



**Dinas a Sir Abertawe**

**Hysbysiad o Gyfarfod**

Fe'ch gwahoddir i gyfarfod

## **Y Cabinet**

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

**Dyddiad:** Dydd Iau, 19 Mawrth 2020

**Amser:** 10.00 am

**Cadeirydd:** Cyngorydd Rob Stewart

**Aelodaeth:**

Cynghorwyr: M C Child, R Francis-Davies, D H Hopkins, A S Lewis, C E Lloyd, S Pritchard, J A Raynor, A H Stevens a/ac M Thomas

**Hefyd gwahoddwyd:** E J King & A Pugh

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**Gweddarlledu:** Gellir ffilmio'r cyfarfod hwn i'w ddarlledu'n fyw neu'n ddiweddarach drwy wefan y cyngor. Drwy fynd i mewn i Siambr y Cyngor, rydych yn cytuno i gael eich ffilmio ac i'r delweddau a'r recordiadau sain hynny gael eu defnyddio at ddibenion gweddarlledu a/neu hyfforddiant o bosib.

**Mae croeso i chi siarad Cymraeg yn y cyfarfod.**

Dywedwch wrthym erbyn canol dydd, ddeuddydd cyn y cyfarfod.

### **Agenda**

**Rhif y Dudalen.**

- 1. Ymddiheuriadau am absenoldeb.**
- 2. Datgeliadau o fuddiannau personol a rhagfarnol.**  
[www.abertawe.gov.uk/DatgeluCysylltiadau](http://www.abertawe.gov.uk/DatgeluCysylltiadau)
- 3. Cofnodion.** **1 - 10**  
Cymeradwyo a llofnodi, fel cofnod cywir, gofnodion y cyfarfod blaenorol.
- 4. Cyhoeddiadau Arweinydd y Cyngor.**
- 5. Cwestiynau gan y cyhoedd.**  
Rhaid i'r cwestiynau ymwneud â materion ar ran agored agenda'r cyfarfod, ac ymdrinnir â hwy o fewn 10 munud.
- 6. Hawl i holi cynghorwyr.**
- 7. Adroddiad Monitro Perfformiad Chwarter 3 2019/20.** **11 - 68**

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**\*\* Gweithdrefn Galw i Mewn - Brys:** Mae'r penderfyniad hwn yn rhydd o Weithdrefn Galw i Mewn yr awdurdod gan fod "naill ai Pennaeth y Gwasanaeth Cyflogedig, y Swyddog Adran 151 neu'r Swyddog Monitro'n ardystio y gallai unrhyw oedi sy'n debygol o gael ei achosi gan y weithdrefn galw i mewn wneud niwed i'r cyngor neu fudd y cyhoedd, gan gynnwys methu cydymffurfio â gofynion statudol".

**Cyfarfod Nesaf:** Dydd Iau, 26 Mawrth 2020 ar 3.30 pm

*Huw Evans*

**Huw Evans**  
**Pennaeth Gwasanaethau Democraidd**  
**Dydd Mawrth, 10 Mawrth 2020**

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

# Agenda Item 3.



City and County of Swansea

## Minutes of the **Cabinet**

Council Chamber - Guildhall, Swansea

Thursday, 20 February 2020 at 10.00 am

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

### **Councillor(s)**

R Francis-Davies  
A S Lewis  
J A Raynor

### **Councillor(s)**

D H Hopkins  
C E Lloyd  
M Thomas

### **Councillor(s)**

E J King  
A Pugh

### **Officer(s)**

Huw Evans  
Adam Hill  
Tracey Meredith  
Phil Roberts  
Ben Smith

Head of Democratic Services  
Deputy Chief Executive / Director of Resources  
Chief Legal Officer / Monitoring Officer  
Chief Executive  
Chief Finance Officer / Section 151 Officer

### **Also present**

Councillor(s): C A Holley, S Pritchard

### **Apologies for Absence**

Councillor(s): M C Child

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## 139. 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 J A Raynor declared a Personal & Prejudicial Interest in Minute 154 "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 M Thomas declared a Personal Interest in Minute 154 "Local Authority Governor Appointments";
- 3) Councillor J A Raynor declared a Personal Interest in Minute 155 & 157 "Sale of Surplus Land at Olchfa School";
- 4) Huw Evans declared a Personal & Prejudicial Interest in Minute 154 "Local Authority Governor Appointments" and withdrew from the Meeting prior to its consideration.

**140. Minutes.**

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

- 1) Cabinet held on 23 January 2020.

**141. Announcements of the Leader of the Council.**

The Leader of Council made no announcements.

**142. Public Question Time.**

A number of questions were asked by Members of the Public relating to the budget. The relevant Cabinet Member responded accordingly. No questions required a written response.

**143. Councillors' Question Time.**

A number of questions were asked by Councillor C A Holley relating to the budget. The relevant Cabinet Member responded accordingly. No questions required a written response.

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

Councillor C A Holley, presented the pre decision scrutiny feedback.

**145. Revenue and Capital Budget Monitoring 3rd Quarter 2019/2020. \***

***Call In Procedure - Subject to Pre-Decision Scrutiny:*** *This decision is exempt from the Authority's Call In Procedure as "the decision has been subject to Pre-Decision Scrutiny and there is no material change in relevant information / evidence".*

The Cabinet Member for Economy & Strategy submitted a report which outlined the financial monitoring of the 2019-2020 revenue and capital budgets, including the delivery of budget savings.

