



City and County of Swansea

Notice of Meeting

You are invited to attend a Meeting of the

Cabinet

At: Council Chamber, Guildhall, Swansea

On: Thursday, 18 April 2019

Time: 10.00 am

Chair: Councillor Rob Stewart

Membership:

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

Also Invited: J E Burtonshaw & E J King

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

Agenda

Page No.

1. **Apologies for Absence.**
2. **Disclosures of Personal and Prejudicial Interests.**
www.swansea.gov.uk/disclosuresofinterests
3. **Minutes.** 1 - 10
To approve & sign the Minutes of the previous meeting(s) as a correct record.
4. **Announcements of the Leader of the Council.**
5. **Public Question Time.**
Questions must relate to matters on the open part of the Agenda of the meeting and will be dealt with in a 10 minute period.
6. **Councillors' Question Time.**
7. **Adult Mental Health Strategic Framework.** 11 - 39
8. **Establishment of a Stand-Alone Youth Offending Service for Swansea.** 40 - 58

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| 9. Local Authority Governor Appointments. | 59 - 62 |
| 10. Notice of Disposal of Open Space - Land at Parklands View, Sketty, Swansea. | 63 - 76 |
| 11. Council Property Development: Phase 2 General Fund. | 77 - 93 |
| 12. Exclusion of the Public. | 94 - 97 |
| 13. Acquisition of Land to Facilitate Highway Improvements. | 98 - 110 |

Next Meeting: Thursday, 16 May 2019 at 10.00 am

Huw Evans

Huw Evans
Head of Democratic Services
Tuesday, 9 April 2019

Contact: Democratic Services - Tel: (01792) 636923

Agenda Item 3.



City and County of Swansea

Minutes of the Cabinet

Council Chamber, Guildhall, Swansea

Thursday, 21 February 2019 at 10.00 am

Present: Councillor R C Stewart (Chair) Presided

Councillor(s)

M C Child

E J King

J A Raynor

Councillor(s)

R Francis-Davies

A S Lewis

M Thomas

Councillor(s)

D H Hopkins

C E Lloyd

Apologies for Absence

Councillor(s): J E Burtonshaw

Also Present: Councillor J P Curtice, W Evans & M Sherwood

155. Disclosures of Personal and Prejudicial Interests.

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

- 1) Councillor C E Lloyd declared a Personal Interest in Minute 161 “Local Authority Governor Appointments”;
- 2) Councillor J A Raynor declared a Personal & Prejudicial Interest in Minute 161 “Local Authority Governor Appointments” and stated that she had dispensation from the Standards Committee to Stay, Speak but Not Vote on matters relating to the Appointment of Local Authority Governors;
- 3) Huw Evans and Deb Smith declared a Personal Interest in Minute 165 “National Joint Council for Local Government Services Pay Award for 2019-2020”

156. Minutes.

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

- 1) Cabinet held on 17 January 2019.

157. Announcements of the Leader of the Council.

1) Webcasting of Council Meeting

The Leader of the Council stated that as part of the ongoing works to enable Webcasting of Council, Cabinet, Planning Committee and the Scrutiny Programme Committee; this Meeting is being recorded for Webcasting purposes. The meeting will not be streamed live as we are still in the testing period; however it will be recorded. If the trial is successful, the meeting will be published online.

2) Amendments / Corrections to the Cabinet Agenda

a) Item 9 "21st Century Schools Programme - New Build for Gorseinon Primary School"

The Leader of the Council stated that there was a typographical error on Page 90, Paragraph 2.2. He asked that the reference to the "B4240" be amended to read "A4240".

158. Public Question Time.

A number of questions were asked relating to Minute 162 "21st Century Schools Programme - New Build for Gorseinon Primary School".

The Education Improvement, Learning Skills Cabinet Member responded.

159. Councillors' Question Time.

No questions were asked.

160. FPR5 - Project Extension of European Social Funded Cynnydd Project.

The Cabinet Member for Education Improvement, Learning & Skills submitted a report which complied with Financial Procedure Rule 5 "Budgetary Control" to monitor and control budgets effectively.

Resolved that:

- 1) The additional European Social Fund (ESF) to extend the Cynnydd Project up to December 2022 (Phase 2) be accepted.

161. Local Authority Governor Appointments.

The Local Authority Governors Appointment Group submitted 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 recommended by the Chief Education Officer in conjunction with the Cabinet Member for Education Improvement, Learning & Skills be approved:

| | | |
|----|----------------------------|--------------------|
| 1) | Oystermouth Primary School | Helen Landers |
| 2) | Pennard Primary School | Eleanor Treen |
| 3) | St Thomas Primary School | Rev Steven Bunting |
| 4) | Talycopa Primary School | Cllr Alyson Pugh |
| 5) | Tre Uchaf Primary School | Rachel Rees |
| 6) | YGG Gellionnen | Helen Jones |
| | YGG Tan y Lan | Gareth Huxtable |
| | Ysgol Gyfun Bryntawe | David Williams |

162. 21st Century Schools Programme - New Build for Gorseinon Primary School.

The Cabinet Member for Education Improvement, Learning & Skills submitted a report which sought confirmation to commit to the Capital Programme of the project for the new build for Gorseinon Primary School subject to entering into a contract with Welsh Government, in accordance with Financial Procedure Rule 7.

Resolved that:

- 1) The Capital Project as detailed together with the financial implications set out in Appendix A of the report be approved, subject to entering into a contract with the Welsh Government.

Note: The Meeting was adjourned for 5 minutes during this item, following a repeated outburst from the public gallery.

163. FPR7 - The Welsh Government Targeted Regeneration and Investment Programme 2018-21.

The Cabinet Member for Investment, Regeneration & Tourism submitted a report which complied with Financial Procedure Rule 7 "Capital Programming & Appraisals) to commit and authorise the addition of new schemes to the Capital Programme.

Resolved that:

- 1) The proposed Property Enhancement Development Grant (PEDG), Sustainable Living Grant (SLG) and Strategic Projects under the Welsh Government Targeted Regeneration and Investment (TRI) Programme and associated financial implications be approved and the schemes added to the Capital Programme.

Note: Councillor R C Stewart withdrew from the Meeting following this item and Councillor C E Lloyd took the Chair.

Councillor C E Lloyd (Presided)

164. Development Programme Housing Revenue Account - Part 1.

The Cabinet Member for Homes & Energy submitted a report which outlined the emerging Development Programme for new council homes funded by the Housing Revenue Account (HRA). The Development Programme sets out the schemes that will be delivered by the Council, and the opportunities for additional funding from Welsh Government to support the schemes.

Resolved that:

- 1) The Housing Revenue Account (HRA) Development Programme be agreed;
- 2) The schemes within the Development Programme be approved via the annual Housing Revenue Account (HRA) Capital Budget reporting process.

165. National Joint Council for Local Government Services Pay Award for 2019/20.

The Strategic Human Resources & Organisational Development Manager submitted a report which advised on the National Joint Council (NJC) Pay Award for the pay year 2019-2020 and sought approval to enable implementation of the NJC Pay Award.

Resolved that:

- 1) The National Joint Council (NJC) proposed Pay Award be agreed and implemented.

The meeting ended at 10.50 am

Chair

| Call In Procedure – Relevant Dates | |
|--|---------------------------|
| Minutes Published: | 21 February 2019 |
| Call In Period Expires (3 Clear Working Days after Publication): | 23.59 on 26 February 2019 |
| Decision Comes into force: | 27 February 2019 |



City and County of Swansea

Minutes of the **Cabinet**

Council Chamber, Guildhall, Swansea

Thursday, 21 March 2019 at 10.00 am

Present: Councillor R C Stewart (Chair) Presided

Councillor(s)

M C Child
D H Hopkins
J A Raynor

Councillor(s)

W Evans
A S Lewis
M Sherwood

Councillor(s)

R Francis-Davies
C E Lloyd
M Thomas

Apologies for Absence

Councillor(s):

Also Present

Councillor(s): J E Burtonshaw, P K Jones, E J King and B J Rowlands

166. Disclosures of Personal and Prejudicial Interests.

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

- 1) Councillor J A Raynor declared a Personal & Prejudicial Interest in Minute 177 "Local Authority Governor Appointments" and stated that she had dispensation from the Standards Committee to Stay, Speak but Not Vote on matters relating to the Appointment of Local Authority Governors;
- 2) Councillor C E Lloyd declared a Personal Interest in Minute 178 "Building Capital Maintenance Programme 2019-2020".

167. Minutes.

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

- 1) Cabinet held on 14 February 2019.

168. Announcements of the Leader of the Council.

1) Webcasting of Council Meeting

The Leader of the Council stated that as part of the ongoing works to enable Webcasting of Council, Cabinet, Planning Committee and the Scrutiny Programme Committee; this Meeting is being recorded for Webcasting

purposes. The meeting will not be streamed live as we are still in the testing period; however it will be recorded. If the trial is successful, the meeting will be published online.

2) Amendments / Corrections to the Cabinet Agenda

- a) Item 12 “First Stage (Construction) Contract Award and Associated Capital Programme Authorisation for the Remodelling and Refurbishment Project at Bishopston Comprehensive School”.

The Leader of the Council stated that Recommendation 1 should be amended to read:

“Contractor 4 be appointed to carry out the pre-construction service to the sum of £392,000 subject to the completion of appropriate financial due diligence. Contractor 4 is considered to represent the most economically advantageous tender and that which gives best value to the authority”.

169. Public Question Time.

A number of questions were asked by members of the public relating to Minute 174 “School Organisation Linked to the Welsh Education Strategic Plan - Including Proposed Closure of YGG Felindre and Enhanced Size and Relocation of YGG Tan-Lan and YGG Tirdeunaw”.

The relevant Cabinet Member responded accordingly.

No questions required a written response.

170. Councillors' Question Time.

Councillors B J Rowlands asked the following question relating to Minutes 174 “School Organisation Linked to the Welsh Education Strategic Plan - Including Proposed Closure of YGG Felindre and Enhanced Size and Relocation of YGG Tan-Lan and YGG Tirdeunaw” and 175 “Small School Review - Proposal to Close Craigcefnparc Primary School”.

“What help and support has been provided to the children of these schools to aid their mental wellbeing during this process?”

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

171. Scrutiny Inquiry into the Natural Environment.

Councillor P Jones, Convenor of the Natural Environment Scrutiny Inquiry Panel presented the findings, conclusions and recommendations resulting from the Panel's Inquiry into the Natural Environment.

Resolved that:

- 1) The report be noted and the relevant Cabinet Member tasked with submitting a written response to Cabinet.

172. Quarter 3 2018/19 Performance Monitoring Report.

The Cabinet Member for Business Transformation & Performance presented the Corporate Performance Quarter 3 2018/19 which sought 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.

Resolved that the performance results be 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.

173. Business Rates – Temporary Rate Relief Scheme (Wales) 2019/20.

The Chief Finance Officer (Section 151 Officer) submitted a report which provided information in order to consider the adoption of a new temporary High Street Retail Rates Relief Scheme, relating to Business Rates, which has been introduced by Welsh Government for the financial year 2019/20.

Resolved that:

- 1) The details of the scheme and application be noted;
- 2) The rate relief scheme and the application process outlined in this report be adopted for 2019/20.

174. School Organisation Linked to the Welsh Education Strategic Plan - Including Proposed Closure of YGG Felindre and Enhanced Size and Relocation of YGG Tan-y-lan and YGG Tirdeunaw.

The Cabinet Member for Education Improvement, Learning and Skills presented a report which sought to consider objections received during the Statutory Notice period and sought determination on the proposals to:

- i) Close YGG Felindre with effect from 31 August 2019;
- ii) Increase the size of YGG Tan-y-lan on a new site from January 2021;
- iii) Increase the size of YGG Tirdeunaw on a new site from January 2021;
- iv) Implement the catchment area changes associated with ii) and iii) from September 2021.

Resolved that:

- 1) YGG Felindre close with effect from 31 August 2019;
- 2) The publication of the Objection Report for YGG Felindre (Draft at Appendix A of the report) be approved;

- 3) The capacity of YGG Tan-y-lan be increased to 420 plus nursery in a new build School at Beacons View Road, Clase from January 2021, with associated catchment area changes implemented from September 2021;
- 4) The capacity of YGG Tirdeunaw be increased to 545 plus nursery in a new build School at the YGG Bryn Tawe site, off Heol Gwyrosydd from January 2021, with associated catchment area changes implemented from September 2021.

175. Small School Review - Proposal to Close Craigcefnparc Primary School.

The Cabinet Member for Education Improvement, Learning and Skills presented a report which sought to consider objections received during the Statutory Notice period and sought determination on the proposal to close Craigcefnparc Primary School with effect from 31 August 2019.

Resolved that:

- 1) The draft objection report (Appendix A of the report) be considered and noted;
- 2) The proposal to close Craigcefnparc Primary School with effect from 31 August 2019 be approved;
- 3) The publication of the Objection Report be approved.

176. First Stage (Construction) Contract Award and Associated Capital Programme Authorisation for the Remodelling and Refurbishment Project at Bishopston Comprehensive School.

The Cabinet Member for Education Improvement, Learning & Skills presented a report which sought approval to:

- i) Award the Stage One contract for the works to Tender 4;
- ii) Seek authorisation to commit a total of £551,469 to the capital programme to fund pre-construction phase costs. To comply with Financial Procedure Rule 7, to commit and authorise a new scheme to the Capital Programme.

Resolved that:

- 1) Contractor 4 be appointed to carry out the pre-construction service to the sum of £392,000 subject to the completion of appropriate financial due diligence. Contractor 4 is considered to represent the most economically advantageous tender and that which gives best value for the Authority;
- 2) £554,469 be committed to the Capital Programme to fund the pre-construction phase costs, including the pre-construction contractor service and internal fees;
- 3) The Chief Legal Officer be authorised to enter into and necessary documentation to complete the contract and achieve the project;

- 4) A further report be submitted in late 2019 to consider the approval of the Stage Two contract award and subject to confirmation and acceptability of construction costs to commit the project cost to the Capital Programme prior to any physical works being carried out.

177. Local Authority Governor Appointments.

The Local Authority Governors Appointment Group submitted 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 recommended by the Director of Education in conjunction with the Cabinet Member for Education Improvement, Learning & Skills be approved:

| | | |
|----|---------------------------------|----------------------|
| 1) | Llanrhidian Primary School | Mrs Felicity Parrott |
| 2) | Portmead Primary School | Ms Sharon Rees |
| 2) | YGG Lonlas | Ms Lisa Lewis |
| 3) | YGG Pontybrenin | Mr Keith Collins |
| 4) | Bishopston Comprehensive School | Mr Adrian Novis |

178. Building Capital Maintenance Programme 2019/20.

The Cabinet Member for Business Transformation & Performance presented a report which sought agreement of the schemes to be funded through the Capital Maintenance programme.

Resolved that:

- 1) The Capital Maintenance Schemes for Building Services, as listed in Appendix A, be approved;
- 2) The Director and Cabinet Member be granted delegated authority to approve individual Social Services schemes;
- 3) The financial implications identified in Appendix C and D be approved and included in the Capital Programme.

179. FPR7 - Capital Allocation to Highway Infrastructure Assets 2019-20.

The Cabinet Member for Environment & Infrastructure Management presented a report which sought confirmation of the Capital Works Programme for highway infrastructure assets.

Resolved that:

- 1) The proposed allocations, together with the Financial Implications set out in Appendix A, be approved and included in the Capital Programme;
- 2) The Head of Service for Highways and Transportation in conjunction with the Cabinet Member for Environment and Infrastructure Management be granted delegated authority to prioritise, finalise and allocate funding to those schemes included within the scope of this report but not specifically referred to.

180. Disabled Facilities & Improvement Grant Programme 2019/20.

The Cabinet Member for Homes and Energy presented a report which detailed the Disabled Facilities & Improvement Grant Programme and sought approval to include the schemes in the 2019/20 Capital Programme, in order to comply with Financial Procedure Rules No. 7 (Capital Programming and Appraisals) and to commit and authorise schemes as per the Capital Programme.

Resolved that:

- 1) The Disabled Facilities and Improvement Grant Programme as detailed including its financial implications, be approved and included in the 2019/20 Capital Budget.

The meeting ended at 11.37 am

Chair

| Call In Procedure – Relevant Dates | |
|--|------------------------|
| Minutes Published: | 22 March 2019 |
| Call In Period Expires (3 Clear Working Days after Publication): | 23.59 on 27 March 2019 |
| Decision Comes into force: | 28 March 2019 |

Agenda Item 7.



