and disabilities
5. On the basis of population growth and an ageing population and assuming other significant medical factors do not change, an increasing number of people will require health and social care services in future.

### Violence Against Women, Domestic Abuse and Sexual Violence

1. 1 in 5 children across the UK live in households where there is domestic abuse
2. In 2015-2016, 9,324 cases of violence were recorded by the Police across Western Bay – this is an increase of 3,514 cases from 2013.
  - a. 3,177 of these cases were domestic abuse related
3. There were 6 recorded homicides across Western Bay during 2015-2016 and 2 of these were domestic abuse related
4. In 2015-2016 a total of 1,106 high risk cases of domestic abuse were discussed at multi-agency risk assessment conference (MARAC) meetings in the Western Bay region
5. Domestic violence is estimated to cost Wales an average of £826.4 million a year which is comprised of service costs, lost economic output and human or emotional costs.

## **Safeguarding Adults and Deprivation of Liberty Safeguard**

1. The increasing age of the population of Western Bay indicates that the demand for more health and social care services and Adult at Risk referrals will also rise.
2. As different types of abuse continue to emerge, such as human trafficking, radicalisation, hate crime and mate crime, it makes it difficult to predict the demand for safeguarding services in the future
3. The number of concerns / referrals received that met the threshold of significant harm in Western Bay in 2014/2015 was 985, which was a reduction compared to 2013/14, which was 1,355.
4. The number of concerns / referrals received that did not meet the threshold of significant harm in Western Bay in 2014/2015 was 735, which was a reduction compared to 2013/14, which was 980.
5. The number of people in Western Bay who were alleged victims of abuse, aged 18-64 in 2012/2013 was 335, which increased to 375 in 2013/2014. The number of people who were alleged victims of abuse aged 65+ in 2012/2013 was 610, which increased to 795 in 2013/2014.
6. Number of Deprivation of Liberty Safeguarding referrals received in 2013/2014 was 52, in 2014/2015 was 1849 and in 2015/2016 was 2087.

## **Secure Estates**

1. In the Western Bay area, there are three main such “secure” establishments – two prisons (one in Swansea and one in Bridgend) and one secure Children’s Home in Neath Port Talbot.
2. HMP and YOI Parc can accommodate up to 2,000 Category B male prisoners. There are two main sections:
  - a. A young person unit for males aged 15-17
  - b. Main prison for young offenders aged 18-21 and adult offenders
3. The majority of prisoners are serving sentences in excess of 2 years, with 580 (35%) serving a sentence of between 4 and 10 years.
4. The Young Persons Unit at HMP & YOI Parc accommodates up to 64 males aged 15-17
5. Between the period April – June 2016, 24% of prisoners experienced self-harm
6. The services at Hillside support up to 22 young people, both male and female aged between 12-17 from anywhere in the UK
7. There are 14 individually managed Secure Children’s Homes in England and 1 in Wales. Hillside, a Secure Children’s Home opened in Neath in 1996.
8. Between 2015 and 2016 a total of 78 young people stayed at Hillside, 57 males and 21 females for an average of 3-4 months
9. HMP Swansea is a Category B prison and can accommodate up to 515 men. The largest age profile groups include men aged 21-39 years with the majority of stays ending in the first 3 months.
10. There is a large population of disabled prisoners with the majority of those experiencing mental health issues.
11. Support for prisoners includes referrals to the prison drug service and the majority of referrals received between April – July 2015 related to heroin and alcohol misuse.

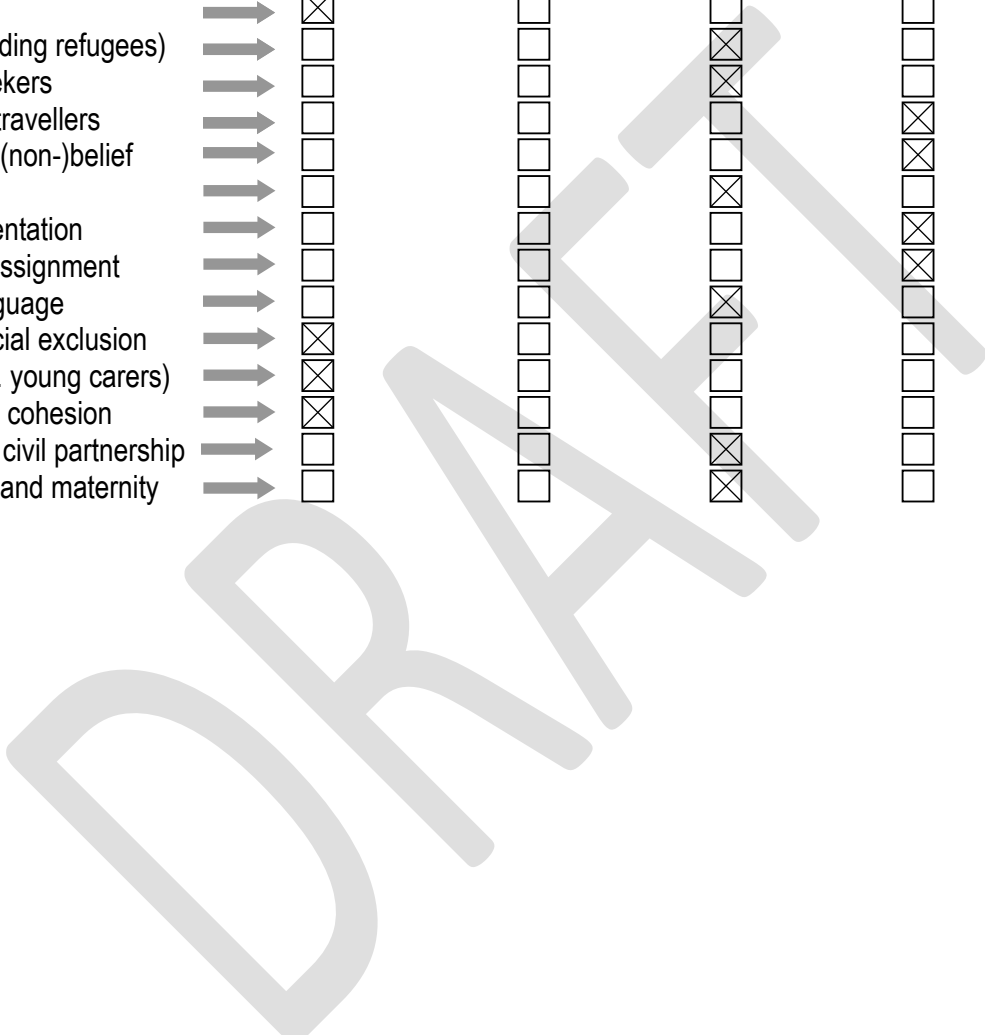
## **Any actions required, e.g. to fill information gaps?**

Further work is required to understand more fully the impact that the plan might have on specific groups and this will be identified through further engagement activities. The population assessment will be reviewed and revised and so work to focus on additional specific groups including religion, gypsy travellers etc will be explored further via the population assessment process.



**Section 3 - Impact on Protected Characteristics (See guidance):**  
**Please consider the possible impact on the different protected characteristics.**

	Positive	Negative	Neutral	Needs further investigation
Children/young people (0-18)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Older people (50+)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Any other age group	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disability	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Race (including refugees)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Asylum seekers	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gypsies & travellers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Religion or (non-)belief	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Welsh Language	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Poverty/social exclusion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carers (inc. young carers)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community cohesion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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"/>



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

The area plan focuses on preventing citizens from needing care and support in the first place, or things that could be done to prevent the need for care and support from increasing. As a result, any actions within the area plan will focus on prevention in a positive way. For example, Under our Older Peoples Chapter it is an action to 'develop and continue to provide a sustainable range of services that meet demand, enabling individuals to remain at home maintaining their independence for as long as possible receiving appropriate support at times of need.' This will contribute positively as it will ensure people receive support that is proportionate to need and is sustainable.

The regional principles of prevention were adopted across Western Bay in order to demonstrate the commitment of the 3 local authorities and the health board to plan for a more joined up commissioning process and service delivery model. This will improve the benefits for the service user and enable organisations to focus on clear priorities, with a view to a long term plan for prevention services which includes a commitment to an incremental funding shift.

We anticipate that some groups of people will be impacted positively as there are specific areas within the plan that will contribute to this. For example, the Children and Young People's Chapter outlines actions that will have a direct positive impact on children and young people; for example, the new MAPPs service is a multi-disciplinary team that aims to help children with, or at risk of mental illness and emotional and behavioural difficulties by providing specialist placement support. The Service will support children to ensure practice across the Western Bay Region is preventative, pro-active, planned and promotes permanence.

In the Older People chapter there is a key priority around developing and maintaining a sustainable range of services that meet demand, enabling individuals to remain at home maintaining their independence for as long as possible receiving appropriate support at times of need. For example, a key project is supporting 7 day working for the Acute Clinical Team which includes a Community Based multidisciplinary team with a specific short term remit for the provision of nursing and medical interventions in your home. The team is made up of professionals such as Nurse Practitioners, Health Care Support Workers and a Consultant Geriatrician. This scheme enables individuals to be cared for at home instead of being admitted to a secondary care setting / hospital, in order to get over that period of crisis in the comfort of their home.

In the Learning Disability chapter, there is a project which is to establish a new additional regional Integrated Autism Service. Its aim is to create a flexible service that eliminates existing barriers to support and bring about positive outcomes for people of all ages who have been diagnosed with Autistic Spectrum Disorder (ASD).

Under Mental Health and Learning Disability chapter there is the Western Bay Commissioning for Complex Care Programme that ensures placements for people with complex needs (including learning disabilities and mental health issues) are effective, outcome based and appropriate. It involves working closely with providers to ensure the new Outcome Focussed Care Plans are in place that allow individuals to progress to the highest level of independence that they can achieve.

In the Carers chapter, there is an initiative to identify Young Carers in primary, secondary and tertiary education.



## Section 4 - Engagement:

### What engagement has been undertaken to support your view? How did you ensure this was accessible to all?

It is a requirement from Welsh Government to engage with citizens, including those who may have care and support needs and carers, public, private and third sector organisations in the preparation of the area plan. It is recognised that much of the engagement work is undertaken via the population assessment which included a formal consultation process.

The consultation exercise was undertaken between September and December 2016, to understand the Wellbeing requirements of the population of Neath Port Talbot, Swansea and Bridgend Council areas with specific reference to the Social Service and Wellbeing Act 2014. This study was undertaken alongside a wider piece of work across the area to fulfil the requirements of the Well-being of Future Generations Act 2015.

This exercise included gathering the view of the public gained through a series of open workshops across the area, targeted focus groups with defined service user groups, interviews with a selection of stakeholders, and a desk-top review of existing information sources. The full consultation report is in **appendix 2** which includes what the feedback told us and how we listened.

The statutory guidance requires citizen engagement when producing your area plans. It does not require formal consultation on the plans as the purpose of this requirement is to ensure there is continuous engagement with communities, from assessments through to planning.

The draft area plan and draft action plan has been circulated to a range of citizen and community groups for comment and feedback. The full list of groups is included in **appendix 1**.

The Western Bay Regional Citizens' Panel was established in February 2016 with the aim of providing a strong strategic voice for stakeholders, offering a greater awareness of and involvement in the Western Bay Programme's activities and a clearer understanding of how organisations can work collaboratively to deliver against the requirements of the Social Services and Well-being (Wales) Act 2014. Panel membership is drawn from the mailing lists of the three Councils for Voluntary Services in Bridgend, Neath Port Talbot and Swansea. Membership is 'fluid', ensuring meetings and any engagement activities are open to all interested parties (service users, carers, family members, representatives from health and social care related organisations, Local Authority Elected Members). This approach was favoured by those who attended the first panel meeting, who felt it embodied the spirit of the Social Services and Well-being (Wales) Act's principles around offering 'greater voice and control.

Meetings generally include short presentations on particular aspects of Western Bay's programme of work, and an opportunity for panellists to discuss the agenda items of the next Western Bay Regional Partnership Board meeting.

All panel meetings are delivered in partnership with the three Third Sector Health Social Care and Well-being Coordinators (based in Neath Port Talbot Council for Voluntary Services, Swansea Council for Voluntary Services and Bridgend Association of Voluntary Organisations).

Programme Office via email at [western.bay@swansea.gov.uk](mailto:western.bay@swansea.gov.uk) or telephone 01792 633805.

The area plan and action plan was reviewed in a special Regional Citizen Panel on 31<sup>st</sup> January.

Whilst there has been no specific engagement with Children and Young people on the regional plan, it is expected that specific local projects will follow their own guidelines around communicating with these groups. The area plan draws together a set of objectives from the different local authorities at a high level and details of changes to services are not included at this level. In the future there is discussion of involving health board's youth group (ABM Youth).

There is an additional expectation that further engagement will support the development and completion of the area plan.

### **What did your engagement activities tell you? What feedback have you received?**

In addition to the engagement with different groups. A meeting of the Regional Citizen panel was held on January 31<sup>st</sup> and members were presented with a draft copy of the area plan and action plan and copies of the specific priorities within each chapter. Members were asked for their feedback on the range of different information and asked key questions such as their opinions on whether the priorities listed are the right ones, what information is clear or unclear and if there were any missing bits of information.

Feedback from the Regional Citizens Panel and engagement groups has been input into the Area Plan and Action Plan and will also form the basis of the Western Bay Area Plan on a page.

Themes collated include the need to identify further opportunities for co-production in addition to engagement at both a regional and local level. This is a priority for a number of different projects across Western Bay and we hope to expand on our engagement with the Regional Citizen Panel to explore this in future. An example could be to co-produce an easy read version of the Area Plan so that it is accessible for a wider range of stakeholders. It was noted that whilst the Western Bay Programme specifically works on Health and Social Care projects across the region, there are clear links between this and the work of the Education through Regional Working (ERW) program. The Area Plan will only provide detail of Health and Social Care projects across the region and does not give specific insight into other regional projects. Having said this, members of the Western Bay Regional Partnership Board include Local Authority Leaders and portfolio holders including the Chief Executives Directors, Chief Officers and Heads of Service, the Health Board Chairman and Chief Executive as well as other third party members. Members will be well placed to link together regional projects that might be reported externally, this will include areas such as Education and Housing.

The Area Plan concentrates on pulling together regional action plans in an effort to collaborate in achieving shared outcomes across the region. As a result, it highlights the high level regional objectives and briefly touches on local action plans that directly relate to regional objectives. Further local commitments are evidenced within local Wellbeing Plans.

A full spreadsheet of the information collected and the feedback to be provided is available in **appendix 3**

In the special RPB workshop to review the plan, RPB members agreed to focus on a smaller number of key priorities, where regional working will add the most value and agreed that although there are ten chapters included in the Population Assessment, the Area Plan

will focus on the following five chapters (themes) which include a set of regional priorities for regional and integrated working between health and social care. These themes align with the existing Western Bay Programme priorities and the priorities for the Integrated Care Fund (as outlined in the guidance):

- Older People
- Children and Young People
- Carers who need support
- Mental Health
- Learning Disability and Autism

It has been acknowledged that the following areas of work, which represent the other 5 themes in the Population Assessment, will continue to be addressed by Local Authorities and the Health Board or partners as part of their core business on a local basis or through existing partnerships between organisations across the region.

- Health and physical disabilities;
- Sensory impairment;
- Violence against women, domestic abuse and sexual violence;
- Safeguarding and Deprivation of Liberty Safeguard;
- Secure estate

### **How have you changed your initiative as a result?**

The overall plan and subsequent options have been amended to include feedback from the Citizen Panel, e.g. we have changed the terminology from people with a disability to disabled people following feedback.

There will also be a written response to the Citizen Panel to outline how their feedback has impacted on the final version of the plan.

Perhaps more importantly, given that co-production was a key theme discussed at the Regional Citizen Panel it has been suggested that the Panel work with Western Bay to create a plan on the page version together.

The Area Plan now only includes 5 key priorities as follows:

- Older People
- Children and Young People
- Carers who need support
- Mental Health
- Learning Disability and Autism

And the other 5 themes are included in the appendix which references the work ongoing and addressed by Local Authorities and the Health Board or partners as part of their core business on a local basis or through existing partnerships between organisations across the region.

**Any actions required (e.g. further engagement activities, mitigation to address any adverse impact, etc.):**

Further opportunities around the co-production of a plan on the page version will now be explored with the Citizens Panel.

**Please consider all of your engagement activities here, e.g. participation, consultation, involvement, co-productive approaches, etc.**

## **Section 5 – Other impacts:**

**Please consider how the initiative might address the following issues - see the specific Section 5 Guidance**

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

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

The Area Plan is a requirement of the Social Services and Wellbeing (Wales) Act 2014 and recognises the pivotal role of early intervention and prevention in delivering a sustainable health and social care system. In addition, there is compelling national and international evidence that early intervention, if implemented properly, can work to improve outcomes and deliver cost benefits. Western Bay partners have therefore agreed and adopted a number of principles in relation to prevention and wellbeing services and agreed to identify where the principles can be embedded, within service planning and commissioning. This demonstrates the commitment of the three local authorities and the Health Board to plan for a more joined up commissioning process and service delivery model. This will improve the benefits for the service user and enable organisations to focus on clear priorities, with a view to a long term plan for prevention services which includes a commitment to an incremental funding shift.

The principles in relation to prevention and wellbeing services included:

- Services will be sustainable
- Services will be equitable and address issues of inequality
- Services will be coproduced with the people who will or may use them
- Services will be citizen centred and outcome focused
- Services will be developed over a 5-10 year timeframe
- Services will be delivered by a range of organisations including social enterprise, cooperatives, user led and Third Sector
- Services will be delivered in partnership
- Services will make use of technological developments as a means of reducing demand
- Services will adopt a common evaluation framework
- Services will strengthen communities and give local people and communities more control
- Every commissioning decision will consider the importance of prevention and early action and allocate resources accordingly

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

As this is the first regional area plan for Western bay, no previous work has gone into improving this at a regional basis. Having said that, there are many local initiatives that are already tackling these issues. It is expected that through the annual review of the action plan, further initiatives will be explored and expanded in future.

**Is the initiative likely to impact on Community Cohesion? Please provide details.**

Local Area Co-ordination (LAC) in Neath Port Talbot and Swansea and Local Community Co-ordination (LCC) in Bridgend is expected to have a positive impact on community cohesion.

LAC/LCC are long-term, preventative approaches to supporting people (both adults and children) who may be isolated, excluded or who face challenges due to their age, physical health or mental health. The evidence base is well documented, and shows that LAC and LCC empower people to achieve their personal well-being goals by recognising that individuals with care and/or support needs can often be supported in place by accessing the strengths within themselves, their families and communities.

In Western Bay, Neath Port Talbot County Borough Council and Swansea Council subscribe to the 'Inclusive Neighbourhoods' model of Local Area Coordination. Bridgend County Borough Council's approach is being progressed as Local Community Co-ordination.

**How does the initiative support Welsh speakers and encourage use of Welsh?**

Welsh language services are organised and delivered locally and the area plan pulls together local arrangements as shown below.

**Bridgend County Borough Council**

The Council's five year Welsh language strategy, published in September 2016, sets out the Council's intention to promote the language in the workplace and help improve the Welsh language skills of staff. Additionally, it aims to promote and facilitate the use of Welsh language to the public.

In relation to services, Active Offer features at the assessment stage, where all those being assessed receive Active Offer as a part of the assessment process, and should it be required, Care Co-ordinators and other staff engage with Welsh speaking professionals who are able to continue to engage through the medium of Welsh. Active Offer is also undertaken at reviews and as and when required if engaging with the general public.

**Neath Port Talbot County Borough Council**

Services will seek to match suitable members of Welsh speaking staff with a person/persons who would wish to discuss their well-being through the medium of Welsh.

**Swansea Council**

Swansea Council and Social Services recognises the importance of meeting the individuals' Welsh language needs, and we are committed to offering, providing and developing Welsh language services. During the year, the Directorate has been working towards increasing capacity to deliver a bilingual service, as there is a current lack of capacity in the teams, reflected in the small number of fluent Welsh speakers.

Service plans and commissioning plans are tackling the challenges linked to increased citizen expectations, higher demand and less resource. Work is still in progress both regionally, locally and within partnerships. These are informed by co-production with citizens, and any public facing events will be held with an 'active offer' in place. All such

strategic plans are screened for Equalities via an Impact Assessment, and contract specifications are reviewed regularly with providers and monitored routinely against a range of quality standards including Welsh Language standards. Provider forums, held with residential and domiciliary care sectors, have helped to raise awareness of the Active Offer.

#### **ABMU Health Board**

ABMU is fully committed to providing a bilingual service and want to improve the quality of the treatment, care and services people receive ensuring that they are treated with dignity and respect and that we offer Welsh language services to people without them having to ask for them and follow the guidance in the Welsh Government's Strategic Framework "More than just words" and The Active Offer.

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

N/A

## **Section 6 - United Nations Convention on the Rights of the Child (UNCRC):**

Many initiatives have an indirect impact on children and you need to consider whether the impact is positive or negative in relation to both children's rights and their best interests. Please read the UNCRC guidance before completing this section.

**Will the initiative have any impact (direct or indirect) on children and young people (think about this age group holistically e.g. disabled children, those living in poverty or from BME communities)? If not, please briefly explain your answer here and proceed to Section 7.**

**All initiatives must be designed / planned in the best interests of children and young people.**

*Best interests of the child (Article 3): The best interests of children must be the primary concern in making decisions that may affect them. All adults should do what is best for children. When adults make decisions, they should think about how their decisions will affect children. This particularly applies to budget, policy and law makers.*

**Please explain how you meet this requirement:**

There is a specific chapter within the area plan that addresses the needs of Children and Young People in general. Other protected characteristics are picked up within other chapters of the area plan e.g. disability, young carers etc.

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

## **Section 7 - Monitoring arrangements:**

**Please explain the monitoring arrangements for this initiative:**

**Monitoring arrangements:**

We will monitor and evaluate progress against this plan through the annual Regional Partnership Board report. The annual RPB report will be published on the Western Bay Website: <https://www.westernbay.org.uk/>

Progress for the regional priorities in the action plan will be monitored on a regular basis with any issues escalated through the Western Bay governance and up to the Regional Partnership Board, if appropriate.

The priorities being progressed by other Partnerships will be reported via other mechanisms, such as the Public Service Board, or by organisational planning mechanisms, such as the local authority Corporate/Improvement Plans and ABMU Health Board's Integrated Medium Term Plan.

**Actions:**

The area plan will be reviewed on an annual basis.

## Section 8 – Outcomes:

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

Outcome 1: Continue the initiative – no concern

Outcome 2: Adjust the initiative – low level of concern

Outcome 3: Justify the initiative – moderate level of concern

Outcome 4: Stop and refer the initiative – high level of concern.

**For outcome 3**, please provide the justification below:

**For outcome 4**, detail the next steps / areas of concern below and refer to your Head of Service / Director for further advice:

## Section 9 - Publication arrangements:

On completion, please follow this 3-step procedure:

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

## EIA Action Plan:

Objective - What are we going to do and why?	Who will be responsible for seeing it is done?	When will it be done by?	Outcome - How will we know we have achieved our objective?	Progress
Co-produce a citizen friendly plan on a page that captures the key parts of the area plan. This will be co-produced with the citizen panel and any other interested groups	Western Bay Programme Office, Regional citizens panel and officers will lead on this work	October 2018	A one page plan will have been co-produced with the regional citizens panel	
The population assessment will be reviewed to ensure the care and support needs of a wide range of protected characteristics is captured and feeds into future area planning.	Western Bay Programme Office	March 2019	The revised population assessment will consider the needs of a wider range of protected characteristics	
Explore further the opportunities available to engage with citizens across the priorities within the plan including additional opportunities for co-production	Western Bay Programme Office, Regional citizens panel and other local engagement groups	March 2019	Future co-production activities will be planned	
Review and explore building the representation of a cross-spread of people on the citizens panel	Western Bay Programme Office, Regional citizens panel, other local engagement groups, CVSSs	March 2019	Cross-spread of people on the citizens panel is evident	



# Agenda Item 9.



## Report of the Cabinet Member for Health & Wellbeing

Cabinet – 15 March 2018

### A Prevention Strategy for Swansea 2018 - 2021

<b>Purpose:</b>	This report sets out the Prevention Strategy and associated Delivery Plan for approval following extended consultation.
<b>Policy Framework:</b>	Well-being of Future Generations Act 2015 Social Services and Well-being Act 2014 Swansea's Corporate Plan 2017 – 2022 Sustainable Swansea Programme.
<b>Consultation:</b>	Access to Services, Finance, Legal and public between June and October 2017.
<b>Recommendation(s):</b>	It is recommended that the Prevention Strategy and associated Delivery Plan be approved.
<b>Report Authors:</b>	Rachel Moxey / Amy Hawkins
<b>Finance Officer:</b>	Christopher Davies
<b>Legal Officer:</b>	Lucy Moore
<b>Access to Services Officer:</b>	Sherill Hopkins

#### 1. Introduction

- 1.1 Prevention is one of three principles underpinning Swansea's Corporate Plan 2017 – 2022 and priorities.

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

- 1.2 The principles of the Corporate Plan are essential to delivering our well-being objectives and as such are woven into the way that we work. “The Council needs to continue to develop its preventative approach and has to that end developed a Prevention Strategy. This strategy will further embed early intervention and prevention into the Council’s business and place an even greater focus on improving well-being.”
- 1.3 This first Swansea Council Prevention Strategy is about delivering more sustainable services that meet people’s needs and deliver better outcomes. It is about supporting the development of a community and urban fabric which has future resilience and independence in both the medium and long term. Our citizens are central to our future and delivery, and as such, are the focus of our developments, driving cross cutting working across Council Departments and with partners. Consequently, the strategy forms a key part of our corporate transformation programme and the way we will continue to develop our services with our partners.
- 1.4 Sustainable Swansea – fit for the future, is our long term plan for change. Prevention is one of four Sustainable Swansea priorities. “Sustainable solutions, with prevention at its heart.”

## **2. A Prevention Strategy for Swansea 2018 - 2021**

- 2.1 Swansea Council has always taken a prevention approach. This was borne from a longstanding recognition that prevention activity is better, less time consuming and ultimately less costly and damaging to individuals and organisations than cure.
- 2.2 Two key aims drive the Prevention Strategy:  
1. A desire for increased organisational and personal resilience;  
2. Sustainable services.  
Savings however, do not drive our agenda – better, more personalised and joined up services do.
- 2.3 A strong UK evidence base exists demonstrating the cost benefit ratio of investment in preventative services and the return on investment in the medium to long term.
- 2.4 The Prevention Strategy seeks to build upon the successful pilot preventative approaches such as Local Area Co-ordination and the Domestic Abuse Hub while bringing greater emphasis to preventative activity being everybody’s business. The Prevention Strategy Delivery Plan will report activities which contribute positively to this agenda.
- 2.5 The Prevention Strategy has been drafted to be consistent and compliant with the Well-being of Future Generations (Wales) Act 2015. Embedding prevention within the Council’s work builds not only upon the national requirements, but also emphasises a Swansea approach to its delivery

including the five ways of working (Long-term, integration, involvement, collaboration and prevention)

- 2.6 The Prevention Strategy for Swansea provides the mechanism for implementing the Western Bay Principles of Prevention Framework.
- 2.7 The Prevention Strategy has been framed on the six outcomes outlined by the Swansea Public Services Board Well-Being Assessment. They are:
- A. Children have a good start in life;
  - B. People learn successfully
  - C. Young people and adults have good jobs;
  - D. People have a decent standard of living;
  - E. People are healthy, safe and independent;
  - F. People have good places to live and work.

Placing the Prevention Strategy in this context, we have aligned our intended outcomes to these outcomes as our headings for actions within the Delivery Plan.

- 2.8 The Prevention Strategy recognises that at the heart of demand management is good customer service. It seeks to deliver the following benefits:
- 1. Delivering better outcomes to residents and communities by:
    - a) Developing residents' independence and community resilience;
    - b) Better targeting support and services to where they are most needed;
    - c) Delivering better quality services which target root causes rather than the effect of problems.
  - 2. Saving money through achieving operational and financial efficiencies by:
    - a) Removing duplication and waste;
    - b) Enabling customers to serve themselves;
    - c) Targeting resources, and aligning supply more closely to demand;
    - d) Introducing modern ways of working ensuring we are up to date with technology.
- 2.9 The principles we will adopt as Swansea's prevention optimum model are:
- 1. A whole Public Service Board and whole Council approach;
  - 2. Making every conversation count;
  - 3. Holistic universal and early intervention services;
  - 4. A culture where all services are acting at every point to de-escalate need and build on strengths;
  - 5. Adopting strength based approaches using the strengths of individuals, families and communities;
  - 6. Supporting independence at all stages, with different levels of interventions offered;
  - 7. Building resilience, social capital and social networks;
  - 8. Delivery partners have confidence in the approach;
  - 9. Making evidence based investment decisions of what reduces

demand;  
10. Learning about 'what works' is fundamental to future delivery.

### 3. Consultation Feedback

- 3.1 Consultation on the Prevention Strategy took place between June and October 2017, with both full and easy ready versions of the strategy available. Feedback was collated through events, online, written and verbal responses and over 115 responses were received.
- 3.2 The key themes from the consultation are below:

Consultation Theme	Response
Use clear language with definitions and reduced jargon	The Strategy has been revised to incorporate this feedback
Recognition of contributing partners and inclusion of increased partnership working across sectors	Actions within the Delivery Plan contribute to addressing this issue
Learning from both successes and failures, best practice and available supporting evidence and research	This will be considered through the appropriate Governance Structures and influence actions in the Delivery Plan
Include national, regional and local government strategic and legal contexts / requirements	This will be considered through the appropriate Governance Structures
Recognising the needs of specific groups, listening to and involving them in meaningful discussion (e.g. older people, carers, asylums seekers and refugees)	Actions within the Delivery Plan contribute to addressing this issue. In addition, the Swansea Partnership Poverty Forum action to establish a 'Truth Commission' or similar appropriate model will support the delivery of this Strategy The development of a Human Rights City approach will support the delivery of the this Strategy
Adopting asset based approaches to developing community resilience	Swansea has already adopted this approach and it is fundamental to how we work. The Swansea Partnership Poverty Forum Asset Based Community Development Project will further support the ongoing development of this approach
Ensure the emphasis is on reducing the need rather than focussing on cost savings as the driver	Cost saving is one of the outcomes in addition to service improvements. Through providing the right service at the right time and place, we will drive cost reductions and support sustainable

	services, organisational and personal resilience.
Recognise the importance of tackling poverty interventions that contribute to prevention such as income maximisation	This is reflected in the Delivery Plan
Identify triggers and early signs from existing services, develop ways to support people holistically before matters get worse	This will be considered through the appropriate Governance Structures
Recognising the importance of education and creating progression routes that those in education are supported into	Actions delivered through the Tackling Poverty Strategy Delivery Plan 'People learn successfully' population outcome, the adoption of a new curriculum and the work of the Education and Skills Policy Development and Delivery Committee

3.3 The detailed consultation feedback will be considered by the appropriate fora and audiences with a view to shaping further strategic development and prevention activity.

#### **4. Outcomes and Measuring Performance**

4.1 In addressing all Council Departments having a role in prevention, a Prevention Delivery Plan has been developed of cross Directorate actions with Key Performance Indicators to support delivery. The Delivery Plan is dynamic.

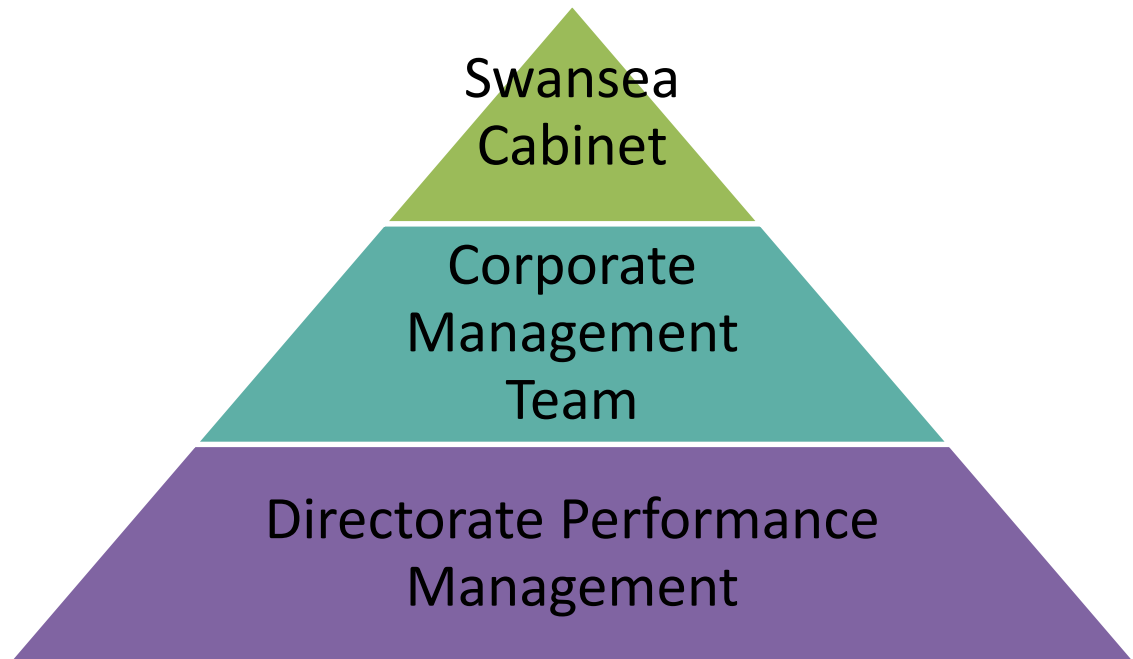
4.2 A mid-term review will take place to reflect any changes made in outcome profile from Swansea's PSB in 2018.