**Resolved** that:

- 1) The comments and variations in the report, and the actions in hand to address them be noted;
- 2) The substantial improvements to date be noted and Directors remaining plans to assure Cabinet that service budgets can be sustainably brought back into line for 2019-2020 and beyond continue and be implemented by 1 April 2020, and earlier still wherever possible;
- 3) No Officer may consider any material further spending commitments until those savings plans, as references in recommendation 2 of the report to address service overspending are fully assured and delivered.



**146. Medium Term Financial Planning 2021/22 – 2023/24. \***

**Call In Procedure - Subject to Pre-Decision Scrutiny:** *This decision is exempt from the Authority's Call In Procedure as "the decision has been subject to Pre-Decision Scrutiny and there is no material change in relevant information / evidence".*

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

**Resolved that:**

- 1) The Medium Term Financial Plan 2021-2022 to 2023-2024 be recommended to Council as the basis for future service financial planning.

**147. Revenue Budget 2020/2021. \***

**Call In Procedure - Subject to Pre-Decision Scrutiny:** *This decision is exempt from the Authority's Call In Procedure as "the decision has been subject to Pre-Decision Scrutiny and there is no material change in relevant information / evidence".*

The Section 151 Officer submitted a report which set out the current position with regard to the Revenue Budget for 2020-2021. It detailed:

- Financial Monitoring 2019-2020;
- The Local Government Finance Settlement 2020-2021;
- Budget Forecast 2020-2021;
- Specific Saving Proposals;
- Outcome of Budget Consultation;
- Staffing Implications;
- Reserves and Contingency Fund Requirements;
- The Budget Requirement and Council Tax 2020-2021;
- Summary of funding proposals;
- Risks and uncertainties.

**Resolved that:**

- 1) The outcome of the formal consultation exercise be noted and, changes to the Budget Proposals in Appendix D of the report be agreed, together with the position regarding delegated budgets as set out in Sections 4.10 and 4.11 of the report;
- 2) The current Resource Gap identified in Section 4.5 of the report be noted and, in line with the potential actions identified in Sections 9 and 10 of the report agreed a course of action to achieve a balanced Revenue Budget for 2020-2021;
- 3) In addition to a review of current savings proposals Cabinet will need to:

- a) Review and Approve the Reserve Transfers recommended in the report;
  - b) Agree a level of Council Tax for 2020-2021 to be recommended to Council.
- 4) Subject to the changes identified and listed above, Cabinet recommends to Council for approval:
- a) A Revenue Budget for 2020-2021;
  - b) A Budget Requirement and Council Tax levy for 2020-2021.

**148. Capital Budget & Programme 2019/20- 2024/25. \***

***Call In Procedure - Subject to Pre-Decision Scrutiny:*** This decision is exempt from the Authority's Call In Procedure as "the decision has been subject to Pre-Decision Scrutiny and there is no material change in relevant information / evidence".

The Section 151 Officer submitted a report which proposed a revised Capital Budget for 2019-2020 and a Capital Budget for 2020-2021 to 2024-2025

**Resolved** that:

- 1) The revised Capital Budget for 2019-2020 and a Capital Budget for 2020-2021 – 2024-2025 as detailed in Appendices A, B, C, D, E and F of the report be approved.

**149. Housing Revenue Account (HRA) – Revenue Budget 2020/21. \***

***Call In Procedure - Subject to Pre-Decision Scrutiny:*** This decision is exempt from the Authority's Call In Procedure as "the decision has been subject to Pre-Decision Scrutiny and there is no material change in relevant information / evidence".

The Section 151 Officer submitted a report which proposed a Revenue Budget for 2020-2021 and a rent increase for properties within the Housing Revenue Account (HRA).

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

- 1) Rents be increased in line with the Welsh Government interim policy as detailed in Section 3 of the report;
- 2) Fees, charges and allowances be approved as outlined in Section 4 of the report;
- 3) The Revenue Budget Proposals as detailed in Section 4 of the report.

**150. Housing Revenue Account – Capital Budget and Programme 2019/20 – 2023/24. \***

***Call In Procedure - Subject to Pre-Decision Scrutiny:*** *This decision is exempt from the Authority's Call In Procedure as "the decision has been subject to Pre-Decision Scrutiny and there is no material change in relevant information / evidence".*

The Section 151 Officer submitted a report which proposed a revised Capital Budget for 2019-2020 and a Capital Budget for 2020-2021 – 2023-2024.

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

- 1) The transfers between schemes and the revised budgets for schemes in 2019-2020 be approved;
- 2) The budget proposals for 2020-2021 – 2023-2024 be approved;
- 3) Where individual schemes as shown in Appendix B are programmed over the 4 year period described in the report, then these be committed and approved and their financial implications for funding over the 4 years also be approved.

**151. The Capital Strategy 2019/20 - 2024/25. \***

***Call In Procedure - Subject to Pre-Decision Scrutiny:*** *This decision is exempt from the Authority's Call In Procedure as "the decision has been subject to Pre-Decision Scrutiny and there is no material change in relevant information / evidence".*

The Section 151 Officer submitted a report which sought approval of the Capital Strategy which informs the 4 year Capital Programme.

**Resolved** that:

- 1) The Capital Strategy be approved.

**152. Gower Activity Centres Budget Proposal 2020/2021. \***

***Call In Procedure - Subject to Pre-Decision Scrutiny:*** *This decision is exempt from the Authority's Call In Procedure as "the decision has been subject to Pre-Decision Scrutiny and there is no material change in relevant information / evidence".*

The Cabinet Member for Children Services submitted a report which sought permission to consult on price increases for the Gower Activities Centres through a range of options for consideration for the future operating model of the Gower Activity Centres with a zero based budget in line with the budget proposal for 2020-2021.