Report of the Cabinet Member for Care, Health and Ageing Well

Cabinet – 18 April 2019

Adult Mental Health Strategic Framework

| | |
|------------------------------------|---|
| Purpose: | This report outlines the work undertaken on behalf of ABMU Health Board, Bridgend CBC, Neath Port Talbot CBC and Swansea Council to develop an Adult Mental Health Strategic Framework. |
| Policy Framework: | The development of this Adult Mental Health Strategic Framework has been led by the Health Board on behalf of the Western Bay Partnership. The Strategic Framework and the process of developing it has been co-produced with service users and carers, including an extensive period of detailed engagement with both users of our services and potential users, and their families and carers. |
| Consultation: | Access to Services, Finance, Legal. |
| Recommendation(s): | <p>The Cabinet is asked to:</p> <ol style="list-style-type: none">1. Note the significant work undertaken to develop the Strategic Framework, including the substantial co-production with service users, carers and the voluntary sector;2. Note the substantial engagement process undertaken, the resultant feedback from the engagement process and the priorities for action identified by service users and carers;3. Note that the framework is consistent with the Council's wider strategic intent to promote a more preventative approach including developments such as Housing First.4. Approve the Adult Mental Health Strategic Framework (which has been agreed by the Western Bay Regional Partnership Board). |
| Report Author: | Deb Reed |
| Finance Officer: | Chris Davies |
| Legal Officer: | Caritas Adere |
| Access to Services Officer: | Rhian Millar |

1. Introduction

- 1.1 The Mental Health and Learning Disability Commissioning Board is a partnership between ABMU Health Board and the Local Authorities of Swansea, Neath Port Talbot and Bridgend, linked into the Western Bay Partnership. The Commissioning Board decided that it should develop a strategic framework for adult mental health services which would describe the optimum model for these services, which all four organisations would use to underpin the development of services across the ABMU area. This paper outlines the process which has been followed for developing the Adult Mental Health Strategic Framework and the next steps planned.

2. Background

- 2.1 The Commissioning Board agreed a project plan for this work so that actions could be included in the Health Board's plans for 2018 and onwards and also incorporated into the Western Bay Area Plan and Local Authority plans as appropriate. As part of this project plan it was agreed by all agencies that:
- Engagement with service users, potential service users, their carers and families needed to be central to the development of the framework;
 - Engagement with the voluntary sector experienced in supporting people with mental health problems and their families should be utilised in the development of the framework;
 - Engagement with staff also needed to influence the framework;
 - Existing and past work which is underway / has been carried out on how Mental Health services should change, by individual Local Authorities and Western Bay, should be analysed to identify if and how this should be included in the framework;
 - Evidence about effectiveness of interventions / services should be reviewed to inform the framework;
 - Examples of good practice elsewhere within Wales, the UK and beyond should be used to develop the framework.

3. Assessment

- 3.1 In 2017 engagement took place with services users, potential services users and their carers and families. The approach was co-designed and co-produced with the elected service user and carer representatives from the ABMU Together for Mental Health Local Partnership Board, and used the "In Your Shoes" methodology developed and used for the Health Board's values and behaviour framework.

In all 13 dedicated half-day events were held across the ABMU area, in different community locations and at different times (morning, afternoon, evening), giving people the opportunity to tell us about their experiences. Each of these sessions comprised of an hour where the service user / carer was paired with a "listener" (a member of staff from the Health Board, Social Services or voluntary sector organisation) to tell their experiences – focusing on the good, bad and what would have made a

difference to their experience. The second hour was spent grouping the themes which had emerged from individual discussions. The ABM Community Health Council attended these events and spoke to attendees to ascertain their views on the process. Their evaluation report is available as **Appendix A**.

In addition to these sessions the same issues were discussed in some group settings:

- Taith Newydd (Low Secure) patients;
- SUN group (Bridgend support group for people with long-term enduring mental health problems);
- Mental Health voluntary sector forum, Swansea (group of providers who have wide experience of working with mental health service users);
- Carers Mental Health Group, Swansea (a support group specifically for carers of people with mental health problems);
- Deaf Focus Group (a group of people for whom British Sign Language is their first language, as the deaf community has a higher proportion of mental health problems compared to the rest of the population);
- The Western Bay Substance Misuse service user forum also discussed their experiences as a group and fed these into one of the above events.

Overall a total of 105 individuals gave up their time to attend one of the 2 hour events and tell us in detail about their experiences. In addition approximately 170 other people were involved in giving their views, either via the online survey which accompanied the events, or through the above group discussions or written submissions.

Subsequent to this two feedback sessions were held where all those involved in the events and engagement were invited to hear us feedback the themes which had been highlighted through the engagement process and give them the opportunity to:

- Check that they recognised the issues raised from their experiences;
- Tell us if any issues had been described inaccurately, misrepresented or if there were any issues missing;
- In groups identify the top 3 things which would make the most difference to their experience going forward and their top 3 priorities were:
 - Change culture attitudes
 - Enable and empower people to make their own decisions i.e. coproduction – not lip service
 - Movement from medical to a psycho social model

The main findings from the engagement process and the feedback events are detailed in **Appendix B**.

Discussions were then held with the Directors of Social Services of the 3 partner Local Authorities to outline the work completed on the Strategic Framework including the findings from the engagement. As a result an Optimum Model working group was established between the Health Board and the 3 Local Authorities to review the Western Bay, Health Board and Local Authorities work being undertaken on mental health services and to ensure these aligned with the service model based on the engagement. In these discussions the following was confirmed by way of commitment to taking the work on the Strategic Framework forward:

- Agreement across all agencies that views shared through the engagement process must influence the strategic framework and the priorities arising from it;
- All organisations agreed that they do not want to continue to oversee a system which provides services that result in the negative experiences consistently related through the engagement process;
- A clear commitment to change services and their focus and to address the attitudes and behaviours which people have told us can be such a barrier to them accessing the support they need.

Drafts of the framework have been revised following feedback from the Commissioning Board, the elected service user, carer and voluntary sector representatives on the Together for Mental Health Local Partnership Board and members of the Optimum Model working group.

The final draft of the Adult Mental Health Strategic Framework is attached as **Appendix C**. This outlines the need to significantly transform our current pattern of services which will require formal project management support. Integrated Care Funding has been agreed through Western Bay for a Project Manager to support implementation and the role has been agreed with the Delivery Unit, Strategy Directorate and the Local Authorities and is out to recruitment currently.

The approvals process for the framework is as outlined below:

- Mental Health / Learning Disabilities Commissioning Board on 21st September 2018 - approved
- Together for Mental Health Local Partnership Board on 27th September 2018 - approved
- ABMU Health Board's Senior Leadership Team on 3rd October 2018 - approved
- Western Bay Programme Team on 11th October 2018 - approved
- Western Bay Regional Partnership Board on 30th October 2018 – approved
- Bridgend, Neath Port Talbot and Swansea Local Authority Cabinets – being considered during November 2018 – March 2019
- ABMU Health Board on 29th November 2018

3.2 Conclusion

The Adult Mental Health Strategic Framework has been developed through an innovative approach to engagement and co-production with mental health service users and carers and has aligned Health Board and Local Authorities' approaches with the priorities identified by

service users and carers. The Welsh Government lead for Mental Health requested a presentation from the Health Board, supported by the Local Authorities, on the methodology used to develop the framework and commended us on our work.

3.3 Recommendations

The Cabinet is asked to:

- Note the significant work undertaken to develop the Strategic Framework, including the substantial co-production with service users, carers and the voluntary sector;
- Note the substantial engagement process undertaken, the resultant feedback from the engagement process and the priorities for action identified by service users and carers;
- Note that the framework is consistent with the Council's wider strategic intent to promote a more preventative approach including developments such as Housing First.
- Approve the Adult Mental Health Strategic Framework (which has been agreed by the Western Bay Regional Partnership Board).

4. Equality and Engagement Implications

- 4.1 The Council is subject to the Public Sector Equality Duty (Wales) and must, in the exercise of their functions, have due regard to the need to:
- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
 - Advance equality of opportunity between people who share a protected characteristic and those who do not.
 - Foster good relations between people who share a protected characteristic and those who do not.

Our Equality Impact Assessment process ensures that we have paid due regard to the above.

5. Financial Implications

- 5.1 Whilst there are no immediate financial implications arising from this report, acceptance would result in additional expenditure at a future time if the ambition set out within the framework is to be fully realised. Acceptance does not mean that additional resources will be made available and it should be assumed that future spending needs will need to be contained within an available budget provision and have full and due regard to the budget principles set out in 'Sustainable Swansea – Fit for the Future'. There is some additional funding for the development of mental health services being made available through health boards with an expectation that investment decisions are made on a partnership basis. The likely levels of future budget allocations from the Council's core budget will require due regard to the budget and medium term financial plan.

6. Legal Implications

- 6.1 By approving and adopting the Adult Mental Health Strategic Framework, the Council will be facilitating the discharge of its duties under the Mental Health Act 1983, Mental Health (Wales) Measure 2010, Social Services and Wellbeing Act 2014 and the Future Generations Act 2015.

Background Papers: EIA Screening Form

Appendices:

Appendix A – CHC evaluation of engagement process

Appendix B – Main findings from engagement process

Appendix C – Final draft of Our Strategic Framework for Mental Health Services for Adults



‘So tell us what
you think’ events,
ABM CHC
feedback report
July 2017

Background:

Staff and members of Abertawe Bro Morgannwg Community Health Council (ABM CHC) attended twelve of the thirteen events held. The role of the CHC was to collect views from members of the public attending on the process of engagement. Views were collected from all thirteen events.

What we did:

Following the one to one and the common themes group session, we asked those attending:

1. Did you have the chance to say everything you wanted to say?
2. Do you think your views were listened to?

We also asked for any comments people would like to leave. **What people told us:**

We received 50 responses.

46 people told us that they had the chance to say everything they wanted to say and that their views were listened to.

1 person at the Pontarddulais event told us they weren't quite sure whether they had had the chance to say everything but they did think their views had been listened to.

1 person at the Richard Price Centre told us they didn't have enough time to say everything they wanted to say, but that was because they had been through a lot. They said they thought their views had been listened to.

1 person at the Bridgend Life Centre told us they didn't have enough time to say everything they wanted to say, as they kept thinking of more things to say. They told us that they would e-mail the health board with the other things. They said they thought their views had been listened to.

1 person at Reynoldston told us the event was not what they had hoped; they thought it was being held to gain access to support. They said they thought their views had been listened to.

Below are the comments received:

It was good to talk about everything

- Nice to talk about my experience
- Nice refreshing idea, it's the way forward
- Nice to know that people have been listened to and included in the next process event for outcomes
- Very helpful, listening is so important in designing future services
- Very good to be able to inform the Health Board of experiences in the community
- Very positive day, felt listened to. It was a very comfortable conversation with the listener, flowing. Everything I felt was discussed. I feel there will be a lot of positive progress in the near future. So glad I came to express different views. Fun day
- Think more people should help these events as it is us who help change things that need changing
- I got to speak about the concerns and experiences of mental health/learning difficulties in a rural setting. Listener took the time to listen and note all that I was saying
- I felt it was about time mental health came to the front and was openly discussed
- Allowed me to see I wasn't alone
- Let me know I am not alone and to meet others who can relate and offer support
- It was great to meet like-minded people and share experiences
- It allowed me to see that it is okay to speak up about mental health and to know I am not strange. It gave me the voice I needed to speak up
- It was good to feel someone cared
I felt that the comments made and stories shared will help to improve mental health issues
- Very interesting morning, would like to attend again

- I can only hope that provision for funding improves for adults suffering from or developing the onset of mental health problems improves
- Could express views, less intimidating. Reaction from interviewer was positive.
- Happy with how everything went, would like to see positive results as have personal and work involvement
- Feedback was good, listener really engaged
- One to one session could have been a little longer. Opportunities to feedback via e-mail may have given more people opportunity to respond with a wider range of views
- Good to give ethnic minority groups a chance to speak up and access support
- Very pleased with what was said. I'd love to have more events
- Made to feel at ease and encouraged to talk openly about previous experiences, both positive and negative. I felt my views and opinions were valued and respected. Professional support was excellent but also fun and engaging. Thank you Ian
- You cannot improve perfection
- The lady that listened seemed very pleasant and friendly. She didn't interrupt and was professional. It was most beneficial to have the one to one, thank you
- A very interesting event and I'm looking forward to seeing what comes of it. I would certainly be interested in attending again
- Felt comfortable talking about my experiences. One to one was a good option and personal
I'm looking forward to attending the feedback event
- Good event it was, nice to be listened to, thanks very much
- I thought that the event was excellent in all aspects, many thanks
- Good opportunity to get views across, hopefully things will now change

- It was good to get the chance to talk – hopefully they take notice
- Good event, it was lovely to be listened to, thank you
- Excellent idea – much appreciated
- Nothing good about the experience – felt today was very positive
- The Health Board seems to be beginning to listen

Summary:

The feedback received was very positive. Members of the public were made to feel comfortable and at ease. People found the event beneficial, especially the one to one session.

The majority of people felt they had had the chance to say what they wanted. The few who didn't knew that they could e-mail the Health Board with further concerns or understood why they didn't get to say everything. It is hoped that the person attending to access support was guided in the right direction.

Everyone we spoke to felt their views had been listened to, and people were looking forward to attending the follow up events later in the year.

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Themes from Mental Health Engagement

Positives

- Some staff, from all professions and organisations, are going over and above to support people effectively
- Services provided by the voluntary sector (as long as these are in addition to, not instead of, statutory sector services)
- One member of clinical staff in ABMU who uses British Sign Language
- Access to physical activity / exercise (for some)
- Third sector liaison role for signposting from GP
- Wellbeing / mindfulness classes
- Support groups for service users and carers groups
- Employers supportive and enabling quicker access to services (for some)
-

Issues – Attitudes / Behaviours

- Communication key but quality and clarity extremely variable
- Lack of basic awareness and skills in mental health across lots of services which impact people's ability to access services (not just health & social)
- Poor / lack of response to people's phone calls / contact with services
- Major issues over lack of communication / involvement / support for carers of people with mental health problems
- Impacts of benefits changes significant, but not seen as "our problem" by health
- Staff don't have time to listen / are overwhelmed
- Attitudes of staff vary from excellent to appalling – need to consistently improve everyone's whatever their role – their impact can be huge
- Confusion about ability to share information – confidentiality trumps "best interest"
- Need to change focus to people's abilities not inabilities - positivity
- Collaboration & partnership key between agencies
- Services need to be working in partnership to find solutions for the service user – true co-production
- Focus on mental health issues without holistic focus – spiritual, pastoral support, advice on money and housing for example
- Lack of compassion / empathy – "plenty of people are worse off than you", "just sort yourself out"
- Poor communication / listening skills
- Staff don't take responsibility for sorting out problems – just pass you onto someone else who might be able to help
- Need more people with mental health problems taking a lead in services
- Need greater focus on how to keep good mental health throughout education system

Issues – Services

- Lack of early intervention / preventative services to stop exacerbations of problems
- If relationships with a professional break down no alternative is given – significantly impacting on outcomes
- Lack of easily accessible, up to date, information on what services are available in different areas to support people
- Particular problems getting in touch with & accessing services from one CMHT
- Too reliant on medical model – not enough alternative activities / options available to people – not holistic
- Dual diagnosis “ping pong”
- “One size fits all” mentality
- Lack of choice – you either take what is on offer or go without
- Our processes & silo working impede or at worst stop people being able to access services they need
- We expect people to be functioning effectively in their day to day life to access our services and if they aren’t we penalise them
- Over reliance on medication to “get better”, and not with other support alongside – little talking therapies available / offered
- Little information and support to help prepare for and cope with side-effects of medication
- Lack of timely follow up / reviews of medication
- Time with psychiatrist varies – feels like favouritism
- No follow up after diagnosis, causing problems to exacerbate
- Passing the buck between services – no responsibility for ensuring service users get the support they need
- Significant transition issues – from young person to adult & adult to elderly and geographically
- Need better access to counselling
- Lack of emphasis on wellbeing in work
- No / little access to advocacy
- Lack of services where English is not first language
- No training or skills development for service users / carers / families to help them support and take control of their condition
- Lack of access to GPs / general medical care
- Lack of access to services in rural areas
- Provision needs to be based on prudent healthcare approach – particularly co-production and do no harm
- Waiting times to access services / get support before problems escalate too long
- Reducing options for drop in and informal support due to funding or venues being withdrawn
- Difficulties in accessing Crisis Teams – with people being told to ring the police instead
- No / little meaningful involvement of service users or families in care planning – seen as annual “tick box” process



Our Strategic Framework for Mental Health Services for Adults

Final Draft

20.9.18

1. Introduction

In May 2017 ABMU Health Board, Bridgend County Borough Council, Neath Port Talbot County Borough Council and Swansea Council agreed that they would develop a strategic framework for mental health services for adults. This would be used to ensure there was a clear direction for these services going forward. As part of this, meaningful engagement with users of services and their carers / families plus those who have tried to access our services was felt to be crucial to ensure that this framework addressed the issues which our population face when trying to get support from our services.