4.3 Corporate Directors take responsibility for work and actions in their area and manage these through regular performance and financial monitoring meetings and reporting mechanisms.

4.4 Progress of key performance indicators will be reported on a quarterly basis. Progress is reported through Corporate Management Team and onto Swansea's Cabinet.

## 5. Governance

- 5.1 The diagram below shows how the Prevention Strategy will be managed within Swansea Council.



- 5.2 Actions will be reported to the Council's Cabinet, escalating through the above structure for decision where this is required.

## 6. Equality and Engagement Implications

- 6.1 An Equalities Impact Assessment (EIA) Screening was completed and found that a full EIA report was required.
- 6.2 A full EIA report has been undertaken.
- 6.3 The full EIA report (attached Appendix E) found that the Prevention Strategy will have a positive impact across all the protected characteristics, poverty and engagement. The Prevention Strategy is supportive of promoting greater resilience in residents which in turn delivers better and more sustainable outcomes for individuals while reducing the reliance upon costly services.
- 6.4 The United Nations Convention on the Rights of the Child (UNCRC) is relevant to the report as the Prevention Strategy will have a positive impact in children and young people across this age group. Actions are aimed at ensuring that children and young people's life chances are not disadvantaged by escalating preventable situations and that they develop personal resilience and are given a voice in relation to decision making which affects them. (UNCRC – Article 12 – 'Your right to say what you think should happen and be listened to.' / Article 27 – 'Your right to a good standard of living.' / Article 28 – 'Your right to learn and to go to school.' / Article 29 – 'Your right to become the best that you can be.' Best interests of the child (Article 3): The best interests of children must

*be the primary concern in making decisions that may affect them. All adults should do what is best for children. When adults make decisions, they should think about how their decisions will affect children. This particularly applies to budget, policy and law makers).*

- 6.5 Throughout the consultation process, all documents, surveys, and information were provided in Welsh and English. Compliance with the Welsh Language Standards will continue to be given due regard.

## **7. Financial Implications**

- 7.1. The specific financial implications of individual actions under the Strategy will be assessed at the development stage. All proposals will need to accord with the Council's medium term financial plan.

## **8. Legal Implications**

- 8.1. There are no legal implications over and above those contained in the body of the report.

**Background Papers:** None

**Appendices:**

Appendix A - A Prevention Strategy for Swansea 2018 – 2021

Appendix B – Swansea Council's Prevention Strategy Delivery Plan 2018-2021

Appendix C – Prevention Strategy Consultation Summary Overview

Appendix D – EIA Screening Form

Appendix E – EIA Report

# A Prevention Strategy for Swansea

2018-2021



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## 1. Executive Summary

Steeped in the principles of Sustainable Swansea, this strategy is **about delivering more sustainable services that meet people's needs and deliver better outcomes**. It is about supporting the development of a community and urban fabric, which has future resilience and independence in both the medium and long term. Our citizens are central to our future and delivery, and as such, are the focus of our developments, driving cross cutting working across Council Departments and with partners. Consequently, this strategy forms a key part of our corporate transformation programme and the way we will continue to develop our services with our partners. Our work particularly with and through Swansea's Public Services Board is essential to future delivery here.

The Council faces unprecedented challenges. Rising demand, changing demographics, public expectations and increasing pressure on budgets mean that the choice for local authorities and public service providers is a difficult one. We must also ensure we continue supporting people to become resilient and achieve outcomes that they want to see in their own lives, which will in turn reduce demand on services. Unless we reduce demand and prevent need escalating, service provision in its current form will become unsustainable. It is not however, simply about reducing demand on services.

Swansea Council has always taken a prevention approach. This was borne from a longstanding recognition that prevention activity is better, less time consuming and ultimately less costly and damaging to individuals and organisations than cure. This strategy presents a more ambitious direction, building upon previous work and recognising that all, including key partners and stakeholders, have a role in the prevention agenda.

Two key aims are driving this strategy:

- **A desire for increased organisational and personal resilience;**
- **Sustainable services.**

In order to make this work, we will have to continue and enhance the cultural changes that began with the acceleration of the prevention approach three years ago, supporting Swansea's transformational change agenda. We will have to think differently, encouraging innovative solutions to existing problems and those that arise. We also have to be clear **that savings do not drive our agenda – better, more personalised and joined up services do.**

This strategy sets out our overarching corporate and partnership approach to prevention, as well as outlining our key activities and expected outcomes. It starts setting out our rationale and how this supports national, regional and local policy, including our plan for a Sustainable Swansea. We then provide evidence, further justifying need, our reasons for

intervention and our approach. We have highlighted our delivery history in this area and early successes, giving a flavour of what prevention activity can achieve. Our strategy then goes on to describe our need and desire to reduce the demand for intensive intervention services, before describing the optimum prevention model. Lastly we provide governance information to demonstrate how we will deliver and a time bound action plan describing our activities in more detail, who is accountable for their delivery and when we intend to achieve them. Ultimately, the Prevention Strategy and its application have to advance and progress the culture of prevention and early intervention across the Council.

The Council is committing to an **invest to save** approach over a period of twenty years. Where we recognise need, individual business cases for proposed intervention will be brought forward, resulting in an informed, evidenced action and investment plan to deliver this strategy.

We hope you enjoy reading this strategy. Moreover, we look forward to working with local people and partners in the public, private and third sectors in delivery, making a positive difference to the lives of local people, improving their quality of life and contributing to a 'Sustainable Swansea'.

## 2. Strategic Context

### **The Public Services Board Well-being assessment**

The Public Services Board Well-being Assessment was produced by Swansea's Public Services Board (PSB). Swansea's PSB is the overarching partnership group for public service providers in Swansea. It highlights that in working as **Team Swansea** '*partnership working has never been more important.*<sup>1</sup> The increasingly difficult social, economic and environmental pressures on public services, coupled with the substantial reductions in public funding, mean that service providers have to work together in more innovative ways than ever before to increase efficiency, effectiveness and reduce the reliance upon intensive and more costly interventions.

The **Swansea Public Services Board Well-being assessment** outlines six outcomes namely:

**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**

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<sup>1</sup> P16 One Swansea Plan

## People have good places to live and work

Placing this strategy in a **PSB Well-being assessment** context, we have aligned our outcomes as six headings for actions. These are referred to later in this strategy and with the associated **Delivery Plan**. The PSB's 'Wellbeing Plan', due for publication in May 2018, will supersede this we will review our delivery plan to ensure continued relevance.

## Sustainable Swansea Programme

*Sustainable Swansea – fit for the future*, is our long-term plan for change. Financial, demographic and social challenges facing Swansea require a radical approach. Sustainable Swansea is a programme of activity, tools and techniques that will help us to take a managed approach to the changes that the Council faces as an organisation. The objectives are: to transform services; deliver better outcomes for residents; achieve financial sustainability.

A whole council approach is far more likely to maximise impact than if we all acted alone. It contains four priorities for a sustainable Council, one of which is prevention.

- Core future purpose of the Council
- Transformation of services and the model of delivery
- Greater collaboration with others, including residents
- And sustainable solutions, with prevention at its heart

The approach described in this Prevention Strategy therefore, is wholly supportive of our wider transformation agenda, promoting greater resilience in residents which in turn delivers better and more sustainable outcomes for individuals. At the same time the reliance upon costlier services is reduced.

## Corporate Plan

Swansea's Corporate Plan Five Well-being objectives outline our ambitions and commitments to residents, and how we will work to meet present and future challenges:

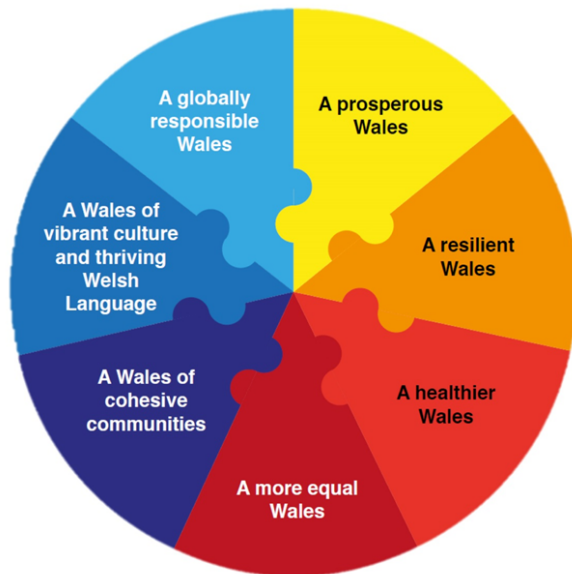
- Safeguarding people from harm
- Improving Education and Skill
- Transforming our Economy and Infrastructure
- Tackling Poverty
- Transformation and Future Council development

Prevention is an underpinning principle of these Well-being objectives.

## Welsh Government

Welsh Government has a national picture and approach to prevention through new legislation within the Well-being of Future Generations (Wales) Act 2015 and the Social

Services and Well-being Act 2014. The idea of embedding prevention within the Council's work builds not only upon national requirements, but also emphasises a **Swansea approach** to its delivery. In addition, it is essential that our preventative approach aligns with the wider direction of Welsh Government, implemented locally through the Council and the PSB. The wider strategic context is shown below:



### Well-being of Future Generations Act

(1) *Council services must take account of the long-term, integration, involvement, collaboration and prevention elements of the sustainable development principle.*

(2) *Prevention specifically states 'Deploying resources to prevent problems reoccurring or getting worse to meet the Council or other organisation's well-being objectives.'*

### Social Services and Wellbeing Act

The Act has a wide remit that impacts not only upon Social Services as the name implies, but on the work of a range of Local Authority services such as housing, education, leisure, regeneration, poverty and prevention and those of our partners particularly, the Local Health Board and third and private sector providers. In some instances, services are provided via Western Bay Health and Social Care Programme<sup>2</sup> on a regional footprint. Under Part 2 of the Act, General Functions, there is a duty to:

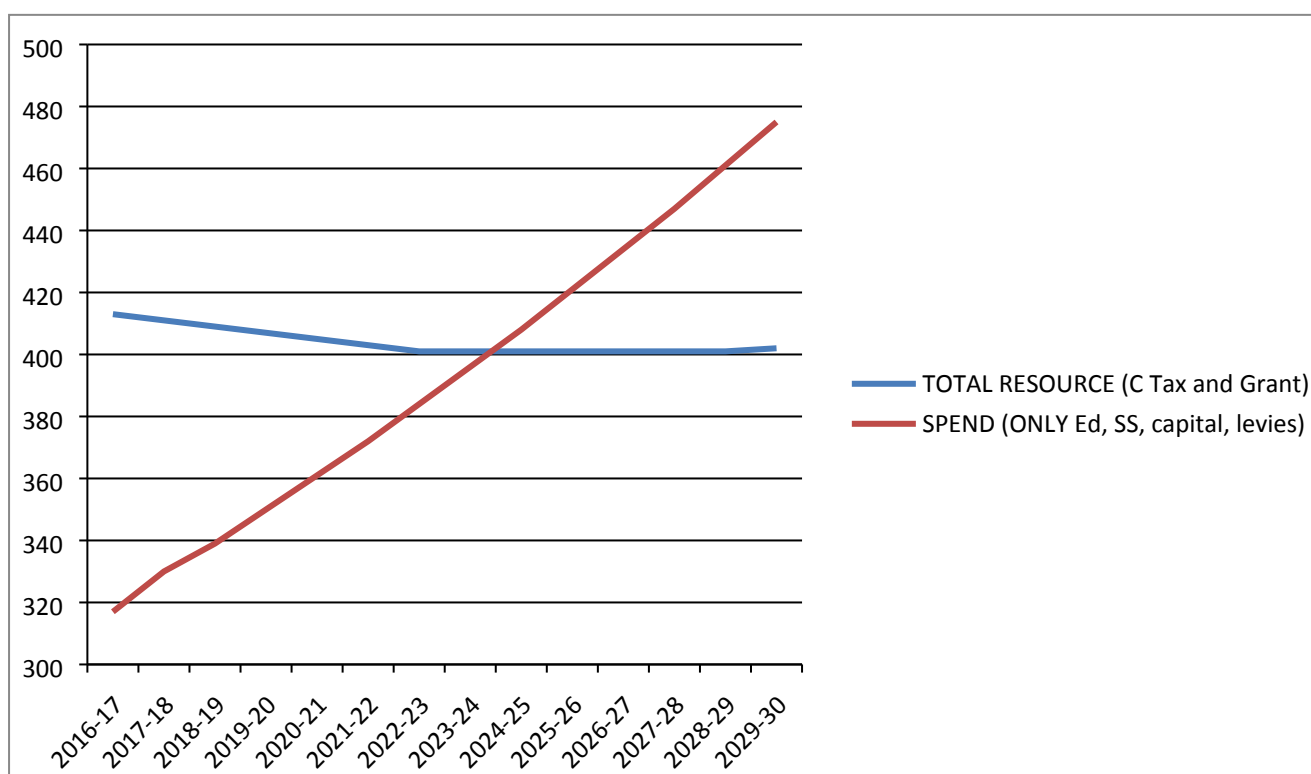
- *Promote well-being;*
- *Provide preventative services;*
- *Promote social enterprises, co-operatives, user led services and third sector;*
- *Provide Information, Advice and Assistance (IAA).*

The Council's delivery of the Prevention Strategy has to take into account the requirements of both Acts, along with additional legislation, such as the Housing (Wales) Act 2014 and the Environment (Wales) Act 2016. We are also working closely with Western Bay to ensure that the Western Bay Principles of Prevention Framework and the Swansea Council's Prevention Strategy is delivering our priorities for prevention and early intervention services for people in Swansea. A fundamental principle in the Western Bay Framework highlights the importance of a long term plan for prevention services, which further supports this Prevention Strategy.

<sup>2</sup> <http://www.westernbay.org.uk/>

### 3. Why intervene?

In Swansea, we have been asking difficult questions about established ways of working and drawing upon years of experience of delivering better outcomes with less money. The graph below clearly demonstrates why we need to use preventative approaches to reduce the demand on services and reduce costs. The graph shows the estimated projected spend on Social Services and Education alone, up until 2030, plotted against the estimated total resource available over the same period. It demonstrates that without earlier intervention to reduce demand on statutory services, by 2024 the total spend in these two areas alone would exceed the total Council budget.



We cannot therefore stand still. This **Prevention Strategy** outlines an approach to reducing, de-escalating and delaying demand and therefore overall expenditure, now and in the future. This strategy applies to all of the Council's five well-being objectives<sup>3</sup>, which, unless we change how we operate, we will not be able to deliver into the future.

Swansea has and will continue to explore all options available regarding demand management and cost savings. The actions we will take include:

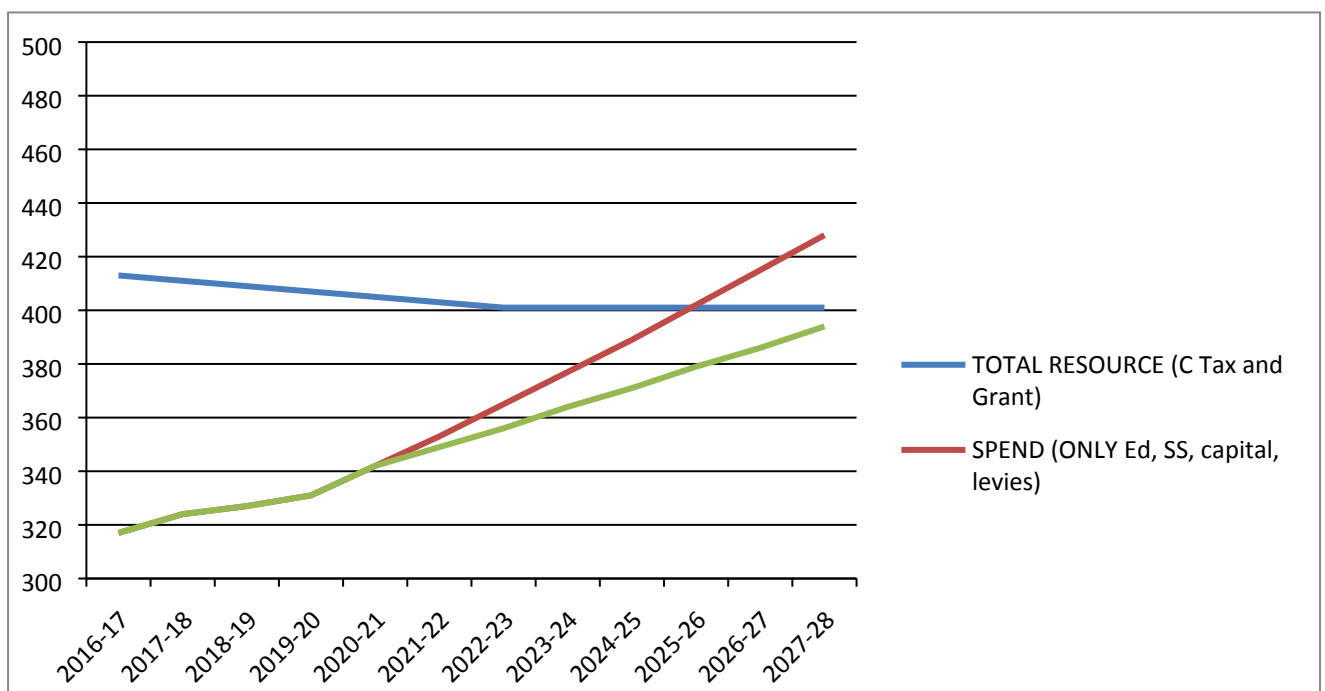
- Integration with other councils or partners such as our Local Health Board;

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<sup>3</sup> Safeguarding people from harm, Improving Education and Skills, Transforming our Economy and Infrastructure, Tackling Poverty and Transformation and Future Council development.

- Channel shift<sup>4</sup> and digitisation;
- Pathway and business process redesign;
- Promoting and supporting resilience and independence within Swansea’s communities.

Prevention has to be at the heart of the Council’s delivery in order to achieve a sustainable approach to managing the budget and service delivery. By delivering a preventative approach across key priority areas, the Council can manage spend. The graph below illustrates the shift needed to make expenditure sustainable. **If we start to implement our preventative approach now**, by 2020 we will start to extend the time that resources available will be able to meet spend, whilst starting to reduce demand to turn the curve.



So the question really is, *why ever would we not take a prevention approach. Prevention activity is imperative to our continued delivery of essential services as well as improving the life chances of Swansea citizens.* Activities to prevent expensive interventions are essential just to stand still, before looking at ways that we can reduce the reliance upon costly services into the longer term. The following section focuses upon the improvement in outcomes that this approach can bring.

<sup>4</sup> Channel shift – citizens changing the way they interact with the Council, increasing digital interactions whilst increasing customer satisfaction and reducing costs.

## 4. Evidence base

We have researched prevention approaches taken elsewhere in the UK and wider to demonstrate the potential value of such an approach. Below are a number of case studies reported by the Local Government Association, Bangor University and Public Health Wales, demonstrating varying approaches, supporting a number of interventions in the UK to promote better health, increased wealth, greater resilience and independence of residents. They demonstrate (where available) the cost benefit ratio of investment (per £1) along with the timeframes for both investment and return on investment. They give a real sense of the benefits and cost reductions we can achieve through prevention activity.

There is a strong evidence base and justification for investment in preventative services. Evidence clearly shows impact over a number of years, to the medium and long-term effects of early interventions. We will draw upon such evidence in developing specific proposals for investment, using innovation and exploration to improve people's outcomes.

Some examples of the impact of early interventions, as well as the impact of non-intervention are given below. Many are from the health field, but the impact upon public service delivery and expenditure in general terms are evident. The clear and overriding message from research, Welsh and UK Government, think tanks and emerging policy is however fairly clear – ***prevention is better, more person centred and more cost effective than cure.***

### **The Marmot Review and Report<sup>5</sup>**

This review examined the impact of health inequalities upon life chances and expectancies in England. There are many parallels in Wales. Its findings and recommendations have been very influential in directing policy – indeed the recommendations of the report reflect the six outcomes of the Well-Being Assessment.

*A key highlight of the report was that 'in England, the many people who are currently dying prematurely each year as a result of health inequalities would otherwise have enjoyed, in total, between 1.3 and 2.5 million extra years of life'.*

The Review stated that if the conditions in which people are born, grow, live, work, and age are favourable and more equitably distributed, then they will have more control over their lives, influencing their own health and health behaviours, and those of their families.

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<sup>5</sup> Marmot 2010. *'Fair Society, Healthy Lives – The Marmot Review'*. Strategic Review of Health Inequalities in England Post 2010.



'Action across the life course' was central to the Marmot review. It argues that disadvantage starts before birth and accumulates throughout life, as shown in below in Figure 5. It shows that that action to reduce health inequalities must start before birth and follow the life of the child, to break the close links between early disadvantage and poor outcomes throughout life. For this reason, giving every child the best start in life, (Policy objective A) was their highest priority recommendation.

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Marmot Review Policy Objectives

A - Give every child the best start in life.

B - Enable children, young people and adults to maximise their capabilities and have control over their lives.

C – Create fair employment and good work for all.

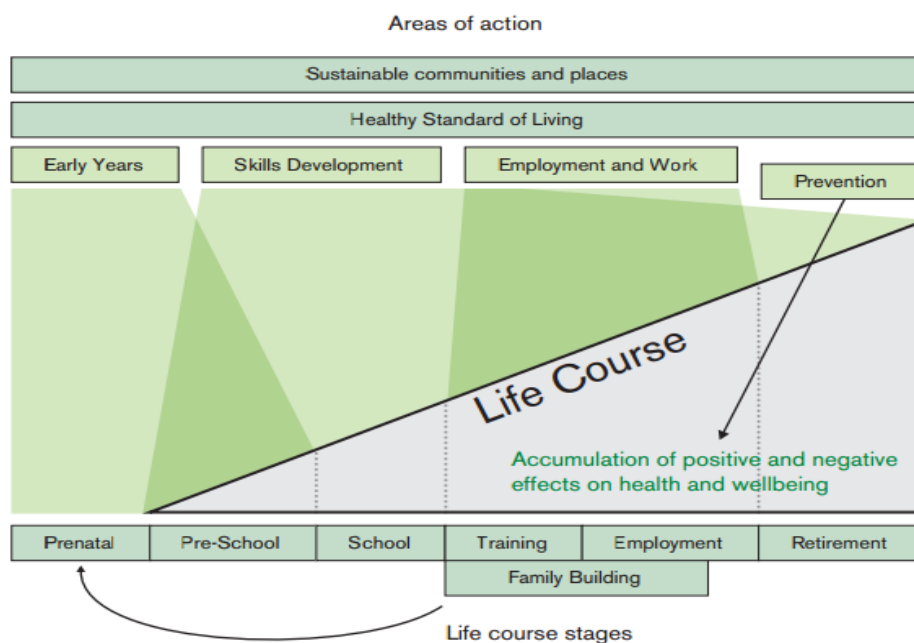
D – Ensure a healthy standard of living for all.

E – Create and develop healthy and sustainable places and communities.

F – Strengthen the role and impact of ill health prevention.

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Figure 5 Action across the life course



**'Action to reduce health inequalities must start before birth and be followed through the life of the child. Only then can the close links between early disadvantage and poor outcomes throughout life be broken.'**<sup>6</sup>

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<sup>6</sup> Marmot 2010. 'Fair Society, Healthy Lives – The Marmot Review'. Strategic Review of Health Inequalities in England Post 2010. P.20

### **Adverse Childhood Experiences (ACE) Study<sup>7</sup>**

This study identified that adverse childhood experiences (ACEs) have a major impact on the development of health harming behaviours in Wales and the **prevention of ACEs** is likely not only to improve the early years' experiences of children born in Wales but also reduce levels of health harming behaviours such as problem alcohol use, smoking, poor diets and violent behaviour. All of these come at great personal and financial cost to individuals and society.

### **Transforming Young Lives across Wales<sup>8</sup>**

This report reflects upon the recognition within the Future Generation (Wales) Act of the intergenerational relationship between poverty, health and lifetime opportunities, presenting an economic case for investment of scarce public resources in the first 1000 days of life, from conception to school readiness. It concludes that international evidence shows that investment, focussed upon the first few years of life produces returns over and above other forms of financial investment and/or investment at other times in the life course. This therefore offers the most efficient use of public resources.

### **Prevention: A Shared Commitment<sup>9</sup>**

This Local Government Association (LGA) report highlights the unsustainable nature of curative approaches to social care and health services. It highlights the need for preventative strategies that mitigate or defer the need for costly interventions and at the same time deliver better outcomes for individuals. Their rationale is that the delivery of local upfront prevention services stops problems arising in the first instance and reduces escalation of problems, which are more complicated, lengthy and costly to address. We present a number of the case studies demonstrating this below.

The LGA highlight that service delivery and transformation is difficult and that doing it well requires careful planning, skilled workforces, good management, leadership and delivery. They recognise that local government has a strong track record in this area and that we are well placed to lead public services collectively to take a preventative approach. They also recommend the use of proper evaluation techniques to ensure that costs, benefits and savings are fully tracked and the learning shared widely.

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<sup>7</sup> Public Health Wales 2015 'Adverse Childhood Experiences and their impact on health-harming behaviours in the Welsh adult population'.

<sup>8</sup> CHEME 'Transforming Young Lives across Wales: The Economic Argument for Investing in Early Years'.

<sup>9</sup> Local Government Association – 2015 - 'Prevention – A Shared Commitment – Making the case for a prevention Transformation Fund'.

## Case Studies

### Bury Metropolitan Borough Council

To illustrate the costs and benefits of public health interventions, NICE ran an analysis with Bury MBC to assist its range of smoking interventions using a tobacco return on investment tool.

Smoking rates in Bury are slightly above the national average at 23% with estimate costs of £10.7 million per year once the cost to the local economy and NHS are considered

The analysis showed that investment of just over £750,000 in smoking interventions for one year lead to a return of £472,500 over two years, £1,085,000 over five, £2,115,000 over ten years and £7,012,500 over a lifetime.

### Birmingham City Council

Be Active is Birmingham CC's scheme to provide free leisure services to its residents.

Once registered participants have a card allowing them to use a range of leisure facilities free at certain times. A third of the local population has got involved since 2008.

Evaluation by Birmingham University showed that 75% of users were not using a gym, leisure centre or swimming pool previously and half were overweight or obese.

For every £1 spent on the scheme, approximately £20.69 was saved in health benefits. This has helped the team behind the project build a case for continued funding.

## 5. Our approach

### 5.1 Our history and successes

Swansea has a long and proud history of supporting our citizens through the delivery of statutory services. We have a key role in the delivery of public services for Swansea and as such services such as public protection, health and safety and accident prevention are at our core in service delivery, as is the Safe Looked-After Children Reduction Strategy. This has resulted in a significant reduction year on year (for the last six years) in the numbers of children needing recourse to care. The increased recognition of the value of prevention activity led to an acceleration in our prevention approach to improve the well-being of people in Swansea, driven by the Council's commitment to providing £1 million for pilot prevention projects in 2014. Here, pilot preventative approaches were delivered that sought to address gaps in services working with children, young people and adults. The proposals were based upon an 'invest to save' approach aimed to change behaviours and prevent the need for involvement in costly specialist services, often followed by a long-term support programme. Some pilots, because of their success in demonstrating new delivery methods, namely Local Area Co-ordination and Tackling Domestic Abuse (via the DV Hub) will continue having proved their effectiveness. Others demonstrating better ways of working have been embedded in service delivery, becoming '*business as usual*'.

All Council Departments have a role in prevention. The Prevention Strategy brings greater emphasis to prevention activity being everybody's business and so we cite here some of the corporate activities which contribute positively to this agenda, as well as those early pilot activities funded through the Prevention budget, demonstrating our wider commitment and recognition that further investment is required in this area. We have linked these under the One Swansea Outcomes. The range of prevention activities delivered clearly demonstrates that ***prevention is everyone's business!*** They also reflect the required culture change within the Council to reflect that ***every contact counts***. That is, what services would be like if **every employee of the Council** worked to the same set of principles around encouraging self-reliance, promoting individual independence and safeguarding the safety of our citizens.

A number of activities are already taking place and are aligned under the required outcomes of the **Public Services Board Well-being assessment**:

### **Children have a good start in life**

- Continuing the success in Child and Family services, of the effective approach to safe reduction in numbers of 'looked after children'.
- Further success resulting from the reviewed contracting arrangements for children in need of care places to ensure that they are cared for either within the Swansea Council or nearby.
- Delivery of the Family Support Continuum, using existing resources and spend across a continuum within Child and Family, Poverty and Prevention, Education and Health.
- Delivery of Team around the Family (TAF) in schools, which now supports 52 primary settings throughout Swansea. This enables schools to identify families' needs on one part of the continuum and ensure the delivery of appropriate support at the earliest opportunity.
- The Flying Start programme, which provides over 3,000 young children and their families (annually) with coordinated, evidence based packages of services and interventions within their local community to support the child's development and the family's well-being.
- The Teenstart pilot, which has provided a multi-disciplinary and multi-agency team of midwives, family facilitators, NNEBs and Language Development practitioners to support parents under the age of 25 via a pathway of support with clear focus on early attachment and better parental infant relationships.

### **People learn successfully**

- Contribution at post 16 to continued NEET reduction and improved young person and family well-being through the NEETS reduction strategy, engagement and progression framework and delivery of EU funded projects such as Cynydd (working with young people in school at risk of becoming NEET) and Cam Nesa (working with young people aged 16-18 who are NEET).
- Contribution at pre 16 to improved school attendance, through 'Education other than at school' (EOTAS) reduction, reduction in the number of children who are looked after (because of reduced need) and improved young person and family well-being.

### Young people and adults have good jobs

- Swansea's 'Beyond Bricks and Mortar' policy has embedded community benefit (targeted recruitment and training) in construction contracts. This is being extended across our procurement processes to bring local benefit from other contracted works (construction and service contracts)
- Communities for Work and Workways help local people, particularly in our more deprived areas to develop skills and access job opportunities.
- Our Council wide apprentice and trainee strategy develops training and employment opportunities for young people, targeting those in greatest need.

### People have a decent standard of living

- Coordination of activity through the Council's Poverty Forum and partner activity through the Poverty Partnership Forum<sup>10</sup>.
- Delivery of advice services for council tax and housing benefit entitlements.
- Support in the resolution of benefit disputes through our Welfare Rights Service.

### People are healthy, safe and independent

- Successful approaches to tackling domestic violence, continuing to coordinate activity through the Domestic Abuse Hub.
- The success of the Local Area Coordination (LAC) pilot has led to better service coordination with, for example, health colleagues. These have demonstrated how we can develop and build capacity to provide natural support services, building community resilience. Our intention is to seek further investment in this area to roll out the approach.
- Reducing the risk of disease and illness through our public protection services of food safety and vermin control.
- Delivery of leisure and sports development services, encouraging more active and healthier lifestyles.
- Delivery of CCTV services throughout the city increasing successful crime reporting and levels of security.
- Working to improve the well-being of Council staff and reduce sickness levels.

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<sup>10</sup> See appendix A

## People have good places to live and work

- Significant investment is taking place in Swansea and across the City Region presenting extensive opportunities through developments such as City Deal and the proposed Swansea Bay Tidal Lagoon.
- Delivery of a range of prevention activities across core Council services including the provision of culture, leisure, community centres and libraries.
- Delivery of leisure activities across Swansea, impacting positively upon the health and well-being of citizens through encouraging more active lives.
- The provision of parks and open spaces for recreation and exercise, encouraging more active lives.
- Alignment of cleansing services and the prevention of waste across our communities through our waste management and recycling strategy.
- Preventative works to highways and buildings assets infrastructure to prevent deterioration and mitigate larger unplanned failures affecting future delivery.
- Investment in achieving Wales Housing Quality Standard in our council housing to improve the accommodation and well-being of our citizens.
- The landscape of our city is continually maintained and refreshed, bringing benefits to local communities.

In addition to the positive prevention work being undertaken, it is clear that further opportunities exist as well as further work being required. A key strand of our commissioning reviews within Swansea will be to assess and evaluate the opportunities for further prevention activities. This will support and allow directorates and services to improve outcomes and mitigate against future demand.

## 5.2 Vision

Our vision is to...

***‘Secure better outcomes and better manage demand through preventative approaches’.***

## 5.3 Demand management

Demand arises from many places. Everything the council does either creates demand or responds to it.

*For example: Residents depend on the council to fulfil specific needs which could be something simple such as reporting a pot hole or fly tipping, paying a council tax bill or making an application for a Blue Badge.*

Demand can however also be complex and require long-term, costly resources, such as the need for residential care following a hospital admission, or long term domiciliary care to support a person with personal care.

Different types of demand can be managed in different ways:

- **Failure demand**

This is demand, which can be caused by poor service design and/or previous failure by a service to adequately resolve an issue. This can include unnecessary referrals or hand-offs by front-line staff, multiple assessments by numerous support services and external agencies, or the failure to get things right the first time.

- **Demand which is avoidable**

Avoiding the demand for services arising in the first instance will result in the reduction in provision of costly or unnecessary services. For example, offering an app, which enables residents to easily report broken street lights via their smartphone rather than having to call or email the council. The council receives richer information and residents are able to report issues at a time that is convenient to them. Both parties save time and avoid duplication of tasks.

- **Demand which is preventable**

This is when actions should happen earlier, which would have prevented the need arising in the first place. Here we may be providing more than is needed. For instance, with care for older people, when the right actions are taken early - such as fixing trip and slip risks around the home - this can help prevent falls and preserve mobility and independence for longer. This reduces the need for hospital admission and re-enablement services.