**Resolved** that:

- 1) The proposals outlined be approved for consultation as below:

- 2) Proposal 1 - Remove ALL subsidies for Swansea Schools and for pupils on Free School Meals (FSM) and put in place a more commercial price based on current market rates, and open up the offer wider than just Swansea schools (Public Consultation);
- 3) Proposal 2 - A further staffing restructure to amalgamate posts and utilise seasonal / relief staff when required (Internal Consultation).

**153. Business Rates – Temporary Rate Relief Scheme (Wales) 2020/2021. \***

***Call In Procedure - Subject to Pre-Decision Scrutiny:*** This decision is exempt from the Authority's Call In Procedure as "the decision has been subject to Pre-Decision Scrutiny and there is no material change in relevant information / evidence".

The Section 151 Officer submitted a report which provided information and considered adoption of a new temporary High Street and retail Rates Relief Scheme, relating to Business Rates, which has been introduced by Welsh Government for the financial year 2020-2021.

**Resolved** that:

- 1) The details of the scheme in the report be noted;
- 2) The Rate Relief Scheme and the application process outlined in the report be adopted for 2020-2021.

**154. 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)	Brynhyfryd Primary School	Debbie Whyte
2)	Brynhyfryd Primary School	Cllr Mike White
3)	Newton Primary School	George Butterfield
4)	Penclawdd Primary School	Lynwen Tregembo
5)	Penllergaer Primary School	Alan Hussey
6)	Portmead Primary School	Paul Phillips
7)	Seaview Primary School	Cllr Cyril Anderson
8)	Ynystawe Primary School	Jenifer James
9)	YGG Bryniago	Elen Jones
10)	YGG Pontybrenin	Huw Evans
11)	Bishopston Comprehensive School	Joanne Meller

12)	Cefn Hengoed Comprehensive School	Sarah Cole
13)	Olchfa Comprehensive School	Cllr Mary Jones
14)	Penyrheol Comprehensive School	Cllr Kelly Roberts
15)	YG Bryntawe	Parch. Eirian Wyn

**155. Sale of Surplus Land at Olchfa School.**

The Cabinet Member for Delivery & Performance submitted a report which sought consent to dispose of surplus land at Olchfa School, at best consideration, for a sum in excess of delegated authority limits.

**Resolved** that:

- 1) The recommendations of the Council's appointed land sales Agents be noted and the disposal of the land to Bidder 2 be approved;
- 2) Authority be delegated to the Director of Place in conjunction with the Cabinet Member for Delivery and Performance to negotiate the final Heads of Terms and to take all necessary actions to finalise the disposal;
- 3) Authority be delegated to the Chief Legal Officer to enter into any documentation necessary to complete the transaction.

**156. Exclusion of the Public.**

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

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

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

**(Closed Session)**

**157. Sale of Surplus Land at Olchfa School.**

The Cabinet Member for Delivery & Performance presented a report which provided additional background information, relevant to the Proposed "Sale of Surplus Education Land at Olchfa School" Report.

**Resolved** that the recommendations as detailed in the report be approved.

The meeting ended at 11.25 am

**Chair**

<b>Call In Procedure – Relevant Dates</b>	
Minutes Published:	<b>20 February 2020</b>
Call In Period Expires (3 Clear Working Days after Publication):	23.59 on 25 February 2020
Decision Comes into force:	26 February 2020



City and County of Swansea

**Minutes of the Cabinet**

**Council Chamber - Guildhall, Swansea**

**Friday, 28 February 2020 at 10.00 am**

**Present:** Councillor A S Lewis Presided

**Councillor(s)**  
R Francis-Davies  
A S Lewis

**Councillor(s)**  
D H Hopkins  
J A Raynor

**Councillor(s)**  
E J King  
M Thomas

**Officer(s)**

Geoff Bacon  
Huw Evans  
Phil Roberts  
Ben Smith  
Debbie Smith

Head of Property Services  
Head of Democratic Services  
Chief Executive  
Chief Finance Officer / Section 151 Officer  
Deputy Chief Legal Officer

**Apologies for Absence**

Councillor(s): M C Child, C E Lloyd, A Pugh and R C Stewart

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**158. Disclosures of Personal and Prejudicial Interests.**

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

**159. Announcements of the Leader of the Council.**

The Leader of Council made no announcements.

**160. Public Question Time.**

No questions were asked.

**161. Councillors' Question Time.**

No questions were asked.

**162. Sale of Land at Gower View Road – Gwyn Faen Farm.**

The Cabinet Members for Delivery & Performance and Homes, Energy & Service Transformation jointly submitted a report which sought consent to dispose of surplus land at Gwynfaen Farm, at best consideration, for a sum in excess of delegated authority limits.

**Resolved that:**

- 1) Having considered the verbal report outlining the response to the public open space statutory consultation process, the disposal of the land be approved;
- 2) Subject to the approval of recommendation 1, Authority be delegated to the Director of Place in conjunction with the Cabinet Member for Delivery & Performance and the Cabinet Member for Homes, Energy & Service Transformation to negotiate the final Heads of Terms and to take all necessary actions to finalise the disposal;
- 3) Authority be delegated to the Chief Legal Officer to enter into any documentation necessary to complete the transaction.