This draft strategic framework has been developed by the above four organisations, based on evidence about what works best and what our service users and their carers / families have told us needs to improve and change.

2. Background

The Social Services and Well-being (Wales) Act 2014 came into force on 6th April 2016. It contains some fundamental principles:

Voice and control – putting the individual and their needs, at the centre of their care, and giving them a voice in, and control over reaching the outcomes that help them achieve well-being

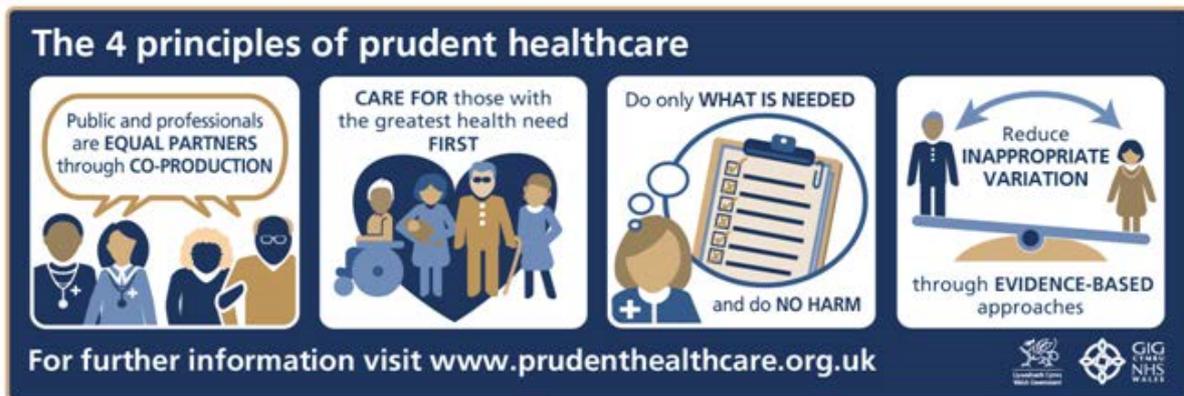
Prevention and early intervention – increasing preventative services within the community to minimise the escalation of critical need

Well-being – supporting people to achieve their own well-being and measuring the success of care, help and support available

Co-production – encouraging individuals to become more involved in the design and delivery of services

These principles are fundamental to this Strategic Framework and reflect the issues raised by service users and their carers in the engagement carried out to inform this work, as outlined in section 5 below.

Prudent healthcare was endorsed by the Minister for Health and Social Services in January 2015. The four principles of prudent healthcare are detailed overleaf:



- Achieve health and wellbeing with the public, patients and professionals as equal partners through co-production
- Care for those with the greatest health need first, making the most effective use of all skills and resources
- Do only what is needed, no more, no less, and do no harm
- Reduce inappropriate variation (inappropriate differences between the help and support available to different people) using evidence based practices consistently and transparently

Again these principles are also fundamental to this Strategic Framework, and are consistent with the issues and priorities raised through the engagement with service users and their carers.

3. Level of Need

The following facts have been provided by the Mental Health Foundation through their 'Mental Health in Wales Fundamental Facts 2016' paper:-

- 13% of adults (aged 16 and older) living in Wales were reported to have received treatment for a mental health problem, an increase from 12% reported in 2014.
- A higher percentage of women report being treated for a mental health problem than men (16% vs 10%). Mental health problems affect more than 1 in 10 women during pregnancy and the first year after childbirth, and can have a devastating impact on new mothers and their families.
- The overall cost of mental health problems in Wales is an estimated £7.2 billion a year
- In Wales, around £600m is invested in mental health services a year, which is more than any other service in the NHS.

- Over the last 30 years, the service provision for people with a mental health problem in Wales has changed to become more community based.
- The number of people resident in hospital continues to decrease from 1821 in 2010 to 1441 in 2015.
- Mental ill health can have a significant impact on life expectancy and is a key cause of health inequalities. Research undertaken in the UK in 2011, found that people with severe and enduring mental health problems die on average 10 years earlier than the general population.
- Data from the 2011 census shows that in Wales there were 370,230 people providing unpaid care, reflecting 12% of the population, a slightly higher percentage than the overall UK average of 10.3%.
- Data from the 2011 Census shows in Wales that around 1 in 20 women were providing 50 or more hours of unpaid care a week to an adult relative, friend or neighbour that has a long-term physical or mental health problem
- Self-harm is a growing problem in Wales with approximately 5,500 emergency admissions to hospital each year.
- According to the Office of National Statistics suicide prevalence in Wales decreased from 14.7 per 100,000 in 2013 to 9.2 per 100,000 in 2014.
- Findings from the 2015 Welsh Health Survey (adult) found that there was poorer mental health in more deprived areas (8% in least deprived areas – 20% in most deprived areas).

The Western Bay Population Assessment (April 2017) identifies a number of challenges facing our area:

- GPs treat the highest proportions and numbers of people with mental disorders. The majority of people with mental health issues either live in the local community with minimal support from Adult Social Care (ASC) or from specialist mental health services, they either self-manage, have family/community support or access primary health care.
- There are also a significant number of people with serious mental health problems who are supported to live in the community by specialist community services
- Secure settings, residential care and nursing care are used more than they should be and service users can stay in them longer than is ideal.

- There is a lack of specialist mental health respite/short term crisis beds to use to stabilise a person during a mental health relapse so to be safe staff may choose to use residential care
- There is a lack of specialist mental health step down services to help people make the transition from hospital or from a residential care setting back to the community so there is a tendency to support people in residential setting for longer
- There is a lack of acute mental health beds which means there is significant pressure to discharge people from hospital as quickly as possible. Sometimes this is before people are ready to move back to their home in which case a safe place needs to be found
- There is a lack of specialist community mental health recovery / reablement service to continue to support people to recover in a community setting, and;
- There is a lack of community based support services that can meet the needs of people with complex mental health needs, notably behaviour that is challenging to services. This includes a lack of:
 - Mental health supported living services
 - Shared lives carers with mental health expertise
 - Housing (specialist and disbursed) that is suitable for adults with mental health needs
- Currently people with mental health needs can often only access generic support until they experience a mental health crisis that brings them into contact with specialist services. When this is the case, individual outcomes and wellbeing suffer and support costs escalate. Specialist mental health respite/short term crisis beds are used to stabilise a person during a mental health relapse which could lead to the use of residential care.
- It is expected that demand on all social care services will grow due to the anticipated demographic changes in Western Bay. Projections indicate that there will be an increase of people with a mental health problem.

4. Engagement Feedback

An engagement process was co-designed and co-produced with elected service user and carer representatives from the ABMU Together for Mental Health Local Partnership Board, loosely based on the “In Your Shoes” approach used by the Health Board previously. A total of 13 events were held across the Western Bay area, in different locations and

varying times, giving people the opportunity to tell us about their experiences. In each of these sessions one hour was spent with a service user / carer telling a member of staff or a facilitator from the voluntary sector (listener) about their experiences, good and bad, and identifying what would have made a positive difference to their experience. The second hour was spent grouping these issues. In addition the same questions were discussed in some established forums for mental health service users and their carers. Focus groups were also held in the Low Secure facility within ABMU and with the deaf community. The Western Bay Substance Misuse service user forum also discussed their experiences as a group and fed these into one of the above events.

In total 105 individuals gave their time to tell us in depth about their experiences of our services and in addition 170 people have been involved in giving their views either via an online survey or through discussions / submissions.

Two feedback events were then held where all those who had participated in the engagement, service users, carers, voluntary sector and staff were invited back to hear the feedback from the engagement and asked whether they recognised the issues raised from their experiences. They were also asked whether there were any issues omitted and what their three top priorities for action would be.

In summary the engagement and feedback events highlighted the one key statement which service users and their carers wanted to underpin all that we did:

Work with us, not do to us

Their top priorities are:

- Change culture / attitudes:
 - Staff training / development
 - Leading to good communication, consistently, in an empathetic and compassionate way
 - People being really listened to and given support to address all the issues facing them, which in turn impact on their mental health
- Movement from medical to psycho-social model, with a true focus on them holistically and all their needs, not just their mental illness
- Enabling and empowering people to make their own decisions - coproduction real, not lip service

- Training / skills for service users, their carers and families to help them manage their mental health problems better and take more control
- Wider range of activities provided / low-level counselling and support to address issues which impact on mental health Detailed information on the range of issues raised through the engagement is contained as **Appendix A**.

5. Evidence / Rationale for Change

5.1 Based on Engagement with Service Users and Carers After presentation of the findings from the engagement to the four sponsoring organisations it was recognised these issues would only be addressed by a fundamental change to the existing pattern of services for adults with mental health problems. This will need to be a transformational change programme, with service users and carers and staff being central to the implementation of a new pattern of services. To achieve the requirements outlined below all the agencies believe that dedicated programme management on a multi-agency basis will be needed to achieve the key components of the new model of care outlined in section 6 below.

Fundamental to the proposed new model of services is the recognition that mental health services need to be formed using the same “building blocks” as other services provided within the Western Bay area. Currently teams do not share boundaries with other key services which they should link with and support, making it much more difficult than it needs to be for mental health services to be accessed.

Waiting times for some services, particularly counselling and outpatient appointments, have been identified as a key barrier to people getting timely support, and therefore their conditions deteriorating while they are waiting. The new model of services will need to be based on easily accessible services where waiting times are at a minimum.

Most services available to support people with mental health service users operate Monday to Friday and often 9-5. Service users and their carers highlighted that weekends and evenings can be times of heightened concerns and isolation. In order for the future model of services to be successful there needs to be services available 7 days a week and for extended hours, to prevent mental health problems exacerbating. The lack of services run by people with lived experience of mental illness and their carers, and funded appropriately was also highlighted as a significant gap

which should be addressed in any future model of service. The new model needs to ensure that services we provide or commission in future should give opportunities for people with lived experience of mental health problems to become peer support workers and gain access to paid employment and volunteering.

Fundamental to the new model needs to be the principle that support must be made available when the service user or their carers identify they need it, rather than having to wait for circumstances to deteriorate before meeting the criteria for support to be provided.

All services and their staff will work jointly with service users and their carers to provide a package of support co-produced with them, not just based on medication.

Another key issue which needs to be addressed are the transitions between services – from adolescent to adulthood and adulthood to older people as well as between services aimed at meeting different, cooccurring needs, such as substance misuse, learning disabilities and mental health.

Services in future need to be specifically designed to be responsive to the needs of those in rural areas and those with specific needs, such as the deaf community, the homeless, Veterans, travellers, ethnic groups, refugees, LGBTQ (lesbian, gay, bisexual, transgender and questioning) and those in prison.

In providing services in the future, we need to ensure that support is available to meet the mental health needs of staff within health, social care and other workplaces.

In order to support the new model of care, training and skills development for staff, volunteers, service users and their carers will be crucial. In addition pre-registration training for health and social care professionals will need to change to reflect the new model of care outlined here so that newly qualified practitioners can work effectively within it.

5.2 Based on Alder Advice Report for Western Bay on Unmet Mental Health Needs Service Development Review

In late 2017 the findings from Alder Advice were published. The aim of this report was to identify gaps in the system of care and support against the Western Bay vision of a future for mental health care and support as “having an integrated whole system of care and support that consistently focuses on enabling recovery and maximising independence, while keeping people safe during acute mental health episodes”.

The scope of the report covered 430 people from Western Bay who have complex mental health needs and are either jointly supported by adult social care and ABMU Health Board's multidisciplinary community mental health teams or are supported in NHS low or medium secure settings. The report states that "the current care and support system was considered to be a long way away from the vision for the future". To assess the impact of this difference front line staff were asked whether the current support for each individual service users was "ideal" and if it was not we asked how it could be improved so it was "ideal". This found that staff considered 24% to 33% of people had support that was not ideal. The support that was considered "not ideal" was concentrated in the more intensive end of care and support with 90 out of 104 people with support deemed "not ideal" being supported in 24/7 and accommodation based models.

The main shifts identified by staff were from residential care and from secure settings to various supported living or community support models. This highlights the need for step down services and improved community support options to reduce the over reliance on 24/7 models.

Key priorities for improvement were identified in the Alder Report as:

- Improved transition planning (from children & young people's services into adult mental health services)
- Improve the fluidity and flexibility within the system, notably within and between existing services so support can more easily be adjusted up or down as the mental health needs of individual service users fluctuate
- Reduce reliance on 24/7 care models by resettling people where possible when their existing placement is no longer fully appropriate and use the savings achieved to fund:
 - Improvement in early intervention services so mental health crisis are minimised
 - Developments to community support infrastructure capacity as an alternative to 24/7 support models
 - Prevention activities

6. Outline of Proposed New Service Model

The Health Board and Local Authorities within the Western Bay region have agreed that their mental health services need to be transformed to provide modernised, integrated services, aimed at earlier intervention with a focus on prevention.

6.1 What does good look like?

The aim is to support people of all ages to live as full a life as possible with community based help and support seen as the norm and hospital care the exception.

This would be achieved by delivering a range of services which are available to everyone experiencing mental health problems, irrespective of the severity, aimed at prevention and earlier intervention. The new model aims to stop problems occurring or getting worse which will affect people's mental health as well as providing earlier support for people whose mental health is deteriorating. This will include options to easily help people be confident to deal with problems themselves as much as possible and more complex interventions and approaches reserved for addressing more complex needs.

The Health Board and Local Authorities within the Western Bay region have identified the following priorities:

- Increasing partnership/integrated working across Western Bay (pooling budgets, aligning services, jointly planning, commissioning and procuring services)
- Ensuring up to date, easily accessible information is available for service users, carers and professionals on help and support available
- Developing a single point of access for people requiring mental health services
- Strengthening progression pathways that prevent hospital admissions and promote early hospital discharge
- Delivering a strategic approach to ensure individual outcomes are met
- Strengthening the transition process
- Supporting people and carers in ways that promote independence
- Developing localised community support networks
- Developing a range of preventative services within the community
- Developing modern accommodation models
- Ensuring help and support packages are tailored to the needs of the individual and are reviewed appropriately
- Modernising day services
- Promoting and increasing the uptake of Direct Payments where appropriate

- Developing and strengthening support for people with substance misuse issues, particularly our prison population
- Developing clear pathways for people with dementia
- Promoting mental wellbeing and helping to build resilience for people, families and communities
- Working with people, families and communities to develop and provide mental health help and support

6.2 The New Model of Care

Outlined on the next few pages are the components of the new model of care we are proposing, based on what service users and their carers told us needed to be different in future. Key to the new model is that anyone who has mental health problems, irrespective of the severity, has the right to receive help and support which aims to prevent problems and intervene earlier to stop problems escalating.