- **Excess/ co-dependent demand**

This is when the council deliver more than is required or creates demand through dependency. To avoid the unnecessary over provision or insufficient targeting of services, we need to understand demand needs. Services can then be redesigned to move away from delivering services based on perceived need and expectation to delivering services, which are built on the needs of citizens and the community. This makes services more innovative, efficient, person centred and enables co-production.

- **Creating productive demand in services**

The Council can be more commercially aware by offering additional services at competitive prices thus increasing Council income. An example here would be using the



expertise the Council has developed in treating Japanese knotweed and charging for this service externally.

## 5.4 Good Customer Services

The heart of demand management is about good customer services and delivers the following benefits:

1. Delivering better outcomes to residents and communities by:
  - Developing residents' independence and community resilience;
  - Better targeting support and services to where they are most needed;
  - Delivering better quality services, which target root causes rather than the effect of problems.
  
2. Saving money through achieving operational and financial efficiencies by:
  - Removing duplication and waste;
  - Enabling customers to serve themselves;
  - Targeting resources, and aligning supply more closely to demand;
  - Introducing modern ways of working ensuring we are up to date with technology.

In all of these cases, managing demand begins by understanding what drives demand - what are the root causes. Any attempt to manage demand, while also seeking to improve outcomes, should be based on an understanding of how people, both those using and delivering services behave, and what they want versus what they need. The behaviours, expectations and default actions of both residents and service providers can magnify and multiply demand.

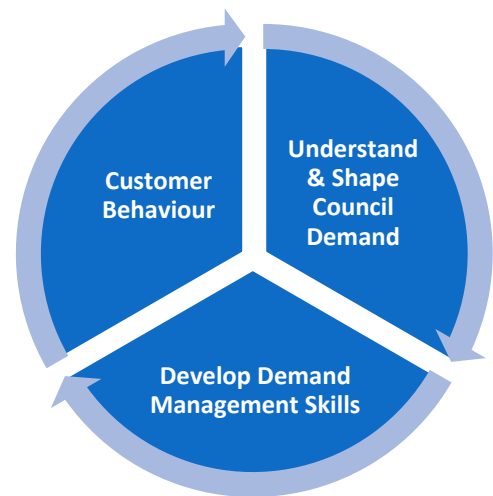
Ultimately demand management is about ensuring the right services reach the right residents when and where they need it, at the lowest possible cost. This will not only improve the resident experience, ensuring they are receiving what they need in the most efficient, timely way, but will also reduce duplication and waste which will save unnecessary costs.

## 5.5 Managing the cycle of customer behaviour

Demand management will be delivered across three interconnected themes, which have been designed to complement the work already being achieved across the organisation.

We will seek to manage our demand via new and innovative approaches in service delivery. By understanding the continuing cycle of customer behaviour, Council demand on services, the standard practice of service provision, looking at this differently and developing our demand management skills, it will enable us to do different things rather than doing traditional things differently.

We need to recognise that those with greatest need for support from Council Services are likely to place high demand on other local services and may require shared solutions with our Public Service Board partners.



Some examples of current programmes assisting in demand management are:

- Delivery of high quality and efficient Customer Relationship Management (CRM) Services for Swansea.
- Leading the Swansea Council's transformation approach, supporting not only better cost effectiveness but also a truly sustainable Swansea.
- Delivering customer contact and self-service which is playing a key role in prevention, particularly through the provision of information advice and assistance (IAA).

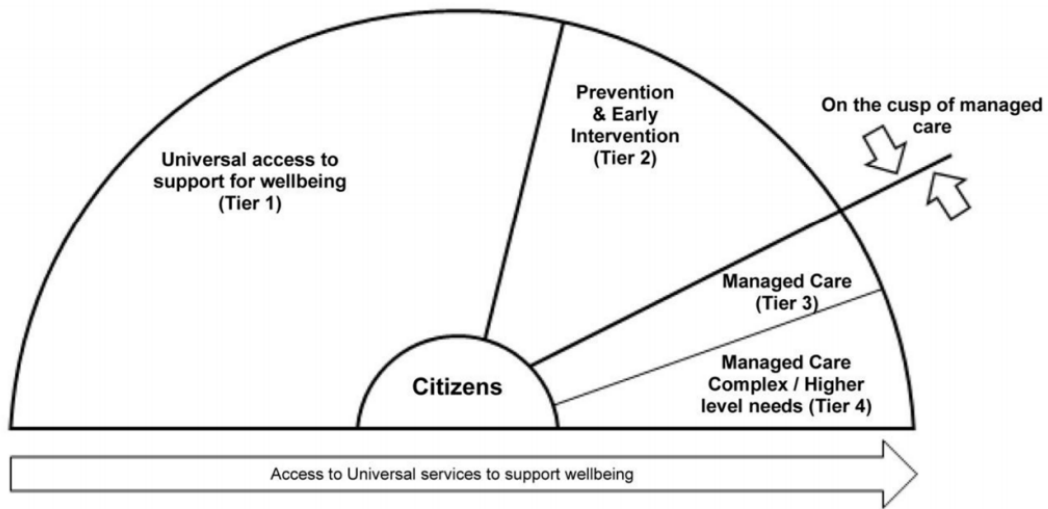
## 5.6 Early intervention and prevention

The Council interacts with citizens depending on their need for more complex and individual services. These can be broken down into distinct tiers as a continuum of need from universal services through to specialist complex targeted services (see diagram below).

The right approach should be proportionate to need ensuring whole population interventions, such as public health campaigns or changes to waste collections, with interventions adjusted and support enhanced according to the needs of groups and individuals. This approach ensures a proper process, which both de-escalates and delays need.

When providing support services to people, the need for tailored responses to reflect varying complexity makes service delivery more challenging, and even more important that we get it right. It is also more difficult to track the impact of interventions as often the outcomes and specific cost savings are long term and consequently difficult to quantify.

## 5.7 The Need Continuum



### GLOSSARY

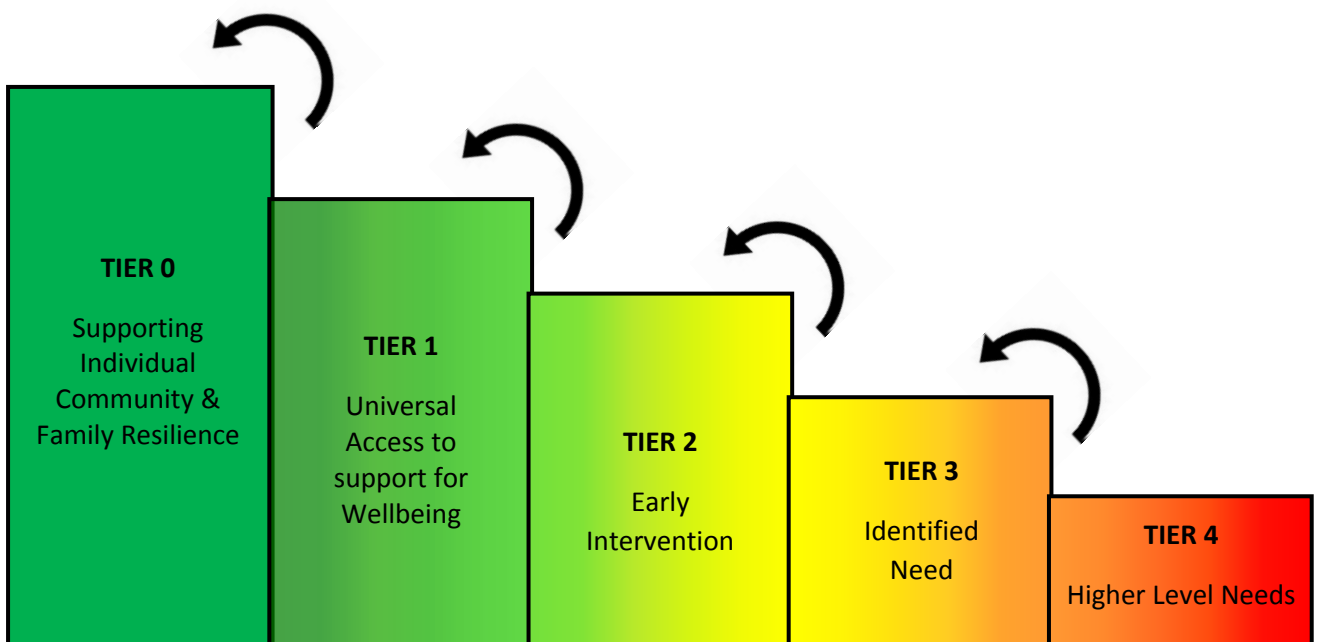
Tier 1 - Universal services aimed at all citizens to enhance wellbeing

Tier 2 - Prevention & Early Intervention targeted support for people in need - single agency

Tier 3 - Managed Care aimed at people in need of managed care to support achievement of person's own outcomes - Multi disciplinary approach

Tier 4 - Managed Care Complex / Higher needs aimed at people with long term complex needs

Within the context of the Social Services and Well-being Act, prevention is illustrated through the image of a windscreen. The illustration above is an example. This model demonstrates the importance of developing sustainable solutions which allow people to look after themselves as far as possible. For those who require Tier 3 or 4 services there should be an emphasis on supporting them in order to de-escalate the level of need and therefore the complexity of services they require. People are not constrained by this model. They can benefit from one or more tier of the services at the same time.



The above diagram outlines the continuum of need in each tier, which can be applied across all services. It is a representation of the different types of support available to people.

**Explanation:** At every tier, the Council and its delivery partners need to understand present and future demand, considering previous trends to predict future need. Each area of the Council's business will consider the tiered model and what services are currently provided along with existing demand and future demand. We will then consider the potential options for reducing or delaying demand and de-escalating needs.

**Tier zero** is often referred to in health and social care. This level is *prior to universal services in tier one* and is about individuals relying on their own personal resilience and ability to have strong supportive relationships within their families and communities. This is evident when people or an area has a high level of social capital. **The Third Sector and Voluntary Sector** play an important role within tier zero and the Council continue to support the sector through our **Change Fund**. Our aim is to support citizens to achieve the highest level of independence that they are able to.

It is vital to consider the whole system, as investment and growth in one area can potentially increase demand elsewhere. Investment in one tier alone is not sufficient to reduce demand in all areas. A holistic application to prevention throughout all tiers is necessary to support people to achieve the outcomes they want in their lives.

## Case Studies

### The Family Support Continuum

A child was identified to have high levels of difficulty in speech and language and was referred to the speech and language team within Early Years. Home visits showed that he was looked after by his grandmother while mum and dad worked, spending most of his time in a play pen. His play skills were limited so the Early Language Development Team (ELDT) initially worked on these skills. At the same time the family, including the grandmother, was encouraged to come to parent and toddler group and song and rhyme sessions at the library. They were also encouraged to access further support. The child and his family, once ready, were helped by the speech and language (SALT) team. This involved early language groups and 121 sessions. He has now moved on to nursery and his speech and language skills are on par with other children in his class.

### Local Area Coordination (LAC)

A gentleman was in rent arrears and at risk of potential eviction. He was also out of work. He was at high risk of fire at home due to alcohol and other factors. In addition, he was at risk of his health deteriorating and admission to hospital for physical and mental health reasons.

LAC support resulted in the following service cost reductions (based on researched average annual costs):

- Reduced demand on mental health services (£956 for an adult with anxiety and depression).
- £1962 cost to the NHS of alcohol dependency.
- Reduced cost to housing of £733 based on simple housing repossession;
- Reduced benefits costs of £7,744 as he is now in paid employment
- Fire prevention resulting in reduced cost of £3568 – the average cost of a fire callout

**Total cost reduction (first year only): £14,963**

### Domestic Violence Hub (DV Hub)

A mother reported a violent incident with her partner which occurred while their three children were present. This was not the first time an incident had happened however this was the first time she had reported one. At the first visit to the Hub, the mother scored her safety (from further incidents of domestic abuse) at a 2 (1 is high risk, 10 is low).

The DV Hub lead worker mediated between the parents in relation to the immediate issues of payment of rent, transfer of tenancy and child contact, which prevented the requirement for any contact between them and possible escalation of incidents. The outcome of direct work with the children was shared, which enabled the father to consider the impact of his behaviour on the children and act in accordance with their wishes and feelings regarding contact. Over the following weeks mediation in relation to child contact continued and this progressed to contact between the children and their father being supervised by a family member and eventually, when they felt ready, to unsupervised in the community.

Support was provided to the mother to make a priority application to the Local Authority for housing and benefits for her and the children. The mother scored her and the children's safety (from further incidents of domestic abuse) at a six.

The case was closed when mother scored hers and the children's safety (from further incidents of domestic abuse) at nine and agreed that all identified needs had been met.

This prevention approach even at a high level of need can be applied to other areas of the Council or to partner's delivery.

We are seeking to ensure that people get good quality and appropriate services, meeting their needs within the right tier of support. Early intervention will ensure that we meet people's needs at the lowest appropriate tier. This approach will result in a reduction in demand for the costlier interventions delivered within tiers 3 and 4 and focus at every point of de-escalating need.

## 5.8 The Prevention Optimum Model

The optimum model sets out what we would be doing if we get our Prevention Strategy approach right. It is important that we work to ensure that this approach is understood corporately and with our partners in order to embed prevention principles and delivery mechanisms.

### *The principles we will work towards as Swansea's Prevention Optimum Model are;*

- A whole Public Services Board and whole Council approach;
- Making every conversation count;
- Holistic universal and early intervention services;
- A culture where all services are acting at every point to de-escalate need and build on strengths;
- Adopting strength based approaches using the strengths of individuals, families and communities;
- Supporting independence at all stages, with different levels of interventions offered;
- Building resilience, social capital<sup>11</sup> and social networks;
- Delivery partners have confidence in the approach;
- Making evidence based investment decisions of what reduces demand;
- Learning about 'what works' is fundamental to future delivery.
- 

### *The Prevention Optimum Model would encompass the following elements:*

- Needs assessment providing trend data for each tier and future predictions;
- Services map activities onto the continuum of need to see what is in place/its cost;
- Gap analysis across the tiers to establish over/under provision based on outcomes;
- Clear unit costs and budget;
- Staff/member training to reinforce importance of and their role in prevention;
- Engaging people in design and delivery of services through co-production;
- Working in partnership with other agencies, voluntary and community sector;
- Strong and effectively managed commissioning of services across all tiers.

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<sup>11</sup> Social Capital – The networks of social connections between people and their shared values and benefits.

## 5.9 The importance of partnerships

In this strategy we have chosen to include all of our prevention activity as a Council that helps to sustain quality of life and encourages resilience and independence. We recognise that prevention is everyone's business within the Council and is therefore our corporate approach.

These key priorities can only be achieved through corporate and partnership approaches to prevention and wellbeing for Swansea, including through the PSB and Western Bay. The issues we face can only be tackled through new ways of working, including joined up partnerships, around shared issues, which build individuals, families and communities resilience and support people to achieve outcomes for themselves. The overriding message is **prevention is everyone's business** – all Council staff, directorates, our partners and stakeholders – to encourage the increasing partnership with and resilience of the communities we serve.

## 6. Outcomes for the strategy

### Our Approach

We will judge outcomes of the model and this strategy in line with achievements towards the expected outcomes of the **Public Services Board Well-being assessment**. In this way, as we further develop activities with our PSB partners, we can add them in to our **dynamic Delivery Plan**.

In order to continue to reduce the expenditure and the demand in each of the key priority areas we need to look to an evidence base of what works. Many of these initiatives will need pump priming, acting as a catalyst for wider change, with the majority refocusing existing spend, whether that is grant funding or core budget. The Council is committing to an **invest to save** approach over a period of twenty years. Where we recognise need, individual business cases for proposed intervention will be brought forward, resulting in an informed, evidenced action and investment plan to deliver this strategy.

The attached action plan outlines our more detailed activity – below are some overarching actions, which will increase commitment and demonstrate effectiveness. The action plan supports their delivery.

### Some early and overarching actions:

1. Working with Swansea's Public Services Board, seeking targeted commitments from PSB partners;
2. Preparing business cases for preventative action and identifying funding sources as appropriate;

3. Develop an Adult Support Continuum, learning from the successes of the Local Area Coordination (LAC) approach;
4. Making culture changes to make every contact count;
5. Giving preventative messages through information advice and assistance (IAA);
6. Embedding the prevention approach in the commissioning review process;
7. Delivery of staff and member training around the prevention agenda;
8. Working with Swansea's voluntary and community sector to support their preventative approach and help develop their role;
9. Maximising employment and training opportunities created through Council, partner and private sector investment in the Swansea region, targeting these opportunities at local people to increase personal wealth.

### **How will we know if we have been successful?**

We will know that we have been successful when we see the following types of outcomes (these are not exhaustive):

- Key progress is made against the Key Performance Indicators associated with our six population outcomes;
- We identify reductions in need for costly services and complex interventions;
- Prevention activity is embedded across Council Services and across the services of our PSB partners;
- We can evidence the avoidance of unnecessary expenditure;
- We are confident that costly interventions were appropriate, necessary and could not have been avoided.



## 7. Governance

The diagram below shows how the Prevention Strategy will be managed within Swansea Council. This needs to be considered in the wider strategic context of the Swansea's Public Services Board via Cabinet Members and senior officers.



### Explanation

Corporate Directors take responsibility for work and actions in their area and manage these through regular performance and financial monitoring meetings and reporting mechanisms. Progress is reported through Corporate Management Team and on to Swansea's Cabinet. Decision-making is regulated through Swansea's scheme of delegation and standing orders. This plan will undergo a mid-term review in 2019.

## 8. Delivery Plan

The Delivery Plan outlining key activities and outcomes is attached to this document. The Delivery Plan is designed to be dynamic. For consistency, actions are grouped under the key outcomes of the **Public Services Board Well-being assessment**.

## **Appendix A**

### **Swansea Council Poverty Forum**

The Chief Executive chairs the Swansea Council Poverty Forum and membership comprises of operational and senior managerial representatives from across the Council and health. The operational staff act as departmental poverty champions, with backing from their senior managerial representative.

The forum is the leading group bringing together all Council departments into a one Council tackling poverty approach, prioritising resources to tackle and alleviate poverty within and between departments. The forum champion and track delivery progress of the Tackling Poverty Strategy and Delivery Plan on behalf of Swansea Council.

### **Swansea Poverty Partnership Forum**

The Swansea Partnership Poverty Forum membership comprises of senior representatives from PSB member organisations and wider partners to lead and co-ordinate action to tackle poverty in Swansea. The membership includes representatives from South Wales Police, the Health Board, SCVS, Housing Associations, Credit Unions, Department of Work and Pensions and charities including Crisis, YMCA and Citizen's Advice.

The partnership supports the development of new initiatives and programmes to tackle poverty throughout the county, and shares good practice. It develops processes and policies to focus resources, to generate new resources and align existing resources to tackle poverty.

## Prevention Strategy Delivery Plan 2018 - 2021

Population Outcome		Objectives	Key Performance Indicator	2018				2019				2020		Corporate Plan Well-being Objectives, Principles and Values	Accountability		
				Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2		Director	HOS	Cabinet Member
Generic Page 93	1	Examine not for profit commercial models to support delivery and expand provision across all service areas	Numbers of commercial projects developing											Objective: Transformation and Future Council	SC	CW	DH
	2	Embed assessment of preventative approach within the Equalities Impact Assessment process	Assessment of prevention embedded in EIA process											Principle: Prevention	CS	RM	MC
	3	Develop a training module to support staff and members embed preventative approaches into everyday business	Training module developed and implemented											Value: Working Together	CS	RM	MC
	4	Work with Swansea's Third Sector to embed prevention within existing and developing strategies	Preventative approaches embedded in new Third Sector Compact Agreement											Value: Working Together	CS	RM	WE
	5	Achieve better demand management, using prevention means to change customer behaviour	Initial KPIs supported through the Family Support Commissioning Review performance framework as a demonstrator project											Principle: Prevention	CS	JT/RM	MC
	6	Develop an action plan to support the principle that 'every contact counts' / Develop a 'Making every contact count' approach	Pilot project established											Value: Working Together Principle: Prevention	CS	RM/AW	MC
	7	Work with our partners and communities to co-produce services	Development of a co-production framework											Value: Working Together	CS	RM	WE
	8	Work with our Third Sector partners to develop support services in 'Tier Zero' - independence and resilience	Compact Agreement supports a 'Tier Zero' approach reinforced with presentation at Swansea Third Sector Compact Forum											Value: Partnerships	CS	RM	WE
	9	Deliver a high quality and efficient Customer Relationship Management (CRM) Service for Swansea, meeting our agreed quality target threshold	CRM is built and delivered, customer contact strategy is being delivered.											Value: People Focus	SC	CW	CL
	10	We will aim to extend our Passport to Leisure to Cultural activities by extending the reach to young carers, looked after children, NEETs and refugees.	An increase in Passport to Leisure holders from 3500 to 6000 by 2021											Objective: Tackling Poverty	MN	TM	RFD
Children have a good start in life	11	Work with Health Partners and the PSB to seek to extend Early Years provision via the Best Start Campaign	Extension of services											Principle: Prevention	CS	RM	MC
	12	Work with Health Partners to seek to improve early speech and language provision	Monitoring outcomes re speech and language											Principle: Prevention	CS	RM/NW	MC/JR
	13	Work corporately and in partnership to deliver Welsh Government extended childcare offer	Extensions via pilot and all Swansea											Objective: Education and Skills	CS	RM	MC
	14	Roll out physical literacy delivery to all early years settings, including training for staff	Physical literacy delivered to all early years settings and training for staff delivered											Objective: Education and Skills	CS	RM	MC

	15	Invest in and fundamentally remodel our Education Other Than At School (EOTAS) approach, supporting young people through schools	Reduction in numbers in the Pupil Referral Unit and reduced exclusions													Objective: Education and Skills	CS	NW	JR
	16	Remodel Adult and Community Learning to focus on wellbeing and support our Learning City ambition	Extension of provision to support employability and resilience													Objective: Education and Skills	CS	RM	JR
	17	Deliver a council wide apprentice and trainee strategy aimed at developing training and employment opportunities for young people and targeting those in greatest need	Strategy agreed													Objective: Education and Skills	MN	PH	JR
	18	We will set up a Volunteering Steering group with Council, Third sector partners and the University to coordinate and promote cultural volunteering opportunities for young people	Volunteering Steering Group set up													Objective: Education and Skills Value: Working Together	MN	TM	RFD
	19	We will support the Swansea Learning Partnership to work with 15 groups focused on reducing poverty through working with the Homeless Communities and those experiencing Mental Health issues	Target groups engaged and participating													Objective: Education and Skills	CS	RM	JR
Young people and adults have good jobs Page 94	20	Through our economic regeneration activities we will maximise skills development and job opportunities to local people using the principles of Beyond Bricks and Mortar throughout the development process	Corporate register BBM KPIs												Objective: Economy and Infrastructure	MN	PH	RS	
	21	Maximise job and training outcomes through Swansea Working	Number of job and training outcomes												Objective: Tackling Poverty	CS/MN	RM/PH	WE/RFD	
	22	Extend the Beyond Bricks and Mortar procurement approach to other service contracts	Number of additional contracts												Objective: Economy and Infrastructure	MN	PH	RFD	
	23	Examine how local benefit can be achieved through corporate social responsibility throughout the economic development process	Feasibility report produced												Objective: Innovation	MN	PH	RFD	
People have a decent standard of living	24	Key preventative actions sit within the Tackling Poverty Strategy Delivery Plan 'People have a decent standard of living' population outcome Objectives 55 -67	Delivery actions are within the Tackling Poverty Delivery Plan Objectives 55 - 67												Objective: Tackling Poverty	CS	RM	WE	
	25	Develop an adult support continuum promoting resilience and independence	Development of the continuum model												Objective: Innovation	CS	RM/AW	MC	
	26	Continue to develop the approach to reablement services in homes to enable people to be supported independently for longer	Number of people supported at home. Number of people returning home after residential reablement number of people leaving the homecare reablement services with either reduced or no care.												Principle: Prevention	CS	AW	MC	
	27	Expand the partnership approach to addressing domestic abuse through the DV Hub and Key 3 Worker develop clear pathways for people experiencing domestic violence/abuse who also experience mental health, substance misuse	KPI's under development and future work would be around developing an outcomes focus												Value: People Focus	CS	JW	MC	
	28	Respond to the outcomes of the Family Support Continuum Commissioning Review, using existing spend to deliver options for change across child and family, poverty and prevention, health and education services	Performance framework for Family Support Continuum Review												Objective: Innovation	CS	RM	MC	
	29	Extend the Local Area Coordination approach across Swansea	Progress achieved towards full coverage												Value: People Focus	CS	AW	MC	
	30	Develop a sound business model for the local food initiative, enabling the development of a self sufficient not for profit enterprise	Food Enterprise becomes independent by March 2018												Objective: Innovation	CS	RM	WE	

People are healthy, safe and independent	31	Continue to provide and support a range of prevention facilities and activities across "core services" including the provision of cultural services, community centres and libraries	Number of facilities and users														Value: Working Together	MN	TM	RFD
	32	Continue to provide and facilitate affordable and accessible leisure services across Swansea having a positive impact upon the physical and mental health and well-being of Swansea Citizens of all ages and abilities, through encouraging more active lives	Number of facilities and users														Objective: Transformation and Future Council	MN	TM	RFD
	33	Increase awareness of the benefits of a healthy lifestyle and the range of opportunities available.	Number of opportunities provided														Value: People Focus	MN	TM	RFD
	34	Support businesses, groups, clubs and individuals to play a more active role in their community	Compact Agreement updated														Objective: Innovation	CS	RM	WE
	35	Our Parks and open spaces, cleansing services and prevention of waste through waste management and recycling will continue to maintain a high quality environment	Number of Green Flag and other quality awards for parks and open spaces														Objective: Economy and Infrastructure	MN	TM	RFD/MT
	36	Our public protection activities will continue to prevent as far as is possible the risk of disease and illness by dealing with a range of activities from vermin to food safety	Number of premises being inspected Targets on air quality, water quality etc. Licencing: The % of high risk businesses that were liable to a programmed inspection that were inspected for Food Hygiene Building Control: Respond to enquiries re. dangerous structures the same working day. Pollution Control: % of general pest control and animal impounding service requests responded to within 3 working days Trading standards: Level of partnership activities to protect people from doorstep crime and scams - no. of alerts via "scam														Objective: Safeguarding	MN	LM	MT
	37	Continue to deliver Wales Community Care Information System (WCCIS) – a partnership with NHS Wales enabling integrated record keeping and help to deliver improved care and support for the people of Wales	Deployment order signed														Objective: Innovation	CS	CS	DH
	38	Increasing resilience through greater digital literacy linked to City Deal and the rollout of Super Fast Cymru (BT)	Number of residents completing digital literacy courses through Lifelong Learning														Objective: Economy and Infrastructure Objective: Education and Skills	SC	JH	RFD
	39	Deliver our statutory requirements in relation to IAA and ensuring a whole Council approach	No of people given Information, Advice and Assistance measured as a statutory requirement														Objective: Transformation and Future Council	CS	DH	MC
People have good places to live and work	40	Maximise homelessness prevention work to ensure people who are homeless or facing homelessness receive help as early as possible	Homelessness to be prevented in 67% of cases. Average number of days families spend in B&B accommodation - target 6 days. Develop a Homelessness Strategy and action plan in line with Welsh Government requirements by Dec 2018.														Principle: Prevention	MN	LM	AL
	41	Continue to sustain tenancies and prevent homelessness through the provision of a Tenancy Support Service (TSU)	Percentage of cases threatened with homelessness at start of support that are no longer threatened with homelessness at the end of support														Principle: Prevention	MN	LM	AL
	42	Continue to invest in achieving Wales Housing Quality Standard in our council housing to improve the accommodation and well being of our citizens, reducing fuel poverty	The annual number of WHQS compliant homes and the annual number of homes with WHQS fuel efficient heating systems														Objective: Safeguarding	MN	LM	AL

43	Attain the Welsh housing quality standard improving the accommodation and well-being of our citizens	Target number of properties improved										Objective: Safeguarding	MN	LM	AL
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Appendix C

# Prevention Strategy Consultation Summary Overview

January 2018



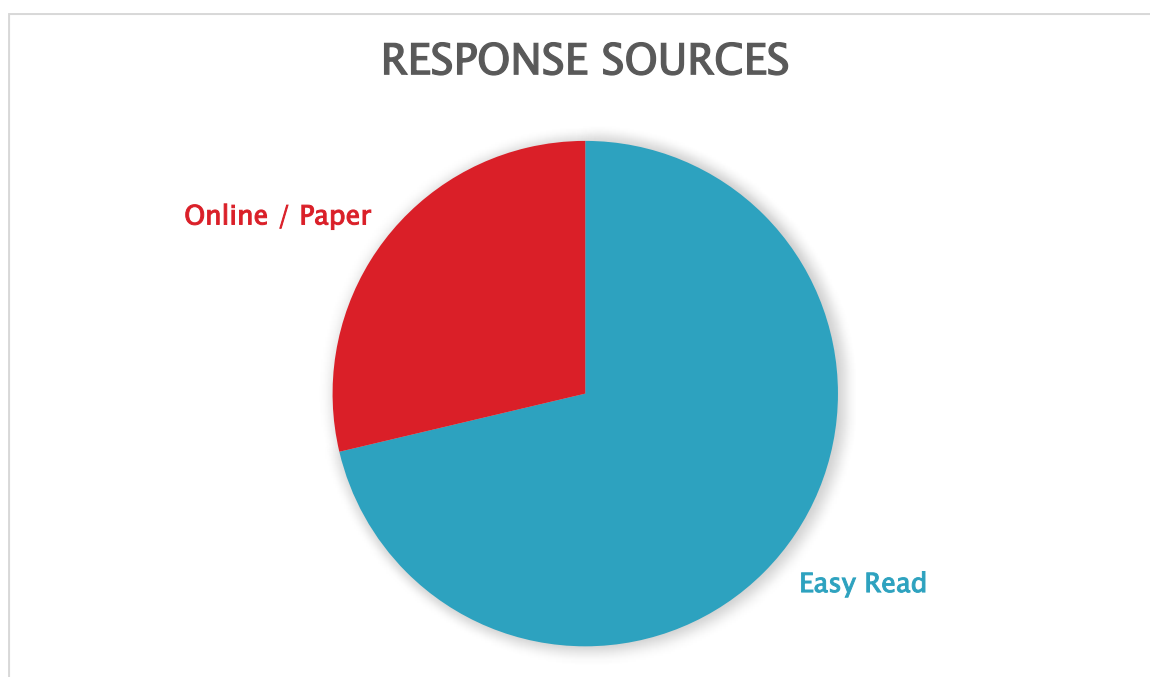
## Introduction

Between 26<sup>th</sup> June and 6<sup>th</sup> October 2017, residents and stakeholders in Swansea were invited to give their feedback to the draft Prevention Strategy public consultation via a full online / paper survey, and an easy read online / paper survey (available in English and Welsh).

This report provides a summary overview of the responses received.

## Prevention Strategy Consultation Quantitative Headlines

A total of 115 responses were collected between both consultations. 82 from the Easy Read consultation and 33 from the Online and Paper consultation. We can see from the chart below that more than double the number of respondents took part in the Easy Read consultation rather than the Online and Paper consultation. (Note, the Easy Read questionnaire combined both the Tackling Poverty and the Prevention Strategies into one concise document)



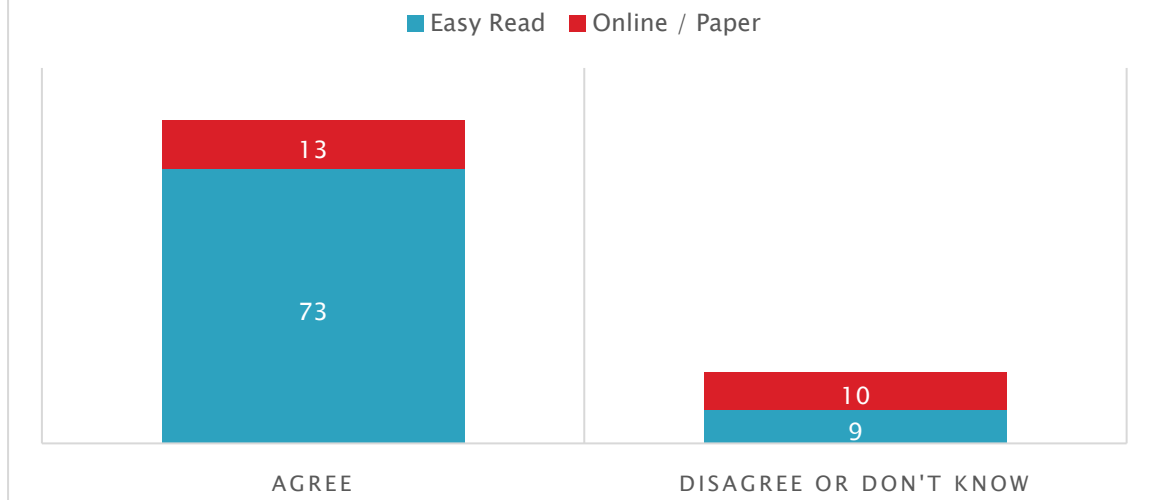
It is important to note that the questions asked between the two surveys were by and large not identical and therefore cannot be collated as such. We can however group the themes of the responses together to provide an overall summary view from the consultation results as follows. (Note, figures following represent those that had read the strategy)

## Understandability

Both surveys asked respondents if the strategy is easy to understand. From the responses of those that had read the strategy, 88% of Easy Read respondents agreed and 50% of the Online and Paper respondents either agreed strongly or tended to agree.