The meeting ended at 10.03 am

**Chair**

<b>Call In Procedure – Relevant Dates</b>	
Minutes Published:	<b>28 February 2020</b>
Call In Period Expires (3 Clear Working Days after Publication):	23.59 on 4 March 2020
Decision Comes into force:	5 March 2020



# Agenda Item 7.



## Report of the Cabinet Member for Delivery & Performance

Cabinet – 19 March 2020

### Quarter 3 2019/20 Performance Monitoring Report

<b>Purpose:</b>	To report corporate performance for Quarter 3 2019/20.
<b>Policy Framework:</b>	<i>Delivering a Successful &amp; Sustainable Swansea Corporate Plan 2018/22</i> <i>Sustainable Swansea – Fit for the Future</i>
<b>Consultation:</b>	Access to Services, Finance, Legal.
<b>Recommendation(s):</b>	It is recommended that:  1) The performance results are noted and reviewed to help inform executive decisions on resource allocation and, where relevant, corrective actions to manage and improve performance and efficiency in delivering national and local priorities.
<b>Report Author:</b>	Richard Rowlands
<b>Finance Officer:</b>	Paul Roach
<b>Legal Officer:</b>	Debbie Smith
<b>Access to Services Officer:</b>	Rhian Millar

#### 1.0 Introduction

- 1.1 This report presents the performance results for Quarter 3 2019/20 delivering the Council's Well-being Objectives (priorities) described in the Corporate Plan 2018/22 *Delivering a Successful & Sustainable Swansea*.
- 1.2 The outturn presented in the performance tables (Appendix A) incorporates an overview of performance that needs to be considered alongside the current financial situation of the Council.
- 1.3 The financial resources required to achieve the specified performance levels in 2019/20 have been provided in the approved budget. As part of the work on *Sustainable Swansea – Fit for the future* there will be an increased focus on understanding the level of activity and outcomes that

are achieved for the budget allocated so that choices can be made about relative priorities.

## **2.0 Performance and Improvement**

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

## **3.0 Outturn**

- 3.1 The Corporate Plan performance indicators measure progress meeting the following key objectives:
  - i) Safeguarding people from harm.
  - ii) Improving education and skills.
  - iii) Transforming our economy & infrastructure.
  - iv) Tackling poverty.
  - v) Transformation & future Council development.
  - vi) Maintaining and enhancing Swansea's natural resources and biodiversity.
- 3.2 The outturn for Quarter 3 2019/20 shows that **25 out of 57 (44%)** Corporate Plan performance indicators (that had targets and where there was data) met their targets. **27 out of 55 (49%)** comparable Corporate Plan performance indicators also showed improvement compared to Quarter 3 2018/19.
- 3.3 Performance is pleasing in a number of areas and a number are among the best in Wales. The latest data, for example, shows that our recycling performance and our performance processing planning applications continues to exceeded targets. However, the overall picture is affected by a number of indicators in Safeguarding. This is due to the council's focus on prevention which is not always captured in the current indicators and does not reflect that demands are increasing in areas such as looked after children and children on child protection register.
- 3.4 The performance indicators are assessed each year to ensure that they remain appropriate. The indicators will be reviewed in readiness for 2020/21 and will consider how we can measure strategic directions (e.g. preventative approaches) in a better way.

3.5 The performance tables in Appendix A set out an overview of performance for each Corporate Plan priority provided by Directors and Heads of Service who are the responsible leads; these overviews set the performance data within their proper context and can be found in paragraph 5.0.

#### **4.0 Considerations**

4.1 When making comparisons between previous quarters and 2018/19, the following should be considered:

4.1.1 The nature and number of some performance indicators (PIs) has changed between these two periods and therefore direct comparisons may not always be appropriate.

4.1.2 Many of the performance measures are new and definitions may need further refinement.

4.1.3 Some targets for new performance indicators are still being baselined.

4.1.4 Some data will be enhanced and improved to be more robust as data collection methods are developed and / or refined by services over the coming quarters.

4.1.5 The results do not always account for changes in resources and workload during that period (although details can be seen in the numerator and denominator information and in the comments column of the data tables attached to this report).

4.1.6 There may be changes to the numerator and denominator information that may affect the trends by showing a decline while the volume of work has increased.

4.1.7 Performance indicators are reviewed each year to ensure that they remain appropriate measures of performance.

#### **5.0 Context: Overviews of Performance in Quarter 3 2019/20**

5.0.1 The following overviews provided by responsible departments describe the context to the performance meeting the Council's key objectives as at the Quarter 3 2019/20.

##### **5.1 *Safeguarding people from harm***

5.1.1 The corporate plan sets out the Council's commitment to ensuring that citizens live their lives free from harm and exploitation. To help meet this commitment we expect safeguarding to be seen as everybody's business and therefore that all officers and Elected Members should undertake safeguarding training proportionate to their role. As reported previously, the Council doesn't yet have a database which can sufficiently accurately capture the overall proportion of staff who have undertaken the relevant

training at any given time. Therefore we are continuing to report a proxy measure of how many new individuals have undertaken training in any given quarter. Whilst this indicator continues to remain below target, other intelligence gathered via the corporate safeguarding board indicates that more than 90% of staff and Elected Members have indeed completed the required training. Improvements to corporate reporting databases are planned along with other significant improvements to the Council's IT infrastructure but the timescale hasn't been specified as yet.