These generic services will include:

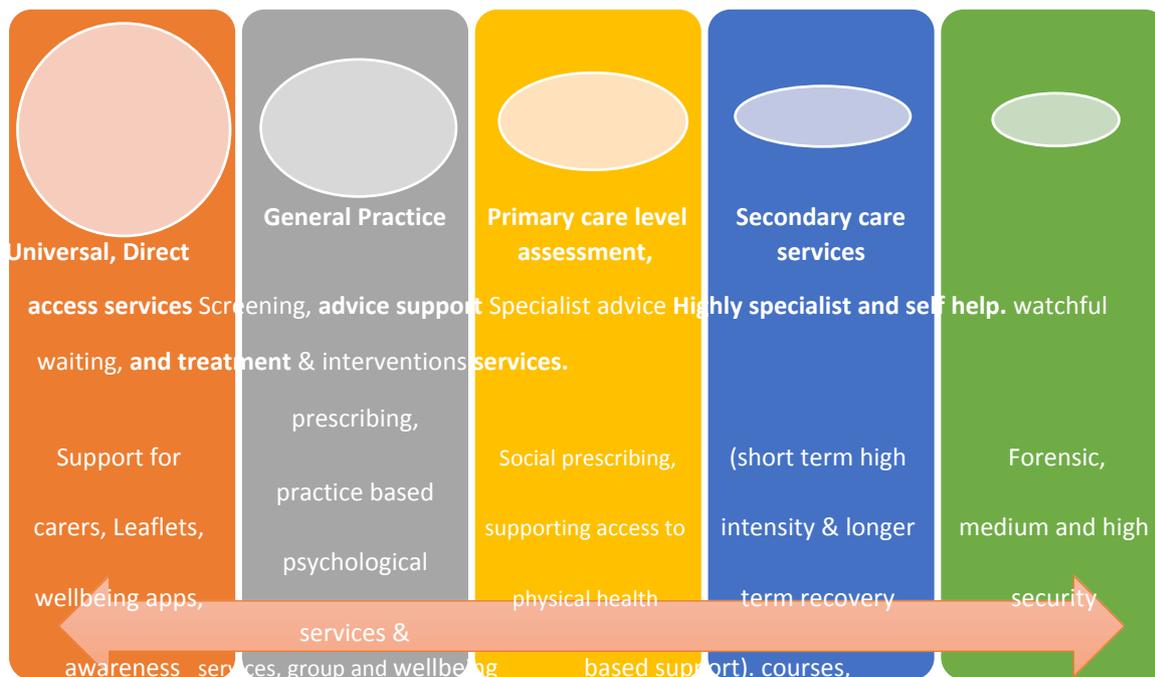
- Citizens advice and similar information / advice services
- Housing and benefits advice
- Access to leisure (A discount scheme for people with disabilities, low incomes or in full-time education to take part in leisure and sports activities at reduced rates)
- Access to Primary Care and generic physical healthcare services
- Mental Health website and accessible, up-to-date information on help and support available
- Employment and education support to access and sustain work
- Emotional Health drop in hub providing wellbeing services to maintain and improve their mental health (without referral)
- Drug and alcohol drop in hub
- Training and support for carers
- Spiritual and pastoral support
- Self-help and Self-care recovery college to help people to become experts in their own self-care and enable family and friends, carers and staff to better understand mental health
- Range of third sector peer / activity groups and support networks through a Clubhouse approach, based on a non-clinical co-production approach giving its members a place to go, meaningful work, meaningful relationships and a place to return

As well as these generic services, a range of services will be in place to ensure that people can receive support specifically for their mental health problems, aimed at earlier intervention and prevention of problems getting worse. These will include:

- A single point of contact for a local area, where the services sort out the range of support required for an individual and their family, rather than them being required to navigate multiple access points to get this support
- Integrated (health, social care and voluntary sector) teams which will:
 - Take responsibility for the full range of needs of individuals in a geographical area (rather than a range of separate teams meeting specific needs)
 - Be coterminous with GP Clusters so as to ensure clear relationships and support arrangements from primary care to more specialised services and back as required, including where there are dual diagnosis issues (be it substance misuse or learning disabilities)
 - Have access to a full range of support services, as outlined in the previous section, for people who need assistance to avoid their mental health deteriorating, including when people are in crisis, – such as spiritual and pastoral support, housing, benefits, financial advice and work and volunteering opportunities
 - Have access to crisis beds / safe places for service users when their needs can't be effectively met in the community
- A range of community based facilities which are open to all, and wherever possible without age restrictions, which would assist with transitions
- A range of services available to support people 7 days a week, for extended hours, rather than the traditional 5 days a week, 9-5pm
- Drop in services which are available for extended days and at weekends
- Information which is readily available for service users and carers in accessible formats and other professionals on the range of services available to help and support them
- Crisis cards / discharge advice numbers for the local integrated teams to access support irrespective of the issue
- Services which are user led and which support service users and their carers to take more active control of their mental health and wellbeing

- Opportunities within the services we provide and commission for people with lived experience of mental health problems to become peer support workers and gain access to paid employment and volunteering
 - Support being made available when the service user or their carers identify they need it, rather than having to wait for circumstances to deteriorate before meeting the criteria for support to be provided
- A range of housing options available for people with mental health problems, both in facilities with others with lived experience of mental health problems, and where this isn't the case, dependent on their preferences and how best their needs can be met
- Floating tenancy support to assist those with mental health problems who need practical support with budgeting and home management
- Provision of direct payments, where appropriate, to tailor support for people with mental health problems
- Employment and education support for people with mental health problems to enable them to access and sustain work
- Local clinics to meet specific needs (e.g. lithium, health screening)
- Care coordination, assertive outreach and intensive support, accessed through the local integrated teams
- Where required, forensic community support, prison and criminal justice liaison
- Range of specialist services (e.g. psychological therapies) which can be accessed through the local integrated teams
- Small number of acute assessment beds, provided within local areas, accessed by the local integrated teams when a person's mental health issues cannot be managed through the crisis beds or safe places
- Access to low secure, medium secure and specialist placements as required to meet the specific high level needs of a small number of people within our population

The diagram below shows these different services, which can be accessed by people depending on their needs:



Wellbeing and universal services available to people across all services

In order for this new model to become a reality the following will be required:

- Detailed planning of an implementation programme which over time sees the introduction of the new model
- Dedicated project management to oversee this implementation, with service users, their carers and families being involved throughout
- Staff training and development so that existing and new staff have the skills and values to deliver this new model
- Education on mental health needs to be provided in schools, colleges and workplaces to reduce stigma and increase people's ability to manage their own mental health
- Training and skills for service users, their carers and families to help them manage their mental health problems better and take

more control by being enabled and empowered to make their own decisions

- Funding to increase the level and range of services available to help and support as part of the generic services described in Section 6.2 above

7. Next Steps

This draft Strategic Framework has been co-developed and co-produced with the group of service users and carers elected to the Together for Mental Health Partnership Board and the joint Health Board and Local Authorities' Optimum Model working group. The draft Strategic Framework was considered by the Western Bay Regional Partnership Board on 7th December 2017 and the Health Board on 8th December 2017 for approval to:

- Undertake further work on the implementation of the framework with the Optimum Model Working Group;
- Identify resources needed to support the implementation of the framework;
- Incorporate the findings of the Alder Advice Report on Unmet Mental Health Needs Service Development Review into the Framework;

This work has now been completed and this revised Strategic Framework is the result. It is intended that the Framework will go through the following approval processes prior to being adopted by partner organisations:

- Mental Health / Learning Disabilities Commissioning Board on 21st September 2018 - approved
- Together for Mental Health Local Partnership Board on 27th September 2018 - approved
- ABMU Health Board's Senior Leadership Team on 3rd October 2018
 - Western Bay Programme Team on 11th October 2018 - approved
- Bridgend, Neath Port Talbot and Swansea Local Authority Cabinets October 2018 - approved
- Western Bay Regional Partnership Board on 30th October 2018 - approved
- ABMU Health Board on 29th November 2018

- Local Authority Cabinets in November / December 2018

A Project Manager has been financed from the Integrated Care Fund and this post is currently out to advert and will be in place to support implementation of the Framework once approved.

Agenda Item 8.



Report of the Cabinet Member for Children's Services Young People

Cabinet – 18 April 2019

Establishment of a Stand-Alone Youth Offending Service for Swansea

| | |
|------------------------------------|---|
| Purpose: | <ul style="list-style-type: none">• To inform Cabinet of the outcome of the recent Youth Offending Service (YOS) inspection.• To gain approval to disaggregate the YOS for Swansea from the regional Western Bay Youth Justice and Early Intervention Service (WBYJEIS) collaboration. |
| Policy Framework: | Crime and Disorder Act 1998 |
| Consultation: | Access to Services, Finance, Legal and WBYJB |
| Recommendation(s): | It is recommended that: 1) The final inspection report from the inspection of YOS is noted and the initial action plan agreed. 2) Agreement is reached to disaggregate the regional arrangements for YOS and develop a stand-alone service for Swansea. |
| Report Author: | Julie Thomas |
| Finance Officer: | Chris Davies |
| Legal Officer: | Tracey Meredith |
| Access to Services Officer: | Rhian Millar |

Introduction

- 1.1 The Western Bay Youth Offending Service (WBYOS) was inspected in December 2018, and the final inspection report confirms that the service has been found inadequate and an organisational alert has been issued.

1.2 An extraordinary meeting of the WBYJB was held on Thursday 17th January, 2019, where it was agreed to disaggregate the service and establish three separate teams for Swansea, NPT and Bridgend, with separate management boards. It is a statutory requirement for management boards to be established.

2. Background

2.1 The Crime and Disorder Act 1998 (the Act) is the primary legislation leading to the requirement and establishment in April 2000 of Youth Offending Teams (YOTs) across England and Wales.

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

2.3 Bridgend, Neath Port Talbot and Swansea Youth Offending Teams have been a merged service since 29 May 2014 when the first Western Bay Youth Justice and Early Intervention Service (WBYJEIS) Management Board was held and all local management boards ceased. The regional management board is chaired by the Neath Port Talbot Director of Social Services, Health and Housing and has a membership in line with the requirements of the Crime and Disorder Act 1998, including Cabinet Members from all three local authorities and the Police and Crime Commissioner. The service is hosted by Bridgend CBC.

2.4 During 2012 the three YOS managers of Bridgend, Neath Port Talbot and Swansea collectively agreed with their respective management boards that to make the service more resilient, in light of the likely financial challenges, that collaboration following the ABMU footprint would be explored. In December 2012 an interim combined Western Bay regional YOS management board was established. In 2013 each of the three Cabinets agreed to amalgamate the three Youth Offending Services in the Western Bay (WB) region. Local management boards and management arrangements of the services remained and a time limited, project manager appointed, funded by Welsh Government, until March 2014, to drive plans forward. The shared Service Manager post was appointed to at end of October 2014 and Locality Managers appointed by the end of the financial year 2014.

2.5 The vision was to develop a single identity concentrating on;

- Developing and sharing good practice and quality service delivery
- Creative vacancy management looking for opportunities as they present
- Effective joint resource management

- 2.6 This would provide
- Cost savings with no reduction in service
 - Or improved delivery with no increase in resource
 - An ability to sustain & improve current high performance
 - An ability to deliver on the multi-agency partnership aspect of the service.
- 2.7 The WBYJ and EISB expected significant reductions in grant funding for the year 2018/19, however grants were not reduced and the table below outlines how the service is currently funded;

| | BCBC | SCBC | NPTCBC | TOTAL |
|---------------------|------------------|------------------|----------------|------------------|
| Youth Justice Grant | 193,357 | 383,200 | 217,000 | 793,557 |
| WG PPE Grant | 319,641 | 262,321 | 136,249 | 718,211 |
| Other Income * | 221,229 | 220,606 | 163,281 | 605,115 |
| LA Core Budgets | 384,060 | 697,555 | 431,250 | 1,512,866 |
| TOTAL | 1,118,287 | 1,563,682 | 947,780 | 3,629,749 |

* Other income includes smaller grants and income from partners re shared posts

The development of regional working came at a time of significant financial challenge for all partners. As the service joined in 2014-2015 each local authority realised a 20% saving against core funding as a result of the amalgamated approach to the delivery of services.

- 2.8 The Annual Youth Justice plan was presented to Cabinet in Swansea in September 2017. The YOS annual performance report was presented to Scrutiny in October 2017 and 2018.
- 2.9 Over the past 4 years the service has gone through a period of constant change, including
- Moving from 3 locality managers to themed management arrangements delivered by 2 managers.
 - Reducing the overall number of staff from 106.9 full time equivalent in 2016 to 84.5 full time equivalent in 2017/18 by absorbing vacancies and staff adopting regional approaches to service delivery.
 - The information system moved from 3 individual databases to one achieving more efficient use of business support staff and allowing greater capacity for quality assurance purposes. This database, CACI, is hosted by Bridgend.
 - The plan for the Intervention Centre, currently based in Swansea, was to move to Neath Port Talbot. This will not take place with the provision remaining in Swansea.
 - Sharing expertise and good practice with key performance indicators improving year on year and comparatively across Wales. Only the three required YJB PI's were reported to the board. The inspection

feedback highlights that this resulted in the Board not truly understanding the work of YOS across the region.

The overall picture reported to the Board over the last 4 years was positive, with no safeguarding or performance issues emerging.

- 2.10 On 2nd November 2018 the WBYJEIS were given notice by HM Inspectorate of Probation that they intended to carry out a joint inspection of youth justice services delivered by Western Bay YOT in conjunction with the following partner inspectorates: Care Inspectorate Wales (CIW), Estyn, Healthcare Inspectorate Wales (HIW) and Her Majesty's Inspectorate of Constabulary and Fire and Rescue Service (HMICFRS) during the weeks commencing 26th November 2018 and 10th December 2018.
- 2.11 A telephone planning meeting took place on Tuesday 6th November 2018 between Alan MacDonald Head of Youth Inspections and Huw Fyfe Interim Service Manager along with other relevant representatives of the YOT. During this meeting the inspection process was discussed at length along with the requirement to provide the inspectorate with a substantial amount of evidence in advance to help them understand the organisation. In addition to this the inspectorate requested a list of cases from which they were able to select a sample which they looked at in detail during fieldwork week one.
- 2.12 On the 26th November 2018 in fieldwork week, inspectors examined case samples as well as interviewing case managers. Following concerns identified in the first fieldwork week, an organisational alert was raised on 30th November 2019 and the chair of the management board was asked to provide a plan of how the YOS and partners intended to satisfy the inspectors and themselves that:
- All children open to the YOS have an accurate assessment of their safety and wellbeing and are being safeguarded.
 - That the risk of harm posed to others by children under YOS supervision are fully understood and that plans are in place to manage these risks.
 - In all cases where there are concerns that children are vulnerable to, or are victims of child sexual exploitation, there are plans in place to ensure the safety of these children.
- 2.13 During fieldwork week two of the inspection Governance and Leadership was the main focus and members of the management board and the leads of key partner agencies were interviewed by inspectors. Verbal feedback and sight of the confidential draft report indicates that at a strategic level partnership arrangements were inadequate and the difficulties of working across three different social care arrangements had not been addressed at set up. The inspectors fed back that in relation to YOS, Local Authorities operated as three separate entities and that any positive cross authority working was largely dependent on individual initiatives, rather than being supported by appropriate management

structures and consistent policies and procedures. A ratings decision panel subsequently took place on 18th December 2019 and the indication is that the service will be rated as inadequate overall. A note of the ratings decision panel was provided at that time. The final report was published on the 28th March 2019.

- 2.14 A list of priorities was identified to satisfy the organisation alert. The organisational alert required a response from Swansea in relation to three cases. This was completed and no additional concerns expressed. Additional to this, insufficient operational management capacity and confusing structural arrangements were highlighted in the ratings panel decision note. Actions to address these issues are included in Appendix A. Following receipt of the final report, a comprehensive action plan has been developed to address all of the areas of concern that are contained within the published report. Good progress is already being made in key areas.
- 2.15 The likely findings around poor governance, ineffective strategy and particularly issues around safeguarding risks has led to an agreed position that it would be best for Swansea and NPT Councils not to proceed to set up a new regional service as planned. Instead the two Councils want to return to Local Youth Offending Services which work closely with their CFS and Young People's services on jointly assessing and managing risk and putting in place early intervention and prevention strategies for young people. This is important as more and more young people open to the YOS are also open cases to CFS and Young People Services and so joint working between the two is critical.
- 2.16 The Swansea YOS will move to the Directorate of Social Services. The statutory accountability for the YOS lies with the Chief Executive of each Local Authority Council.

3 Legal implications

- 3.1 There is no longer a requirement for a S33 agreement, as the service will cease to be a regional collaborative service.
- 3.2 The establishment of a Local Management Board will be required as this is a statutory requirement.

4. Equality and Engagement Implications

- 4.1 The Council is subject to the Public Sector Equality Duty (Wales) and must, in the exercise of their functions, have due regard to the need to:
- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
 - Advance equality of opportunity between people who share a protected characteristic and those who do not.
 - Foster good relations between people who share a protected characteristic and those who do not.

Our Equality Impact Assessment process ensures that we have paid due regard to the above.

- 4.2 An EIA has not been completed as the YOS is a statutory service with clearly defined duties and responsibilities as outlined in the YJB and WG Youth Offending Strategy. The service focuses on diverting children and young people away from the youth justice system wherever appropriate. Service delivery will continue to prioritise helping children and young people avoid criminal records that can hinder them reaching their potential in future years. The strategy is compatible with the UNCRC as children are seen as children first rather than offenders and their welfare remains paramount. Developing a Swansea locality team will provide opportunities to fully integrate YOS into local arrangements e.g. CFS and young people's services.
- 4.3 The Inspection feedback highlights that currently the service is not taking into account opportunities for people to use the Welsh language. This will be addressed in the action plan following the full inspection report becoming available.

5. Financial Implications

The financial implications are to be worked through as part of the disaggregation plan. Swansea is in a good position, as there is less impact in terms of vacancies resulting in shared posts. It is likely that the move will be cost neutral, although the appointment of an additional Senior SW Practitioner is advisable. Should additional funding be required, this will result in an equivalent increase in Social Services medium term financial plan savings requirements.

The PPE grant will require disaggregation for 2020/21, but will be distributed by Bridgend to NPT and Swansea for 2019/20.