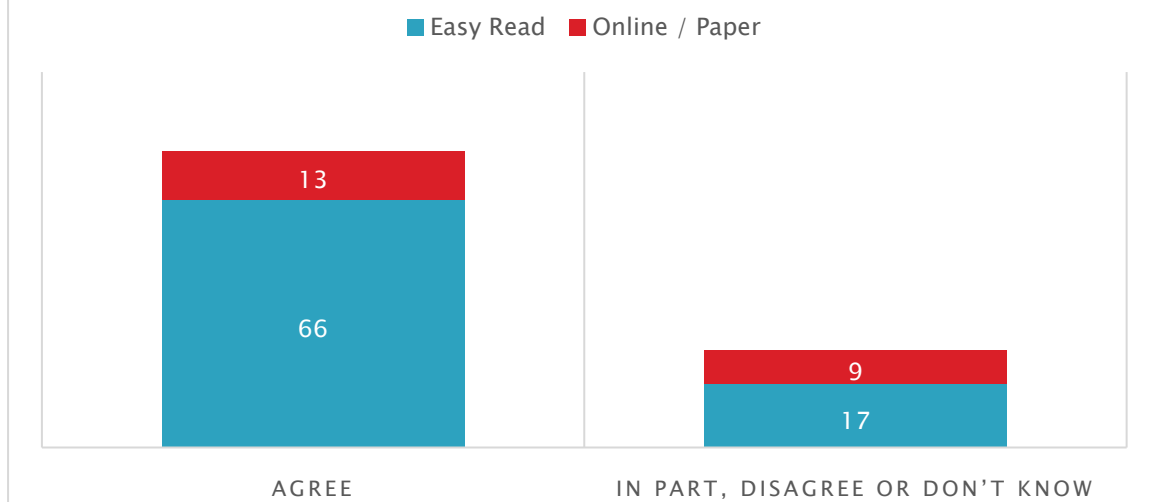
## NUMBER OF PEOPLE – STRATEGY UNDERSTANDABILITY



### Agreeing with the plan

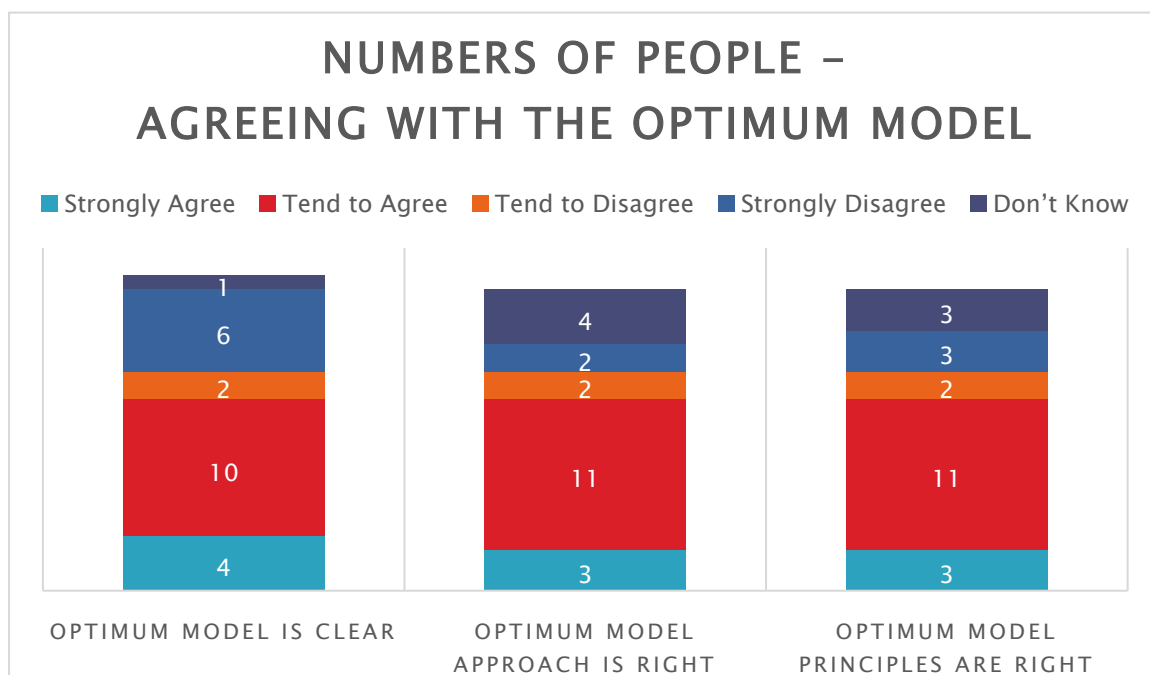
The Easy Read questionnaire asked respondents if they agreed with the plan. 80% of the Easy Read respondents agreed. The Online and Paper questionnaire asked respondents if the key prevention actions are the right ones. 50% of the Online and Paper respondents either strongly agreed or tended to agree. We can see that the majority of respondents agreed with the plan.

## NUMBER OF PEOPLE – AGREEING WITH THE PLAN



## Optimum Model and Principles

Only the Online and Paper questionnaire specifically asked respondents about the Optimum Model and principles described in the strategy. There were three questions relating to clarity, the model as an approach and the principles of the model. The results of all three parts to the question have been summarised in the chart below. We can see that the majority of respondents agreed that the Optimum Model is clear, has the right approach and the right principles.



## Prevention Strategy Consultation Qualitative Headlines

Both the Easy Read and the Online and Paper Surveys encouraged respondents to submit written comments to various questions where they felt that their views could inform the improvement of the Strategy and Delivery Plan. These responses have been collated and condensed into the following table to include a summary of the main feedback themes and responses to how the themes will be considered / incorporated.

Consultation Theme	Response
Use clear language with definitions and reduced jargon	The Strategy has been revised to incorporate this feedback
Recognition of contributing partners and inclusion of increased partnership working across sectors	Actions within the Delivery Plan contribute to addressing this issue
Learning from both successes and failures, best practice and available supporting evidence and research	This will be considered through the appropriate Governance Structures and influence actions in the Delivery Plan
Include national, regional and local government strategic and legal contexts / requirements	This will be considered through the appropriate Governance Structures
Recognising the needs of specific groups, listening to and involving them in	Actions within the Delivery Plan contribute to addressing this issue. In

meaningful discussion (eg older people, carers, asylum seekers and refugees)	addition the Swansea Partnership Poverty Forum action to establish a 'Truth Commission' or similar appropriate model will support the delivery of this Strategy
Adopting asset based approaches to developing community resilience	This will be delivered through the Swansea Partnership Poverty Forum Asset Based Community Development Project and influence the delivery of this Strategy
Ensure the emphasis is on reducing the need rather than focussing on cost savings as the driver	Cost saving is one of the drivers in addition to service improvements. Through providing the right service at the right time and place, will drive cost reductions and support sustainable services, organisational and personal resilience.
Recognise the importance of tackling poverty interventions that contribute to prevention such as income maximisation	This is reflected in the Delivery Plan
Identify triggers and early signs from existing services, develop ways to support people holistically before matters get worse	This will be considered through the appropriate Governance Structures
Recognising the importance of education and creating progression routes that those in education are supported into	Actions delivered through the Tackling Poverty Strategy Delivery Plan 'People learn successfully' population outcome

The Prevention Strategy Consultation Report provides further detail relating to the quantitative and qualitative data submitted during the consultation period.

# Equality Impact Assessment Screening Form – 2017/8

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

## Section 1

Which service area and directorate are you from?

Service Area: Poverty & Prevention

Directorate: People

### Q1(a) WHAT ARE YOU SCREENING FOR RELEVANCE?

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

**(b) Please name and describe here:**

A Prevention Strategy for Swansea 2018-2021

### 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 checked="" 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 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Older people (50+) →	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Any other age group →	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disability →	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Race (including refugees) →	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Asylum seekers →	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gypsies & travellers →	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Religion or (non-)belief →	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sex →	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sexual Orientation →	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gender reassignment →	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Welsh Language →	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Poverty/social exclusion →	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carers (inc. young carers) →	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community cohesion →	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input 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"/>

### Q4 WHAT ENGAGEMENT / CONSULTATION / CO-PRODUCTIVE APPROACHES WILL YOU UNDERTAKE?

**Please provide details below – either of your planned activities or your reasons for not undertaking engagement**

A wide public consultation has taken place and all comments will be considered and incorporated as appropriate.

**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)
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**(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 checked="" type="checkbox"/> (H)	Medium risk <input 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 Prevention Strategy sets out how Swansea Council recognises that prevention activity is 'everyone's business' and as such, the delivery of actions in the strategy are cross departmental.

**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 an EIA report, you must provide a full explanation here. Please ensure that you cover all of the relevant protected groups.**

**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.

<b>Screening completed by:</b>
Name: Anthony Richards
Job title: Poverty and Prevention Strategy and Development Manager
Date: 05/01/18
<b>Approval by Head of Service:</b>
Name: Rachel Moxey
Position: Head of Service
Date: 05/01/18

**Please return the completed form to [accesstoservices@swansea.gov.uk](mailto:accesstoservices@swansea.gov.uk)**

## Equality Impact Assessment (EIA) Report – 2017/8

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

**Please refer to the ‘EIA Report Form Guidance’ while completing this form. If you need further support please contact [acesstoservices@swansea.gov.uk](mailto:acesstoservices@swansea.gov.uk).**

<b>Where do you work?</b>
Service Area: Poverty and Prevention
Directorate: People

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

Service/ Function <input type="checkbox"/>	Policy/ Procedure <input type="checkbox"/>	Project <input type="checkbox"/>	Strategy <input checked="" type="checkbox"/>	Plan <input checked="" type="checkbox"/>	Proposal <input type="checkbox"/>
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**(b) Please name and describe here:**

Swansea Council’s Prevention Strategy 2017 – 2020 and Prevention Strategy Delivery Plan Performance Framework 2017 – 2020.

**(c) It was initially screened for relevance to Equality and Diversity on: 05/01/18**

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

Children/young people (0-18) .....	<input checked="" type="checkbox"/>	Sexual orientation .....	<input checked="" type="checkbox"/>
Older people (50+).....	<input checked="" type="checkbox"/>	Gender reassignment .....	<input checked="" type="checkbox"/>
Any other age group .....	<input checked="" type="checkbox"/>	Welsh language .....	<input checked="" type="checkbox"/>
Disability .....	<input checked="" type="checkbox"/>	Poverty/social exclusion.....	<input checked="" type="checkbox"/>
Race (including refugees).....	<input checked="" type="checkbox"/>	Carers (including young carers).....	<input checked="" type="checkbox"/>
Asylum seekers .....	<input checked="" type="checkbox"/>	Community cohesion .....	<input checked="" type="checkbox"/>
Gypsies & Travellers.....	<input checked="" type="checkbox"/>	Marriage & civil partnership .....	<input checked="" type="checkbox"/>
Religion or (non-)belief .....	<input checked="" type="checkbox"/>	Pregnancy and maternity .....	<input checked="" type="checkbox"/>
Sex.....	<input checked="" type="checkbox"/>		

**(e) Lead Officer**

**Name:** Amy Hawkins  
Prosperity and Well-being Service Manager  
**Date:** 18/1/18

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

**Name:** Rachel Moxey  
Head of Poverty & Prevention  
**Date:** 08/01/18

## Section 1 – Aims (See guidance):

Briefly describe the aims of the initiative:

**What are the aims?**

### **Context**

Prevention activity is imperative to our continued delivery of essential services as well as to improving the life chances of Swansea Citizens. The clear and overriding message from research, Welsh and UK Government, think tanks and emerging policy is – *prevention is better, more person centred and more cost effective than cure.*

Prevention is one of three principles underpinning Swansea’s Corporate Plan 2017 – 2022 and priorities:

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

The principles of the Corporate Plan are essential to delivering our well-being objectives and as such are woven into the way that we work:

“The Council needs to continue to develop its preventative approach and has to that end developed a Prevention Strategy. This strategy will further embed early intervention and prevention into the Council’s business and place an even greater focus on improving well-being.”

This first Swansea Council Prevention Strategy is about delivering more sustainable services that meet people’s needs and deliver better outcomes. It is about supporting the development of a community and urban fabric which has future resilience and independence in both the medium and long term. Our citizens are central to our future and delivery, and as such, are the focus of our developments, driving cross cutting working across Council Departments and with partners. Consequently, the strategy forms a key part of our corporate transformation programme and the way we will continue to develop our services with our partners.

Sustainable Swansea – fit for the future, is our long term plan for change. Prevention is one of four Sustainable Swansea priorities, “Sustainable solutions, with prevention at its heart.”

### **A Prevention Strategy for Swansea 2018 - 2021**

Swansea Council has always taken a prevention approach. This was borne from a longstanding recognition that prevention activity is better, less time consuming and ultimately less costly and damaging to individuals and organisations than cure.

Two key aims drive the Prevention Strategy:

1. A desire for increased organisational and personal resilience;
2. Sustainable services.

However, savings do not drive our agenda – better, more personalised and joined up services do.

A strong UK evidence base exists demonstrating the cost benefit ratio of investment in preventative services and the return on investment in the medium to long term.

The Prevention Strategy seeks to build upon the successful pilot preventative approaches such as Local Area Co-ordination and the Domestic Abuse Hub while bringing greater emphasis to preventative activity being everybody’s business. The Prevention Strategy Delivery Plan will report activities which contribute positively to this agenda.

The Prevention Strategy has been framed on the six outcomes outlined by the Swansea Public Services Board Well-Being Assessment. They are:

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

Placing the Prevention Strategy in this context, we have aligned our intended outcomes to these outcomes as our headings for actions within the Delivery Plan.

The Prevention Strategy recognises that at the heart of demand management is good customer service. It seeks to deliver the following benefits:

1. Delivering better outcomes to residents and communities by:
  - a) Developing residents' independence and community resilience
  - b) Better targeting support and services to where they are most needed
  - c) Delivering better quality services which target root causes rather than the effect of problems.
2. Saving money through achieving operational and financial efficiencies by:
  - a) Removing duplication and waste
  - b) Enabling customers to serve themselves
  - c) Targeting resources, and aligning supply more closely to demand
  - d) Introducing modern ways of working ensuring we are up to date with technology

The principles we will adopt as Swansea's prevention optimum model are:

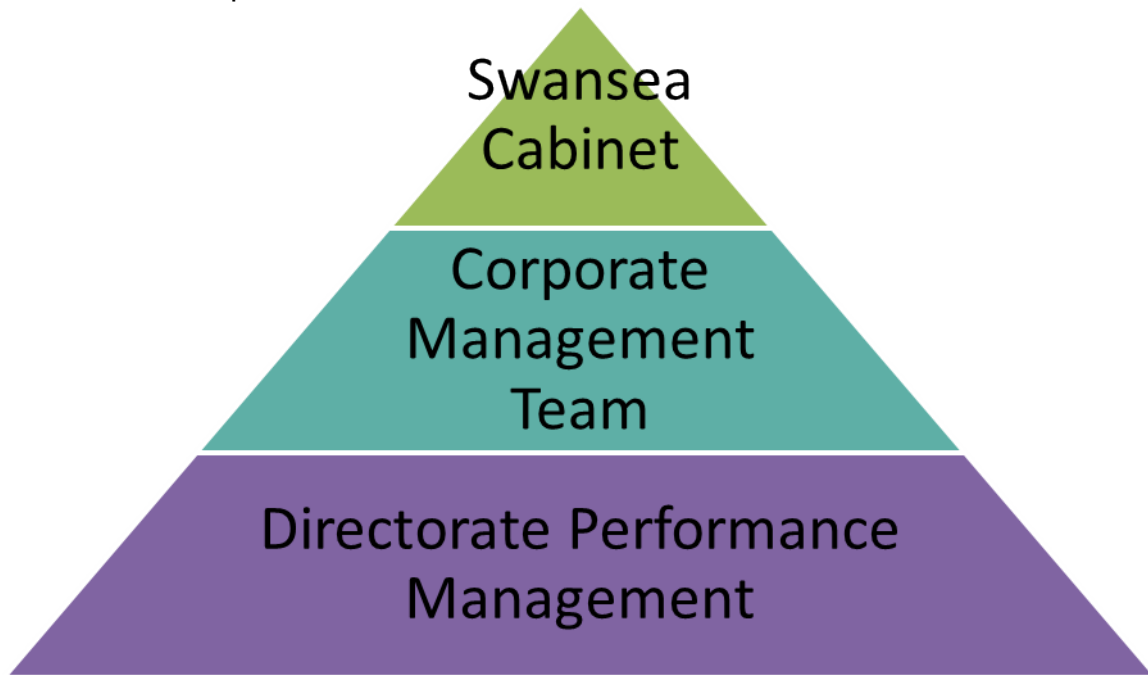
1. A whole Public Service Board and whole Council approach;
2. Making every conversation count
3. Holistic universal and early intervention services
4. A culture where all services are acting at every point to de-escalate need and build on strengths
5. Adopting strength based approaches using the strengths of individuals, families and communities
6. Supporting independence at all stages, with different levels of interventions offered
7. Building resilience, social capital and social networks
8. Delivery partners have confidence in the approach
9. Making evidence based investment decisions of what reduces demand
10. Learning about 'what works' is fundamental to future delivery.

### **Who has responsibility?**

- The strategy overall is led by the Poverty and Prevention Service.
- In addressing 'making prevention everyone's business', a Prevention Strategy Delivery Plan has been developed of cross directorate actions with Key Performance Indicators to support delivery. The Delivery Plan is dynamic.
- Corporate Directors take responsibility for work and actions in their area and manage these through regular performance and financial monitoring meetings and reporting mechanisms.
- Progress of key performance indicators will be reported on a quarterly basis. Progress is reported through Corporate Management Team and onto Swansea's Cabinet. Decision making is regulated through Swansea's scheme of delegation and standing orders.



Council. Actions will be reported to the Council's Cabinet, escalating through the structure for decision where this is required.



**Who are the stakeholders?**

Swansea Council Departments, elected members, third sector and partner organisations, employers and local businesses, community groups, Public Service Board Members and all Swansea residents including children and young people.

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

**Please tick which areas you have information on, in terms of service users:**

- |                                    |                                     |                                      |                                     |
|------------------------------------|-------------------------------------|--------------------------------------|-------------------------------------|
| Children/young people (0-18) ..... | <input checked="" type="checkbox"/> | Sexual orientation .....             | <input checked="" type="checkbox"/> |
| Older people (50+).....            | <input checked="" type="checkbox"/> | Gender reassignment .....            | <input checked="" type="checkbox"/> |
| Any other age group .....          | <input checked="" type="checkbox"/> | Welsh language .....                 | <input checked="" type="checkbox"/> |
| Disability .....                   | <input checked="" type="checkbox"/> | Poverty/social exclusion.....        | <input checked="" type="checkbox"/> |
| Race (including refugees).....     | <input checked="" type="checkbox"/> | Carers (including young carers)..... | <input checked="" type="checkbox"/> |
| Asylum seekers .....               | <input checked="" type="checkbox"/> | Community cohesion .....             | <input checked="" type="checkbox"/> |
| Gypsies & Travellers.....          | <input checked="" type="checkbox"/> | Marriage & civil partnership .....   | <input checked="" type="checkbox"/> |
| Religion or (non-)belief .....     | <input checked="" type="checkbox"/> | Pregnancy and maternity .....        | <input checked="" type="checkbox"/> |
| Sex.....                           | <input checked="" type="checkbox"/> |                                      |                                     |

**Please provide a snapshot of the information you hold in relation to the protected groups above:**

Examples include:

The [Swansea Profile \(PDF, 886KB\)](#) provides a demographic and socio-economic overview of the City & County of Swansea, including a summary of Swansea's population, information on population characteristics and recent change, together with background information on a range of matters including health and the economy. (updated in December 2016)

The [Swansea Economic Profile \(PDF, 240KB\)](#) provides a statistical overview of Swansea's labour market and economy which brings together recent published data from various official sources:

The [Ward Profiles](#) bring together a range of key statistical and other information about each ward or electoral division in Swansea, including the most recent (2014) local rankings from the Welsh Index of Multiple Deprivation (Welsh Government),

The [One Swansea Strategic Needs Assessment \(SNA\), fourth edition](#) was published in December 2015. Considering all of the relevant data available when it was produced, and in recognition of the changing context in which we operate, locally and nationally. Data, commentary and analysis are offered under all six Population Outcomes which the Council, along with Public Service partners has committed to striving towards.

[2011 Census](#) – Office for National Statistics

Policy In Practice research 'The cumulative impact of welfare reform in Swansea' (May 2017) This report sets out the findings of an analysis of the impact of welfare reform in Swansea carried out by Policy in Practice and commissioned by City and County of Swansea Council (CCSC). Single Household Benefit Extract (SHBE) data for the month of March 2017, which contains information on every household in Swansea receiving Housing Benefit, was analysed to examine the impact of the main welfare reforms that have already taken place; those yet to be implemented; the mitigation measures put in place by the government; and the cumulative impact of all these on individual, low-income households in Swansea.

Careers Wales provide monthly figure regarding the number of young people who are NEET under 18 in the Swansea area this is provided to the Poverty & Prevention Service, particularly to the Young People Services section – as part of the Youth Progression & Engagement Framework. The Young People Services work with NEETS at Tier 1 and Tier 2 on Careers Wales 5 tier ladder any work done with referrals is tracked.

[Western Bay's Population Assessment](#) – In Western Bay, Bridgend County Borough Council, Neath Port Talbot County Borough Council, Swansea Council and the Abertawe Bro Morgannwg (ABMU) Health Board have joined forces with partner organisations in the Third Sector to undertake this needs assessment. It considers:

- 1) The range and level of services required to meet the care and support needs of people living within the region
- 2) Where there are gaps in service provision, and how these can be addressed, and
- 3) What changes are required to improve services in the future. The assessment also takes into account the support needs of carers, as well as considering the range and level of preventative services available across the region.

Carer's Needs Assessment Data – In the 2011 census, 30,347 people in Swansea identified themselves as carers. Of these, over 8,500 provide 50 or more hours of unpaid care to family and friends every week.

In addressing 'making prevention everyone's business' the Prevention Strategy has been developed of cross directorate actions, each directorate would also have a range of data available specific to its service area

Any actions required, e.g. to fill information gaps?

**Section 3 - Impact on Protected Characteristics (See guidance):**  
**Please consider the possible impact on the different protected characteristics.**

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

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

The Prevention Strategy will have a positive impact across all protected characteristics as it outlines proactive steps to further embed a preventative approach across the Council in order that the Council can continue to deliver essential services as well as improving the life chances of Swansea citizens. Through the Prevention Strategy, resources are targeted to maximise the impact of preventative actions for all Swansea residents. For example:

**Children have a good start in life** – examples of actions include:

- Work with Health Partners and the PSB to seek to extend Early Years provision via the Best Start campaign.
- Work with Health Partners to seek to improve early speech and language provision.
- Work corporately and in partnership to deliver Welsh Government extended childcare offer.

**People learn successfully** - examples of actions include:

- Invest in and fundamentally remodel our Education Other Than At School (EOTAS) approach, supporting young people through schools.
- Remodel Adult Community Learning to focus on well-being and support our Learning City ambition.
- Deliver a council wide apprentice and trainee strategy aimed at developing training and employment opportunities for young people and targeting those in greatest need.

**Young people and adults have good jobs** - examples of actions include:

- Through our economic regeneration activities we will maximise skills development and job opportunities to local people using the principles of Beyond Bricks and Mortar throughout the development process.

- Maximise job and training outcomes through Swansea Working.
- Examine how local benefit can be extended through positive encouragement of social value throughout our whole development process.

**People have a decent standard of living** – Key preventative actions sit within the Tackling Poverty Strategy Delivery Plan’ **People have a decent standard of living’ population outcome**

**People are healthy, safe and independent** - examples of actions include;

- Develop an adult support continuum promoting resilience and independence.
- Continue to develop the approach to reablement services in homes to enable people to be supported independently for longer.
- Expand the partnership approach to addressing domestic abuse through the DV Hub and Key 3 Worker.
- Respond to the outcomes of the Family Support Continuum Commissioning Review, using existing spend to deliver options for change cross child and family, poverty and prevention, health and education services.
- Extend the Local Area Coordination approach across Swansea.
- Continue to provide and facilitate affordable and accessible leisure services across Swansea having a positive impact upon the physical and mental health and well-being of Swansea Citizens of all ages and abilities, through encouraging more active lives.

**People have good places to live and work** - examples of actions include;

- Attain the Welsh Housing Quality Standard improving the accommodation and well-being of our citizens.
- Maximise homelessness prevention work to ensure people who are homeless or facing homelessness receive help as early as possible.
- Continue to sustain tenancies and prevent homelessness through the provision of a Tenancy Support Service (TSU).
- Maximise investment, regeneration and access to job and training opportunities through Swansea’s City Deal proposals.

## Section 4 - Engagement:

Please consider all of your engagement activities here, e.g. participation, consultation, involvement, co-productive approaches, etc.

**What engagement has been undertaken to support your view? How did you ensure this was accessible to all?**

Between 26<sup>th</sup> June and 6<sup>th</sup> October 2017, residents and stakeholders in Swansea were invited to give their feedback to the Draft Prevention Strategy public consultation including a full online / paper survey, and an easy read online / paper survey (available in English and Welsh). Online Word documents were also available for people who could not access the surveys using screen reader. Hard copies were distributed to all libraries throughout the Swansea area and people were also able to give their feedback by email or over the telephone; this information and the links to the surveys were widely circulated to various groups, organisations, partners and stakeholders.

Engagement methods included:

- Development of 'Easy Read' versions of the strategies
- Workshop sessions run with the aim of engaging children and young people with issues around poverty & prevention and with the Prevention Strategy & Tackling Poverty consultations by way of the Pupil Voice Forum and The Big Conversation mechanism (UN Convention on the Rights of the Child (UNCRC) – Article 12 – 'Your right to say what you think should happen and be listened to.')
- Partner organisations engaging with their service users
- Promotion of the consultation at various events

The attached summary '*Prevention Strategy Consultation Summary Overview January 2018*' provides an overview of all the responses received [see table on next page of this EIA which highlights key themes from the consultation]

**What did your engagement activities tell you? What feedback have you received?**

Please see the attached summary report ‘*Prevention Strategy Consultation Summary Overview January 2018*’ which provides an analysis and overview of all the responses received.

The key themes from the consultation are highlighted in the table below:

<b>Consultation Theme</b>	<b>Response</b>
Use clear language with definitions and reduced jargon	The Strategy has been revised to incorporate this feedback
Recognition of contributing partners and inclusion of increased partnership working across sectors	Actions within the Delivery Plan contribute to addressing this issue
Learning from both successes and failures, best practice and available supporting evidence and research	This will be considered through the appropriate Governance Structures and influence actions in the Delivery Plan
Include national, regional and local government strategic and legal contexts / requirements	This will be considered through the appropriate Governance Structures
Recognising the needs of specific groups, listening to and involving them in meaningful discussion (e.g. older people, carers, asylums seekers and refugees)	Actions within the Delivery Plan contribute to addressing this issue. In addition the Swansea Partnership Poverty Forum action to establish a ‘Truth Commission’ or similar appropriate model will support the delivery of this Strategy
Adopting asset based approaches to developing community resilience	This will be delivered through the Swansea Partnership Poverty Forum Asset Based Community Development Project and influence the delivery of this Strategy
Ensure the emphasis is on reducing the need rather than focussing on cost savings as the driver	Cost saving is one of the drivers in addition to service improvements. Through providing the right service at the right time and place, will drive cost reductions and support sustainable services, organisational and personal resilience.
Recognise the importance of tackling poverty interventions that contribute to prevention such as income maximisation	This is reflected in the Delivery Plan
Identify triggers and early signs from existing services, develop ways to support people holistically before matters get worse	This will be considered through the appropriate Governance Structures
Recognising the importance of education and creating progression routes that those in education are supported into	Actions delivered through the Tackling Poverty Strategy Delivery Plan ‘People learn successfully’ population outcome

**How have you changed your initiative as a result?**

Analysis of all consultation responses received identified the above key themes. The table highlights the key themes and details how the issues outlined will be addressed, these have subsequently been incorporated into the strategy and delivery plan.

**Any actions required (e.g. further engagement activities, mitigation to address any adverse impact, etc.):**

The detailed consultation feedback will be considered by the appropriate forums and audiences with a view to shaping further strategic development and delivery.

It is intended, post strategy approval, to provide feedback to the individuals, groups and organisations who participated in the consultation.

## 5 – Other impacts:

**Please consider how the initiative might address the following issues - see the specific Section 5 Guidance**

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

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

### **Foster good relations between different groups**

#### **Positive Impact**

- This strategy supports individual, family and community resilience through the building of social capital and social networks. It takes a preventative approach to fostering community cohesion. It promotes community services, social enterprises, co-operatives, user led services and the Third Sector. It engages people in service design and delivery through coproduction.

### **Advance equality of opportunity between different groups**

#### **Positive Impact**

- The strategy aims to ensure that people from across Swansea's communities are not excluded and inequalities are reduced between and within communities through a focus on prevention across council services. Preventative approaches across the life-course and promotion of participation through engagement with groups at risk of disadvantage / protected characteristics helps people to build relationships, create networks and access opportunities and resources that reduce the need for intensive interventions. People from different backgrounds can identify common ground, become familiar with one another and break down prejudices.

### **Elimination of discrimination, harassment and victimisation**

#### **Positive Impact**

- This Strategy seeks to build upon the successful preventative approaches already in place, many of which support the elimination of discrimination, harassment and victimisation. An example of this would be the Domestic Abuse Hub which brings together Swansea Council and its partners in health, police and the third sector to help children and families experiencing domestic abuse or escalating relationship problems. The Hub provides a whole family approach to ensure children, young people and their families feel safe, and not afraid, now and in the future, by being supported by the right people at the right time, so that they get the help they want and need. Prevention and empowerment is at the heart of this service.

### **Reduction of social exclusion and poverty**

#### **Positive Impact**

- The aims of the Prevention Strategy are closely aligned to the Tackling Poverty Strategy and as such directly support its delivery. Key Objectives and KPIs

outlined within the Tackling Poverty Strategy Delivery Plan Performance Framework 2017 – 2020 also contribute to the prevention agenda and are referenced in the Prevention Strategy Delivery Plan 2017-202. Additionally, the Prevention Strategy Delivery Plan 2017 - 2020 outlines further actions which contribute to reducing poverty and social exclusion, examples include the following objectives:

- We will aim to extend our Passport to Leisure to Cultural activities by extending the reach to young carers, looked after children, NEETs and refugees.'
- We will support the Swansea Learning Partnership to work with 15 groups focused on reducing poverty through working with the Homeless Communities and those experiencing Mental Health issues.

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

- Swansea has a long and proud history of supporting our citizens through the delivery of statutory services. We have a key role in the delivery of public services for Swansea and as such, services such as public protection, health and safety and accident prevention are at our core in service delivery as is the Safe Looked-After Children Reduction Strategy. This has resulted in a significant reduction year on year (for the last six years) in the numbers of children needing recourse to care. The increased recognition of the value of prevention activity led to an acceleration in our prevention approach to improve the wellbeing of people in Swansea, driven by the Council's commitment to providing £1 million for pilot prevention projects in 2014. Here, we delivered a set of pilot preventative approaches, which sought to address gaps in services working with children, young people and adults. The proposals were based upon an *invest to save* approach which aimed to change behaviours and prevent the need for involvement in costly specialist services, often followed by a long-term support programme. Some pilots, because of their success in demonstrating new delivery methods, namely Local Area Co-ordination and Tackling Domestic Abuse (via the DV Hub) will continue having proved their effectiveness. Others have demonstrated better ways of working and have been embedded in service delivery, becoming *business as usual*. The nature of the projects involves individuals in finding better stability, helping them to prosper and develop resilience. We support the development of individuals, getting them on to a pathway of development and improvement, which gives access to opportunities, skills development and possibly employment in the medium to longer term. Taking a preventative approach has delivered better outcomes and made cost savings in service delivery.

**Is the initiative likely to impact on Community Cohesion? Please provide details.**

**Positive Impact**

This strategy supports services fostering good relations between different groups and forge greater identification and belonging for residents within their locality. In addition, it outlines the intention to extend Local Area Coordination approaches which strengthen community relationships and address barriers such as loneliness, isolation and stigma. The Poverty and Prevention Department will also contribute to the delivery of the Community Cohesion Delivery Plan and developing a local strategic framework on migrant integration.

**How does the initiative support Welsh speakers and encourage use of Welsh?**

Throughout the consultation process and consultation and engagement events all documents, surveys and information were provided in Welsh and English. In future we will continue to give due regard to compliance with the Welsh Language Standards.

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



## Section 6 - United Nations Convention on the Rights of the Child (UNCRC):

Many initiatives have an indirect impact on children and you need to consider whether the impact is positive or negative in relation to both children's rights and their best interests. Please read the UNCRC guidance before completing this section.

**Will the initiative have any impact (direct or indirect) on children and young people (think about this age group holistically e.g. disabled children, those living in poverty or from BME communities)? If not, please briefly explain your answer here and proceed to Section 7.**

The Prevention Strategy and Delivery Plan will have a positive impact on children and young people, actions are aimed at ensuring that children/young people are not disadvantaged in their early years, when achieving and attaining standards and wellbeing in education, go on to get good jobs and a decent standard of living and are given a voice in relation to decision making which affects them. (UNCRC – Article 12 – ‘Your right to say what you think should happen and be listened to.’ / Article 27 – ‘Your right to a good standard of living.’ / Article 28 – ‘Your right to learn and to go to school.’ / Article 29 – ‘Your right to become the best that you can be.’)