- 5.1.2 The Council is committed to ensuring that all children are safe from harm, living with their families or in family settings. Our work to create the optimum conditions in which Swansea children are most likely to remain living safely with their families or in family settings is captured within the Safe LAC Reduction Strategy. Taken together, a number of the indicators within the corporate performance report evidence the success or otherwise of the Safe LAC Reduction Strategy. Despite early indications that the numbers of children becoming looked after had stabilised, the latest performance indicates further upward pressure.
- 5.1.3 There continues to be a connection between high level of demand, reduced social work capacity and a slight consequent deterioration in performance which continues to slow progress. Notwithstanding this, the overall judgement of the Director of Social Services remains that Swansea has a high performing child and family service and that child protection interventions with individual children remain safe and robust.
- 5.1.4 The Council remains committed to ensuring all vulnerable adults are safeguarded from harm, able to live to their maximum potential and that people age well, are able to live independently and safely within their own home. Whilst the number of adults the Council is supporting has increased above expectations, it appears that this increase is predominantly linked to an increased uptake in the use of community equipment and a targeted increase of the use of short term re-ablement services.
- 5.1.5 The use of equipment and re-ablement services to maintain independence is a positive. However it remains concerning that the number of carers receiving an assessment has decreased. This is directly related to workload pressures within Swansea's integrated health and social care older people hubs and there are current plans to restructure the integrated hubs to realise additional capacity. In reality the overall level of demand for health and social care support within the region continues to outstrip resource and capacity to meet that demand. Despite this there are early indications that the targeted investment in a new hospital to home recovery service and other related activity is bearing down on the historically high rates of delayed transfers of care.

## 5.2 *Improving education & skills*

- 5.2.1 Swansea's performance was above the expected benchmark level at key stage 4. Authority wide attainment measures at foundation phase, key stage 2 and key stage 3 have less relevance in 2019 because Welsh Government and Estyn have told schools and local authorities that progress individual pupils make is of more relevance.
- 5.2.2 Evidence from Estyn inspections on standards show they remain strong in Swansea. The attainment of learners who are looked after children is variable. Education staff reported a number of factors that can affect this performance indicator each year due to the small numbers of learners involved including a higher number of pupils with additional learning needs, late arrivals from other counties, and a volatile population who move in and out of care which can disrupt education at key points in their educational career particularly in adolescence. Attendance in Swansea remains high in comparison to other local authorities in Wales.
- 5.2.3 Partneriaeth Sgiliau Abertawe/Swansea Skills Partnership (PSA) meets regularly and has two, clear workstreams - digital capacity and advice, information and guidance for vocational education and careers. This work is progressing well.
- 5.2.4 Looking forward the implementation of the Additional Learning Needs and Education Tribunal Act 2018 and Curriculum for Wales 2022 under the Welsh Government's National Mission will pose challenges and opportunities that will need reflecting in the performance frameworks of the Education Directorate. Measures of inclusion such as attendance, exclusions and numbers of learners who are educated otherwise than at school continues to be monitored.

## 5.3 *Transforming our economy and infrastructure*

- 5.3.1 The vast majority of targets have been met again this quarter. There is some variation in trends against this time last year, however the differences are considered marginal. It is pleasing to see the 'Percentage of all major applications with an economic imperative' finally hit target, achieving 100%, given the previous quarter performance. Only two indicators missed target, and these reflect grant funded projects being delivered by 3rd parties, where delays have occurred on site, due to the scale and complexity of the schemes. However, it is envisaged that this quarter's outcomes will be delivered in the next quarter.
- 5.3.2 Our major regeneration priorities continue to make substantial progress. Swansea Central Phase 1 works contract has been awarded and work has commenced on site on 27th November 2019. The 82 week construction programme will complete in June 2021. The Swansea Central Phase 2 work is being developed via Rivington Hark who have commenced drafting a final masterplan report. Linked to this, feasibility work continues on the Public Sector Hub project. A report is being drafted to request work up costs for the Hub and a business case to support relocation of Civic Centre services to appropriate locations.

Marketing of strategic sites will be launched in March at the MIPIM international property conference. The Kingsway infrastructure project contract has now been signed and work continues to make excellent progress on site. The viability and letting strategy for the Kingsway Employment Hub building is being progressed, where an additional floor of office space is being designed. The Pre-planning application consultation will now commence later this month.

- 5.3.3 Investment in the City's Leisure Centres has progressed, with key projects at Penlan and Bishopston being completed within Q3. As part of the £5.1M investment across the portfolio, facilitated by the partnership with Freedom Leisure, these are the latest Centres to benefit from new reception spaces, and new state of the art studios and fitness suites. Energy efficient lighting and mechanical and electrical improvements have also been made to reduce energy costs and carbon footprint. Further improvements to the neighbouring Morriston and Penyrheol Leisure Centres are due to be completed within the next quarter, with more exciting plans being delivered upon.
- 5.3.4 Continuing the theme of invest to save, the refurbishment of the Grand Theatre's restaurant has now been completed by our catering providers Gower Brewery; providing another reason to visit the venue as part of the City Centre offer, promoting footfall and pre and post theatre dining. Proposals were also finalised for investment in the Arts Wing to facilitate local community groups and third sector agencies making use of the space, to diversify our audiences as part of creating a Cultural and Digital Hub. A Cabinet report is planned for the next quarter in advance of a summer launch to open from the summer at the Grand Theatre.
- 5.3.5 Our Events Team continued to support our celebratory year marking Swansea's 50 years as a city anniversary. The Events programme continues to grow and now attracts in excess of ½m people each year. Visitors to our Events add a significant boost to the local economy and this is estimated as being in the region of £20m each year. A wide range of events took place in this quarter with more notable ones including the first free Fireworks display in the Bay and the very popular Christmas Parade in the City Centre. Other events delivered included Halloween, Silence in the Square, the city centre Santa's Grotto, Waterfront Winterland and a portfolio of partner events which saw us supporting Swansea Fringe, a Memory Walk, RNLI Santa Run and the circus.
- 5.3.6 The integration of programming, promotion, marketing and delivery is brought together as part of the service transformation strategy for Destination Marketing & Management; which includes an enhanced version of [www.visitswanseabay.com](http://www.visitswanseabay.com) - the official tourism website for the destination. It now includes the addition of a ticket box office utilising Spektrix; which is a cross cultural service facility, enabling tickets to be sold for all Council venues and events. Our Enjoy and Visit websites are now being combined into one comprehensive resource for both residents and potential visitors to the city, with significant changes to the look, feel and functionality of the site. The first quarter of statistics are extremely positive. The changes to the user journey on VSB.com and modernised