Background Papers: None

Appendices: Appendix A

Action plan for Western Bay up until 31st March, through to its disaggregation starting from April 1st 2019

Appendix A

Shown below is a high level Improvement Plan that has been developed in response to the Joint Inspection by HM Inspectorate of Probation. This builds upon the list of priorities that were developed on receipt of the minute note from the Ratings Panel which was held on 18th December 2018.

The plan currently reflects the overarching actions that all Youth Justice Service's will need to take forward. The next stage of the process will be for each Youth Justice Service to develop this plan going forward within their local authorities.

| | |
|--|--|
| Service Areas | <p>Western Bay Youth Justice and Early Intervention Service – (Until March 31st 2019)</p> <p>From April 1st 2019, each local authority names below will be developing this action plan in relation to their own YJS area.</p> <p>Neath Port Talbot</p> <p>Swansea</p> <p>Bridgend</p> |
| Principal officers/Strategic Leads for NPT/Swansea/Bridgend YJS | <p>Alison Davies – Strategic lead for Neath Port Talbot</p> <p>Jay McCabe – Strategic lead for Swansea</p> <p>David Wright - Strategic lead for Bridgend</p> |

| Priority area | Action | Who | Target Date | Status |
|--|---|---|---|-----------|
| <ul style="list-style-type: none"> Organisational Alert. | Commission an experienced consultant to undertake a review of post-court cases as | Duncan Hodgson Director of Silver Bullet Consultancy Services. Duncan has extensive | Agreement in principal for this work to be undertaken and | Completed |

| | | | | |
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| | required under the organisational alert | experience and knowledge of Child view and asset plus and has worked with numerous Youth Justice Services. | completed by 31 st March 2019. | |
| <ul style="list-style-type: none"> Identify a Partner in practice to assist with improvement Journey. | As recommended by the inspection team, Hertfordshire YOS has agreed to be a partner in practice to assist in our improvement journey. Hertfordshire previously had an organisational alert and since have had an outstanding inspection outcome. | Nick Smith Service Manager (Hertfordshire YOS) and strategic leads will meet to discuss in what way Hertfordshire can assist in our improvement journey. | Strategic leads and operational managers have emailed Hertfordshire and Wrexham to arrange to visit. Further links have been made with Cwm Taff and visits are being booked within the fortnight | Completed |
| <ul style="list-style-type: none"> Operational Managers and Senior Practitioners to receive training on QA of Asset + Assessments. | A two day training event has been arranged to focus on the quality assurance & countersigning of assessments. | Duncan Hodgson Director of Silver Bullet Consultancy Services will deliver this training on 24 th January 2019 & 25 th January 2019. | 25 th January 2019 | Completed |
| <ul style="list-style-type: none"> Asset + training to be delivered to staff. | Refresher training to be arranged for all staff who under take asset plus assessments. | Duncan Hodgson Director of Silver Bullet Consultancy Services will deliver this training | Training has been booked for Bridgend – 14 th – 16 th May 2019 | Completed |

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| | | | NPT - 30 th April – 1 st May 2019 Swansea - 29 th - 30 th - May 2019 | |
| <ul style="list-style-type: none"> • Strategic mapping exercise to identify all the strategic partnership meetings the Service Manager needs to attend. | All strategic meetings to be identified and a structure chart to be developed for WBYJEIS. | Interim service manager Huw Fyfe to complete in conjunction with the operational managers. | Strategic meetings identified and structure provided chart provided on 12/03/2019. | Completed |
| <ul style="list-style-type: none"> • Structure to be reviewed in light of the inspection feedback and lack of operational management capacity. | All structures to be reviewed and implemented. | Each local strategic and operational leads to review their organisations structures. | 19 th February 2019 | Completed |
| <ul style="list-style-type: none"> • Clear lines of supervision of staff to be established. | All staff to revert to being supervised within their locality teams. | Operational Managers and Senior Practitioners will assume responsibility for supervising all qualified Social Workers and partnership staff. | Lines of supervision finalised and appropriate line management is now in place – All qualified workers are being supervised by an appropriately qualified lead. Plans are now in place | Completed |

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| <ul style="list-style-type: none"> Formal Action Plan to be developed. | <p>On receipt of the report from HM Inspectorate of Probation a comprehensive draft action plan will be developed.</p> | <p>Strategic leads for each local authority in conjunction with their Youth Justice Boards. The Management board members will oversee the implementation and completion of the Action Plan.</p> | <p>Each Local Authority YJS will develop a specific action plan from April 1st 2019 will be put in place after the WBYJEIS Management board meeting on the 26th March 2019.</p> <p>It was in agreed at the management board meeting on the 26th March 2019 that an initial improvement board would be in place to oversee the first three months of the action planning process and ensure smooth transition through the disaggregation process.</p> | <p>Completed</p> |
| <ul style="list-style-type: none"> Develop a clear plan to manage the disaggregation from the Western Bay arrangements – to limit any detrimental effect on the services offered to children and young people | <p>YJS Strategic Leads to formulate a disaggregation plan for the management board’s consideration who will in turn provide the resources and support to the management team to provide services effectively.</p> | <p>YJS Strategic Leads for each Local Authority.</p> | <p>Next management board on the 26th March 2019</p> <p>NPT – Completed Swansea - Completed Bridgend – In progress</p> | <p>In progress</p> |

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| <p>in each local authority.</p> | <p>The disaggregation plan will be shared with the YJB for their oversight.</p> | | | |
| <ul style="list-style-type: none"> Follow up actions identified by Duncan Hodgson to be completed. | <p>Duncan Hodgson will email follow up actions in the agreed feedback templates to operational managers so that the necessary actions can be completed.</p> | <p>Operational Managers/ Senior Practitioners to oversee that the actions are completed and liaise with Duncan Hodgson for him to review the changes that have been made.</p> | <p>30th April 2019</p> | <p>In progress</p> |
| <ul style="list-style-type: none"> In all cases where there are concerns that children are vulnerable to, or are victims of child sexual exploitation, there are plans in place to ensure the safety of these children. | <p>Cases where there CSE concerns have been identified and the plans that are in place will be reviewed to ensure the safety of these children.</p> | <p>Operational managers are reviewing the CSE cases with children services correctly and that they agree that any CSE risks are being adequately addressed</p> | <p>By 31st March 2019</p> | <p>Completed</p> |
| <ul style="list-style-type: none"> Review of out of court assessments. | <p>Review the assessment of safety and well-being in relation to out of court cases.</p> <p>Strategic leads will liaise with Social Services to ask them to provide information regarding their involvement in each</p> | <p>Each YJS Operational management team.</p> | <p>31st March 2019 – this will need to be extended to May.</p> | <p>In progress</p> |

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| | <p>of the identified local authorities cases so that this can be checked against the completed screening tool or Asset Plus assessment to ensure all safety and wellbeing issues have been identified and adequately addressed.</p> | | | |
| <ul style="list-style-type: none"> • New data set to be developed to report to the management board to allow for the effective oversight of the services work and provide effective challenge to partners. | <p>Partner in practice to share their good practice model in how they inform their management board of the work they do via a formal report.</p> <p>Data reporting to include:</p> <ul style="list-style-type: none"> • Social Services referrals and follow up. • Mental & emotional health referrals. • CSE cases • MAPPA cases • Absence & sickness impact on the service. | <p>Nick Smith Partner in practice, strategic leads and operational management teams to implement.</p> <p>Oversight by each management board</p> | <p>31st May 2019</p> <p>Strategic leads and operational managers have emailed Hertfordshire and Wrexham YOS to arrange to visit.</p> <p>Further links have been made with Cwm Taff and visits are being booked within the fortnight</p> <p>Jay McCabe to act as the strategic link for NPT and Bridgend</p> | <p>In progress</p> |

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| | <ul style="list-style-type: none"> • YP not in receipt of a full education entitlement. • Where safety and wellbeing issues have been highlighted, evidence to is provided around the referrals to other services (section 9 of the report) • Staff sickness and its impact on operational capacity. | | | |
| <ul style="list-style-type: none"> • Ongoing monitoring of the action plan. | <p>YJS Strategic Leads and Operational Managers will meet with the YJB on a frequent basis to review progress against the action plan</p> | <p>Mark Cox/Sue Thomas</p> <p>Swansea – Mark Robinson and Jay McCabe</p> <p>Bridgend – David Wright and Daniel Morgan</p> <p>NPT- Alison Davies and Amanda Turner</p> | <p>Frequent and ongoing until the re-inspection unless otherwise agreed with the YJB.</p> | <p>In progress</p> |

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| <ul style="list-style-type: none"> New management board to be created and formed – to oversee the work of the YJS. | <p>Senior managers to make the necessary arrangements to create the new management board and review and clarify its role and function, include all statutory partners, and work in an effective way to ensure that the service operates to a sufficient standard</p> <p>Also, senior managers to ensure that the board is appropriately represented by partner agencies and that they provide appropriate support and services</p> | <p>Swansea - Julie Thomas/David Howe</p> <p>NPT – Andrew Jarred/Ceri Warren</p> <p>Bridgend – Nicola Echanis/David Wright</p> | <p>Monthly – or as agreed by the board</p> | <p>To be completed</p> |
| <ul style="list-style-type: none"> YJB to provide training to the new Management Board. | <p>Once the new management boards have been formed the YJB will deliver training to the board on areas relating to the function of the board, induction requirements for board members and self-evaluation of the service.</p> | <p>YJB in consultation with the chairs of the management boards and board members.</p> | <p>By 31st May 2019</p> | <p>To be completed</p> |

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| <ul style="list-style-type: none"> • Development of a robust Quality Assurance Framework. | <p>A Quality Assurance Framework to be developed to ensure that a consistent approach is applied when quality assuring and countersigning Asset Plus assessment and screening tools.</p> | <p>YJS strategic leads/ operational management team members supported by our partner in practice.</p> | <p>By 31st May 2019</p> | <p>To be completed</p> |
| <ul style="list-style-type: none"> • Review the role and function of the prevention service. | <p>Each local authority YJS and the management board will address concerns raised by the inspectors in relation to age criteria for prevention cases.</p> | <p>Management Board and YJS Management Team.</p> | <p>Next management board meeting (under the new management board arrangements)</p> | <p>To be completed</p> |
| <ul style="list-style-type: none"> • Improve the quality and awareness from staff of the referral systems, so that children and families receive the services they need. | <p>Develop a process and flow chart to ensure staff are aware of what the referral process is to Children Services and how to use it.</p> | <p>Operational managers and strategic leads</p> | <p>By 30th July 2019</p> | <p>To be completed</p> |
| <ul style="list-style-type: none"> • All YJS policies and procedures to be reviewed to reflect the needs of the newly formed YJS's. | <p>All YJS policies /procedures and case management guidance to be reviewed.</p> | <p>Operational managers and strategic leads</p> | <p>By 31st December 2019. Operational managers and management team, business support manager and information Officer are</p> | <p>In progress</p> |

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| | | | having regular meetings and have begun writing the case management procedures document for their YJS | |
| <ul style="list-style-type: none"> Review effectiveness of information sharing protocols to ensure all schools and workers involved have the information they need to provide support tailored to children and young people's individual needs. | Heads of Education Services | Swansea NPT Bridgend | By 30 th September 2019 | To be started |
| <ul style="list-style-type: none"> Develop effective strategies to encourage children and young people who speak Welsh, to access services in their preferred language. | Each Local Authority education division to review the current arrangements in place regarding promoting the Welsh language | Each local authority education lead | By 31 st May 2019 | To be started |
| <ul style="list-style-type: none"> To develop a literacy and | Education leads to review and update their | Education leads | By 31 st May 2019 | To be started |

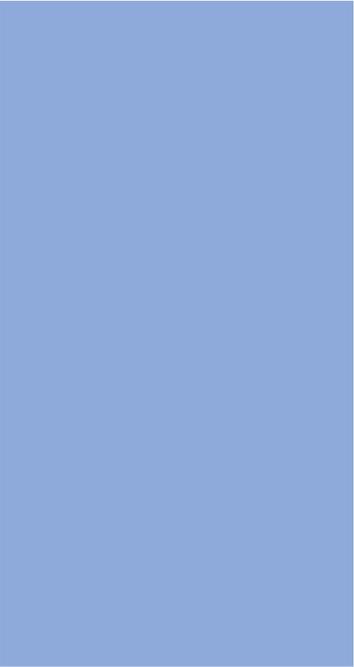
| | | | | |
|--|---|--|--|----------------------|
| <p>numeracy strategy to support children and young people to develop these skills to improve the chances of a future free of offending.</p> | <p>strategy in relation to literacy and numeracy</p> | | | |
| <ul style="list-style-type: none"> To provide relevant and timely physical, sexual, emotional and mental health services. | <p>The Swansea Bay University Health/Cwm Taff to regularly attend the management board meetings and set out its plans to ensure these services are in place without any unnecessary delay</p> | <p>Swansea Bay University Health Board/Cwm Taff and the YJS management boards</p> | <p>30th April 2019 onwards</p> | <p>To be started</p> |
| <ul style="list-style-type: none"> To ensure the Board is adequately represented by all partner agencies. | <p>Management Board to keep an attendance log of every board meeting held.</p> | <p>Follow-up letters to be sent after each Board meeting to any partner agency who does to attend.</p> | <p>30th April 2019 onwards.</p> | <p>To be started</p> |
| <ul style="list-style-type: none"> Management of staff sickness levels both short and long term. | <p>The Board and the Management Team to monitor staff sickness on an ongoing basis to ensure it is aware of how staff sickness may be impacting on operational capabilities.</p> | <p>The YJS management teams are in consultation with Human Resources Department to closely monitor staff sickness and to make the board aware of any detrimental impact this</p> | <p>30th April 2019 onwards.</p> | <p>To be started</p> |

| | | | | |
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| | | is having on operational capacity. | | |
| <ul style="list-style-type: none"> Service Training Plan to be developed. | <p>Annual Training Plan for the Service to be developed identifying key areas for training.</p> <p>Training areas may include:</p> <ul style="list-style-type: none"> • Child Protection Referral Training. • CSE specific training. • Asset Plus Training • County Lines training. • PSR writing training • National Referral Mechanism NRM Training. • Supervision of staff. • Training for Management Board members. | The YJS management team to develop and review in consultation with the management board. | 30 th April 2019 onwards Each strategic lead and operational manager from each local authority YJS has met with the CFS training coordinator/manager and begun to map the training needs of the team. Silver Bullet consultancy commissioned to provide Asset+ training | To be started |
| <ul style="list-style-type: none"> To create a culture that supports learning | In addition to the Youth Justice Information Learning Service (YJILS) a Learning Resource | Each local authority Management Team | By 30 th September 2019 | To be started |

and continuous improvement.

Library to be developed identifying all intervention packages that are used by staff with children and young people.

In addition, a staff learning resources library to be created containing resources from internal and external training courses and any research that may help inform practice and support staff with their continued professional development (CPD).



Agenda Item 9.



Report of the Local Authority Governor Appointment Group

Cabinet - 18 April 2019

Local Authority Governor Appointments

| | |
|------------------------------------|---|
| Purpose: | To approve the nominations submitted to fill Local Authority Governor vacancies in School Governing Bodies |
| Policy Framework: | Local Authority (LA) Governor Appointments Procedure (Adopted by Council on 26 October 2017) |
| Consultation: | Access to Services, Finance, Legal |
| Recommendation(s): | It is recommended that: 1) The nominations recommended by the Director of Education in conjunction with the Cabinet Member for Education Improvement, Learning and Skills. |
| Report Author: | Gemma Wynne |
| Finance Officer: | Chris Davies |
| Legal Officer: | Stephen Holland |
| Access to Services Officer: | Catherine Window |

1. The nominations referred for approval

1.1 The nominations are recommended for approval as follows:

| | |
|-------------------------------|---------------------|
| 1. Parkland Primary School | Mrs Eira Wyn Davies |
| 2. Pontybrenin Primary School | Cllr William Evans |

2. Financial Implications

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

3. Legal Implications

3.1 There are no legal implications associated with this report.

4. Equality and Engagement implications

The Council is subject to the Public Sector Equality Duty (Wales) and must, in the exercise of their functions, have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

Our Equality Impact Assessment process ensures that we have paid due regard to the above.

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

Background papers: None.

Appendices: Equality Impact Assessment Form.