**All initiatives must be designed / planned in the best interests of children and young people.**

*Best interests of the child (Article 3): The best interests of children must be the primary concern in making decisions that may affect them. All adults should do what is best for children. When adults make decisions, they should think about how their decisions will affect children. This particularly applies to budget, policy and law makers.*

**Please explain how you meet this requirement:**

- As part of the public consultation, workshop sessions were run with the aim of engaging children and young people by way of the Pupil Voice Forum and The Big Conversation mechanism.
- The children and young people who attended submitted their feedback on the Prevention and Tackling Poverty strategies by way of the Easy Read version; this version was commissioned as a response to feedback during the consultation process and combined both strategies in one clear, concise, accessible document.
- The children and young people who took part were also invited individually by way of the survey to express if they would like to be kept updated on how the plan is being delivered.
- It is intended that a session be arranged to feedback to the children and young people involved in the workshop sessions as to how their comments have influenced the development of the strategies.

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

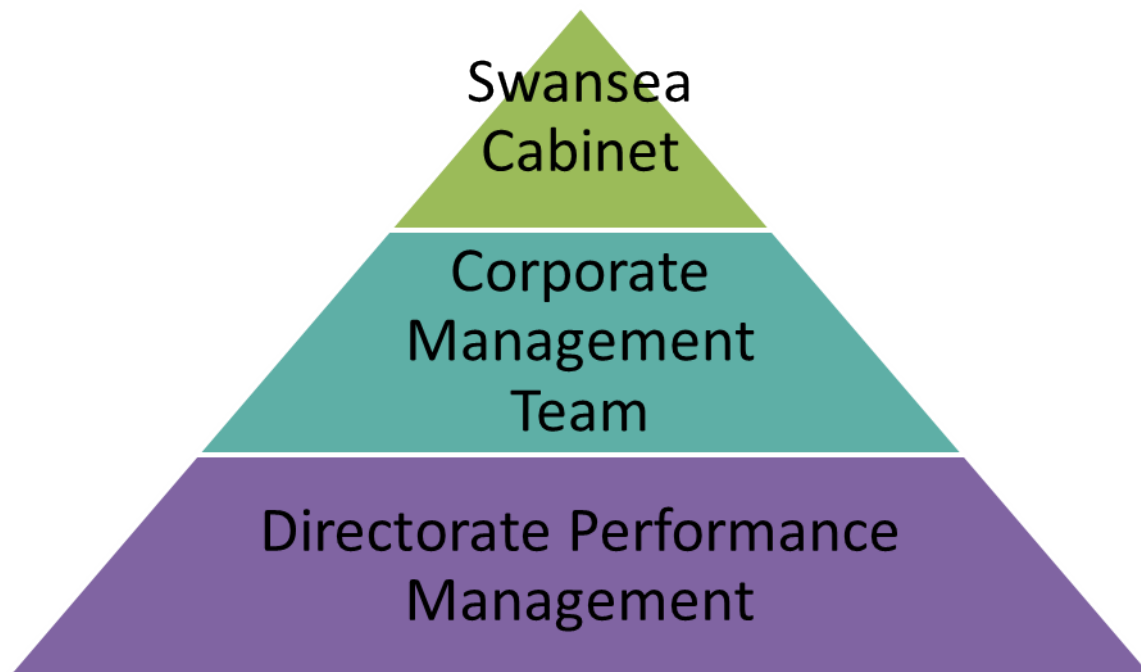
## Section 7 - Monitoring arrangements:

Please explain the monitoring arrangements for this initiative:

### Monitoring arrangements: Who has responsibility?

- The strategy overall is led by the Poverty and Prevention Service.
- In addressing 'making prevention everyone's business', a Prevention Strategy Delivery Plan has been developed of cross Directorate actions with Key Performance Indicators to support delivery. The Delivery Plan is dynamic.
- Corporate Directors take responsibility for work and actions in their area and manage these through regular performance and financial monitoring meetings and reporting mechanisms.
- Progress of key performance indicators will be reported on a quarterly basis. Progress is reported through Corporate Management Team and onto Swansea's Cabinet.

The following diagram shows how the Prevention Strategy will be managed within Swansea Council. Actions will be reported to the Council's Cabinet, escalating through the structure for decision where this is required.



**Actions:**

## Section 8 – Outcomes:

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

Outcome 1: Continue the initiative – no concern  
Outcome 2: Adjust the initiative – low level of concern  
Outcome 3: Justify the initiative – moderate level of concern  
Outcome 4: Stop and refer the initiative – high level of concern.

**For outcome 3**, please provide the justification below:

**For outcome 4**, detail the next steps / areas of concern below and refer to your Head of Service / Director for further advice:

## **Section 9 - Publication arrangements:**

On completion, please follow this 3-step procedure:

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

## EIA Action Plan:

Objective - What are we going to do and why?	Who will be responsible for seeing it is done?	When will it be done by?	Outcome - How will we know we have achieved our objective?	Progress
It is intended that a session be arranged to feedback to the children and young people involved in the workshop sessions as to how their comments have influenced the development of the strategies.	Adult Prosperity & Well-being Service	Post strategy approval	Feedback provided	
It is intended, where possible i.e. where contact details are provided, to provide feedback to the individuals, groups and organisations who participated in the consultation	Adult Prosperity & Well-being Service	Post strategy approval	Feedback provided	
The detailed consultation feedback will be considered with a view to shaping further strategic development and Prevention activity.	Adult Prosperity & Well-being Service	Ongoing	Appropriate audiences fully engaged	Ongoing

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

# Agenda Item 10.



## Report of the Cabinet Members for Stronger Communities & Housing, Energy & Building Services

Cabinet – 15 March 2018

### Anti-Social Behaviour, Crime and Policing Act 2014

<b>Purpose:</b>	<p>To provide Cabinet with an overview of the new Anti-Social Behaviour, Crime and Policing Act 2014.</p> <p>To consider authorisations required to implement the provisions of the Anti-Social Behaviour, Crime and Policing Act 2014.</p>
<b>Policy Framework:</b>	<p>Section 17 of the Crime and Disorder Act 1998. Anti-Social Behaviour, Crime and Policing Act 2014 Council's Anti-Social Behaviour Policy</p>
<b>Consultation:</b>	<p>Cabinet Members, Corporate Management Team, Access to Services, Finance, Legal.</p>
<b>Recommendation(s):</b>	<p>It is recommended that:</p> <ol style="list-style-type: none"><li>1) Cabinet delegates to the Corporate Directors for People, Place and Resources authority to exercise, in consultation with the Cabinet Member for Stronger Communities, the new powers available to the Council to tackle anti-social behaviour as set out in this report</li><li>2) Cabinet delegates to the Corporate Directors for People, Place and Resources authority, in consultation with the Cabinet Member for Stronger Communities, to commence proceedings for civil injunctions, issue Community Protection Notices, create Public Space Protection Orders and issue closure orders for 24 hours together with authority to issue Fixed Penalty Notices under Part 4 Chapter 1 of Anti-Social Behaviour Crime and Policing Act 2014</li><li>3) Authority be delegated to the Head of Legal and Democratic Services and Business Intelligence to make applications for any necessary extension of the closure order for 24 hours or to make applications for the grant an order for a 48 hour period</li></ol>

4) Cabinet delegates to the Corporate Directors for People, Place and Resources authority to approve the level for Fixed Penalty Notices (FPN) in conjunction with advice from officers from Legal, Democratic Services and Business Intelligence and Finance

**Report Author:** Paul Thomas / Jane Whitmore

**Finance Officer:** Chris Davies

**Legal Officer:** Sandie Richards

**Access to Services Officer:** Sherill Hopkins

## 1. Purpose of the Anti-Social Behaviour, Crime and Policing Act 2014

1.1 The Anti-Social Behaviour, Crime and Policing Act 2014 (the Act) received Royal Assent on 13<sup>th</sup> March 2014. Most provisions relating to anti-social behaviour were brought into force on 20<sup>th</sup> October 2014.

1.2 The Act is intended to simplify and provide more effective powers to tackle anti-social behaviour (ASB), give better protection for victims and communities and give them a greater say in how agencies respond to complaints of ASB. The Act also contains provisions to tackle irresponsible dog ownership and a number of other criminal activities.

1.3 This report will consider the new powers for tackling anti-social behaviour. Although the Act reduces the current number of powers available to tackle ASB from nineteen to six, the new provisions are intended to provide a more flexible and broader range of powers dealing with ASB. **Appendix 1** is a chart showing the old powers and new replacement powers.

1.4 The Home Office has produced statutory guidance <sup>1</sup> for frontline professionals on dealing with ASB under the new Act. The guidance is clear that councils, police, social landlords and other agencies will work together to help in resolving issues more quickly

1.5 A summary of the new powers and duties available under the Act are set out in **Appendix 2**. The following paragraphs set out in more detail where the Council can use the powers and the authorisations required by officers to enable them to exercise these new powers.

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<sup>1</sup> **Anti-social behaviour powers:** Statutory guidance for frontline professionals  
Updated December 2017

## **2. Civil Injunction**

- 2.1 This is a civil order to prevent anti-social and nuisance behaviour which can be housing related or non-housing related.
- 2.2 The injunction can be obtained against anyone who is aged 10 years and over. The injunction can be used to tackle a wide range of behaviours including vandalism, public drunkenness, aggressive begging and irresponsible dog ownership, noisy or abusive behaviour towards neighbours or bullying. It can include positive requirements to address the underlying causes of the anti-social behaviour in addition to clauses that prohibit anti-social and nuisance behaviour. Breach of an injunction is considered contempt of court
- 2.3 Adults can be sentenced for up to two years in prison or an unlimited fine. Young people can be sentenced to supervision or activity requirements, detention of up to 3 months for 14-17 year olds. The injunction should be used as a last resort and the Council should work with other agencies to consider informal resolutions in the first instance.

## **3. Community Protection Notice**

- 3.1 The Community Protection Notice (CPN) is intended to deal with particular ongoing problems or nuisances that negatively affect the community's quality of life by targeting those responsible. The CPN can be issued by the Council, police or social landlord if designated by the Council to issue Notices.
- 3.2 The CPN can be issued against any person aged 16 or over or a body including a business. Before a CPN can be issued a written warning must be given making it clear to the recipient that if they do not stop the anti-social behaviour they could be issued with a CPN. Breach of a CPN is a criminal offence.
- 3.3 There are a number of options available to deal with a breach. Offences can be dealt with by way of a Fixed Penalty Notice (FPN). A council officer can issue a FPN of up to £100. The offender may be prosecuted or on conviction a fine of up to £2,500 or £20,000 for businesses or other organisations.. The CPN does not replace the Council's statutory nuisance powers in respect of the Environmental Protection Act 1990, evidence of statutory noise nuisance will continue to result in the service of an Abatement Notice.

## **4. Public Space Protection Order**

- 4.1 Public Spaces Protection Orders (PSPOs) are intended to deal with a particular nuisance or problem in a defined area that is detrimental to the local community's quality of life, by imposing conditions on the use of that area which apply to everyone. The Act gives councils the authority to

draft and implement PSPOs in response to the particular issues affecting their communities, provided certain criteria and legal tests are met.

- 4.2 The legislation provides for restrictions to be placed on behaviour that apply to everyone in that locality (with the possible use of exemptions). A PSPO can cover multiple restrictions so one order could prohibit such activities as the drinking of alcohol and keeping dogs on a lead. The PSPO can cover any public space within the Council's area. Breach of a PSPO without a reasonable excuse is an offence.
- 4.3 PSPOs differ from other powers introduced under the Act as they are council-led, and rather than targeting specific individuals or properties, they focus on the identified problem behaviour in a specific location. Before making an Order the Council must consult with local police and Police and Crime Commissioner and the owner or occupier of the land
- 4.4 Councils can use PSPOs to prohibit specified activities, and/or require certain things to be done by people engaged in particular activities, within a defined public area.
- 4.5 Powers to create PSPOs came into force in October 2014. As well as enabling local authorities to address a range of different issues, the Orders replace Designated Public Place Orders (DPPOs), Gating Orders and Dog Control Orders. Existing orders remained in force until 19<sup>th</sup> October 2017 or until they were discharged by the Council, whichever was earliest. Any Orders still in force on 20<sup>th</sup> October 2017 have automatically become PSPOs
- 4.6 The Council previously had one DPPO and two Gating Orders. Dog Control Orders remain in place for Parks and Beaches.

The DPPO is giving powers to stop the drinking of alcohol in public spaces. It is for Castle Square and High Street and was requested by City Centre Management and authorised by Corporate Services and Legal. This has automatically become a PSPO with effect from the 20<sup>th</sup> October 2017

The Gating Orders were one from High Street to Orchard Street made in December 2013 and one for the Lanes at the rear of Danygraig Road, Gelli Street and Tymawr Street, Port Tenant which came into operation on Friday, 23<sup>rd</sup> July 2010.

- 4.7 Breach of a PSPO is a criminal offence which can result in the issuing of a FPN or a prosecution resulting in a fine of up to £1,000 on conviction. Enforcement can be taken by Council officers, other groups the Council may designate, police officers and Police Community Support Officer (PCSOs).
- 4.8 It is important to take advantage of the new changes to fully explore the new powers and consult with other agencies including the police to



assess the most effective use of PSPOs across the Council area. It is proposed that a further report will be brought to Cabinet reviewing the current situation in relation to Castle Square and High Street. The report will be collated in consultation with relevant partners and stakeholders and evidence collated to establish the need for an order to continue.

## **5. Closure Order**

5.1 This is a power available to allow Councils and Police to close premises temporarily for up to 48 hours if there is likely to be nuisance or disorder. The power can be applied to open land, residential properties, commercial businesses and licensed premises. A Closure Notice is then followed by an application to the Magistrates' Court for a Closure Order. A Notice does not prevent the person who habitually lives at the address or the owner of the property to enter, however a closure order made by the court can exclude the resident. A Closure Order can close premises for up to three months and can restrict access to all persons. Breach is a criminal offence and there is a right to appeal.

5.2 A closure notice for 24 hours can be issued by a council officer or a police officer. If a longer period of up to 48 hours is needed, the notice must be served by the Head of Legal, Democratic Services and Business Intelligence. Consultation is an important part of the process. Before issuing the notice it is necessary to consult with anybody considered appropriate including the victim, other members of the public that may be affected by closure of the premises and community organisations.

5.3 It is proposed that in consultation with relevant Directors and Cabinet Members that they be authorised to issue 24 hour closure notices and that the authority to extend the 24 hour notice or issue 48 hour notices is given to the Head of Legal, Democratic Services and Business Intelligence.

## **6. Policy Implications**

6.1 The new powers will support the Council to tackle anti-social behaviour and crime, improve the environment and support the creation of safer and stronger communities.

6.2 Statutory consultation including an equality impact assessment will be necessary before considering an order under the new powers.

## **7 Equality and Engagement Implications**

7.1 Local data related to cases of anti-social behaviour does not identify any particular group with a protected characteristic as being disproportionately affected by anti-social behaviour. Consequently, the impact of this legislation is considered to be neutral as far as the equality impact is concerned. Case data will be developed to ensure that monitoring takes full account of groups with a protected characteristic.

## **8. Financial Implications**

8.1 There are no immediate financial or resource implications arising.

## **9. Legal Implications**

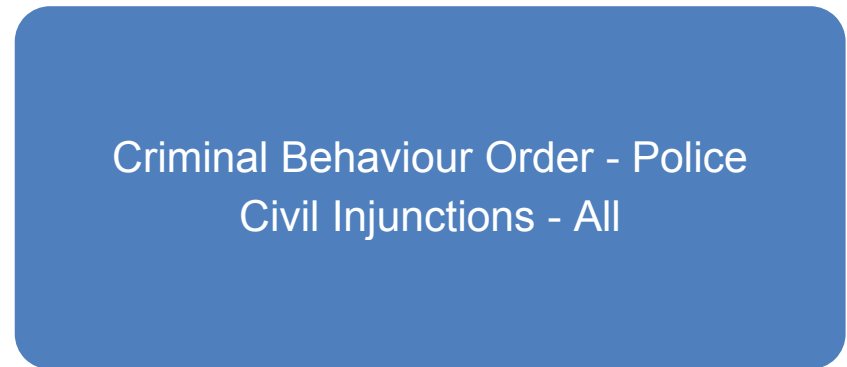
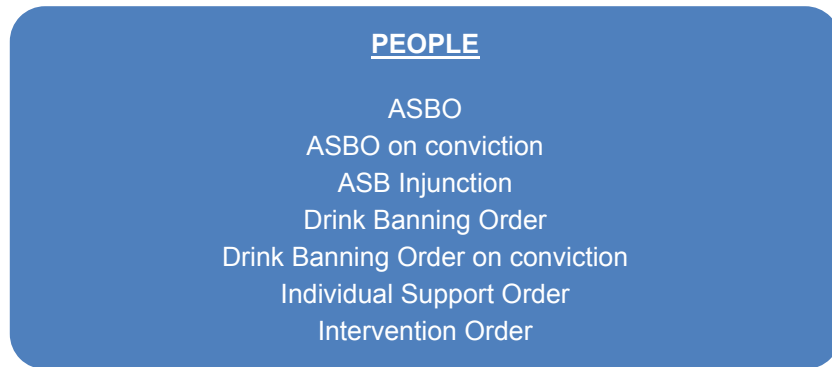
9.1 The legal implications are as set out in the report.

### **Background Papers: None**

Appendices:

<b>Appendix 1</b>	Chart outlining Old Powers and how they translate to the New Powers
<b>Appendix 2</b>	New Powers in detail
<b>Appendix 3</b>	EIA

**Appendix 1 – Chart outlining Old Powers and how they translate to the New Powers**



**Police Powers**  
**S.30 Dispersal Order and S.35 Direction to Leave**



**Police Dispersal Power**

## The New Powers

## Anti-Social Behaviour, Crime and Policing Act 2014

Power/Duty	Summary	Exercised by Whom	Issues to consider
<b>Community Trigger</b>	<p>Gives victims and communities the right to request a formal review of their problem, where they believe it has not been addressed</p> <p>The threshold is three reports made to any agency within a 6 month period which, in the view of the victim, have not been addressed</p>	<p>Local authority, Police and registered housing providers</p> <p>Police &amp; Crime Commissioner in relation to audit of power</p>	<p>Local authority agreement about common procedures being in place</p> <p>Role of community safety partnership – to be the point at which a review is requested, to take ownership of a review where one is conducted and ensure it is completed</p> <p>Need to share information between agencies and to keep records of activity on each case</p> <p>Need to engage with RSL's</p> <p>Duty to publish information on use of trigger and outcomes from reviews</p>

Power/Duty	Summary	Exercised by Whom	Issues to consider
<b>Community Remedy</b>	Gives victims a say in out of court punishments for low level crime and anti-social behaviour (ASB)	Courts on application by police  Police & Crime Commissioner to consult on the range of remedies available for the victims to choose from	Agencies – Probation, Youth Justice & Early Intervention, EVOLVE may be involved as a provider of the remedy
<b>Civil Injunction</b>	To stop or prevent ASB – behaviour likely to cause harassment, alarm or distress. Breach not a criminal offence but must be proved to criminal standard  Replaces ASBO's but tests lower and available to a wider range of agencies	Local authority, RSL's, Police, Natural Resources Wales  Youth Justice & Early Intervention Service and EVOLVE must be consulted if under 18's	Established process but to county court not magistrates and others will need to be aware that different evidence tests apply  Legal costs – higher than for an ASBO
<b>Criminal Behaviour Order</b>	Issued by a criminal court against person convicted of an offence to tackle that person's ASB activities	Crown Prosecution Service	None
<b>Dispersal Power</b>	Requires a person over age of 10 committing or likely to commit ASB crime or disorder to leave an area for up to 48 hours  Does not need to be designated as a dispersal area in advance	Police Officers  Police may consult local authority beforehand	None directly

Power/Duty	Summary	Exercised by Whom	Issues to consider
<p><b>Community Protection Notice</b></p>	<p>To stop anyone over 16, a business or organisation committing persistent ASB which affects the community's quality of life</p> <p>It appears to be directed at those committing noise, rubbish and graffiti type problems</p> <p>Involves issuing warnings and serving notices with a sanction of a fixed penalty notice (FPN) and up to level 4 fine (up to £2,500)</p>	<p>Local authority, Police and RSL's if designated by the local authority</p>	<p>Need to establish formal process and joint approach between Police and local authority and others</p> <p>Designation of local authority staff members to apply powers</p> <p>Links to existing noise nuisance and clean neighbourhood powers/statutory nuisance</p>

Power/Duty	Summary	Exercised by Whom	Issues to consider
<b>Public Spaces Protection Order</b>	<p>Stops individuals or groups committing ASB in a public space.</p> <p>Can involve restrictions on access</p> <p>Breach is a criminal offence and FPNs can be issued for breach</p>	<p>Enforced by local authority or Police</p> <p>Local authority after consultation with Police, Police &amp; Crime Commissioner and other relevant bodies</p>	<p>Existing Designated Public Places Orders and Dog Control Orders lapsed on 20<sup>th</sup> October 2017 and therefore interim PSPO has replaced them</p> <p>Any new order from now on to control these aspects or an amendment to an existing order will be a PSPO</p> <p>Orders will need approval by designated officers and need to identify and train enforcing staff. <b>FPN booklets need to be designed to include the relevant offence codes</b></p>
<b>Closure Powers</b>	<p>Allows closure of premises that are being used or likely to be used to commit nuisance and disorder. Can be used for up to 24 or 48 hours out of court; then recourse to court for up to 3 months</p>	<p>Local authority and Police who must consult beforehand with relevant bodies or individuals</p>	<p>Delegated powers to designated officers</p> <p>Issue of getting a court to hear the case in time</p>

	Court must hear case within 48 hours of notice being served		
<b>Power/Duty</b>	<b>Summary</b>	<b>Exercised by Whom</b>	<b>Issues to consider</b>
<b>New Absolute ground for possession</b>	New power re possession of secure and assured tenancies where ASB or criminality has been proven by a court	Landlords – social and private	None directly



# Equality Impact Assessment Screening Form Appendix 3

**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).**

<b>Section 1</b>
Which service area and directorate are you from?
Service Area: Poverty and Prevention
Directorate: People

**Q1(a) WHAT ARE YOU SCREENING FOR RELEVANCE?**

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

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

To formally authorise officers to exercise the powers available under the Anti-Social Behaviour, Crime and Policing Act 2014 for the purposes of tackling anti-social behaviour and low level crime across the City and County of Swansea. Also, a PSPO is used to address ongoing, and sometime urgent, anti-social behaviour and crime matters. Delegation would allow a timely process for suitable PSPO's to be created and implemented, where appropriate to do so.

**Q2(a) WHAT DOES Q1a RELATE TO?**

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

Page 131  
(If NO, you need to consider whether you should be undertaking consultation and engagement – please see the guidance)

# Equality Impact Assessment Screening Form Appendix 3

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

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

All Council Service Areas

**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.**

Local data related to cases of anti-social behaviour does not identify any particular group with a protected characteristic as being disproportionately affected by anti-social behaviour. Consequently, the impact of this legislation is considered to be neutral as far as the equality impact is concerned. Case data will be developed to ensure that monitoring takes full account of groups with a protected characteristic

This is a policy decision which is designed in the best interests of children and young people (article 3)

**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.

<b>Screening completed by:</b>	
Name: Gareth Pritchard	
Job title: ASB Co-ordinator	Page 132
Date: July 2017	

## Equality Impact Assessment Screening Form Appendix 3

Approval by Head of Service:
Name: Jane Whitmore
Position: Partnership & Commissioning Manager
Date: 22 <sup>nd</sup> August 2017

Please return the completed form to [accesstoservices@swansea.gov.uk](mailto:accesstoservices@swansea.gov.uk)

# Agenda Item 11.



## Report of the Cabinet Member for Children, Education & Lifelong Learning

Cabinet – 15 March 2018

### Local Authority Governor Appointments

<b>Purpose:</b>	To approve the nominations submitted to fill Local Authority Governor vacancies in School Governing Bodies
<b>Policy Framework:</b>	Local Authority (LA) Governor Appointments Procedure (Adopted by Council on 26 October 2017)
<b>Consultation:</b>	Access to Services, Finance, Legal
<b>Recommendation(s):</b>	It is recommended that:  1) The nominations recommended by the Chief Education Officer in conjunction with the Cabinet Member for Children, Education and Lifelong Learning be approved.
<b>Report Author:</b>	Gemma Chapman
<b>Finance Officer:</b>	Chris Davies
<b>Legal Officer:</b>	Stephanie Williams
<b>Access to Services Officer:</b>	Sherill Hopkins

#### 1.0 The nominations referred for approval

1.1 The nominations are recommended for approval as follows:

1. Birchgrove Primary School	Mrs Dawn Knight
2. Duvant Primary School	Cllr Louse Gibbard
3. Gwyrosydd Primary School	Father David Jones Cllr Michael Lewis

4. Bishop Gore Comprehensive School	Cllr Peter Jones
5. Bishopston Comprehensive School	Cllr Lynda James

## **2.0 Financial Implications**

2.1 There are no financial implications for the appointments; all costs will be met from existing budgets.

## **3.0 Legal Implications**

3.1 There are no legal implications associated with this report.

## **4.0 Equality and Engagement implications**

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

**Background papers:** None.

**Appendices:** None.

# Agenda Item 12.



## Report of the Cabinet Member for Housing, Energy & Building Services

Cabinet – 15 March 2018

### Building Capital Maintenance Programme 2018/19

<b>Purpose:</b>	To agree the schemes to be funded through the Capital Maintenance programme
<b>Policy Framework:</b>	Revenue and Capital Budget 2018/19
<b>Consultation:</b>	Finance, Legal, Access to Services, Education
<b>Recommendation:</b>	It is recommended that Cabinet:  1) Approves the proposed capital maintenance schemes as listed in <b>Appendix A</b> .  2) Authorises the financial implications identified in <b>Appendix B &amp; C</b> to be included in the capital programme.
<b>Report Author:</b>	Andrew Shaw
<b>Finance Officer:</b>	Paul Roach (Revenue) Jayne James (Capital)
<b>Legal Officer:</b>	Debbie Smith
<b>Access to Services Officer:</b>	Sherill Hopkins

#### 1. Introduction

- 1.1 Cabinet has previously approved the Council's Asset Management Plan for Property Assets which sets out a series of measures to improve the management and performance of the property portfolio. This Report sets out the way in which the Capital Maintenance resources for 2018/19 will be deployed.

## 2. Capital Programme Process

On 6<sup>th</sup> March 2018, Council approved a Capital Maintenance allocation of £4 Million for the financial year 2018/2019, together with an additional £1 Million Capital Maintenance for Schools

## 3. Objectives of Scheme

- 3.1 The proposals set out will directly support the corporate objectives of the Authority, in relation to the maintenance and improvement of the Authority's building portfolio.
- 3.2 This maintains the previous commitment to address the significant backlog of maintenance and minimise the potential effect of unforeseen breakdowns of building elements.
- 3.3 As was reported in previous building maintenance programme reports, attention needs to be drawn to the fact that the Authority still has a significant backlog of maintenance and whilst there have been some reductions in this backlog, the limited programme contained within the 2018/19 budget, whilst being very important, will not remedy the immediate backlog.

Notwithstanding the current financial pressures, further budget provisions will therefore need to be made in subsequent years to maintain this investment and minimise the risks of failure and unplanned closures.

- 3.4 The list of identified schemes (**Appendix A**) has been selected on a priority basis. The criteria for selection (unless otherwise stated) was based upon Condition rating, Legislative compliance, Health and Safety implications, likelihood of failure and business continuity. Whilst all schemes have been selected on these criteria there are a number of similar priorities which we are unable to progress within the budgets available.

## 4. Description of Schemes

- 4.1 The recommended list of schemes is included in **Appendix A** and to assist, a brief summary of the planned works have been included as follows:-

- 1a) **Statutory Compliance - Electrical**

The schemes listed consist of total rewires, partial rewires or upgrades to ensure safety and compliance with electrical regulations and maintained operation of the premises.

- 1b) **Mechanical/Heating Schemes**

The schemes listed in this section deal with the avoidance of heating failures within our establishments on a prioritised basis.

- 1c&1d) **Statutory Compliance - Legionella and Asbestos**

As a result of the existing policy to enable compliance with the legionella and asbestos legislation, capital repairs arising out of

risk assessments and surveys need to be carried out to maintain compliance. These upgrades are actioned throughout the year and therefore a list of schemes cannot be prepared in advance. Separate revenue monies have been set aside to deal with the ongoing management process and minor repairs.

1e) **Statutory Compliance – Radon**

Further to the Welsh Government's directive for an awareness programme of RADON in schools, and in line with the "Ionising Radiations regulations 1999".

Welsh Government produced a directory of all schools that require testing for Radon; currently we have completed testing in all schools in the high risk areas. There is a need to carry out further testing within the remaining schools.

1f) **Statutory Compliance – Glazing Regulations**

Following Notice served by the Health and Safety Executive, money was set aside for 2006/07 to allow safety filming of relevant glazing within schools. Following the completion of these works the Authority was advised by the HSE that it needs to demonstrate its ongoing commitment relating to all of its remaining buildings and the allocation for 2018/19 will allow this process to continue.

1g) **Statutory Compliance – Accessibility for Disabled People**

Consultation through Local Access Groups would determine required investment to the prioritisation of buildings within the available budget for 2018/19.

2a) **Essential Building Repairs**

The schemes listed in **Appendix A** are a combination of prioritised schemes and allowances linked to the ongoing maintenance strategy.

2b) **Essential Repairs to Listed Buildings**

In line with the Listed Buildings Strategy agreed by Cabinet on the 6<sup>th</sup> January 2014, Corporate Building and Property Services will liaise with planning officers and ensure that the available budget will continue a programme dealing with the Authority's listed assets on a prioritised basis.

3) **Drainage Works to Schools**

Previous allocations have been made to initiate a programme of drainage surveys to all of the Authority's Schools. This has identified a range of significant repairs which, if rectified, should assist the Authority in mitigating future structural failures and health and safety issues within the Schools. Minor repairs should be undertaken by Schools in line with their delegated budget.



4) **Energy/Sustainability Investment/Carbon Reduction Commitment**

The budget for 2018/19 will allow the extension of good practice measures to reduce the Council's energy use and carbon emissions. The planned programme of works will help deliver on the Council's Carbon Reduction Strategy approved by Cabinet on the 17<sup>th</sup> November 2011 and help mitigate the Authority's financial obligation within the Carbon Reduction Energy Efficiency Scheme (CRC). The energy strategy identifies within its action plan a number of feasibility studies, which will help explore future technologies. The appointment of appropriate consultants will help inform the feasibility studies, which in turn will inform our future strategies.

5) **Fire Risk Assessments**

The Council is required to undertake Fire Risk Assessments as dictated by *The Regulatory Reform (Fire Safety) Order 2005*. Mid & West Wales Fire Service (M&WWFS) who are responsible for the enforcement of general fire safety legislation to include *The Regulatory Reform (Fire Safety) Order 2005*.

A joint approach now takes place with M&WWFS who inspect council owned assets and at times can highlight a number of measures that require attention in relation to fire safety. It is difficult to quantify the scale of works required; therefore a budget will be allocated and monitored accordingly in line with prioritised actions.

6) **Emergency Reserve Fund**

This limited fund will allow immediate response to potential building failure to avoid significant disruption, Health and Safety risk or closure. This is a limited amount which will be allocated on a priority basis throughout the year and therefore individual schemes are not listed.

7) **Match Funding**

The Capital Maintenance programme has previously included an element for match funding capital projects within schools. This has allowed the Authority to develop a joint and consistent approach in dealing with the maintenance backlog problem within our Education Portfolio by pooling resources on projects where "liability" under the division of responsibilities is ambiguous. This works with schools using their devolved maintenance allocation, thus allowing more significant repairs to be undertaken. The programme over previous financial years has been highly successful. Whilst the funding pressures on schools are also recognised, it is proposed that during 2018/19 a further allocation is made to match fund medium value projects.

8) **Preliminary Design**  
This limited budget will allow initial design to commence for schemes likely to feature in 18/19, which will in turn inform the future work programme allowing early procurement and maximum spend against profile.

9) **Asset Management Plan**  
There are a number of Cultural Services Assets with projects that would need to factor within the 18/19 allocated budget. Proposed investment within any of the affected assets will be undertaken once clarity is received from the department in terms of asset longevity.

To that end a modest capital allocation has been accounted for within the 2018/2019 Capital Maintenance allocated budget.

The budget will be utilised to support priority works within the established post-commissioning review outcomes.

## 4.2 QEd Programme

4.2.1 The proposed list of schemes listed under **Appendix A** is based on the technical assessment of the individual establishments, resulting in the prioritised listing attached. However consultation has taken place with Education colleagues to confirm that none of the suggested schemes will conflict with the Authority's current 21<sup>st</sup> Century Schools Programme.

4.2.2 The additional £1 Million has been made available to deal with priority building condition related matters within schools. The Capital programme to deal with high priority building maintenance issues in schools that currently fall outside Band A and B programmes.

## 5. Equality and Engagement Implications

5.1 An initial EIA screening form has been completed with the outcome being that a full EIA form was not required. The Capital maintenance investment within building assets in Swansea will help to realise a more sustainable asset portfolio for Swansea Council. Where relevant, each specific project for which funding is agreed will be screened for an Equality Impact Assessment.