interface have resulted in big increases to key pages of the website, with visitors for events also drawing on information on places to eat and drink, activity providers and places to stay. Similarly improvements to functionality on mobile devices has seen a decrease in the bounce rate resulting in more effective marketing reach.

- 5.3.7 The WHQS programme is continuing to deliver major repairs and improvements to council homes ensuring they are in a good state of repair, thermally efficient, safe and secure and meeting the needs of individuals. To date the WHQS programme has delivered £34.1m of repairs and improvements. To the end of quarter 3 the Council has delivered 1,619 new kitchens, 1501 new bathrooms and undertaken major thermally insulation improvements to 265 homes. Further work is taking place to renew roofs, renew electrical wiring in homes, provide new efficient gas boilers and improve garden boundaries and paving.
- 5.3.8 The Council is progressing well with its fire safety improvements, particularly with its installation of sprinkler systems in high rise blocks and sheltered accommodation. The Council has been working with a specialist fire protection company in developing and trialling new smoke alarms systems that continually monitor alarms ensuring they are operational and report incidence of fire via instant text message and email; this system offers a real opportunity to further improve fire safety in the home particularly for older and more vulnerable tenants.
- 5.3.9 The WHQS schemes also provides major community benefits; at the end of 3rd quarter, 637 weeks of targeted recruitment and training were delivered specifically for people who were unemployed and experiencing barriers to accessing the jobs market; 7 people from the local community have been employed in this period and 15 people previously engaged for WHQS work have seen their employment continued with ongoing projects. Also as part of the Council's commitment to innovative, energy efficient housing, a number of retrofit schemes are being carried out: there are 6 bungalows in Craig Cefn Parc currently underway; 8 properties planned in Felindre and the Council has recently completed a project in Garnswllt to 10 properties. These schemes will test the application of renewable technologies to existing inefficient housing, transforming them into some of the most energy efficient homes in the Council's housing stock.
- 5.3.10 The Council's More Homes Programme, focussed on providing new build Council housing, continues to move forward at pace. Cabinet approved the first Housing Revenue Account Development Plan in February 2019, which set out a programme to develop over 140 new homes up to 2022. The Council is currently looking to increase this ambition, and has presented a 10 year delivery ambition to Cabinet for 1000 new Council homes plan from 2021-2031. Following on from the first passivhaus pilot at Colliers way, the second phase of the More Homes project is underway at a further 2 sites at Parc Y Helyg and Colliers Way Phase 2. As part of this phase, 34 new homes will be built as 'Homes as Power Stations' using funds from a £1.5m Innovative Housing Programme grant from the Welsh Government. The homes will have innovative features

such as solar panels and battery-powered energy, as well as the inclusion of swift bricks to support biodiversity. Work is starting on a conversion of a former social services building in West Cross into 2 new family homes. A further social services building in Gorseinon is also being acquired to convert to 2 large homes, which should be complete later this year.

5.3.11 A number of acquisitions of former Right to Buy homes has also taken place, and these homes have also been added to the council's stock. A planning application has also been submitted for a further 26 homes on Hill View Crescent in Clase. This scheme has also been awarded £1.5m of Innovative Housing Funding, which will fund the renewable technologies to continue the Homes as Power Stations theme. This will also be the site of a new build Welsh medium primary school, and will provide an opportunity to regenerate the area.

5.3.12 Following publication of the HRA PIN to explore interest from potential partners in delivering a development programme across around 30 potential HRA sites in phases, a Cabinet report in January 2020 will outline the next steps in progressing the procurement of a development partner or partners. The aim will be to deliver mixed tenure housing on the Council owned sites, whilst maximising the delivery of affordable housing to meet local need. The Council has also procured a multi-disciplinary team to deliver a masterplan for the regeneration of a large HRA site. This work is expected to take around 9 months.

#### 5.4 *Tackling Poverty*

5.4.1 The corporate plan sets out the council's commitment to Tackle Poverty to ensure that every person in Swansea can achieve their potential. To meet this commitment the corporate Tackling Poverty Strategy ensures that Tackling Poverty is everybody's business. The number of people gaining employment through Employability support, supports the well-being objective steps; ensuring that young people are able to access employment, education and training after reaching 16 and, individuals are supported to overcome their barriers to employment through coordinated person centre employability support. This is achieved through the Swansea Working coordinated employment approach and associated employability support programmes of Communities for Work, Communities for Work Plus, Workways and Cam Nesa. There has been an increase in the number of people gaining employment through Employability Support this quarter compared to last quarter and compared to the same period last year. There has been an increase in referrals into the programmes directly and through Swansea Working referrals and increased performance across programmes.