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: Education

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"/> |

(b) Please name and describe here:

Appointing Local Authority governors to schools in Swansea

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 checked="" type="checkbox"/> (M) | <input type="checkbox"/> (L) |

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

| | High Impact (H) | Medium Impact (M) | Low Impact (L) | Don't know (H) |
|--------------------------------|-------------------------------------|--------------------------|-------------------------------------|--------------------------|
| Children/young people (0-18) → | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Older people (50+) → | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Any other age group → | <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"/> |
| Race (including refugees) → | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input 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 checked="" type="checkbox"/> | <input type="checkbox"/> |
| Religion or (non-)belief → | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input 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"/> |
| Gender reassignment → | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Welsh Language → | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input 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"/> |
| 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

This activity does not require consultation

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

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

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

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

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

Yes x No **If yes, please provide details below**

Q7 HOW DID YOU SCORE?

Please tick the relevant box

**MOSTLY H and/or M → HIGH PRIORITY → x 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.

There are no equality and engagement implications associated with this process. Under the Government of Maintained Schools (Wales) Regulations 2005, it is a statutory requirement for all schools to have Local Authority governors who are appointed by the Direction of Education in conjunction with the Cabinet Member for Education Improvement, Learning and Skills. The Councillor(s) representing the ward(s) in the catchment area of the schools', the Headteacher and Chair of governors views will be sought to input into the decision-making and recommendations are taken to Cabinet for ratification as agreed by the Council Constitution.

Section 2

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

| |
|-------------------------------------|
| Screening completed by: |
| Name: Gemma Wynne |
| Job title: Governor Support Officer |
| Date: 30/08/18 |
| Approval by Head of Service: |
| Name: Nick Williams |
| Position: Director of Education |
| Date: 30/08/18 |

Agenda Item 10.



Report of the Cabinet Member for Business Transformation & Performance

Cabinet – 18 April 2019

Notice of Disposal of Open Space - Land at Parklands View, Sketty, Swansea

| | |
|------------------------------------|--|
| Purpose: | The purpose of this report is to consider the response to the Open Space Notice in respect of the above site and to seek approval for disposal |
| Policy Framework: | The Council's Asset Management 2017/2021 |
| Consultation: | Access to Services, Finance, Legal, Planning |
| Recommendation(s): | It is recommended that Cabinet: 1) Considers the objections received in respect of the removal of the open space designation. 2) Notes that, under the previous UDP, the loss of this open space was not considered to negatively impact the Sketty ward, which had a surplus of public open space. However, this does not guarantee that residential planning consent would be granted under the new LDP provisions. 3) Authorises the Head of Property Services to bring the site forward for marketing and disposal. |
| Report Author: | Richard John |
| Finance Officer: | Ben Smith |
| Legal Officer: | Debbie Smith |
| Access to Services Officer: | Rhian Millar |

1. Introduction

- 1.1 As part of the ongoing Universal Review of property assets, Strategic Estates has identified a range of small sites/plots with development potential, (subject to planning), within the Councils property portfolio – Parklands View is one of these sites, (see attached Plan **Appendix A**). This site is not utilised operationally and presents an opportunity for disposal which would present a saving of ongoing maintenance costs,

remove a possible Health and Safety liability and generate a capital receipt for the Authority.

2. Background

- 2.1 The plot adjoining 5 Parklands View in Sketty (**Appendix A**) measures approximately 540 square metres is recorded as a recreational/amenity area within the Sketty Ward of Swansea.
- 2.2 On behalf of the management committee of Strategic Estates, the Parks Operational Department has maintained the plot on an annual basis with seasonal grass cutting, herbicide treatment and adhoc repairs, at a cost to the revenue budget.
- 2.3 Since the site was identified in the 2006 Universal Review Parks Officers have noted very little public use. Expenditure on maintenance has however been ongoing: Broken benches have been removed and tree growth causing root damage to the front wall has had to be removed. Of current concern are the uneven paths, the absence of handrails adjoining the access steps, sloping ground levels, (down towards the highway), and vertical drops beyond a retaining boundary wall to adjoining property. (See attached photographs – **Appendix B**).
- 2.4 Consequently, the site may be considered inappropriate for community use because of these concerns. The cost of addressing the issues also, arguably outweighs the limited amenity value of the site in light of this ward enjoying ample open space for public recreation.
- 2.5 There are no covenants registered against the title which prevents the Council from disposing of this land, or which restrict its current or potential future use
- 2.6 Sketty Ward members have been consulted by a letter dated 6th September 2017 and no objections have been received (**Appendix C**).
- 2.7 In advance of any 'disposal of open space' the Council is required to serve a Section 123 (2A) Notice under the Local Government Act 1972 (as amended) – (**Appendix D**)
- 2.8 This notice was displayed from 7th February to the 28th February 2018, advertised in the Swansea Evening Post newspaper and on the Council website at <http://www.swansea.gov.uk/publicnotices> and a further notice was also placed on the land. As a consequence twelve letters of objection (plot 6 only) and one expression of interest in purchasing the plot for development were received by post and electronic mail. There was also one telephone call to the Legal dept.

2.9 The objections received are summarised as follows. The land should be retained by the Council for the benefit of the public because:

- Is a well-used open space.
- It is a children's play area.
- It is used by local families.
- It is used for barbecues.
- It is used by the elderly and has well-being benefits.
- It is a wildlife area where foxes have been seen.
- The loss of this land would result in a loss of value to local properties.
- The land is not suitable for building/development of any kind.

Other objections centred upon whether the Council was legally obliged to keep the area as open space due to apocryphal covenants against building.

2.10 In Estates opinion, these objections are not of sufficient substance, nor of sufficient number to prevent disposal for a capital receipt. Further, most objections are not supported by the information available to, or collated by officers, who have noted that the land is very rarely used. There are no covenants preventing sale or possible future development. There are onerous Health and Safety implications and burdensome costs associated with retaining and maintaining the land.

3.0 Planning Implications

3.1 The land is not designated as open space in the Open Space Assessment (OSA). The OSA categorises open space under the Fields in Trust (FIT) and Accessible Natural Greenspace (ANGS) standards. The OSA seeks to address deficiencies to accessible open space and requires additional provision in deficient areas.

3.2 Previously, the Councils Planning Policy Team calculated that the loss of this small plot would not have any detrimental effect upon the overall recreation land available to residents of the Sketty Ward. This geographic area has adequate provision within 300 metres therefore no additional provision would be required. The loss of land would therefore not have a negative impact on the open space provision in this ward.

3.3 Planning guidance was sought for the land through a Planning Pre Application Enquiry dated 13/12/2016, (Ref 2016/3235/PRE). The response indicated that there was a possibility that the site might accommodate a single detached bungalow. The planning department however reserved final judgement pending the submission of further details. The pre application response it contained at **Appendix E**.

3.4 It is important to note that since the original pre planning application the council has now adopted a new LDP Policy and this may affect a future purchaser's ability to develop on the site.

- 3.5 Estates therefore recommends that Cabinet authorise the Head of Property Services to dispose of the site, which should be marketed as suitable for development, subject to Planning consent.

4. Equality and Engagement Implications

- 4.1 The Council is subject to the Public Sector Equality Duty (Wales) and must, in the exercise of their functions, have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

Our Equality Impact Assessment process ensures that we have paid due regard to the above.

- 4.2 An EIA screening form has been completed and reviewed (**Appendix F**). The agreed outcome was that a full EIA report was not required as there are no equalities and engagement implications at this time. Any developments will be subject to normal planning procedures.

5. Financial Implications

- 5.1 In accordance with current policy, the capital receipt generated from the disposal of this site will contribute towards the Council's overall capital receipt target and will not be allocated for any other specific purpose.

6. Legal Implications

- 6.1 Under Section 123 of the Local Government Act 1972 before disposing of any land that constitutes public open space, the Council is required to advertise the disposal in the local newspaper for two consecutive weeks. The public then have an opportunity to send written objections to the proposed disposal, with any objections being considered by the Council prior to the disposal proceeding.
- 6.2 The Council should give full consideration to any objections received in response to the Section 123 Notice of disposal. The Council will be open to legal challenge if the correct legal process is not followed in order to discharge the requirements of section 123 of the Local Government Act 1972 and/or if it fails to give full and proper consideration to any written representations/objections.
- 6.3 The key issue for the Council is to balance any adverse consequences of the loss of open space, having regard to the objections received, against the advantages of disposing of the land.

- 6.4 In the event that a decision is made to proceed with the process of disposal of the land then the Council will need to follow a further separate process to appropriate the land pursuant to Section 122 Local Government Act 1972 to reflect the proposed change in use.

Background Papers: None

Appendices:

Appendix A: Plan

Appendix B: Photographs

Appendix C: Letter to Sketty Ward members

Appendix D: Section 123 Notice (ref to plot 6 only)

Appendix E: Planning guidance reply

Appendix F: EIA Screening Form

Primary School

El Sub Sta

GABALFA ROAD

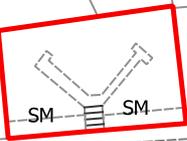
CHANNEL VIEW

VIEW

RHYD-Y-DEFAID DRIVE

52.1m

47.2m





Sketty Ward Members
c/o Member Support
Guildhall
St Helens Crescent
Swansea
SA1 4PE

Please ask for: Mr Ceri Morgan
Direct Line: 01792 637575
E-Mail: ceri.morgan@swansea.gov.uk
Our Ref:
Your Ref: CM/PS/9536
Date:

6th September 2017

Dear Councillor,

Re: Parklands View Sketty – sale of former raised leisure area

On behalf of Swansea Council the Strategic Estates Section propose to dispose of the land edged red on the attached plan and as described above, for the purpose of residential development. The planning department have indicated an infill single plot would be acceptable for a bungalow design property at this location.

I would be pleased to hear from you with any comments you may have in respect of this matter.

Yours sincerely



Ceri Morgan
For and on behalf of
Head of Corporate Building & Property Services

cc Plan:

THE COUNCIL OF THE CITY AND COUNTY OF SWANSEA
CYNGOR DINAS A SIR ABERTAWE
SECTION 123(2A)
LOCAL GOVERNMENT ACT 1972 (AS AMENDED)
NOTICE OF DISPOSAL OF OPEN SPACE

VARIOUS PLOTS OF LAND

Notice is hereby given that The Council of the City and County of Swansea propose to dispose of various plots of land comprising public open space as set out in the Schedule below.

Plans of the land proposed to be disposed of are available for inspection in the foyer of the offices of The Council of the City and County of Swansea, Civic Centre, Oystermouth Road, Swansea SA1 3SN during normal office hours.

Objections to the proposed disposals must be made in writing and addressed to the Head of Corporate Property, The Council of the City and County of Swansea, Civic Centre, Oystermouth Road, Swansea, SA1 3SN, under reference "Open Space Disposal" and quoting the plot number(s) concerned or made via the Council's website at <http://www.swansea.gov.uk/publicnotices> by 5pm on 28 February 2018.

SCHEDULE

| <u>Plot No. Description of land</u> | <u>Reason for proposed disposal</u> |
|--|---|
| 1. Land at Underhill Park, Mumbles, Swansea, SA3 4ND | Long leasehold disposal to Mumbles Community Association to continue and improve recreation and sporting facilities at the Park |
| 2. Playing fields at Graig Y Coed, Penclawdd, Swansea, SA4 3RL | Long leasehold disposal to Llanrhidian Higher Community Council to continue and improve sporting facilities at the property |
| 3. Part of Tir Canol Playing Fields, Morriston, Swansea, SA6 6JR | Long leasehold disposal to Morriston Rugby Club for continued use as rugby pitches |
| 4. Land at Y Llwyni, Llangyfelach, Swansea, SA6 6BL | Long leasehold disposal to Llangyfelach Community Council to maintain as open green space |
| 5. Land adjacent to 14 Ffordd Taliesin, Killay, Swansea | Proposed sale to adjoining residential owner |
| 6. Land at Parklands View, Sketty, Swansea | Land considered to be surplus to requirements |
| 7. Land forming part of Coed Bach Park, Pontarddulais, SA4 8NU | Long leasehold disposal and the grant of an easement to Pontarddulais Town Juniors Football Club for continued use as a sports playing field and associated Changing facilities |

Dated 7 February 2018

TRACEY MEREDITH
HEAD OF LEGAL, DEMOCRATIC SERVICES AND BUSINESS INTELLIGENCE
CIVIC CENTRE OYSTERMOUTH ROAD SWANSEA SA1 3SN





CITY & COUNTY OF SWANSEA / DINAS A SIR ABERTAWE
DIRECTORATE OF PLACE / CYFARWYDDIAETH LLEOEDD
PLANNING AND CITY REGENERATION / CYNLLUNIO AC ADFYWIO'R DDINAS

CIVIC CENTRE, OYSTERMOUTH ROAD, SWANSEA, SA1 3SN
Y GANOLFAN DDINESIG, HEOL YSTUMLLWYNARTH, ABERTAWE, SA1 3SN
☎ (01792) 635701 ☎ (01792) 635719 ☎ (01792) 635708
✉ planning@swansea.gov.uk / <http://www.swansea.gov.uk>

Ceri Morgan
Corporate Property
City And County Of Swansea
The Civic Centre
Oystermouth Road
Swansea
SA1 3SN

Please ask for: Mr Thomas Gronow
Direct Line: 01792 635738
E-mail: Tom.Gronow@swansea.gov.uk
Date: 13th December 2016

Dear Sir/Madam,

The Town and Country Planning Act 1990 (As amended)
The Town and Country Planning (Pre-Application Services)(Wales) Regulations 2016

Application No: 2016/3235/PRE
Site Location: Land Opposite 6 Parklands View Sketty Swansea SA2 8LX
Proposal: Pre-app - Residential development

Thank you for your application and supporting information in respect of the above pre-application submission

On basis of the limited information provided it would appear that you seek the opinion of the Local Planning Authority as to the likelihood of receiving a favourable recommendation for residential development on this site.

Main Issues

The main issues for consideration during the determination of an application such as this relates to the principle of this form of development at this location and the resultant impact of the re-development of this site upon the visual amenities of the area, the residential amenities of the neighbouring properties and highway safety having regard for the provisions of the Swansea UDP and the Supplementary Planning Guidance document entitled 'Infill and Backland Design Guide'.

Principle of Development

The site is identified as unallocated white land under the provisions of the Swansea Unitary Development Plan Proposals Map. As such Policy HC2 – Infill allows for appropriate infill development subject to compliance with the identified set criteria. Therefore the principle of residential development at this location is acceptable.

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✉ planning@swansea.gov.uk / <http://www.swansea.gov.uk>

Visual Amenity

The proposed site is an empty piece of land which is situated within a residential area. The site is elevated in relation to the neighbouring properties and adjacent street-scene. The area is made up of a mix of detached and semi-detached two storey properties interspersed with some bungalows. The previous negative response to a similar enquiry in February 2010 is noted and the principle issues still exist. However whilst the plot, due to its limited depth and the requirement for the development to respect the established building line, would not be suitable for two storey development, I am of the opinion that subject to the land levels being reduced the site is capable of potentially accommodating a detached single storey bungalow.

It is essential that the property is sited a minimum of 5m from the boundary to the rear in order to ensure there is adequate rear amenity space to serve the new dwelling and there is sufficient room to accommodate parking to the side of the property. Further consideration would need to be given to the distances between existing dwellings and the proposed property having regard to the Council's Design Guide for Residential Development. Whilst the site could potentially accommodate a dwelling the Local Planning Authority would reserve judgement on this pending the submission of further information as the site would require a reduction in levels and the erection of retaining walls to allow for this. Detailed drawings would be required to consider this further.

Residential Amenity

As stated above, subject to the land levels being reduced, the development being single storey design and the new dwelling being sited a minimum of 5m from the boundaries to the rear, the site could be developed in a way which respects the residential amenities of the neighbouring properties. Consideration would also need to be given to any potential overlooking issues and the relationship between the proposed property and surrounding properties. Again, the Local Planning Authority would however reserve judgement in this respect pending the submission of further detail.

Highway Safety

Having consulted the Head of Transportation and Engineering there are no highway objections to the proposed development of the site pending the submission of adequate details of access and layout being submitted.

Conclusion

In conclusion I am of the opinion that without further details of siting and form it is not possible to commit certainty to the acceptability of a proposal for a residential development. However, above comment has been made that it may be possible that the site can be developed to accommodate a detached bungalow which could respect the visual amenities of the area, the residential amenities of the neighbouring properties and highway safety. Without further detail the Local Planning Authority would reserve judgement pending the submission of further detail.

You will of course take note that this is only the opinion of a planning officer and is in no way binding upon the Local Planning Authority. As such a formal decision by this Authority could only be made in

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PLANNING AND CITY REGENERATION / CYNLLUNIO AC ADFYWIO'R DDINAS**

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response to the submission of a planning application which would undergo the statutory consultation process which may raise additional issues such as visual and residential amenity.

Should you wish to discuss further please do not hesitate to contact Tom Gronow on the above telephone number.