## 6. Financial Implications

### 6.1 Capital

The total capital cost of the schemes amounts to £5 million capital maintenance (£4 Million Capital Maintenance plus an additional £1 Million for School's Capital Maintenance) and will be fully funded by the Authority's own resources (Welsh Government Capital Grant and supported and unsupported Borrowing). Details are set out in **Appendix B and Appendix C**.

## 6.2 Revenue

Maintenance costs will be met from existing revenue budgets.

## 7.0 Procurement

7.1 The 2018/19 Capital Maintenance projects identified within **Appendix A** of this report will therefore be delivered by a combination of in-house resources, with other projects procured in line with Contractual Procedural Rules. Any externalised works will be procured in accordance with Contract Procedure Rules (CPRs) and procurement rules and regulations.

## 8.0 Legal Implications

8.1 As indicated in Paragraph 4 of the Report, the Council must comply with various statutory requirements as well as general obligations under the Occupiers Liability Acts.

**Background Papers:** None

### **Appendices:**

Appendix A: Capital Maintenance Budget 2018/19 – Proposed Programme

Appendix B: Financial Implications - Additional £1m Capital Budget

Appendix C: Financial Implications – £4m Capital Budget

**CAPITAL MAINTENANCE BUDGET 2018/19**

<b>PROPOSED PROGRAMME</b>	<b>Overall Budget (£5m) £000's</b>	<b>£1m Budget [Schools] £000's</b>	<b>£4m Budget [All Buildings inc Schools] £000's</b>
<b>1 STATUTORY COMPLIANCE WORKS</b>			
<b>1a ELECTRICAL SCHEMES</b>			
Gowerton Comprehensive – Fire Alarm Replacement Phase 2 of 2	90		90
Plasmal Primary - Electrical Installation upgrade Phase 2 of 2	75		75
Danygraig Primary - Electrical Installation upgrade - Phase 2 of 2	80		80
Cadle Primary - Electrical Installation upgrade - Phase 2 of 2	80		80
Portmead Primary - Electrical Installation upgrade 2 of 2	110	110	
Pontardulais Comprehensive - Electrical Installation upgrade Phase 1 of 5	115	115	
Swansea Market Phase 2 of 3	75		75
Civic Centre Fire Alarm Phase 6 of 6	50		50
Bonymaen HFA	35		35
Townhill Primary - Electrical Installation upgrade Phase 1 of 4	80	80	
Emergency Lighting upgrades [Various locations]	70		70
Lightning Conductor upgrades [Various locations]	70		70
Lift refurbishments [Various locations]	90		90
<b>1b MECHANICAL SCHEMES</b>			
Upgrading pneumatic valves in plant rooms Civic Centre Phase 1 of 2	20		20
Pontardulais Primary - Boiler House Refurb & radiator circuits Phase 2 of 2	120		120
Pontlliw Primary - Boiler House Refurbishment	65	65	
Dunvant Primary - Boiler House Refurbishment	85	85	
Pengelli Primary - Boiler House Refurbishment	65	65	
Penclawdd Primary - Radiator heating circuits refurb Phase 2 of 2	85		85
YGG Gwyr - Radiator heating circuits refurb Phase 2 of 2	85		85
Gors Primary - Radiator heating circuits Refurb Phase 1 of 1	125	125	
Brynhyfryd Primary - Radiator heating circuits Refurb Phase 1 of 1	135	135	
YGG Gwyr 6th Form Block - Boiler House Refurbishment	75	75	
Craig Cefn Parc - Boiler House Refurbishment	40	40	
Swansea Crematorium - Replacement of Chimney Stacks	75		75
<b>Air Con Refurbishment</b>	50		50
<b>Kitchen/Gas/Ventilation</b>	70		70
<b>External Water Mains Replacement</b>	30		30
<b>Swimming Pools Upgrades</b>	40		40
<b>1c LEGIONELLA</b>			
Legionella Works	70		70
<b>1d ASBESTOS</b>			
Asbestos Removal	70		70
<b>1e GLAZING REGULATIONS</b>			
Filming/Re-glazing Works	30		30
<b>1f DDA</b>			
DDA Works	30		30
<b>1g RADON</b>			
Monitoring of Radon	30		30
<b>2 ESSENTIAL BUILDING REPAIRS</b>			
St Helens Primary Dry Rot Phase 1 of 1	80		80
Dylan Thomas Roof Replacement Phase 4 of 7	85		85
Bishopston Comprehensive Roof Replacement Phase 2 of 10	100		100
Portmead Primary Roof Replacement Phase 3 of 5	85		85
Clase Primary Roof Replacement Phase 4 of 6	85		85
Penclawdd Primary Roof Replacement Phase 2 of 3	85		85
Gwyrosydd Primary Roof Replacement Phase 2 of 8	85		85
Birchgrove Primary Roof Replacement Phase 2 of 8	85		85
Bryntawe Roof Replacement Phase 1 of 2/3	85	85	
Pontardulais Comprehensive Roof Replacement Phase 3 of 6/7	85		85
Sketty Primary Pitched Roof	250		250
Gorseinon General issues with building fabric	20	20	
<b>2a ESSENTIAL REPAIRS TO LISTED BUILDINGS</b>			
General repairs to Listed Buildings	35		35
<b>3 DRAINAGE WORKS TO SCHOOLS</b>			
Drainage Repairs to Schools	30		30
<b>4 ENERGY/SUSTAINABILITY INVESTMENT</b>			
Energy/Sustainability Works	90		90
<b>5 FIRE RISK ASSESSMENT</b>			
Fire Risk Assessment Works	230		230
<b>6 EMERGENCY FUND FOR URGENT REPAIRS</b>			
Emergency Fund Works	650		650
<b>7 MATCH FUNDING</b>			
Match Funded Works	200		200
<b>8 PRELIMINARY DESIGN</b>			
Preliminary Design Works	70		70
<b>9 ASSET MANAGEMENT PLAN</b>	150		150
<b>CM BUDGET 2018/19 TOTAL</b>	<b>5000</b>	<b>1000</b>	<b>4000</b>

**APPENDIX B - £1m Additional Capital Maintenance**

**FINANCIAL IMPLICATIONS : SUMMARY**

Portfolio: PLACE

Service : CORPORATE BUILDING & PROPERTY SERVICES

Scheme : ADDITIONAL CAPITAL MAINTENANCE BUDGET FOR SCHOOLS - BUILDINGS 2018/19

Head of Service: CORPORATE BUILDING & PROPERTY SERVICES

<b>1.1. <u>CAPITAL COSTS</u></b>	<b>2018/19</b>	<b>2019/2020</b>	<b>2020/2021</b>	<b>2021/2022</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
<b><u>EXPENDITURE</u></b>				
<b>Capital Maintenance</b>				
Stat Compliance - Electrical works	305			
Stat Compliance - Mechanical works	590			
Building repairs	105			
<b>EXPENDITURE</b>	<b>1,000</b>	<b>0</b>	<b>0</b>	
<u>Financing</u>				
Unsupported Borrowing	1,000			
<b>FINANCING</b>	<b>1,000</b>			
<b>1.2. <u>REVENUE COSTS</u></b>	<b>2018/19</b>	<b>2019/2020</b>	<b>2020/2021</b>	<b>FULL YEAR</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
<u>Service Controlled - Expenditure</u>				
To be met by existing budgets				0
<b>NET EXPENDITURE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## APPENDIX C - £4m Capital Maintenance

### FINANCIAL IMPLICATIONS : SUMMARY

Portfolio: PLACE

Service : CORPORATE BUILDING & PROPERTY SERVICES

Scheme : CAPITAL MAINTENANCE BUDGET FOR SCHOOLS - BUILDINGS 2018/19

Head of Service: CORPORATE BUILDING & PROPERTY SERVICES

#### 1.1. CAPITAL COSTS

	2018/19	2019/2020	2020/2021	2021/2022
	£'000	£'000	£'000	£'000

#### EXPENDITURE

##### **Capital Maintenance**

Stat Compliance - Electrical works	715			
Stat Compliance - Mechanical works	575			
Legionella	70			
Asbestos	70			
Glazing Regulations	30			
DDA	30			
Radon	30			
Building Repairs (Inc. Listed Buildings)	1060			
Drainage	30			
Energy/Sustainability Investment	90			
Fire Risk Assessment	230			
Emergency Fund for Urgent Repairs	650			
Match Funding	200			
Preliminary Design	70			
Asset Management Plan	150			

#### **EXPENDITURE**

	<b>4,000</b>	<b>0</b>	<b>0</b>	
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#### Financing

Welsh Government Grants/Supported Borrowing	<b>4,000</b>			
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#### **FINANCING**

	<b>4,000</b>			
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#### 1.2. REVENUE COSTS

	2018/19	2019/2020	2020/2021	FULL YEAR
	£'000	£'000	£'000	£'000

#### Service Controlled - Expenditure

To be met by existing budgets

#### **NET EXPENDITURE**

	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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# Agenda Item 13.



## Report of the Cabinet Member for Environment Services

Cabinet – 15 March 2018

### **Financial Procedural Rule 7 Capital Allocation to Highway Infrastructure Assets 2018-19**

<b>Purpose:</b>	To confirm the Capital Work Programme for highway infrastructure assets.
<b>Policy Framework:</b>	The Revenue and Capital budget as reported to and approved by Council on 6th March 2018.
<b>Consultation:</b>	Access to Services, Finance, Legal.
<b>Recommendation(s):</b>	It is recommended that:  1) The proposed allocations, together with the Financial Implications set out in <b>Appendix A</b> , are approved and included in the Capital Programme.  2) Authority is delegated to the Head of Service for Highways and Transportation in conjunction with the Cabinet Member for Environment to prioritise, finalise and allocate funding to those schemes not specifically referred to in this report.
<b>Report Author:</b>	Bob Fenwick / Stuart Davies
<b>Finance Officer:</b>	Jayne James
<b>Legal Officer:</b>	Debbie Smith
<b>Access to Services Officer:</b>	Ann Williams

#### 1. Introduction

- 1.1 At its meeting of 6th March 2018, Council approved the Revenue and Capital Budget for 2018/19. The Capital budget included an allocation of £3.375m for highway and infrastructure assets.

- 1.2 An additional allocation of £1m for 2018/19 has been made for Invest to Save schemes, by undertaking repairs to reduce the level of third party claims against the Authority.
- 1.3 An allocation of £1.4m has been received to help tackle the backlog of highway maintenance based on the evidence in the commissioning report.
- 1.4 In addition to internal funding the Welsh Government has allocated £1,785,804 as a Capital Grant to assist with the backlog of outstanding highway works allocated to 17/18. As the expenditure has to be committed this financial year, this will result in the council substituting completed schemes and “flipping” the funding into 18/19 to carry out a list of projects

## **2. Main Body of Report**

- 2.1 The City and County of Swansea’s infrastructure is in need of significant investment and there is a significant backlog of works. The Authority is continuing to develop programmes of work to the principals agreed at the all Wales Asset Management Project. This will ensure spending is targeted based on a whole life cost approach which will minimise financial and service demands.
- 2.2 The Authority looks at different methods of repair and uses assessment methods agreed across Wales to evaluate the effect on network condition based on a mix of preventative, reactive and planned maintenance works. The highway capital programme 2015-20 was developed with these principals.
- 2.3 **Scheme Selection Process**  
The prioritisation for additional schemes will be based on the same asset management approach used to produce the forward works programme. Schemes will be selected based on a review of factors such as network importance, condition, network use and likely deterioration. A score for each assessed road will be calculated and the highest scoring schemes will be programmed. This prioritisation will be balanced by the need to give cost effective packages of work of similar types (for instance surface dressing requires a minimum quantity of work to be cost effective when considering site set up costs). Where schemes are not specifically named due to the need to continue the prioritisation process delegated authority is sort for the Head of service, in conjunction with the cabinet member for environment to finalise the details of the schemes

## **3. Key Proposals**

- 3.1 Investment this year is approximately £7.5m. This includes the £3.375m annual allocation, the additional £1m invest to save allocation and an additional £1.4m internal funding and £1.785m Welsh Government Grant funding in response to the identified backlog of repairs required on



Swansea's roads. It is critical to ensure that investment in the highway network is sustained in future years to minimise future deterioration.

3.2 £3.375m Infrastructure allocation.

A steady state figure calculated to stop further deterioration of carriageways alone is £6m per annum and the current backlog for carriageways is calculated at over £54m. The programme of carriageway works is included in the published Forward Works Programme 2015-20. The detail of this programme is available at <http://www.swansea.gov.uk/highways>. There may be some changes to this programme during the year as schemes may need to be brought forward or pushed back for example to coordinate with utility works. The carriageway resurfacing budget also supports the PATCH programme of works. The cost of the PATCH has increased due to the change in work type therefore a proportion of the forward works programme is to be funded from the spend to save initiative, see 3.17.

3.3 There is a significant backlog of works to refurbish footways. This also remains a concern as the issue is reflected in the level of third party claims for trip and falls. The list of schemes planned is included in the published Forward Works Programme 2015-20. The detail of the proposed schemes can be accessed at <http://www.swansea.gov.uk/highways>. This programme is ahead of schedule therefore schemes from 19/20 are being brought forward. Any additional schemes will be undertaken based on a condition only assessment.

3.4 There are significant funding challenges for maintaining the bridges as there are 157 bridges, 44 culverts, 13 subways and 3 gantries within highway ownership. The programme to update bridges has been prepared to reflect requirements on strategic routes and those where strengthening is required.

3.5 The condition of highway retaining walls continues to give cause for concern. There is a need to carry out proactive works to prevent others from failing. This budget will also in the future, pick up all retaining walls within Council ownership. There are currently 429 retaining walls on the asset register with an approximate total length of 13km.

3.6 The River Tawe barrage infrastructure requires sustained investment to ensure operations associated with Marina and other waterside activities are maintained.

3.7 Street lighting infrastructure is still a cause for concern. A testing regime has been put in place to identify lighting columns at risk, and this resulted in a significant number of columns being removed. The majority of these have now been replaced, but further testing will identify more columns that need to be removed and replaced.

- 3.8 The programme to install dropped crossings to meet the requirements of the Equality Act has been identified and agreed as a budget saving. As such no allocation will be made with any work in this area requiring funding from members Community Budgets.
- 3.9 Longstanding works to reduce flooding on the highway will be implemented across the Authority. This will include specific works on several culverted watercourses. This element of the budget will also be used as match funding where Welsh Government funding streams are available.
- 3.10 An allocation has been made to deal with maintenance to unadopted paved and surfaced areas that are Authority owned in the public realm (non-housing). This is aligned with the move towards a “corporate ownership of assets”. Highways & Transportation will inspect and maintain these areas as problems are identified on a prioritised basis. This allocation also includes for historic but newly adopted streets that require work to bring them to adopted standard and for life threatening emergencies on un-adopted highways.
- 3.11 The condition of the cycleway network is generally satisfactory but there are sections that are nearing or past the end of their life. An allocation for cycleway surfacing work is included.
- 3.12 A significant percentage of highway safety barriers have been identified as in need of repair against current standards. The programme to repair and renew the barriers identified will continue for the foreseeable future.
- 3.13 Damaged sections of the coastal defences require investment to prevent further damage. The allocation also includes provision to investigate flood risks as identified by the Flood Risk Management Plan.
- 3.14 The urgent infrastructure budget is put aside each year to deal with issues that are unexpected, the collapse of a wall for example.
- 3.15 An allocation has been made to upgrade the City’s advance directional signage.
- 3.16 An allocation to upgrade light control junctions has been included to improve traffic flow.
- 3.17 The £1m invest to save allocation.  
This will be prioritised on areas of highways maintenance that give the highest concerns in terms of insurance risk and claims. This will include a substantial spend on kerb on flat footway schemes (£125k), the marina setts replacement (£100k), works to tackle skid resistance (£50k), joint repairs (£100k) and small area machine patching. The Forward works programme will be supported with approximately £300k worth of schemes being brought forward. In addition a small programme of additional resurfacing schemes will tackle areas that have deteriorated since the

forward works programme was published and will be prioritised as described in 2.3.

- 3.18 The £1.4m investment to reduce the backlog of works  
This will include programmes on the carriageways £900k and drainage/flooding improvements £200k with the remaining £300k being spread across the rest of the highway asset including junction improvements for example. Schemes will be prioritised on areas of highways maintenance that give the highest concerns as described in 2.3. Major schemes over £100k in this programme include Killan Road, Mount Pleasant
- 3.19 The £1.785m Welsh Government Grant  
This will include programmes on the carriageways £1200k and footways £300k with the remaining £285k being allocated to the safety barrier programme and replacement of pedestrian barriers. Schemes will be prioritised on areas of highways maintenance that give the highest concerns as described in 2.3.  
Major schemes in this programme over £100k include Fabian Way (£484k), Peniel Green Road, Carmarthen Road at Dyfatty, Gower Road Killay.
- 3.20 All those schemes over £100k have been listed however the full additional works programmes for carriageways and footways supported by the increased funding will be made available online once complete and approved by the Cabinet Member. Some variation should be expected however due to interferences from statutory undertakers for example.

#### 4 Allocation

- 4.1 In the current year the Infrastructure funds will be allocated as follows:

Carriageway Resurfacing	£1,251k
Footway Renewals	£650k
Bridges and Retaining Walls	£400k
Marina & Barrage	£65k
Street Lighting Refurbishment	£250k
Drainage/Flooding Works	£400k
Unadopted Council-Owned Streets	£65k
Car Park Resurfacing and Improvements	£20k
Cycleway Surfacing	£30k
Replace Safety Barrier	£50k
Coastal Defence Works and Flood Risk Management	£100k
Urgent Infrastructure Works	£44k
Advance Warning Signs	£30k
Telematics Upgrades	£20k
<b>TOTAL</b>	<b>£3,375K</b>

The Invest to save funds will be allocated as follows:

Footway resurfacing (kerb on Flat/marina setts)	£260k
Carriageway Repairs (resurfacing schemes/joint repairs/machine patching/skid resistance)	£740k
<b>TOTAL</b>	<b>£1,000K</b>

The additional funds to reduce the backlog will be split as follows:

Drainage Improvements	£200k
Carriageway Repairs (resurfacing schemes/joint repairs/machine patching/skid resistance)	£900k
Backlog Other Highway Assets	£300k
<b>TOTAL</b>	<b>£1,400K</b>

The additional grant funding will allow Capital spends on

Footway Renewals	£300k
Carriageway Repairs (resurfacing schemes/joint repairs/machine patching/skid resistance)	£1200k
Barrier Renewals	£285k
<b>TOTAL</b>	<b>£1,785K</b>

## 5. Equality and Engagement Implications

- 5.1 The Capital investment in Highway and related Infrastructure will assist all road users. Individual projects will be subject to the EIA process on an individual basis where required.

## 6. Financial Implications

- 6.1 **Capital** - The cost of the Highways and Other Infrastructure works for 2018/19 funded by the Authority's own resources amounts to £5.775m. Details are set out in **Appendix A**.
- 6.2 **Capital Grant** The Welsh Government have awarded a Grant of £1,785,804 in relation to Highways Capital Works.
- 6.3 **Revenue** - Future maintenance expenditure will be met from respective Revenue Service budgets. An effective capital investment programme will help future revenue pressures.

## 7. Legal Implications

- 7.1 This investment will assist the Authority in discharging its statutory duty to maintain the Public Highway. All Procurements and Contracts intended to be let in respect of the above Schemes will need to be in accordance with

current UK Legislation and EU Directives as well as complying with the Council's Contract Procedure Rules.

**Note:** As per paragraph 1.1 approval for this report is sought pending the approval of the Capital budget at Council on the 6th March and that the Welsh Government Grant is signed off.

**Background Papers:**

Highways Forward Programme of Works 2015-20 available on <http://www.swansea.gov.uk/highways>.

**Appendices:**

Appendix A – Financial Implications

**FINANCIAL IMPLICATIONS : SUMMARY**

Portfolio: PLACE

Service : HIGHWAYS AND OTHER SERVICES

Appendix A

Scheme : HIGHWAYS AND OTHER INFRASTRUCTURE ASSETS CAPITAL MAINTENANCE

1.1. CAPITAL COSTS	Memo	Memo	2017/18 Capital Programme				TOTAL £'000
	2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
<u>Expenditure</u>							
<b>Highways and Other Infrastructures</b>							
Bridges/Retaining walls	456	400	400				400
Marina barrage	65	65	65				65
Street lighting refurbishment	250	250	250				250
Footways	650	650	650				650
Dropped crossings	20	20	0				0
Drainage works	400	400	400				400
Safety barriers	50	50	50				50
Cycle ways	30	30	30				30
Carriageway resurfacing	1,335	1,370	1,251				1,251
Unadopted Council owned Streets	100	65	65				65
Car park resurfacing/improvements	20	20	20				20
Coastal Defence Works	100	100	100				100
Urgent Infrastructure budget	0	56	44				44
Advance Warning Signs	0	0	30				30
Telematics Upgrades	0	0	20				20
Invest To Save	1,000	1,000	1,000				1,000
Backlog Funding	0	0	1,400				1,400
Capital Grant	0	0	1,786				1,786
<b>EXPENDITURE</b>	<b>4,476</b>	<b>4,476</b>	<b>7,561</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7,561</b>
<u>Financing</u>							
Own resources	3,476	3,476	4,775				4,775
Insurance Fund	1,000	1,000	1,000				1,000
WG Grant Funding			1,786				1,786
	<b>4,476</b>	<b>4,476</b>	<b>7,561</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7,561</b>
<b>FINANCING</b>							
<b>1.2. REVENUE COSTS</b>							
	2015/16 £'000	2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000	FULL YEAR £'000
<u>Service Controlled - Expenditure</u>							
Employees	)	)	to be met from existing budgets				
Maintenance	)	)					
Equipment	)	)					
Administration	)	)					
<b>NET EXPENDITURE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>			<b>0</b>

# Agenda Item 14.



## Report of the Chair of the Poverty Reduction Policy Development & Delivery Committee

Cabinet – 15 March 2018

### Poverty Reduction Policy Development & Delivery Committee's Exploration of the Childcare Offer for 3 and 4 Year Olds

<b>Purpose:</b>	To approve the recommendations to strengthen the Childcare Offer.
<b>Policy Framework:</b>	Childcare Act 2006 Healthy City Strategy/ Early Years Plan. Foundation Phase Policy
<b>Consultation:</b>	Access to Services, Finance, Legal, Education
<b>Recommendation(s):</b>	It is recommended that:  1) A letter is written to the Welsh Government to: i. Request flexibility to the eligibility criteria of the Offer ii. Seek assurance that the Offer will be long term  2) Through the Poverty Partnership Forum a co-ordinated approach is developed to employability so that parents of young children are prioritised in order to be in a position to benefit from the Childcare Offer.
<b>Report Author:</b>	Sian Bingham
<b>Finance Officers:</b>	Carol Griffiths / Annick Wilks
<b>Legal Officer:</b>	Stephanie Williams
<b>Access to Services Officer:</b>	Sherrill Hopkins

#### 1. Introduction

- 1.1 The Welsh Government's Childcare Offer for 3 and 4 year olds and the Childcare Sufficiency Audit formed part of the Poverty Reduction Policy Development and Delivery Committee's (PDDC) Programme of Work for

2017/18. The purpose of this was to explore the Offer from the perspective of the Poverty Agenda.

- 1.2 A presentation on the Childcare Sufficiency Audit was provided at the meeting on 20 December 2017 to provide background information. This was followed by a presentation and discussion about the Childcare Offer for 3 and 4 year olds at the Committee's meeting on 24 January 2018.

## **2. Background**

- 2.1 The Welsh Government's (WG) "Taking Wales Forward" Programme identified free childcare as one of its main pledges for the next 5 years.
- 2.2 The childcare offer provides working parents with 30 hours of government-funded childcare and early education for 3 and 4 year olds for 48 weeks of the year.
- 2.3 The childcare offer combines the successful minimum of 10 hours a week of Foundation Phase provision during term times, with additional childcare up to 20 hours. During the weeks of the year when the Foundation Phase is not provided, qualifying children will receive 30 hours of childcare, supporting working families with the costs of holiday care.
- 2.4 The government-funded childcare is available:
  - from the term following the child's third birthday and continues until the child starts reception class in his/her primary school the September after their fourth birthday.
  - if all parents in the household work the equivalent of at least 16 hours at national living wage or national minimum wage, therefore earning at least £107 per week.
- 2.5 Swansea was selected as 1 of 7 Local Authorities to work with Welsh Government to pilot the new Childcare offer prior to full national rollout in September 2020.
- 2.6 The Offer of 30 hours of free early education and childcare per week to 3 and 4 year olds has been piloted in 7 wards across Swansea since July 2017 as well as Gwynedd, Anglesey, Flintshire, Blaenau Gwent, Caerphilly and Rhondda Cynon Taff. Gwynedd and Anglesey are working on a joint project. Other local authority areas will be added as the work to pilot the scheme continues.
- 2.7 Testing the offer is allowing Welsh Government and the Local Authority to ensure that lessons are learnt about what works/doesn't work, building on experience and evidence to deliver for all working parents in Wales.
- 2.8 Welsh Government expect the Offer to:
  - be driven by parental choice
  - be flexible



- provide an offer of provision through the medium of English and Welsh
  - respond to geographical demands
  - give high quality provision (e.g. must be CIW registered, workforce etc)
- 2.9 Welsh Government has committed to full rollout across Wales by the end of the current Assembly term in March 2020.
- 2.10 Across all 7 pilot LA areas Welsh Government has funding for 2,600 3 and 4 year olds during year 1. Swansea's proportional share of this is 258 children for the Autumn term.
- 3. Progress to date**
- 3.1 In Swansea the Childcare Pilot went live in July 2017 across 7 wards, approved in Cabinet in March 2017. The areas fall into 2 categories:
1. Testing "all on one" sites – selection of wards (Dunvant, Penclawdd, Llangyfelach and West Cross) with schools that provide the Foundation Phase as well as already registered CSSIW wrap around, after school and holiday childcare on site.
  2. Testing wards with high levels of childcare providers/places in the wider community (via day nurseries, childminders, out of school childcare and playgroups etc.) and low levels of school onsite childcare. These areas are Morryston, Pontarddulais and Gorseinon.
- 3.2 In addition, the Cabinet Report identified a further 3 reserve wards should Welsh Government target at a local and/or national level require additional areas in order to be achieved. The Wards identified were Llansamlet, Penlleger and Gowerton.
- 3.3 To date 170 applications have been received and 133 applications have been processed and confirmed as eligible to receive the Offer. 64 CSSIW registered childcare settings have signed up to the Offer. According to Welsh Government there has been a 66% take-up of the Offer in Swansea, which compares favourably to the national average of 59%.
- 3.4 There are no known issues about a lack of available childcare places.
- 3.5 No formal evaluation and customer feedback has been undertaken to date. Some positive outcomes resulting from the "Offer" include:
- Anecdotal evidence suggesting that there is less reliance on informal childcare amongst parents currently eligible for the "Offer"
  - Some parents being in a position to increase the number of hours their child/ren attend formal childcare.
  - Evidence of WG initiatives dovetailing e.g. Pace and the Childcare Offer.
  - Eligible parents able to improve quality of living with the reduction of their childcare costs.

- 2 full day care settings in particular have reported that brand new children have accessed their settings.
- 3.6 The Pilot has been a good example of effective collaborative working across a number of Council departments and sections as well as with external stakeholders.
- 3.7 Learning from the Pilot to date includes:
- The difficulty in widely promoting the “Offer” due to it not being available across the whole of Swansea, which makes it difficult, especially advertising via social media.
  - The ever evolving nature of the “Offer”
  - Recognising the IT system as a “pilot”, as the system continually needs to respond to changing needs and demands.
  - Focusing the “pilot” on electoral wards rather than geographical areas/communities has been difficult in terms of promotion.
  - Difficulty in achieving firm conclusions about outcomes due to the small scale of the “pilot”.

#### **4. Expansion**

- 4.1 A Welsh Government letter on 30 October 2017 invited the Council to extend the Offer to reserve areas of Llansamlet, Penllergaer and Gowerton.
- 4.2 The Offer will be available to all areas across Wales by the end of the current WG term. An implementation plan will be developed once further details are known about WG full rollout plans.
- 4.3 Expansion will adopt a geographical approach. Phase 2 areas were identified following an analysis of the pilot area and the need to link surrounding Wards to reflect whole communities. The Phase 2 Areas approved by Cabinet on 14<sup>th</sup> December are: Penderry; Kingsbridge; Upper Loughor; Lower Loughor; Penyrheol; and Cockett.
- 4.4 Implementation of Phase 2 commenced on 22 January 2018.

#### **5. PDDC Key Discussion Points**

- 5.1 The importance of taking an holistic view was highlighted by Members as the Childcare Offer is only one part of a wider continuum for supporting people to move on into employment.
- 5.2 It was acknowledged that the Offer would bring resource into the economy through supporting providers to maintain their businesses and continue to offer local jobs.
- 5.3 It was acknowledged that the Offer would also benefit families via either enabling parents/carers to move into employment, increase their working

hours and/or improve family finances particularly for those in low paid employment where there is in-work poverty.

- 5.4 Whilst a focus of the Scheme was to increase the numbers of parents/carers in employment Members felt that there was an important link with early intervention as children are benefitting from developmental activities at an early age. There was some concern however that not all those children benefitting from Flying Start would be eligible.
- 5.5 The eligibility criteria of the Offer was raised as a concern as it was felt by Members that young children who could benefit the most may not be eligible due to the working circumstances of their parents/carers.
- 5.6 Whilst Members were aware that Welsh Government has pledged that the Offer will be available to all eligible 3 and 4 year olds by the end of the Assembly term, members were concerned that families were missing out in Wards that had not yet been approved by Welsh Government.
- 5.7 There was concern re the future sustainability of the Offer and Members stressed the importance that families, communities and businesses had assurance that it long term so that they could plan with confidence.
- 5.8 Members wanted assurance that the Offer was known to all eligible families as it rolled out. Whilst letters are sent to families and the Offer is promoted through social media and schools, childcare providers and Health Visitors in eligible wards, it was felt that there would be greater opportunity to promote the Offer through Swansea wide campaigns when it was fully rolled out.
- 5.9 Members asked whether there was a risk around sufficiency of childcare places for the Offer. Whilst gaps were cited in the Childcare Sufficiency Audit, Officers confirmed that there is no evidence to date of a lack of provision for the Offer. The work would continue with Umbrella Childcare Organisations to support and develop the Sector. In addition Childcare grants to sustain/expand provision will continue to be offered and schools encouraged to register informal childcare giving more choice for families.
- 5.10 In terms of knowing whether or not the Offer is benefitting families Officers explained that whilst positive anecdotal feedback has been received it was too early in the process and the Pilot was too small to provide definitive evidence. Questionnaires will go to local families to capture feedback and impact. Welsh Government have commissioned an evaluation, which will formally report in autumn 2018.

## **6. Conclusion**

- 6.1 The Committee identified a number of new actions to support:
- 6.2 As this is a national Welsh Government initiative, it was felt that it would be beneficial to write to the Cabinet Secretary to:

- i. Request flexibility to the eligibility criteria of the Offer so that more families and their children living in poverty could benefit including as a minimum parents/carers on an employment pathway.
  - ii. Seek assurance that the Offer will be long term so that families and businesses and communities could plan on a longer term basis.
- 6.3 Work with partners at local level through the Poverty Forum in areas of deprivation to develop local plans for the co-ordination and promotion of employability opportunities/support, prioritising families with pre-school aged children so that when their children turn three they can move into employment, benefitting from the Childcare Offer.

## **7. Equality and Engagement Implications**

- 7.1 A full Equality Impact Assessment report was drafted at the beginning of the pilot and continues to be updated - please see background paper). Consultation and engagement (in an accessible way) continues throughout the process and the EIA will continue to demonstrate further developments.

## **8. Financial Implications**

- 8.1 Funding from WG has been received for the Pilot as separate elements i) funding for the administration of the Pilot ii) funding to fully cover the payment to providers for the 20 hours childcare iii) funding in relation to supporting children with additional learning needs.
- 8.2 There are no additional financial implications within the recommendations of this Report.

## **9. Legal Implications**

- 9.1 The Childcare Act 2006 places a duty on local authorities to secure as far as is reasonably practicable, sufficient childcare for working parents in their area. In addition the Education (Nursery Education and Early Years Development and Childcare Plans (Wales) (Amendment) Regulations 2005 place a duty for Local Authorities to provide a free part time, good quality education place the term following a child's third Birthday. This initiative will assist in meeting this duty.
- 9.2 No formal contractual documentation has been sent from Welsh Government at this stage. This will be scrutinised by the legal department when it is received.

**Background Papers:** EIA

**Appendices:** None

# Agenda Item 15.



## Report of the Cabinet Member for Children, Education & Life Long Learning

Cabinet - 15 March 2018

### Disposal of Surplus Land at Olchfa Comprehensive School

<b>Purpose:</b>	To consider the responses to the consultation carried out in accordance with The Playing Fields (Community Involvement in Disposal Decisions) (Wales) Regulations 2015.
<b>Policy Framework:</b>	Capital Budget and Programme 2016/17 – 2020/21 Asset Management Plan 2017-2021
<b>Consultation:</b>	Olchfa Comprehensive School, Corporate Property, Cultural Services, Finance, Legal.
<b>Recommendation(s):</b>	It is recommended that Cabinet: -  1) Note and consider the responses/objections to the proposed disposal outlined in the report.  2) Agree that the site as indicated on plans attached being approximately 7.8 acres (31,566m <sup>2</sup> ) is surplus to requirements, subject to the provision of an artificial games surface being funded from the proceeds of the sale.  3) Delegate authority to the Director of Place to proceed with the disposal by marketing the land identified and to report back to Cabinet in due course upon completion of that exercise.
<b>Report Authors:</b>	Louise Herbert-Evans / Nicola Jones
<b>Finance Officer:</b>	Ben Smith
<b>Legal Officer:</b>	Debbie Smith
<b>Access to Services Officer:</b>	Sherill Hopkins

## **1. Introduction**

- 1.1. A report was presented to Cabinet on the 16 June 2016 to consider the response to the consultation carried out with Olchfa Governing Body on the proposed land sale at the school site.
- 1.2. It was resolved that the site as indicated being approximately 7.8 acres(31,566m<sup>2</sup>) be declared as surplus to requirements, subject to the provision of an artificial games surface being funded from the proceeds of the sale;
- 1.3. Notice was to be served and the required consultation of communities and other interested parties, about the proposed disposal of land consisting, or forming part of a playing field, should be undertaken in accordance with The Playing Fields (Community Involvement in Disposal Decisions) (Wales) Regulations 2015
- 1.4. Therefore, this report now reflects the responses / objections to the required consultation for the proposed disposal for Cabinet to consider.