5.4.2 The step to help address the impacts of Welfare reform, including supporting people to claim the full benefits they are entitled to so that they are able to maximise their income is reported through the amount of welfare benefits raised through securing rights and entitlements by the Welfare Rights team. The amount of benefits secured is significantly higher and double what was anticipated and the team have continued to



achieve a 96% success rate on appeals. The performance indicator of Housing Benefit average time for processing new claims has had an expected drop in performance due to reduced resources and the more complex cases remain in Housing Benefit rather than those transferred to Universal Credit. The latest stats from 12th December 2019 show there were 13,151 Universal Credit claimants in Swansea and it is expected to continue to increase as more citizens move onto Universal Credit. The impact of welfare reform changes has seen an increase in the number and complexity of welfare benefit enquiries we are dealing with. There is an increase in rent arrears in the council and being reported by partner organisations. There is a significant increase in the use of foodbanks and Swansea now has more than ten foodbanks. A sample of Citizen's Advice clients showed almost three quarters of debts were priority debts of rent, council tax and benefit related debts. Activity to help address the impacts of welfare reform include targeting support to cohorts affected by changes, with 660 households being offered targeted support, 216 frontline staff have been trained and personalised support has been offered to citizens.

- 5.4.3 The performance indicator of Council Tax Reduction (CTR) speed of processing and average time for processing new claims is below the target, this is due to the decision to use the Universal Credit information as the claim for CTR with the aim of maximising the period we can award the CTR. This decline in performance will not impact on the well-being objective, as the applicant is better off as we are implementing more CTR for those who apply for it when they are receiving UC.
- 5.4.4 The number of accredited qualifications achieved by adults with local Authority support has exceeded the target this quarter and seen an improvement on last quarter and this time last year. This is due to the delivery of a comprehensive sector specific training programme which many employability programme participants have accessed. The partnership working between Swansea Working, Lifelong Learning, employability programmes and partners has continued to increase the number of participants achieving accredited training and qualifications.
- 5.4.5 Additional training and work experience opportunities are being developed with the art, culture and heritage partners, specifically focusing on Care Leavers initially and this is supporting the steps to meet the well-being objective and will boost skills, confidence, self-esteem and aspiration. The corporate cross directorate Poverty Forum continues with actions including the Council's approach to managing personal debts to the council, reducing evictions, addressing high interest lending and promoting affordable credit. Eighteen Food Poverty initiatives have been supported to increase Food Bank provision, deliver food waste reduction initiatives and training and volunteer support.
- 5.4.6 The well-attended cross sector Poverty Partnership Forum continues to develop and deliver initiatives to tackle poverty including entrepreneurship support, focus on food poverty and coordinated crisis support. Commissioning reviews focused on Financial Inclusion and Employability Support are progressing to determine the future shape and delivery of support to ensure that services are targeting the most

vulnerable, outcomes are maximised and that we are supporting citizens out of poverty.

## 5.5 *Transformation & future Council development*

5.5.1 Progress continues towards delivering the well-being objectives contained within the Council's Corporate Plan. One of the key priorities this quarter has been to commence the review of the Sustainable Swansea programme and start the process of preparing the scope of the new strategy in January. The future financial picture continues to be challenging, therefore the transformation of services remains a priority, particularly enabled by digital technology.

5.5.2 A new Digital Inclusion Strategy has been developed in addition to a revised Digital Strategy. This is the bedrock for modernising services, introducing new ways of working and transforming the Council.

5.5.3 Since the Co-production Strategic Framework and revised Consultation & Engagement Strategy were discussed at the Policy Development Committee work has commenced on progressing the implementation phase including guidance and toolkits for staff looking to co-design and co-produce services with the public, partners and other key stakeholders.

5.5.4 This quarter the agile working zone has seen good use from the introduction last quarter. Welsh language training continues to be a priority.

5.5.5 Staff sickness continues to be high across the Council as reflected in the PAM001 indicator. Management measures are in place to work with Services on an individual basis as well as reviewing the overall Policy. Other projects are also in flight which may positively impact sickness, modernising services and ways of working which support staff.

5.5.6 There is still a need to ensure that all identified savings are implemented across all Council Services to continue to improve the 19/20 position and beyond. However, there remains a degree of confidence that some further inroads can be made into the forecast overspend by ongoing management and Cabinet action.

## 5.6 *Maintaining and enhancing Swansea's natural resources and biodiversity*

5.6.1 This quarter has seen the submission of the Council's first Section 6 Monitoring Report to Welsh Government outlining what it has done to comply with the Biodiversity Duty introduced under the provisions of the Environment (Wales) Act 2016. Since this Act came into force the Council has made significant progress at both a strategic and operational level to maintain and enhance biodiversity and the resilience of ecosystems. This update lists the more significant actions the Council has undertaken to meet this Duty, set out under the Nature Recovery Plan for Wales six key themes (those subject of ongoing action during the last quarter are highlighted \*):