Yours faithfully,



**Mr Liam Jones
Planning Control Bay Area Team Leader**

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: Property Services

Directorate: Place

Q1(a) WHAT ARE YOU SCREENING FOR RELEVANCE?

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

(b) Please name and describe here:

The future disposal of an undeveloped parcel of land at Parklands View, Sketty Park, Swansea

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 type="checkbox"/> (M) | <input checked="" 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"/> |
| Older people (50+) | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Any other age group | <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"/> |
| 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 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"/> |
| Gender reassignment | <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"/> |
| 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"/> |

Equality Impact Assessment Screening Form – 2017/8

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

In advance of any ‘disposal of open space’ the Council are required to serve the Section 123 (2A) Notice of the Local Government Act 1972 (as amended)

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

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

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

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

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

Yes
 No
 If yes, please provide details below

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.

The proposal is to bring the land at Parklands View forward for disposal following consideration of the Open Space Notice Objections by the public.

Section 2

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

| | |
|------------------------------|--------------------------------|
| Screening completed by: | |
| Name: | Richard John MRICS |
| Job title: | Disposal Surveyor |
| Date: | 15 th November 2018 |
| Approval by Head of Service: | |
| Name: | Geoff Bacon MRICS |
| Position: | Head of Property Services |
| Date: | 15 th November 2018 |

Please return the completed form to accesstoservices@swansea.gov.uk

Agenda Item 11.



Report of the Cabinet Member for Business Transformation and Performance

Cabinet - 18 April 2019

Council Property Development: Phase 2 General Fund

| | |
|------------------------------------|--|
| Purpose: | The purpose of the report is to provide a detailed update concerning progress with the Pilot Direct Property Development Project. |
| Policy Framework: | Asset Management Plan |
| Consultation: | Finance, Legal, Access to Services |
| Recommendation: | It is recommended that Cabinet: 1) Approve a public information notice to seek expressions of interest for a Joint Venture Partner. |
| Report Author: | Geoff Bacon |
| Finance Officer: | Ben Smith |
| Legal Officer: | Sally Ann Evans |
| Access to Services Officer: | Rhian Millar |

1. Introduction

The purpose of this report is to provide a detailed update concerning progress with the Council's Pilot Direct Property Development Project.

This Report considers the following:-

- Review of actions
- Current site specific actions
- Proposed way forward / feasibility scheme layout plans
- Planning applications timeline
- Financial content
- Consideration of setting up an at arms-length property development company versus an in-house model
- Governance

2. Review of Actions

The Council is seeking to develop its own general fund sites, to ensure regeneration of sites that previously may have been land banked as well as for financial gain. By taking greater control of the development process land values as well as any element of developers profit could be realised. The Council anticipates that capital values will have to be realised and whilst it is expected that there will have to be some recycling of capital gain to forward fund a cycle of development, capital will have to be put towards the Council's wider capital programme.

This will then assist in meeting the objective of Transforming our Economy & Infrastructure specifically by:

- Progressing strategic housing and mixed development sites to meet housing need and provide employment.

As a result the Council have focused upon the shortlist of identified quick-win sites previously reported; these included five target sites:-

- Home Farm, Singleton Park
- Former Gorseinon Business Park, West Street, Gorseinon
- Land at Mynydd Newydd Road / Milford Way, Penplas
- Land at Midland Place, Llansamlet
- Land at Mynydd Garnllwyd Road, Morriston

Technical and legal due diligence has been undertaken for each site, tailored and adapted to reflect site specific circumstances and issues arising during this process.

A core team of external consultants have been appointed following Council Procurement Policy to deal with all the sites with the exception of Home Farm:-

- Project Managers – Lee Wakemans Project & Development Consultants
- Architects – Gaunt Francis Architects
- Planning Consultants – WPM Planning & Development

In respect of the Home Farm site, the key external consultants appointed using a Regional Consultant Framework are:-

- Project Managers / Architect – James & Nicholas Architects
- Planning Consultants – Asbri Planning

At this stage, only the Project Managers have commenced and now largely completed their work. We are at the point where the Architect and Planning Consultants will now proceed and take the lead.

The technical and legal due diligence information which has been sourced will provide the basis for detailed feasibility schemes to be prepared having regard to practical circumstances and technical viability for each site.

3. Current site-specific actions

3.1 Home Farm, Singleton Park

Subject to agreement on alternative provision for the existing Parks operational activities, Home Farm could be a unique, specialist and probably a 'once in a lifetime' prestigious opportunity for the Council to bring forward a heritage based development in a hugely sensitive setting, combining refurbishment / safeguarding of historic pioneering farm buildings in conjunction with new build housing.

Home Farm should be considered as a stand-alone project from the other pilot direct development sites.

CADW will be a very important consultee. Strategic Estates established a constructive relationship with CADW during dealings with the former Civic Centre at Penllergaer, where a commercial approach was adopted with sensitivity to heritage constraints. This achieved success with Planning Permission being secured for 80 houses in line with the emerging LDP incorporating 20% affordable housing provision.

Key points to note:-

- Partial technical due diligence has been undertaken with an emphasis upon the conservation, heritage and 'Listed' building / historic park context.
- Copy of the latest feasibility scheme layout plan attached for information.
- The proposed development comprises 42 residential units, including a mix of refurbished buildings and new build together with 20% affordable housing provision.
- Pre-Planning Application submitted to the LPA.
- Considerable constructive dialogue held by Strategic Estates / consultants and the LPA, which has resulted in the current latest feasibility, scheme layout plans.
- Following the submission of substantial technical information as requested, the LPA issued a formal written response to the Pre-Planning Application dated 7th September 2018. This will provide the framework for the Council to finalise detailed scheme plans, additional site survey work and progress to submission of a detailed planning application.

3.2 Former Gorseinon Business Park, West Street, Gorseinon

This is a brownfield site with existing industrial buildings, now vacated. The emerging LDP proposal is for 20 residential units.

A residential development is proposed, most likely to comprise a higher density detached housing scheme; 20% affordable housing provision will be the starting point however it is anticipated that viability issues will drive negotiation to reduce the level of affordable provision on a commercial basis.

Technical due diligence has been 95% completed, to include-

- Asbestos survey
- Ecology surveys
- Geo Environmental surveys
- STATS
- Topographical Survey
- Transport Assessment
- Bats survey
- Drainage survey

There is asbestos present in the buildings, which will require specialist removal prior to demolition works proceeding. Japanese knotweed is prevalent and will probably require removal to a licenced site.

An Outline Planning Application has now been submitted and validated as at 27th December 2018, Ref 2018/2724/OUT. Prior to submission of the planning application, consultation was undertaken via a formal PAC; neither the local Ward Member nor Llŵchwr Town Council raised any issues of objection.

3.3 Land at Mynydd Newydd Road / Milford Way, Penplas

A cleared brownfield site that has remained cleared since demolition of the former Co-op store and associated district centre approximately 20 years ago.

A commercial led scheme is proposed, likely to comprise a discount foodstore with say 4-6 smaller unit shops alongside.

Discussions have also been held with HRA regarding an innovative, energy efficient new affordable homes scheme on adjoining HRA land.

Notwithstanding the above, the site has remained undeveloped for a very lengthy period of time, consequently it will be essential to follow an uncomplicated, market driven scheme in order to initiate development and make something happen. In simple terms, too many fingers in the 'development proposals pie' will cause delay and likely frustrate delivery of an occupier led first phase of development.

Technical due diligence has been completed, to include:-

- Arboricultural survey
- Ecology surveys
- Geo Environmental surveys
- STATS
- Topographical Survey
- Transport Assessment

A drainage survey and capacity report are to be finalised. There may be a foul drainage issue. Some additional ecology survey work is required, particularly in relation to Japanese Knotweed / Japanese Rose Plant.

This site will now move forward quickly to architect feasibility layout proposals.

3.4 Land at Midland Place, Llansamlet

This is an historic brownfield site with the benefit of an emerging LDP proposal for 30 residential units.

Preliminary due diligence enquiries have established that the site is subject to a number of constraints, which will have an impact upon development proposals / viability together with an immediate impact upon timetable to complete detailed site investigations.

Problems identified so far include-

- A high ground water table, associated drainage problems and the unknown route of a culvert draining from under the adjoining railway.
- Medium risk of unexploded ordnance associated with historic mine workings.
- Ecology issues, especially tree cover, nest birds and protected species, which has resulted in the on-site geo technical investigations having to be delayed until September 2018.
- The site falls within a planning SINC designation.

Technical due diligence completed so far includes:-

- Acoustic survey
- Arboricultural survey
- Archaeological survey
- Ecology surveys
- Site investigation desk top appraisal
- STATS
- Topographical Survey
- Transport Assessment
- Bat survey

The site constraints will delay progress completing technical due diligence, with a knock-on delay in formulating feasibility plans. Underground mining and contamination intrusive works, combined with unexploded ordnance risks have increased geo-environmental survey costs.

Detailed site investigations will need to be co-ordinated with an ecologist in conjunction with a need to clear a route through the site vegetation for plant / machinery whilst limiting impact upon any specimen mature trees or protected species.

Highway engineering advice will be sought to establish the optimum point of access having regard to topography, situated at some point along Midland Place frontage opposite the existing junction with Ffordd Llundain.

3.5 Land at Mynydd Garnllwyd Road, Morriston

In part, an historic brownfield site with an emerging LDP proposal for 95 residential units. However depending upon the boundary of Council land ownership brought into the site, there may be potential to increase housing numbers.

Preliminary due diligence enquiries have established that the site is partly constrained by the presence of a mineshaft near Mynydd Garnllwyd Road in the middle of the road frontage. This mineshaft will require specialist drilling to establish the rock-head and technical constraints / remedial works. A further constraint is the presence of a badger sett directly over the top of the mineshaft; a survey has established that the sett is not currently active; however, a special NRW Licence is required to enable the badger sett to be closed such that mineshaft drilling may proceed.

This one issue of a mineshaft coupled with a badger sett provides significant complexity involving third parties such as the Coal Authority and NRW, leading to time delay and additional significant specialist consultancy costs.

Technical due diligence has been partially completed, to include:-

- Archaeological survey
- Ecology surveys (bat survey being commissioned)
- Geo Environmental survey (part only and subject to mineshaft investigation)
- STATS
- Topographical Survey
- Transport Assessment
- Bat survey

It is not anticipated that the mineshaft investigation will proceed until appropriate licences are forthcoming from NRW. This is a critical piece of work, which will have a bearing upon the proposed new road access position, as well as the development feasibility layout.

4 Proposed way forward / feasibility scheme layout plans

Development plans for Home Farm are well advanced.

It has become clear from the technical due diligence exercise that the sites at the former Gorseinon Business Park and Penplas can move forward more quickly with preparation of scheme feasibility plans and Pre-Planning Application submissions to the LPA. The Gorseinon site has now moved forward with registration of an Outline Planning Application.

The sites at Llansamlet and Morriston, being constrained, will be delayed pending completion of technical due diligence.

Generally, there has been a focus upon completing all additional ecology survey work during the previous summer survey window as recommended within each site survey report.

Next steps:-

4.1 Home Farm

- Ensure certainty of existing site operations and alternative arrangements
- Obtain fee proposals for detailed technical work already known to be required by the LPA in support of a detailed planning application.
- Undertake additional detailed site survey work.
- Consider the appropriate third party consultations that will be required together with PR strategy prior to the submission of a planning application and prior to bringing the Council's preliminary development proposals into the public domain.
- Inform the Council of known additional costs to be incurred in progressing proposals in readiness for a detailed planning application.
- Resolve access and tree felling issues.
- A market appraisal has been commissioned from Savills Chartered Surveyors.

4.2 Former Gorseinon Business Park, West Street, Gorseinon

- Following submission of an Outline Planning Application, the focus is now upon undertaking a planning viability appraisal together with negotiations with the LPA once the statutory consultation process has been completed.
- It is envisaged further work in relation to drainage matters will be requested.

4.3 Land at Mynydd Newydd Road / Milford Way, Penplas

- Complete a drainage capacity appraisal.
- Obtain a commercial appraisal regarding proposed unit shops alongside a small discount foodstore, together with advices concerning other potential occupier requirements and land uses. Savills now appointed.
- Progress initial scheme feasibility plans. First drafts anticipated during first Quarter 2019.
- Submit a Pre-Application to the LPA for consultation.

4.4 Land at Midland Place, Llansamlet

- Complete technical due diligence during 1st Quarter 2019.
- Feasibility layouts unlikely to be prepared until later during the second quarter of 2019.

4.5 Land at Mynydd Garnllwyd Road, Morriston

- Deal with NRW concerning the existing badger sett.
- Undertake mineshaft drilling subject to NRW consultation.
- Complete technical due diligence in conjunction with mineshaft investigations.
- Feasibility layouts unlikely to be prepared until the first quarter of 2019.

5 Planning Applications Timeline

5.1 Home Farm

- Pre-application consultation received third quarter 2018 which has generated a need for extensive further technical investigations.
- Estimate for a full planning application, second half 2019.

5.2 Former Gorseinon Business Park, West Street, Gorseinon

- Outline planning application submitted and registered, Ref 2018/2724/OUT.

5.3 Land at Mynydd Newydd Road / Milford Way, Penplas

- Target Pre-Application estimated second quarter 2019.
- Finalise discussions with Pobl.
- Possible outline application for a discount foodstore only, with development proposals being phased reflecting occupier requirements and demand.
- Planning consultancy advices will be required in order to formulate the planning approach for the whole site.

5.4 Land at Milford Way, Llansamlet

- Target Pre-Application third quarter of 2019.

5.5 Land at Mynydd Garnllwyd Road, Morriston

- Target Pre-Application third quarter 2019.

6 Financial Context

Feasibility layout plans will need to be prepared and preliminary cost advice obtained in order to properly inform meaningful development appraisals.

7 Consideration of setting up an at arms-length property development company versus an in-house model

APSE Solutions have been consulted concerning the options for an appropriate 'vehicle' for the Council to take forward its aspirations for direct property development:-

- setting up a development company
- establishing a joint-venture
- managing in-house, potentially with a streamlined business model in order to expedite commercial dealings to the Council's advantage

A copy of the finalised APSE Solutions report is awaited, however in summary they identified that the taxation position is most advantageous to the Council under an in-

house model. A joint venture model offers a similar position with an arms-length model the least advantageous.

In conclusion, whilst officers would be minded to conclude that an **in-house business model** with streamlined protocols would place the Council in the most advantageous economic position, it is not expected that the financial commitment required and the extended payback period would be possible/practical. Therefore the proposed course of action would be to seek expressions of interest from potential development partners by way of a Prior Information Notice. Whilst APSE advised that this would be the most expensive option in the short term due to the difficulties/costs in arranging short term finance, informal/non-committal discussions with potential partners will assist in clarifying that option as a way forward.

8 Governance

The current reporting of progress on the project is to the Property Investment Board, however, this was more by way of convenience than suitability and at this important stage, appropriate governance arrangements need to be put in place. It is proposed that a strategic development board is convened with the following representatives:

- Leader – Cabinet Member for Economy and Strategy
- Deputy Leader - Cabinet Member for Business Transformation & Performance
- Cabinet Member for Investment, Regeneration & Tourism
- Cabinet Member for Homes & Energy
- Cabinet Member for Delivery
- Director of Place
- Head of Property Services
- Head of Housing
- Head of Building Services
- Chief Finance Officer

This strategic board can receive regular project update reports and matters that require direction by exception. Formal terms of reference can be discussed and agreed at the first meeting.

9 Delivery Proposals

The council commissioned APSE to carry out a review of the options for delivering the development sites and whilst the recorded option was direct delivery, as stated above, this is likely to be unaffordable in relation to the additional short term borrowing costs.

As such, it is proposed for the council to retain an element of control but deliver the programme via a Joint Venture agreement in conjunction with a suitable private sector partner. This is a common method of delivery for such sites and will align with the emerging process for the Phase 1 programme for Housing revenue account land reported to cabinet on the 21st February 2019.

In addition to the five sites listed in this report, further sites may become available around the city and city centre and these can be added into the programme.

It is proposed to advertise a Prior Information Notice via the Sell 2 Wales portal to seek initial expression of interests in soft market testing prior to the full procurement process being initiated. The benefit of the PIN is that it engages the market early to ensure that the proposed letting strategy is likely to attract the maximum amount of interest and give visibility to local developers interested in the sites. Subject to a satisfactory response to the PIN then it is proposed to follow with a final procurement process.

This process will align with the emerging City Centre strategy where a similar process is being progressed with the ideal scenario of a single PIN, with various proposed lots, maximising visibility to the market and minimising duplication of efforts.