## **2. Background**

- 2.1. In 2014, the Governing Body were consulted on the possible sale of 5.96 acres (24,119m<sup>2</sup>), which would have left the school with 22.28 acres (90,164m<sup>2</sup>).
- 2.2. The Governing Body responded advising that they did not object in principle but subject to caveats.
- 2.3. In consideration of Olchfa's response, the Governing Body were again consulted in November 2015. The basis of that consultation is outlined below.
- 2.4. The two plans attached at appendix A and B both indicate hatched the proposed land sale area; the plan attached at Appendix A, also identifies the different areas within the site as described in Building Bulletin 98 (BB98), and the plan attached at Appendix B, indicates a revised layout including a full size 3G pitch.
- 2.5. The external areas do not currently satisfy BB98 which sets out simple, realistic, non-statutory area guidelines for secondary school buildings and grounds, that we would use for example if we were building a new secondary school. This is not surprising in so far as a new school will be developed to make maximum use of the available site and the external areas would be developed in accordance with Building Bulletin. A school constructed before the existence of Building Bulletin is unlikely to make the most efficient use of the site or include internally and externally all the suggested areas.

- 2.6. Olchfa in fact has an excess of games court, hard play and soft play areas, but a shortfall in pitches, which in turn means that the pitch allowance also does not satisfy The Education (School Premises) Regulations 1999.
- 2.7. The existing sports pitches are located to the rear of the school site. Over the years, there have been variations in the layout between football and rugby. A running track and cricket wicket have also been added over the years. To the north of the area is a slight sloping embankment in a north to south direction.
- 2.8. The disposal of the area indicated would reduce the number of potential pitches by one. As indicated on drawing at Appendix A, there is the possibility of overlaying pitches for either football or rugby use, to allow for a potential all-weather football surface. The running track would need to rotate 90 degrees and possible re-grading of the embankment would be needed as indicated at Appendix B. This would have the potential of producing a spectator area on the embankment.
- 2.9. The area of all-weather pitches including 3G surfaces can be counted twice for the purposes of both BB98 and regulations, as they can be used for significantly more than the seven hours a week required of team game playing fields.
- 2.10. All-weather pitches allow more intensive use than grass and can also offer a popular community resource.
- 2.11. Other potential benefits to the school of the proposed land sale include;
- housing around the site and loss of the area around tennis courts and red gravel would potentially mitigate issues with pupils congregating in those areas;
  - it would also potentially offer opportunities to enhance the security of the whole site;
  - provision of more suitable facilities than existing, and
  - all-weather facilities for the school.
- 2.12. As advised by the Governing Body in their response to the consultation in 2014, the red gravel pitch itself is in disrepair and is not safe to play on; this and the tennis courts are unfit for purpose and would be totally surplus to requirements if the school could replace them with an alternatively sited bespoke outdoor, artificial games surface, ideally a full size 3G or 4G artificial pitch.'
- 2.13. If the school is extended or developed in future years, it is not expected that this would impact on the available pitch area.

### 3. Proposal

- 3.1. Olchfa Comprehensive School has 28.24 acres (114,283m<sup>2</sup>) and it is proposed that with the potential land release shown hatched on both plans attached, a remaining area would be left of around 20.45 acres (82,758m<sup>2</sup>).
- 3.2. The Governing Body, were asked to consider;
  - Whether it agrees that the land indicated is surplus to requirements and can be sold, subject to;
  - provision of a full size 3G as indicated on the plan at Appendix 2 *Olchfa Option 2 A* attached from the sale proceeds (this would mean the incentive scheme would not apply);
  - fencing to be realigned as appropriate;
  - flexibility around the exact boundary positions, which would not be confirmed until a developer, is on board. Issues to consider include preserving a suitable southern access to the school.
- 3.3. Whether it considers the disposal of the land would have an effect on any disabled children at the school, or any disabled adults visiting the school or working at the school or any person who comes within the protected characteristics under the Equality Act 2010.
- 3.4. The Governing Body's response to the consultation in 2014, is below
- 3.5. Land sales will not affect disabled pupils or staff negatively, but have the potential to have a very significant positive impact on those groups. As things stand, the fields do not provide a suitable environment for disabled staff and young people (in the context of a school, which, in overall terms, is not well suited to their needs). Were the fields to be reshaped and accommodate an artificial playing surface, that surface would allow disabled young people equal access to the opportunities afforded to others. If proximate to the current Sports Hall, towards the North or North West of the fields, physically disabled young people would be able to access a bespoke facility and take part in physical activity alongside their peers.
- 3.6. The Governing Body were mindful to engage in further discussions with the local authority, and accordingly subject to the Cabinet agreeing to progress with the proposal officers will then engage in more detailed discussions with the school to agree the detailed boundary treatments and provision of an all-weather pitch.
- 3.7. This was followed by a letter outlining the proposal to the school for discussion at their governing Body meeting on the 25<sup>th</sup> November 2015. A response was received from the school on behalf of the Governing Body on the 1<sup>st</sup> December 2015.



- 3.8. Officers attended the school for an update meeting on the 9<sup>th</sup> June 2017, the details of this meeting were fed back to the Governing Body.
- 3.9. In September 2017, the Governing Body were sent, via the clerk, a copy of the notice to go to the press and a copy of the proposal. They were invited to share their views on the proposal and given the information on how to do so.

#### **4. Playing Fields Regulations Consultation**

- 4.1. The Council published a notice of the proposed land disposal comprising certain playing fields at Olchfa Comprehensive school, Gower Road Sketty under the Playing Fields (Community Involvement in Disposal Decisions) (Wales) Regulations 2015.
- 4.2. The following organisations were consulted under the Playing Fields (Community Involvement in Disposal Decisions) (Wales) Regulations 2015; Sports Council Wales, Fields In Trust, Natural Resources Wales, Wildlife Trust, Open space Society, Swansea Environmental forum, Play Wales, Children's Play Officer Swansea, Ward Members, School Governing Body and local residents.
- 4.3. On the 15<sup>th</sup> September 2017 the above consultees were sent a copy of the notice to go to the press and a copy of the proposal. They were invited to share their views on the proposal and given the information on how to do so.
- 4.4. Whilst the consultation period was open for 6 weeks as per the regulations the notice also appeared for two consecutive weeks in The South Wales Evening Post on the 18 and 25 September 2017.
- 4.5. A total of 36 pieces of correspondence (22 emails, 13 letters and a petition) were received, including two items of support. One identical objection was sent through both mediums.
- 4.6. Of the 13 letters received, all were from the SA2 7N postcode namely the Hendrefoilan Estate, the majority referred to an ongoing problem of student parking and therefore objected to the proposal in its current form.
- 4.7. Of the twenty-two emails 2 were in support of the proposal stating
- 4.8. *"I believe that if done correctly could be great due to the school not using the whole field and being over funded by the government allowing them to keep it open. When I was a pupil we hardly used most of it, maybe a third of the field, the only part i'd see used regularly by the school was the rugby pitch and that was it."*
- 4.9. One of the objections received in response to this notice was in the form of a petition containing 111 signatures. The petition referred to the

ongoing parking issues on the Hendrefoilan Estate and in particular students using the estate to park their cars. The petitioners feel that “if land is surplus to educational needs it should be retained to provide car parking for students”

4.10. The petition states, *“this is having a serious adverse effect on the enjoyment of environment by the residents due to the following:*

1. *The visual amenity of the area*
2. *Adequacy of parking/loading/turning for residents and visitors*
3. *Disabled persons access to properties*
4. *Highway safety due to restricted visibility*
5. *Unsafe congestion on the roundabout*
6. *Noise and disturbance*

4.11. The responses fall into 6 main categories which are set out below together with the Council’s response thereto:

### **Item 1 Parking concerns**

*“In recent years, however, traffic problems on the estate have deteriorated dramatically, all due to Olchfa School. Initially it was the parents picking up children in the mouth of the junction with Gower Road, which was not only detrimental to the enjoyment of their environment by the residents but also a danger. This situation still exists.”*

*“Upwards of 50 vehicles are being parked (not illegally) both sides of the oncoming road to the estate, causing congestion and difficulty for resident and visitors entering and exiting the estate”*

*“If the land at the rear of the school is surplus to the educational needs then it should be used to provide adequate parking for the staff and students. After all it is the school that generates the parking problem they should help solve it by providing on-site parking”*

*“The cost of forming/building/securing this car park can be sourced (as a condition of the contract) from the developer that eventually purchases these lucrative parcels of land that are being offered for sale”*

*“There have been lots of meetings about the problem but no action, maybe now the problem can be solved”*

In regard to the parking issues on the estate the petition states, *“this is having a serious adverse effect on the enjoyment of environment by the residents due to the following:*

1. *The visual amenity of the area*
2. *Adequacy of parking/loading/turning for residents and visitors*
3. *Disabled persons access to properties*
4. *Highway safety due to restricted visibility*

5. *Unsafe congestion on the roundabout*
6. *Noise and disturbance”*

### **Council's response**

The two plans attached at appendix A and B both indicate hatched, the proposed land sale area. The area consists in the main of the red gravel pitch which is in disrepair and is not safe to play on and tennis courts which are unfit for purpose. The disposal of the area indicated would also reduce the number of potential pitches by one.

Should Cabinet declare the site as indicated on the plans surplus to requirements, subject to the provision of an artificial games surface, the school would not lose any current on-site car parking space.

Therefore, the parking concerns raised as part of this consultation process, via individual letters and a petition, are considered to be an ongoing issue and are not as a direct result of, or impacted by, the proposal to declare land surplus to requirements at Olchfa Comprehensive school.

Whilst we acknowledge the proposal raised as part of the consultation to use the land indicated to provide extra car parking, it is considered that the proposal to declare the land indicated as surplus to requirements subject to the installation of an all-weather pitch; would be far more beneficial to both the school and the community.

It is the intention of the Council to provide an all-weather surface pitch, floodlit and available for hire to the Community outside of school hours. The installation of a 3G facility would provide an all-weather resource available to both pupils and the community, this facility will have a positive effect on community, health, social care and well-being strategies. It is the intention that parking for this facility would utilise the current school site.

If the land in question is to be developed in the future, a planning application will need to be submitted to the Council's planning department outlining the proposals. As part of that application process residents will be afforded the opportunity to formally raise any questions/objections to the proposals within the set 21 day consultation period.

As part of the consultation, we have spoken to officers from highways who have informed us that the Council has previously introduced Traffic Regulation Orders (TRO) at key junctions within the estate to maintain access for emergency vehicles. The Council has engaged in consultation for wider TRO's in the estate, however, residents felt that this would be detrimental to their quality of life and that the school should encourage their students to act in a responsible manner.

Highways officers also informed us that Local ward member and traffic officers have visited the school to attend a sixth form assembly to appeal for student cooperation (in terms of parking and inappropriate pedestrian routes)

Highways officers have stated that whilst the Council recognises that, the student parking within the Hendrefoilan Estate does cause an inconvenience to residents and visitors to negotiate through the streets and gain access / egress into their driveways, there is no over-riding threat to road safety.

Should residents wish to reopen the discussion for further TROs they can contact the local authority.

## **Item 2 insufficient green areas and concern over childhood obesity**

*“Children need playing fields for sport. I hope there is still plenty of green space in the school grounds for the pupils to play sport outside and stay healthy.”*

*“I would like to try and safe guard open playing space for my children (one in yr 3 and one in yr 1 at Hendrefolian) for when they attend Olchfa in the future. I cannot see schools shrinking in size in the near future so I don't see why the outdoor space can.”*

*“I can understand a proposal to sell off the old tennis courts if they are in a poor state of repair but I do not support the proposal to dispose of the large grassed area adjoining Aneurin Way. There are insufficient green areas available in the immediate area and with increasing concerns over obesity, especially amongst our young people”*

## **Council's response**

In the case of land, which forms part of school premises, a disposal will only proceed on agreement with the Governing Body and then the support of Cabinet on a case-by-case basis.

An agreed process was followed to obtain formal written consent from the Governing Body of the school to proceed with the proposal declare the parcel of land surplus to educational requirements.

The Governing Body at Olchfa were consulted in 2014 and responded

*“Olchfa has long maintained high achieving teams in a range of sports, for girls and boys. This generates highly positive wellbeing outcomes and improves quality of life for all concerned. The school would regard high quality facilities as being vital in further promoting those outcomes.*

*Whilst recognising the value to the LA of land sales, the school is keen to work in partnership to ensure that a physical reduction in site size does not detract from the quality of experience for pupils at the school.”*

The school have confirmed that they are confident that the full curriculum could be offered to pupils and regard high quality facilities as being vital in further promoting the schools high achieving outcomes in a range of sports.

Olchfa in fact has an excess of games court, hard play and soft play areas, but a shortfall in pitches, the existing sports pitches are located to the rear of the school site.

The disposal of the area indicated would reduce the number of potential pitches by one. As indicated on drawing at Appendix A, there is the possibility of overlaying pitches for either football or rugby use, to allow for a potential 3G football surface. The running track would need to rotate 90 degrees and possible re-grading of the embankment would be needed as indicated at Appendix B. This would have the potential of producing a spectator area on the embankment.

It is anticipated, that the addition of a new 3G facility would offset the loss of the pitch, as the area of all-weather pitches including 3G surfaces can be counted twice for the purposes of both Building Bulletin 98 and regulations. They can be used for significantly more than the seven hours a week required of team game playing fields.

As advised by the Governing Body in their response to the consultation in 2014, 'the red gravel pitch itself is in disrepair and is not safe to play on; this and the tennis courts are unfit for purpose and would be totally surplus to requirements if the school could replace them with an alternatively sited bespoke outdoor, artificial games surface, ideally a full size 3G or 4G artificial pitch.'

Other potential benefits to the school of the proposed land sale include:

- housing around the site and loss of the area around tennis courts and red gravel would potentially mitigate issues with pupils congregating in those areas;
- it would also potentially offer opportunities to enhance the security of the whole site;
- provision of more suitable facilities than existing, and
- all-weather facilities for the school.

If the school is extended or developed in future years, it is not expected that this would impact on the available pitch area.

In addition, an Equality Impact assessment carried out states that the pitches do not currently provide a suitable environment for disabled staff and young people (in the context of a school, which in overall terms is not well suited to their needs). Were the fields to be reshaped to accommodate an all-weather pitch, that surface would allow disabled young people equal access to the opportunities afforded to others. If proximate to the current Sport Hall, towards the North or North West of the fields, physically disabled young people would be able to access a bespoke facility and take part in physical activity alongside their peers.

The proposed all-weather pitch can be used significantly more than the seven hours a week required of team game playing fields. All weather pitches allow for more intensive use than grass and will also offer a popular community resource

Play sufficiency assessment has stated that there is no obvious detrimental impact to children and young people play opportunities, as the land is not currently made available for community use in terms of play space, so it would not be removing play opportunities, but any loss of green space will have an impact on informal play and recreation.”

It is the intention of the Council as a condition of the proposal to make the all-weather surface pitch floodlit and available for hire to the Community outside of school hours. It is envisaged that this proposal will have a positive impact on community health, social care and well-being strategies by improving the nature of provision at the school that would also be made available for community use outside of school hours.

### **Item 3 Community use**

*“I have long thought this area should be made available for the general public for recreation. The argument against this previously was security of the school premises, but this argument is less relevant now that a security fence has been erected along the southern boundary of the school. and well within the current grounds”*

*“other schools develop land for community use eg substantial 3g areas etc that would be suitable for wide ranging community and school use, provide regular income not devalue one of the currently regarded great local schools, this is status that will be hard to retain once its assets have been eroded away”*

### **Council’s Response**

As part of the consultation process with the Governing Body the land proposed to be disposed of as surplus, would only be able to be declared so, subject to the provision of an artificial games surface.

It is the intention of the Council as a condition of the proposal to make the all-weather surface pitch floodlit (subject to planning approval) and available to the community at a reasonable charge outside of school hours. It is proposed that facilities would be available between 5pm and 9pm and available at weekends. This would complement the third party indoor lettings the school currently has available to the public.

The external sports fields are not currently part of the community use package available from the school a 3G facility would provide an all-weather resource available to both pupils and the community.

The school have informed us that they have already had interest expressed in hiring the 3G facility by some local teams and junior teams have indicated that they would hire for two teams for an hour and split the cost to make the hire affordable

It is considered that this proposal could have a positive impact on Community, health, social care and well-being strategies by improving the nature of provision at the school that would also be made available for community use.

#### **Item 4 No consultation**

*“I note, in particular in item 13.2.3 of the notice that the authority must serve notices and publish information on the impact of the proposed disposal of a playing field **on the health and well-being of the community** by reference to a number of key strategies, plans and assessment for the area in which the playing field is located, **and strengthen arrangements for consulting the community**. Having read the build up to this proposal I failed to find any reference to this sort of consultation, solely matters relating to what happens within the boundary of the school. The group that have been making representations on behalf of the estate are being disregarded as if they do not exist.”*

*“These actions seem to contradict item 2 of the “Report of the Cabinet Member for Education to the Cabinet” dated 16th June 2016 which accompanies the planning documents and which requires consultation with communities and other parties about the disposal of the land, in accordance with the Playing Fields (Community Involvement in Disposal decisions)(Wales) Regulation 2015”*

#### **Council’s Response**

On the 16 June 2016 it was decided by Cabinet that notice was to be served and the Playing Fields (Community Involvement in Disposal Decisions) (Wales) Regulations 2015 to dispose of surplus land at the Olchfa school site.

As a requirement of these regulations, this consultation with communities and other interested parties has been undertaken.

This consultation required the Council to give notice on two consecutive weeks in a newspaper circulating in the area of its proposal, providing details of when, where and the period in which its proposals can be viewed, of the right to make representations and the means and deadline for doing so.

The Authority must consider all representations received in relation to the proposed disposal during the consultation period. It may also consider any representations received after the end of the consultation period.

Having considered any representations received, an Authority must prepare a report summarising the representations received and the reasons for its

decision to proceed, or not, with the disposal. A copy of the report must be sent to anyone from whom the Authority received a substantive representation

### **Item 5 Short sighted policy**

*“Poor, poor vision for the future. I spent many years at olchfa as a pupil playing sport and enjoying the lovely fields. What a shame. But you won't listen to the minority as, by the time these things are announced, it is a done deal.”*

*“Sale for development will lead to further congestion, other schools delevop land for community use eg substantial 3g areas etc that would be suitable for wide ranging community and school use, provide regular income and not devalue one of the currently regarded great local schools, this is status that will be hard to retain once its assets have been eroded away”*

*“Very short sighted. Have you walked around Swansea recently. It is a disaster health zone. The Council should be active in getting people healthy and fit.”*

### **Council's Response**

As advised by the Governing Body in their response to the consultation in 2014, the red gravel pitch itself is in disrepair and is not safe to play on; this and the tennis courts are unfit for purpose and would be totally surplus to requirements if the school could replace them with an alternatively sited bespoke outdoor, artificial games surface, ideally a full size 3G or 4G artificial pitch.'

The disposal of the area indicated would reduce the number of potential pitches by one. As indicated on drawing at Appendix A, there is the possibility of overlaying pitches for either football or rugby use, to allow for a potential 3G football surface. The running track would need to rotate 90 degrees and possible re-grading of the embankment would be needed as indicated at Appendix B. This would have the potential of producing a spectator area on the embankment.

It is anticipated, that the addition of a new 3G facility would offset the loss of the pitch, as the area of all-weather pitches including 3G surfaces can be counted twice for the purposes of both Building Bulletin 98 and regulations. They can be used for significantly more than the seven hours a week required of team game playing fields.

The school have confirmed that they are confident that the full curriculum could be offered to pupils and regard the high quality facilities as being vital in further promoting the schools high achieving outcomes in a range of sports.

It is the intention of the Council as a condition of the proposal to make the all-weather surface pitch floodlit and available for hire to the Community outside



of school hours. This would complement the third party lettings the school currently has available to the public.

The proposed land sale would not impact on any extension or remodelling required to accommodate additional pupils. If the school is extended or developed in future years, it is expected that this would have a positive impact on the available pitch area.

It is considered that this proposal could have a positive impact on Community, health, social care and well-being strategies by improving the nature of provision at the school that would also be made available for community use.

### **Item 6 Who benefits financially**

*“I also note that the school itself would not benefit from the full financial gain of selling this land, and am concerned that the sale is simply to bolster the councils currently difficult financial position, which is an extremely short term view.”*

*“I realise there is a financial implication here, but it would be an advantage on the “health and well-being of the community” both inside and outside Olchfa school if the surplus land was used wisely instead of just as a money spinner”*

### **Council’s Response**

In order to provide vital investment in our schools we are required to provide match funding for any financial support from the Welsh Government. The annual budget report to the Council meeting on the 14th February 2013 agreed that the Council’s contribution will be achieved by generating capital receipts over the next few years by the disposal of assets including land.

Therefore, part of the capital receipt generated from this potential sale would provide for an all-weather 3G sports pitch, which would serve not only the school but also the local community as a whole.

In accordance with current policy, the relevant capital receipts will contribute towards the achievement of the Council’s overall capital receipt target to part fund the 21st Century School’s Programme, which aims to:

- reduce the poor condition of school buildings
- address growth in demand for Welsh medium education
- reduce surplus capacity and inefficiency in the system
- reduce running costs so as to maximise resources available to target improvements to learner outcomes
- promote sustainability through reducing recurrent costs, energy consumption and carbon emissions.

This investment will also support Swansea Council’s Quality in Education (QEd) 2020 / 21st Century Schools Band B Programme aim to optimise the use of infrastructure and resources to deliver public services for our

communities by 2024. By providing enhanced community use facilities we aim to provide a flexibility of assets with the aspiration that all facilities receiving investment commit to making assets available for community use if local demand exists.

### **Sports Council Wales (SCW)**

SCW were contacted and asked to comment as part of this consultation process their concerns and the Council's responses are as follows:

#### **SCW concerns part one**

*"Thank you for the notification dated 18 September 2017 inviting representations on the above proposed disposal of playing field land at Olchfa Comprehensive School. Sport Wales works closely with Fields in Trust Cymru in commenting on proposal affecting playing fields and we would like to record the following concerns.*

*Firstly, reference is made to the criteria set out in Planning Policy Wales which states that playing fields should be protected except where:*

- facilities can best be retained and enhanced through the redevelopment of a small part of the site;*
- alternative provision of equivalent community benefit is made available;*  
*or*
- there is an excess of such provision in the area.*

*The proposed disposal is assessed against each exception in turn. The disposal involves the loss of facilities and approximately half the playing field area so the first exception is not satisfied. With regard to the second exception, there is mention of a new 3G pitch being provided. This could compensate for the loss of the grass pitch and red gravel pitch but it would not be a suitable replacement for the lost tennis/netball courts. Furthermore, there's no mention of floodlights on the proposed 3G – if unlit this would seriously restrict community use during the winter months. For the third exception, the corporate report refers to the authority's Open Space Assessment which states there is an excess of land for outdoor sport in the Sketty ward against Fields in Trust standards. The assessment has included parks and gardens such as Singleton Park but much of the land would not be suitable and used for formal sport so there is doubt about this claimed excess."*

#### **Council's response part one**

The land identified as surplus sits within the curtilage of the school and is not currently available for formal sport to the community. Under the proposal the school would benefit from fit for purpose enhanced facilities, also It is the intention of the Council as a condition of the proposal to make the all-weather surface pitch floodlit and available for hire to the Community outside of school

hours. This would complement the indoor third party lettings the school currently has available to the public.

One part of the land identified as surplus contains concrete tennis courts and a red gravel pitch used for hockey the pitch is in disrepair and is not safe to play on. Both these sections are unfit for purpose and would be totally surplus to requirements if the school could replace them with an alternatively sited bespoke outdoor, artificial games surface, ideally a full size 3G or 4G artificial pitch. The school have recently reconfirmed that both these surfaces remain unfit for purpose and are not used for formal sport. Netball is currently provided for in the school gymnasium.

The likely impact on formal sport for the school would be the loss of the smaller football pitch. The disposal of the area indicated would reduce the number of potential pitches by one. As indicated on drawing at Appendix A, there is the possibility of overlaying pitches for either football or rugby use, to allow for a potential 3G surface. The running track would need to rotate 90 degrees and possible re-grading of the embankment would be needed as indicated at Appendix B. This would have the potential of producing a spectator area on the embankment.

The area of all-weather pitches including 3G surfaces can be counted twice for the purposes of both BB98 and regulations, as they can be used for significantly more than the seven hours a week required of team game playing fields. All-weather pitches allow more intensive use than grass.

Currently the pitches do not provide a suitable environment for disabled staff and young people (in the context of a school which, in overall terms, is not well suited to their needs). Were the fields to be reshaped and accommodate an all-weather pitch, that surface would allow disabled young people equal access to the opportunities afforded to others. If proximate to the current Sport Hall, towards the North or North West of the fields, physically disabled young people would be able to access a bespoke facility and take part in physical activity alongside their peers.

As part of the consultation process with the Governing Body the land proposed to be disposed of as surplus, would only be able to be declared so, subject to the provision of an artificial games surface.

It is the intention of the Council as a condition of the proposal to make the all-weather surface pitch floodlit and available for hire to the Community outside of school hours. This would complement the third party indoor lettings the school currently has available to the public. The external sports fields are not currently part of the community use package available from the school and therefore, a 3G facility would provide an all-weather resource available to both pupils and the community.

The school have informed us that they have already had interest expressed in hiring the 3G facility by some local teams and junior teams have indicated that they would hire for two teams for an hour and split the cost to make the hire

affordable. It is envisaged that this proposal will have a positive impact on community health, social care and well-being strategies by improving the nature of provision at the school that would also be made available for community use outside of school hours.

Olchfa has long maintained high achieving teams in a range of sports, for girls and boys. This generates highly positive wellbeing outcomes and improves quality of life for all concerned. The school would regard high quality facilities as being vital in further promoting those outcomes.

Whilst recognising the value to the Council of land sales, the school is keen to work in partnership to ensure that a physical reduction in site size does not detract from the quality of experience for pupils at the school.”

The school have confirmed that they are confident that the full curriculum could be offered to pupils and regard the high quality facilities as being vital in further promoting the schools high achieving outcomes in a range of sports

The land in question is not currently available for community use and sits within the curtilage of the school grounds. The loss of formal sport to the school is considered to be minimum as outlined above with the loss of the smaller football pitch offset by the installation of a high quality facility allowing the school to use their land in the most efficient and effective way.

The school grounds do not currently form part of the package available for community use outside of school hours. The proposed introduction of a 3G pitch would increase the formal community use given the expectancy that any 3G pitch would be available for hire as with indoor facilities currently on offer at the site. It is proposed that the 3G facility would be floodlit and made available to the community at a reasonable charge outside of school hours. It is proposed that facilities would be available between 5pm and 9pm and also available at weekends. This proposal would surely add to the area of formal sport available to the ward.

### **SCW concerns part two**

*“Secondly, reference is made to the Schools Premises Regulations which sets out minimum areas for team game playing fields. For Olchfa School which has 1,792 pupils the Regulations stipulates a minimum playing field area of 70,000sqm. The corporate report points out that the school already fails to meet the Regulations and the proposed disposal would massively exacerbate the shortfall. While the 3G pitch might provide some mitigation, it would not replace the tennis/netball courts and will only be able to accommodate so many pupils at any one time.*

*In summary, Sport Wales and Fields in Trust have concerns the proposal does not satisfy the criteria for development set out by Planning Policy Wales and it will lead to a massive shortfall against the Schools Premises Regulations and therefore recommends that the proposed disposal is rejected.”*

## **Council's response part two**

The external areas do not currently satisfy BB98 which sets out simple, realistic, non-statutory area guidelines for secondary school buildings and grounds, that we would use for example if we were building a new secondary school. This is not surprising in so far as a new school will be developed to make maximum use of the available site and the external areas would be developed in accordance with Building Bulletin. A school constructed before the existence of Building Bulletin is unlikely to make the most efficient use of the site or include internally and externally all the suggested areas.

The overall site is big enough for an 1835 pupil school however, the lay out of the school buildings are inefficient and probably oversized. Olchfa in fact has an excess of games court, hard play and soft play areas, but a shortfall in pitches, which in turn means that the pitch allowance also does not satisfy The Education (School Premises) Regulations 1999.

If we were to fulfil the minimum requirement of 70,000 sqm of playing fields recommended, the school would need approximately 5 all-weather football pitches, which is unaffordable.

The installation of an all-weather pitch will enhance the current provision at the school and be an effective and more efficient use of the land available.

The proposed land sale would not impact on any extension or remodelling required to accommodate additional pupils. If the school is extended or developed in future years, it is expected that this would have a positive impact on the available pitch area.

As previously stated the condition of the tennis courts make them unsuitable and not fit for purpose and are an inefficient use of the school grounds. The red gravel area is also in a state of disrepair and is not safe to play on again an inefficient use of school land.

In terms of formal pitches currently on offer at the site, the impact of the land sale would reduce sports pitches available by one. It is envisaged that this would be mitigated by the installation of an all-weather pitch. The area of all-weather pitches including 3G surfaces can be counted twice for the purposes of both BB98 and regulations, as they can be used for significantly more than the seven hours a week required of team game playing fields. All-weather pitches allow more intensive use than grass.

In summary therefore it is envisaged that the proposal will increase community access to formal playing fields providing a community benefit that is not currently in existence, as the land identified as surplus is not currently available for community use.

The proposal would also enhance the facilities available at the school by providing a bespoke outdoor, artificial games surface. This facility would

allow for more intensive use and provide for a more efficient and effective use of the school grounds. It would also provide improved access for disabled children and young people allowing them to take part in sport alongside their peers.

The proposal offers the school the potential to enhance the security of the site whilst providing more suitable all weather facilities for the school and the community.

This investment will also support Swansea Council's Quality in Education (QEd) 2020 / 21st Century Schools Band B Programme aim to optimise the use of infrastructure and resources to deliver public services for our communities by 2024. By providing enhanced community use facilities we aim to provide a flexibility of assets with the aspiration that all facilities receiving investment commit to making assets available for community use if local demand exists.

## **5. Equality and engagement implications**

- 5.1. A full EIA was carried out in May 2016 (updated in January 2018) and has shown this project will have a positive impact:
- 5.2. Age – the sale of potentially surplus land will allow Swansea Council to invest in the facilities of a number of schools across the City, benefiting our children and young people.
- 5.3. Disability – the money being invested in schools will improve access for a number of disabled children and young people eg pupils at the new Burlais Primary School.
- 5.4. Currently the pitches do not provide a suitable environment for disabled staff and young people (in the context of a school, which in overall terms is not well suited to their needs). Were the fields to be reshaped to accommodate an all-weather pitch, that surface would allow disabled young people equal access to the opportunities afforded to others. If proximate to the current Sports Hall, towards the North or North West of the fields, physically disabled young people would be able to access a bespoke facility and take part in physical activity alongside their peers.
- 5.5. In accordance with the requirements of The Playing Fields (Community Involvement in Disposal Decisions) (Wales) Regulations 2015 the impact assessment has also considered how the proposed disposal would impact on any relevant strategies, plans or assessments.
- 5.6. This is summarised below and the full impact assessment is included at Appendix C.

- 5.7. Local Development Plan (LDP) – The scale of the LDP for the Olchfa catchment is mainly centred around Hendrefoilan Student Village (approx. 300 Units) and Cefn Coed (approximately 550 units).
- 5.8. There is one other existing commitment of 24 units (Ref; 2013/0467).
- 5.9. Hendrefoilan Student village development has come forward within the Unitary Development Plan (UDP) and has now been approved.
- 5.10. Options considered for Olchfa in responding to planning consultations have concentrated on the need to rationalise the sub-standard demountables and replace with ‘new accommodation’.
- 5.11. However, the only real chance for funding within the LDP will centre around Cefn Coed site and there will also be a primary element that will need to be considered.
- 5.12. The number of pupils that could be generated from these developments in accordance with the Supplementary Planning Guidance is tabled below.

Site	Primary Catchment	No. of units (approx.)	Primary (SPG)	Secondary (SPG)
Hendrefoilan Student Village – Housing Commitment	Hendrefoilan	300	93	66
Cefn Coed SD F	Sketty	550	170.5	121
2013/0467 (existing commitment)	Parklands	24	7.44	5.28
<b>Total (approx.)</b>			<b>270.94</b>	<b>192.28</b>

- 5.13. The above figures are of course subject to change all the time, and even if and when planning approval is secured there is no guarantee that the developments will go ahead.
- 5.14. The proposed land sale would not impact on any extension or remodelling required to accommodate additional pupils.
- 5.15. Play sufficiency assessment – there is no obvious detrimental impact to children and young people’s play opportunities, as the land is not currently made available for community use in terms of play space, so it would not be removing play opportunities, but any loss of green space will have an impact on informal play and recreation.
- 5.16. The local authority’s statutory responsibility arises from the Child and Families (Wales) Measure 2010 this statutory guidance to the Play Sufficiency Duty on all local authority’s states;

Schools ensure that children are provided with a rich play environment for breaks during the school day
Schools provide play opportunities during out of teaching hours
Schools provide access to school grounds for playing out of school times
The local authority offers guidance to ensure schools understand and ensure that regular outdoor play is not curtailed

- 5.17. This largely relates to primary schools but will impact on Olchfa as it reduces the potential for opening up the grounds informally for community use. However, this would be compensated for by the increase in formal community use given the expectancy that any 3G pitch would be available for hire as with current facilities.
- 5.18. Community, health, social care and well-being strategies – this proposal could have a positive impact by improving the nature of provision at the school that could also be made available for community use.
- 5.19. Open space assessment – is undertaken by the local authority’s Planning Policy Team who identify specific surpluses or deficiencies within communities, to encourage in areas of limited open space the creation of new spaces and that existing spaces are retained and improved where possible. So that valuable existing facilities should be protected whilst the provision of new and improved open spaces should be facilitated.
- 5.20. The open space assessment undertaken by the Planning Policy Team of the authority shows that the Sketty ward, which Olchfa lies in has 11.5ha of Fields in Trust (FIT) provision per head of population, which is 9.1ha over the recommended target. FIT recommends breaking down the standard to identify ‘outdoor sport, children’s playing space and then further breaking down the children’s playing space to identify equipped playgrounds. Sketty ward meets all of the required targets (outdoor sport – 10.7 ha and children’s playing space – 0.8ha) but does not meet its target for equipped playgrounds (0.1 ha). The Sketty ward has 21.7ha per 1000 head of population of accessible, natural green spaces (ANGS) 19.7ha above recommended target.
- 5.21. Based on this information the proposed disposal of land forming part of Olchfa Comprehensive School would not have a detrimental impact on the open space assessment for the area.
- 5.22. All key stakeholders will be consulted and communicated with throughout the projects delivery.
- 5.23. The EIA dated January 2018 has been updated to reflect the consultation responses carried out under in accordance with The Playing Fields (Community Involvement in Disposal Decisions) (Wales) Regulations 2015.



## **6. Incentive policy**

- 6.1. The Incentive Policy acknowledges that it could not be a blanket arrangement as there may be particular circumstances when it would be inappropriate that the capital receipt available to education should be allocated in this way. Consequently, there may be some occasions, due to exceptional circumstances, when this scheme would be varied; this includes where investment in facilities on the remaining site would enable a greater or more valuable disposal and this is demonstrated through a robust business case.
- 6.2. In this case, the school already falls short of the external space requirements including pitch requirement. The proposal would reduce the available pitches by one, however, the provision of a 3G all-weather pitch would count as two, for the purposes of the calculation, as it should be available all year round.
- 6.3. The net receipt from the disposal of the site, after the provision of an all-weather pitch would be significant, and the school would benefit from enhanced external facilities and other benefits as explained above.

## **7. Financial implications**

- 7.1. In accordance with current policy, the relevant capital receipt will contribute towards the achievement of the Council's capital receipt target to part fund the overall capital programme including the 21st Century Programme for school improvements as set out in the approved capital programme. As such, the capital receipt will not be allocated for any other specific purpose.
- 7.2. The valuations and costs detailed below are estimates only and the figures will be refined once further investigations have been concluded and the sites have been exposed to the open market.

## **8. Capital**

- 8.1. The figures below represent the site valuation and financial information which will be redacted from a future Cabinet Report as they are not for publication by virtue of Paragraph 14 of Part A of Schedule 12a of the Local Government 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007, and will be contained in a separate part 2 report.
- 8.2. It has previously been estimated that the gross capital value for the site is in the region of £XXXX. Any final net receipt will be dependent upon the responses from a full marketing campaign, subject to site investigations, site-specific costs such as realignment of boundary fences and any conditions that would be enforced following submission of any detailed planning application.

8.3. The provision of a full size 3G pitch as indicated on the plan at Appendix B attached from the sale proceeds would mean the incentive scheme would not apply. The estimated cost of this is £XXXX.

8.4. This would result in a final net capital receipt of approximately £XXXX.

## **9. Revenue**

9.1. The school may benefit from some savings in their delegated budget for the grounds maintenance and security, but would need to set aside a revenue budget for the 3G pitch maintenance.

9.2. The 3G surface would need replacing after 10 years at an indicative cost of £200,000, and so the school would therefore be advised to establish a sinking fund.

## **10. Legal implications**

10.1. Whilst all land held by the Authority is held corporately, the Governors of the School have day to day control over the premises under the Control of School Premises (Wales) regulations 2008. Therefore, the local authority must seek the views of the Governing Body and consider those views prior to making any final decision on disposal.

### **Playing Fields**

10.2. In order to dispose of the land the local authority has complied with The Playing Fields (Community Involvement in Disposal Decisions) (Wales) Regulations 2015 (“the Regulations”).

10.3. Section 1 of the Playing Fields (Community Involvement in Disposal Decisions) (Wales) Measure 2010 provides power for the Welsh Ministers, under the Regulations, to require the involvement of communities and other interested parties in decisions by local authorities about the proposed disposal of land consisting, or forming part, of a playing field.

10.4. The Regulations require a local authority to serve notices and publish information on the impact of the proposed disposal of a playing field on the health and well-being of the community, by reference to a number of key strategies, plans and assessments for the area in which the playing field is located; and strengthen arrangements for consulting the community, playing field users and relevant national bodies before a local authority takes a final decision to proceed with a proposed disposal.

10.5. In addition to these national bodies, the local authority must consult such other persons or bodies which appear to it to represent the interests of persons or bodies who are in the local authority’s area, or in

the area of a local authority which shares a boundary with any part of the playing field, and who make use of the playing field. This means, for example, that a local authority would need to consult representatives of local sports teams that play sport.

#### Best Value

- 10.6. The Council has a legal obligation under Section 123 of the Local Government Act 1972 that it shall not dispose of land for a consideration less than the best that can be reasonably obtained. Under the Council's constitution, compliance with this responsibility must be certified by the Council's Director of Place or his nominee.
- 10.7. It is for the Director of Place or his nominee to determine a marketing strategy where appropriate, either in-house or through an appropriate agent in the disposal of any land. Under the Council's constitution, the Director of Place or his nominee will determine whether disposals will be made by way of a sealed offer, private treaty or auction and such determination will be made so as to achieve the best price reasonably obtainable.
- 10.8. In any disposal of Council land which does not fall within the delegated authority of responsible officers as defined in the constitution have to be reported to Cabinet.

#### **Background papers:**

Report of the Cabinet Member for Education to Cabinet 16 June 2016

Report of Cabinet Member for Learning and Skills and Cabinet Member for Finance and Resources to Cabinet April 2013; 21st Century Schools Programme.

Report of Cabinet Member for Learning and Skills to Cabinet 28 May 2013; Capital receipts from sale of land / property on school sites proposed incentive scheme.

Capital Budget & Programme 2016/17 – 2020/21

Asset Management Plan 2017-2021

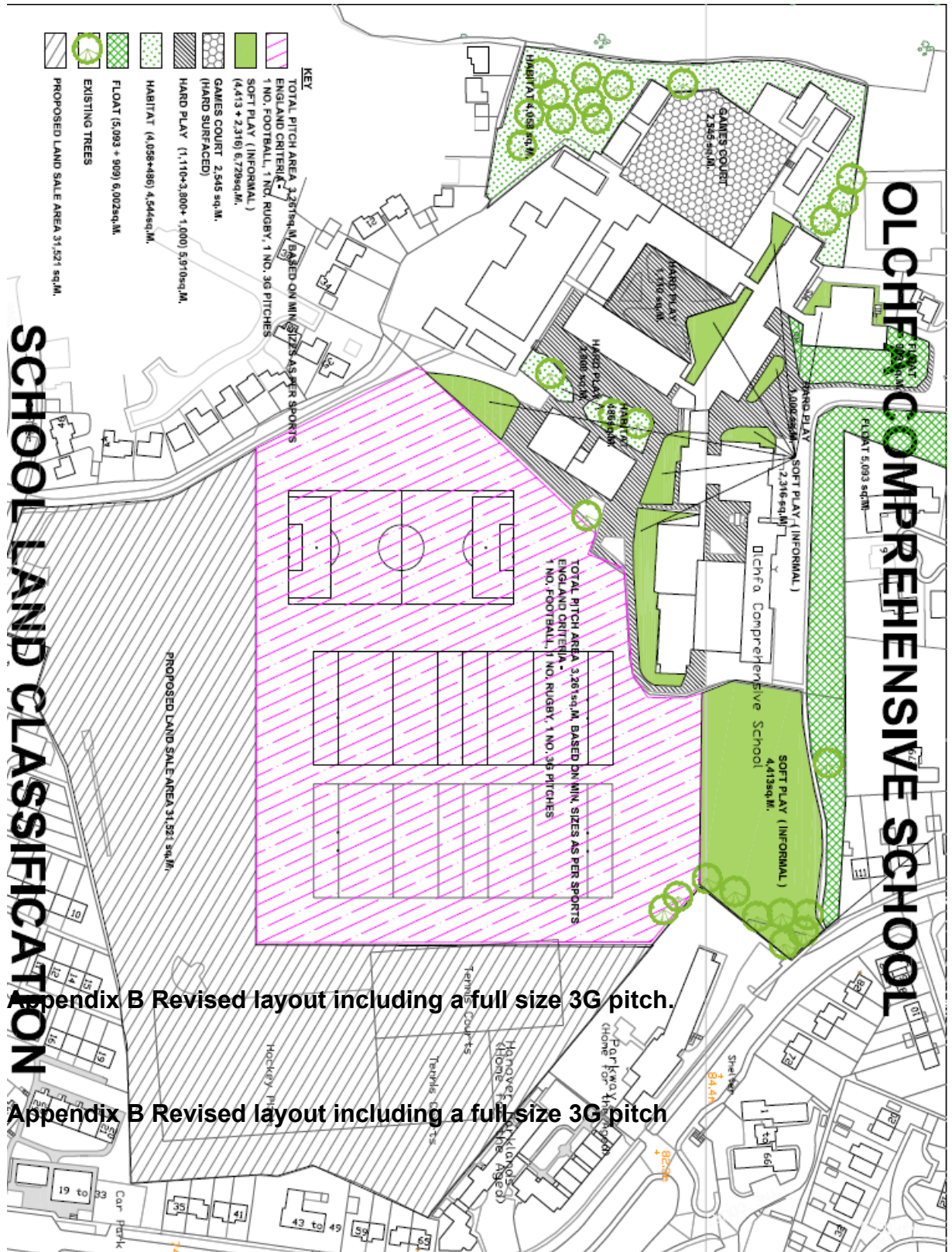
#### **Appendices:**

Appendix A - Building Bulletin 98 (BB98) analysis

Appendix B - Revised layout including a full size 3G pitch

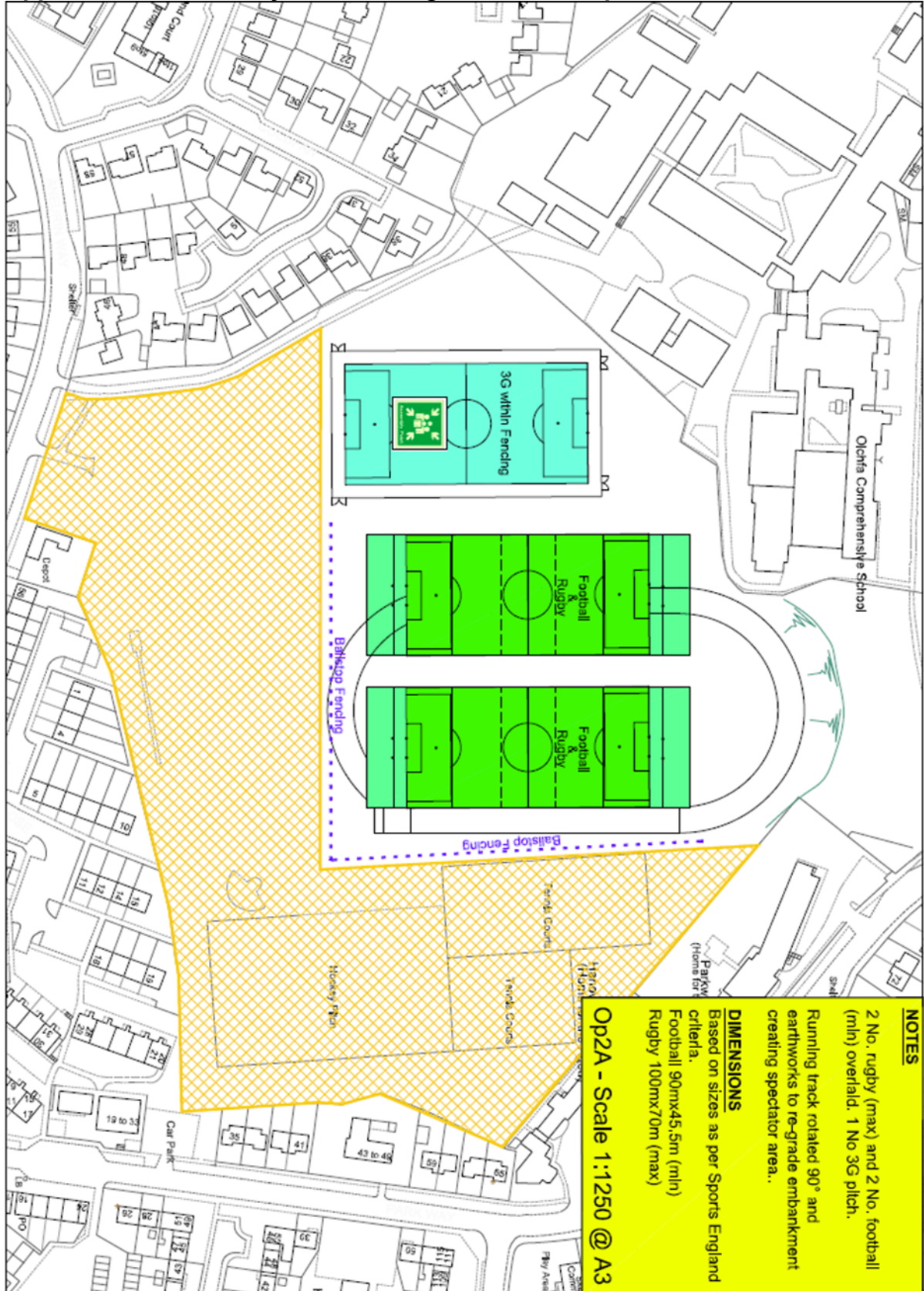
Appendix C - Equality Impact Assessment

Appendix A Building Bulletin 98 (BB98) analysis





## Appendix B Revised layout including a full size 3G pitch



**NOTES**  
 2 No. rugby (max) and 2 No. football (min) overlaid. 1 No 3G pitch.  
 Running track rotated 90° and earthworks to re-grade embankment creating spectator area..

**DIMENSIONS**  
 Based on sizes as per Sports England criteria.  
 Football 90mx45,5m (min)  
 Rugby 100mx70m (max)

**Op2A - Scale 1:1250 @ A3**

## Equality Impact Assessment (EIA) Report

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

**Please refer to the 'EIA Report Form Guidance' while completing this form. If you need further support please contact [acesstoservices@swansea.gov.uk](mailto:acesstoservices@swansea.gov.uk).**

<b>Where do you work?</b>
Service Area: Education Planning and Resources
Directorate: People

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

Service/ Function  <input type="checkbox"/>	Policy/ Procedure  <input type="checkbox"/>	Project  <input type="checkbox"/>	Strategy  <input type="checkbox"/>	Plan  <input type="checkbox"/>	Proposal  <input checked="" type="checkbox"/>
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**(b) Please name and describe below...**

Disposal of Surplus Land on School Sites (Olchfa Comprehensive School)

In order to provide vital investment in our schools we are required to provide match-funding for any financial support from the Welsh Government.

As explained in the report to Council on the 25 February 2016, Capital Budget & Programme 2015/16 - 2019/20 there is an ambitious programme of Council asset disposals which shall be used to support not only the 21st Century Schools programme but the General Fund capital programme as a whole.

It is therefore now the case that school land will be considered within the overall assets programme, and the disposal of surplus land will only proceed on the basis of agreement with the governing body and then the support of Cabinet on a case by case basis.

The criteria to be applied for comprehensive school sites are as follows:

- Evaluated on an individual basis rather than a generic filter based on site acreage; there are fewer sites to consider and each case is very different.
- The parcel of land is physically capable of being separated and developed.

Prior to making any final decision on disposal the Authority have been advised by Counsel to seek the views of the Governing Body of each school in question. In particular it was advised that their view must be sought on whether they consider the land to be surplus and if not then they must be given the opportunity of putting forward their reasons and for those reasons to be fully considered.

The formal planning process will further ensure that community considerations and views are fully considered with regard to any alternative use of the areas.

**(c) It was initially screened for relevance to Equality and Diversity on 4 May 2016.**

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

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

**(e) Lead Officer****Name:** Louise Herbert-Evans**Job title:** Head of Capital Planning and Delivery Unit**Date (dd/mm/yyyy):** 4 May 2016**(f) Approved by Head of Service****Name:** Brian Roles**Date (dd/mm/yyyy):** 4 May 2016**\*\*Updated on 24 January 2018 and 9 February 2018\*\***

**Section 1 – Aims (See guidance):****Briefly describe the aims of the initiative:****What are the aims?**

Our main aims are to:

*Raising standards*

Our vision is that every child will have access to high quality teaching that helps them to make the most of their talents

*Better use of resources*

The decision is in line with the QEd vision that budgets should be spent on pupils and not wasted on empty places

*Quality of learning environment*

Quality learning environments have been shown to lead to improved performance by pupils

Our specific aims with this proposal are to:

Identify pockets of land on school land that are considered potentially surplus to the requirements of individual schools which could be released for disposal whilst retaining the appropriate facilities for pupils. In accordance with current policy, the relevant capital receipt will contribute towards the achievement of the Council's capital receipt target to part fund the overall capital programme including the 21<sup>st</sup> Century Programme for school improvements as set out in the approved capital programme. As such, the capital receipt will not be allocated for any other specific purpose.

**Who has responsibility?**

Cabinet of Swansea Council

Chief Education Officer

Head of Education Planning and Resources

QEd Programme Manager

**Who are the stakeholders?**

Cabinet Member(s)
Executive Board
Cabinet
Education Senior Leadership Team
Group Leaders
All Councillors
Trade Unions
Headteacher
School Staff
Governing Body
Pupils
Parents
Evening Post
Welsh Government
Estyn
AMs
MPs
Swansea Bay Radio, Wave/Swansea Sound, BBC, ITV, Western Mail, TES,
All Council staff
Swansea residents



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

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

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

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

Pupil information – SIMS which is linked with the Authority's 'One' system which gives more detailed information about pupils with ALN and SEN needs. This is managed by the LA to ensure that the needs are met of all pupils in all schools within Swansea.

The information held on Olchfa is as follows:

School	Using WIMD 2014		Using WIMD 2011		
	2014-2015	2015-2016	2011-2012	2012-2013	2013-2014
Olchfa	9.1	8.8	12.3	12	12

School	Total on roll	Percentage with SEN
	2017	2017
Olchfa	1693	14.4%

### PLASC January 2017 EAL Stage of English Acquisition Summary

School	Non-EAL	Stages					Total	%A-D	%A-E
		A	B	C	D	E			
Olchfa	1356	3	9	42	154	129	1693	12.3%	19.9%

Ethnic background	7	8	9	10	11	12	13	Total
Asian	14.8%	9.8%	7.7%	6.5%	10.6%	9.5%	5.7%	9.3%
Black	0.8%	1.1%	0.0%	0.0%	0.0%	0.0%	0.0%	0.3%
Chinese	0.4%	2.2%	0.0%	0.7%	0.8%	1.1%	1.6%	1.0%
Mixed	3.8%	2.9%	4.2%	2.5%	5.7%	2.6%	4.2%	3.7%
Other	9.3%	5.8%	6.5%	5.1%	4.5%	5.8%	3.6%	5.9%
White other	5.1%	2.2%	4.2%	3.2%	1.2%	4.2%	4.7%	3.5%
<b>White British</b>	<b>65.7%</b>	<b>76.0%</b>	<b>77.3%</b>	<b>81.9%</b>	<b>77.2%</b>	<b>76.7%</b>	<b>80.2%</b>	<b>76.5%</b>
<b>Not White British*</b>	<b>34.3%</b>	<b>24.0%</b>	<b>22.7%</b>	<b>18.1%</b>	<b>22.8%</b>	<b>23.3%</b>	<b>19.8%</b>	<b>23.5%</b>

\*excluding unknowns

<i>Unknown</i>	4.1%	1.8%	1.9%	2.5%	0.8%	2.6%	3.0%	<b>2.3%</b>
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### Free school meals

School	Percentage claiming FSM Y1-Y11 Only					2017
	2012	2013	2014	2015	2016	
Olchfa	9.0%	9.5%	8.0%	6.7%	6.0%	5.8%

### Any Actions Required?

- 
- 

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

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

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

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

Age – the sale of potentially surplus land will allow Swansea Council to invest in the facilities of a number of schools across the City, benefiting a number of children and young people. In this case, the provision of an all-weather pitch would also be of benefit to the wider community.

Disability – the money being invested in schools will improve access for a number of disabled children and young people. Currently, the sports pitches at Olchfa do not provide a suitable environment for disabled staff and young people (in the context of a school, which in overall terms is not well suited to their needs). Were the fields to be reshaped to accommodate an all-weather pitch, that surface would allow disabled young people equal access to the opportunities afforded to others. If proximate to the current Sports Hall, towards the North or North West of the fields, physically disabled young people would be able to access a bespoke facility and take part in physical activity alongside their peers.

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

Colleagues from Education and Corporate Building & Property Services have visited the school to discuss the matter with the Headteacher.

Following on from this a letter was sent to the governing body to offer a further opportunity to make representations known to the Authority in writing. In particular, they were invited to comment and make representations on behalf of and reflecting the views of staff, parents and pupils (possibly via the school council). We were seeking views on:

- a) Whether you agree that the land is surplus to requirements; if you do not agree, then please indicate why you do not agree and any alternative that you might wish to suggest.
- b) Whether you consider disposal of the land would have an effect on any disabled children at the school, or any disabled adults visiting the school or working at the school or any person who comes within the protected characteristics under the Equality Act 2010.
- c) Any other representations you consider are relevant.

The governing body at Olchfa are supportive and the findings were reported back to Cabinet.

**January 2018 Update**

The Council published a notice of the proposed land disposal comprising certain playing fields at Olchfa Comprehensive school, Gower Road Sketty under the Playing Fields (Community Involvement in Disposal Decisions) (Wales) Regulations 2015.

The following organisations were consulted under the Playing Fields (Community Involvement in Disposal Decisions) (Wales) Regulations 2015; Sports Council Wales, Fields In Trust, Natural Resources Wales, Wildlife Trust, Open space Society, Swansea Environmental forum, Play Wales, Children's Play Officer Swansea, Ward Members, School Governing Body and local residents.

Whilst the consultation period was open for 6 weeks as per the regulations the notice also appeared for two consecutive weeks in The South Wales Evening Post on the 18 and 25 September 2017.

A total of 36 pieces of correspondence (22 emails, 9 letters and a petition) were received,

including two items of support.

One of the objections received in response to this notice was in the form of a petition containing 111 signatures. The petition referred to the ongoing parking issues on the Hendrefoilan Estate and in particular students using the estate to park their cars. The petitioners feel that “if land is surplus to educational needs it should be retained to provide car parking for students”

*The petition states “this is having a serious adverse effect on the enjoyment of environment by the residents due to the following:*

1. *The visual amenity of the area*
2. *Adequacy of parking/loading/turning for residents and visitors*
3. *Disabled persons access to properties*
4. *Highway safety due to restricted visibility*
5. *Unsafe congestion on the roundabout*
6. *Noise and disturbance”*

The response to the consultation process has been answered in the report to go to Corporate Briefing on 1 March 2018 and Cabinet on 15 March 2018 for consideration.

The two plans attached at appendix A and B of the report both indicate hatched, the proposed land sale area. The area consists in the main of the red gravel pitch which is in disrepair and is not safe to play on and tennis courts which are unfit for purpose. The disposal of the area indicated would also reduce the number of potential pitches by one.

Should Cabinet declare the site as indicated on the plans surplus to requirements, subject to the provision of an artificial games surface, the school would not lose any current on-site car parking space.

Therefore, the parking concerns raised as part of this consultation process, via letters and petition, are considered to be an ongoing issue and are not as a direct result of or impacted by the proposal to declare land surplus to requirements at Olchfa Comprehensive school. It is therefore considered that no persons with protected characteristics would be negatively affected by the proposal

Whilst we acknowledge the proposal raised as part of the consultation to use the land indicated to provide extra car parking, it is considered that the proposal to declare the land indicated as surplus to requirements subject to the installation of an all-weather pitch; would be far more beneficial to both the school and the community.

It is the intention of the Council to provide an all-weather surface pitch, floodlit and available for hire to the Community outside of school hours. The installation of a 3G facility would provide an all-weather resource available to both pupils and the community, this facility will have a positive effect on community, health, social care and well-being strategies. It is the intention that parking for this facility would utilise the current school site.

If the land in question is to be developed in the future, a planning application will need to be submitted to the Council’s planning department outlining the proposals. As part of that application process residents will be afforded the opportunity to formally raise any questions/objections to the proposals within the set 21 day consultation period.

As part of the consultation we have spoken to officers from highways who have informed us that the Council has previously introduced Traffic Regulation Orders (TRO) at key junctions within the estate to maintain access for emergency vehicles. The Council has engaged in

consultation for wider TRO's in the estate, however, residents felt that this would be detrimental to their quality of life and that the school should encourage their students to act in a responsible manner.

Highways officers also informed us that Local ward member and traffic officers have visited the school to attend a sixth form assembly to appeal for student cooperation ( in terms of parking and inappropriate pedestrian routes)

Highways officers have stated that whilst the Council recognises that, the student parking within the Hendrefoilan Estate does cause an inconvenience to residents and visitors to negotiate through the streets and gain access / egress into their driveways, there is no over-riding threat to road safety.

Should residents wish to reopen the discussion for further TROs they can contact the local authority.

The responses will now be considered by Cabinet.

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

- Send response to the petition lead on the action taken/offered by Highways Department.

## Section 4 - Other Impacts:

Please consider how the initiative might address the following issues.

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

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

**(Please see the specific Section 4 Guidance for definitions on the above)**

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

Investment in a number of school sites resulting from part capital receipt of potential land sales will lead to improved school buildings and create better environments for all children and young people thus *fostering good relations between different groups*.

A number of the proposed investments resulting from part capital receipt of potential land sales will provide children and young people with facilities already enjoyed in other schools within Swansea thus *advancing equality of opportunity between different groups*.

There are a number of examples of improvements to school buildings within the proposed investments resulting from part capital receipt of potential land sales that will provide open school areas that have the potential to *eliminate discrimination, harassment and victimisation*.

Any investment in schools as a result of the potential land sales will have a beneficial impact on the education of the children and young people of Swansea. In the long term this can lead to a *reduction of social exclusion and poverty*. In Olchfa's case the sale of the land will assist in providing a 3G pitch that could potentially also be used by the community.

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

The Quality in Education (QEd) Programme/21<sup>st</sup> Century Schools programme has been running for a number of years with a large number of Children and Young People benefiting from investments in our schools.

**Is the initiative likely to impact on Community Cohesion? Please provide details.**  
The sale of land at Olchfa could potentially provide a 3G pitch that could be used by the community.

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

One of the main beneficiaries of the proposed land sales could be one of the proposed Welsh-medium developments in Band B of the 21<sup>st</sup> Century Schools Programme. In addition, the possible 3G pitch at Olchfa could be used by all members of the community including Welsh speakers and Welsh language groups.

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

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

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

Please visit <http://staffnet/eia> to read the UNCRC guidance before completing this section.

**Will the initiative have any impact (direct or indirect) on children and young people? If not, please briefly explain your answer and proceed to Section 6.**  
The initiative will have a direct impact on children and young people.

**Is the initiative designed / planned in the best interests of children and young people? Please explain your answer.**

The initiative is designed in the best interest of children as stated in guiding principal Article 3. *Best interests of the child (Article 3): The best interests of children must be the primary concern in making decisions that may affect them. All adults should do what is best for children. When adults make decisions, they should think about how their decisions will affect children. This particularly applies to budget, policy and law makers.*

The initiative is planned to improve pupils' school environment thus giving them the best opportunity of achieving to their full potential. The proposal relates to the following articles:

**Article 3** - All organisations concerned with children should work towards what is best for each child.

**Article 12** - Respect for the views of the child

**Article 18** - Both parents share responsibility for bringing up their children. We should help parents by providing services to support them.

**Article 28** - Children have a right to an education. Discipline in schools should respect children's human dignity.

**Article 29** - Education should develop each child's personality and talents to the full.

**Article 30** - Children have a right to learn and use the language and customs of their

families.

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

- 
- 

## Section 6 - Monitoring arrangements:

**Please explain the arrangements in place (or those which will be put in place) to monitor this initiative:**

**Monitoring arrangements:** All projects within the Quality in Education (QEd) 2020 Programme have a clear monitoring process in place. Regular progress meetings will be held with the school and the contractors, a formal Project Board will be held monthly to discuss key issues and make key decisions, any issues can then be escalated to the QEd Programme Board with the Strategic Programme Board (Corporate) having an overarching view of all Swansea Council projects.

**Actions:** Monitor EIA monthly at the Project Board and Programme Board by exception as required.

## Section 7 – Outcomes:

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

- Outcome 1: Continue the initiative – no concern
- Outcome 2: Adjust the initiative – low level of concern
- Outcome 3: Justify the initiative – moderate level of concern
- Outcome 4: Stop and refer the initiative – high level of concern.

**For outcome 3**, please provide the justification below:

**For outcome 4**, detail the next steps / areas of concern below and refer to your Head of Service / Director for further advice:

## Section 8 - Publication arrangements:

**On completion, please follow this 3-step procedure:**

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

**Action Plan:**

<b>Objective - What are we going to do and why?</b>	<b>Who will be responsible for seeing it is done?</b>	<b>When will it be done by?</b>	<b>Outcome - How will we know we have achieved our objective?</b>	<b>Progress</b>
Monitor implementation of the proposal if approved by Cabinet	Project Manager	On-going until the project's conclusion	Any future developments as a result of the land sale takes full notice of all equalities issues	
Send response to the petition lead on the action taken/offered by Highways Department.	Project Manager	1 March 2018	Response sent and possible further response from the petition lead	
Propose actions to mitigate issues raised about parking in the area	Highways Department	Completed	Mitigation offered to local residents	Mitigation offered and refused by the local residents
Re-visit option of TROs should the local residents wish	Residents/Highways Department	No deadline set		

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



# Agenda Item 16.

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

Cabinet – 15 March 2018

### Exclusion of the Public

<b>Purpose:</b>	To consider whether the Public should be excluded from the following items of business.	
<b>Policy Framework:</b>	None.	
<b>Consultation:</b>	Legal.	
<b>Recommendation(s):</b>	It is recommended that:	
<b>1)</b>	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.	
	<b>Item No's.</b>	<b>Relevant Paragraphs in Schedule 12A</b>
	17-18	14
<b>Report Author:</b>	Democratic Services	
<b>Finance Officer:</b>	Not Applicable	
<b>Legal Officer:</b>	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
<b>12</b>	<b>Information relating to a particular individual.</b>
	<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>
<b>13</b>	<b>Information which is likely to reveal the identity of an individual.</b>
	<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>
<b>14</b>	<b>Information relating to the financial or business affairs of any particular person (including the authority holding that information).</b>
	<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"> <li>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</li> <li>b) Disclosure of the information would give an unfair advantage to tenderers for commercial contracts.</li> </ul> <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><b>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.</b></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><b>Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.</b></p>
	<p>No public interest test.</p>
17	<p><b>Information which reveals that the authority proposes:</b>  <b>(a) To give under any enactment a notice under or by virtue of which requirements are imposed on a person; or</b>  <b>(b) To make an order or direction under any enactment.</b></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><b>Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime</b></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 17.

Yn rhinwedd paragraff(au) 14 Atodlen 12A  
o Ddeddf Llywodraeth Leol 1972  
fel y'i diwygiwyd gan Orchymyn Llywodraeth Leol (Mynediad at  
Wybodaeth) (Amrywiad) (Cymru) 2007.

Document is Restricted

# Agenda Item 18.

Yn rhinwedd paragraff(au) 14 Atodlen 12A  
o Ddeddf Llywodraeth Leol 1972  
fel y'i diwygiwyd gan Orchymyn Llywodraeth Leol (Mynediad at  
Wybodaeth) (Amrywiad) (Cymru) 2007.

Document is Restricted

Yn rhinwedd paragraff(au) 14 Atodlen 12A  
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fel y'i diwygiwyd gan Orchymyn Llywodraeth Leol (Mynediad at  
Wybodaeth) (Amrywiad) (Cymru) 2007.

Document is Restricted

Yn rhinwedd paragraff(au) 14 Atodlen 12A  
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fel y'i diwygiwyd gan Orchymyn Llywodraeth Leol (Mynediad at  
Wybodaeth) (Amrywiad) (Cymru) 2007.

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