10 Equality and Engagement Implications

The Council is subject to the Public Sector Equality Duty (Wales) and must, in the exercise of their functions, have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

Our Equality Impact Assessment process ensures that we have paid due regard to the above. An EIA has been carried out for this project (**Appendix 2**) with the impact determined as low priority. As such, a full EIA is not required at this stage.

11 Financial Implications

The cost of carrying out the process referred to in this report including the costs of undertaking the procurement process are contained within existing budgets. Once tender are received any future costs will be set out in subsequent Cabinet reports for consideration.

12 Legal Implications

All procurement will be carried out in accordance with the prevailing legislation and the council's contract procedure rules.

Background Papers: None

Appendices:

Appendix 1 – Site Plans

Appendix 2 – EIA Screening Form



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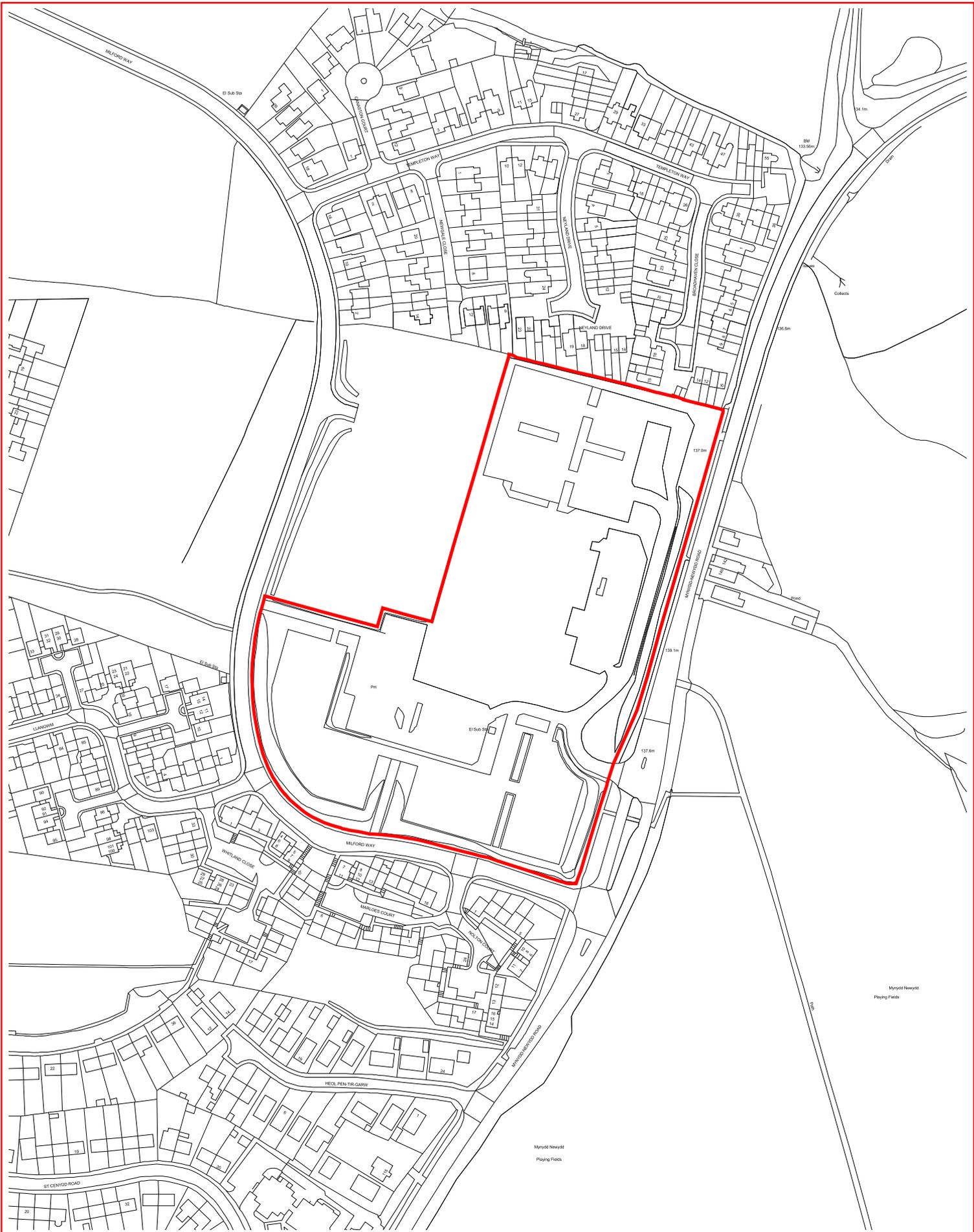
**Gorseinon Business Park
West Street**

Scale 1:1250 @ A4

Prepared by Gillian Buckley
Corporate Property
The Civic Centre
City & County of Swansea : Dinas a Sir Abertawe

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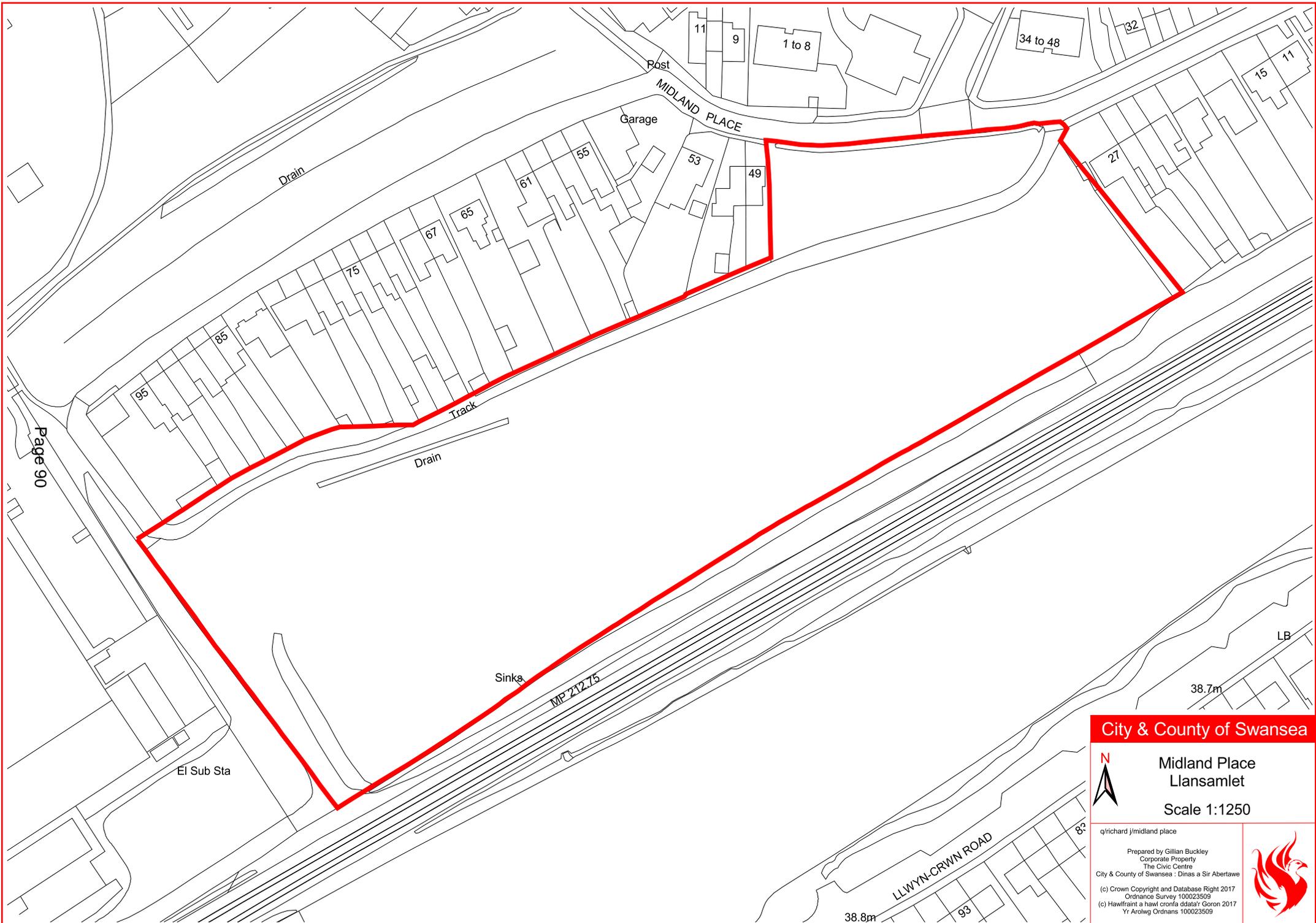
Land at Penplas

Scale 1:2500 @ A4

Prepared by Gillian Buckley
Corporate Property
The Civic Centre
City & County of Swansea : Dinas a Sir Abertawe

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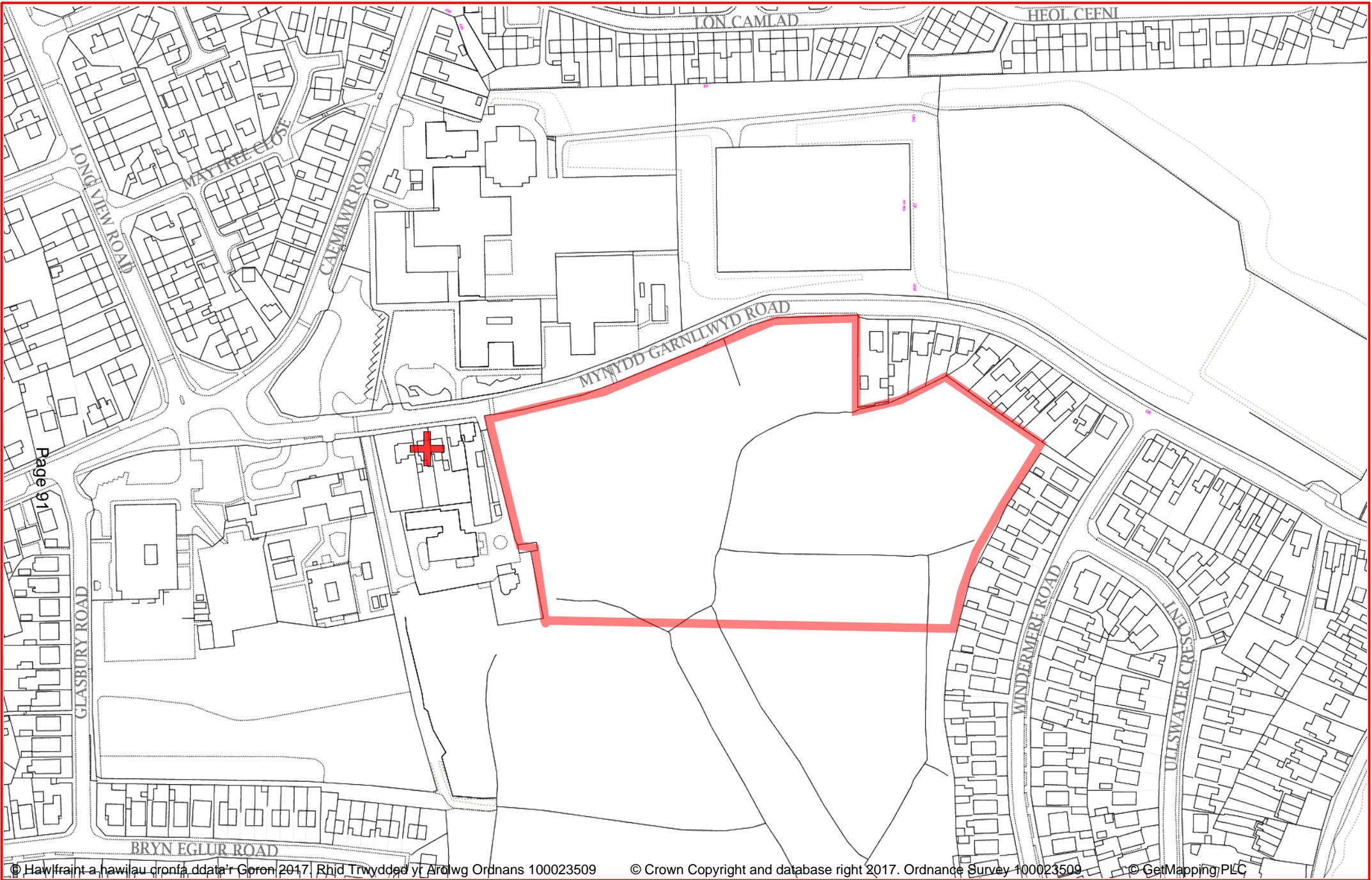
Page 90

City & County of Swansea

**Midland Place
Llanamlet**
Scale 1:1250

q/richard j/midland place
Prepared by Gillian Buckley
Corporate Property
The Civic Centre
City & County of Swansea : Dinas a Sir Abertawe
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Cyngor **Abertawe**
Swansea Council

This plan is for illustrative purposes
only and should not be used as a
legal document.

Land at Mynydd Garnllwyd Road

Scale: 1:2500

Date: 19/09/2017

Created by: Stuart.Ramsey

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: Corporate Property

Directorate: Place

Q1(a) WHAT ARE YOU SCREENING FOR RELEVANCE?

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

(b) Please name and describe here:

Pilot Project – Direct Council Property Development. The Council have a pilot project to potentially act as a property developer; this would mean rather than sell off the property, the Council would obtain a planning permission and build buildings for sale. The objective being to make more money for the Council than otherwise just selling the property.

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 type="checkbox"/> (M) | <input checked="" 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"/> |
| Older people (50+) | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Any other age group | <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"/> |
| 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 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"/> |
| Gender reassignment | <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"/> |
| 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

Any engagement / consultation will take place as part of the Statutory Planning Process associated with any planning applications.

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 type="checkbox"/> (M) | Low risk <input checked="" 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**

**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.

The Pilot Project does not impact protected groups at all, it relates to maximising commercial returns from development of surplus Council property assets.

Section 2

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

| |
|-------------------------------------|
| Screening completed by: |
| Name: Stuart Ramsey |
| Job title: Development Manager |
| Date: 23.01.19 |
| Approval by Head of Service: |
| Name: Geoff Bacon |
| Position: Head of Property Services |
| Date: 23.01.19 |

Agenda Item 12.



Report of the Chief Legal Officer

Cabinet – 18 April 2019

Exclusion of the Public

| | | |
|---------------------------|--|--|
| Purpose: | To consider whether the Public should be excluded from the following items of business. | |
| Policy Framework: | None. | |
| Consultation: | Legal. | |
| Recommendation(s): | It is recommended that: | |
| 1) | The public be excluded from the meeting during consideration of the following item(s) of business on the grounds that it / they involve(s) the likely disclosure of exempt information as set out in the Paragraphs listed below of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007 subject to the Public Interest Test (where appropriate) being applied. | |
| | Item No's. | Relevant Paragraphs in Schedule 12A |
| | 13 | 14 |
| Report Author: | Democratic Services | |
| Finance Officer: | Not Applicable | |
| Legal Officer: | Tracey Meredith – Chief Legal Officer(Monitoring Officer) | |

1. Introduction

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

2. Exclusion of the Public / Public Interest Test

- 2.1 In order to comply with the above mentioned legislation, Cabinet will be requested to exclude the public from the meeting during consideration of the item(s) of business identified in the recommendation(s) to the report on the

grounds that it / they involve(s) the likely disclosure of exempt information as set out in the Exclusion Paragraphs of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007.

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

3. Financial Implications

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

4. Legal Implications

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

Background Papers: None.

Appendices: Appendix A – Public Interest Test.

Public Interest Test

| No. | Relevant Paragraphs in Schedule 12A |
|-----------|--|
| 12 | Information relating to a particular individual. |
| | <p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 12 should apply. Their view on the public interest test was that to make this information public would disclose personal data relating to an individual in contravention of the principles of the Data Protection Act. Because of this and since there did not appear to be an overwhelming public interest in requiring the disclosure of personal data they felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p> |
| 13 | Information which is likely to reveal the identity of an individual. |
| | <p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 13 should apply. Their view on the public interest test was that the individual involved was entitled to privacy and that there was no overriding public interest which required the disclosure of the individual's identity. On that basis they felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p> |
| 14 | Information relating to the financial or business affairs of any particular person (including the authority holding that information). |
| | <p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 14 should apply. Their view on the public interest test was that:</p> <p>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</p> <p>b) Disclosure of the information would give an unfair advantage to tenderers for commercial contracts.</p> <p>This information is not affected by any other statutory provision which requires the information to be publicly registered.</p> <p>On that basis they felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p> |
| | |

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

Agenda Item 13.

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

Document is Restricted

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

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Document is Restricted