- Embed Biodiversity in decision making
  - Swansea Well Being Plan - Working with Nature Objective adopted by Public Service Board.
  - Natural Environment Scrutiny Inquiry completed and Action Plan. prepared for delivering recommendations\*
  - Corporate Objective for Biodiversity adopted.
  - Biodiversity incorporated into Business Plan reporting \*
  - Corporate Biodiversity Working Group established ( and expanded to include Climate Change)\*
  - Scrutiny Panel for Natural Environment and Biodiversity established\*
  - Council Climate Emergency Declaration.
  - Swansea Local Development Plan adopted setting out policies for biodiversity and ecological resilience.
  - Gower AONB Management Plan adopted.
  - Safeguard species and habitats.
  - Awareness raising talks and training workshops\*
  - Environmental Events\*
  - Outdoor Learning training for schools\*
  - Installation of site interpretation panels.
  - Publication of information leaflets.
  - Provision of ecological advice to all service areas\*
- Restoration of degraded habitats/habitat creation
  - Management of Council owned sites of ecological importance\*
  - Review of farm and business tenancy agreements to safeguard biodiversity value\*
  - Friends of Parks agreements /Memoranda of Understanding.
  - Ecological connectivity mapping\*
  - Tree planting projects, including within Housing Estates\*
  - City Centre tree planting\*
  - Gower Hedgerow Hub - improved /planted hedgerow\*
  - Wildflower planting\*
  - Primary school grounds improvements\*
  - New designations, e.g. Site of Special Scientific Interest in Lower Swansea Valley.
- Tackle pressure on species and habitats
  - Draft Green Infrastructure Strategy for Central Swansea - consultation Dec 2019\*
  - Draft Green Space Factor Toolkit - consultation Dec 2019\*
  - Prosecution - Penllergaer tree felling\*
  - Ash-Die Back management strategy\*
  - Management of Invasive Non Native Species (INNS),e.g. Japanese Knotweed\*
  - Improved evidence, monitoring and understanding
  - Monitoring planning applications\*
  - Ecological surveys\*
  - Species monitoring\*
  - Service Level Agreement established with Biodiversity Record Centre\*

- Green Infrastructure and Biodiversity Mapping (collaborative project with other authorities)\*
- Council land Tree Register established\*
- Governance and support for delivery.
- Adopted plans (as above).
- Biodiversity Cabinet Member and Biodiversity Champion Councillor\*
- Staff and Resources - additional temporary Planning Ecologist post (0.5) created.
- Increased wildlife volunteer numbers\*
- Friends of Parks and Friends of Wildlife Sites groups established and supported\*
- Collaborative partnership working within the environment sector\*
- Additional work being progressed which will be reported on in more detail next quarter includes:
  - Draft Biodiversity Supplementary Planning Guidance.
  - Draft Council Tree Plan/Strategy.
  - Draft Countywide Green Infrastructure Strategy.
  - Local Biodiversity Action Plan Review.
  - Biodiversity Audit of Council owned land.
  - Draft Section 6 Action Plan.

5.6.2 This quarter the amount of waste collected that was reused or recycled (67.82%) exceeded the 64% target and was a 5% increase above that achieved this time last year.

## **6.0 Equality & Engagement Implications**

6.1 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.

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

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

## **7.0 Well-being of Future Generations**

7.1 The performance indicators in this report are part of the way in which the Council measures and reports progress meeting its Well-being Objectives as described in the Corporate Plan.

## **8.0 Financial Implications**

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

## **9.0 Legal Implications**

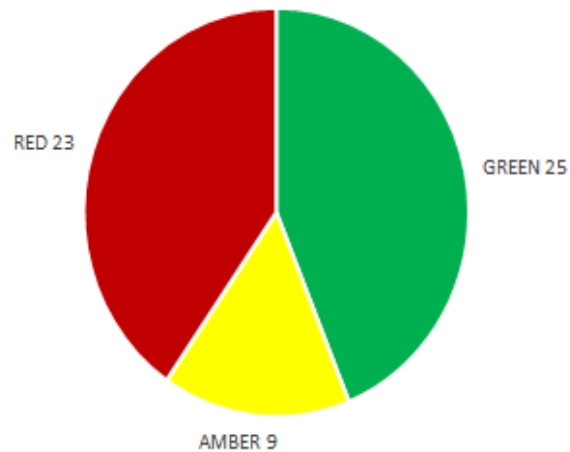
- 9.1 There are no legal implications associated with this report.

**Background Papers:** None.

**Appendices:** Appendix A – Quarter 3 2019/20 Performance Monitoring Report.

## Corporate Performance Management Report Q3 2019/2020

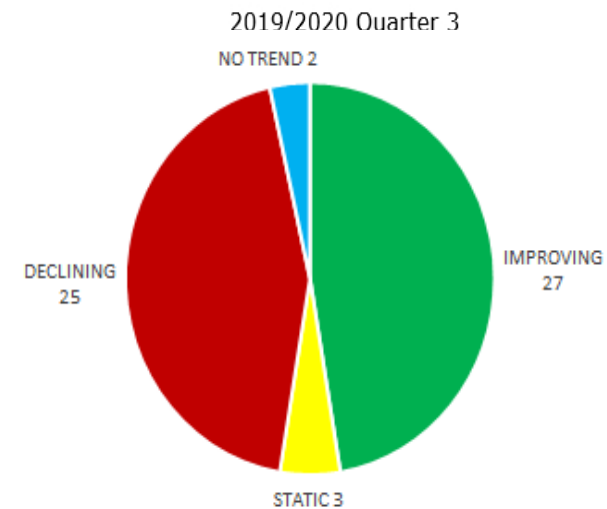
Performance against Target - Overall Council Summary  
2019/2020 Quarter 3



**Performance against the target:**

<b>GREEN</b>	Met or exceeded target
<b>AMBER</b>	Missed target (less than 5%)
<b>RED</b>	Missed target (more than 5%)
<b>NO RAG</b>	No target set

Performance compared to same Period of previous year  
2019/2020 Quarter 3



**Performance compared to the same period of the previous year:**

<b>IMPROVING</b>	Better performance
<b>STATIC</b>	Same performance
<b>DECLINING</b>	Worse performance
<b>NO TREND</b>	New indicator - No historical comparison

The corporate plan sets out the Council's commitment to ensuring that citizens live their lives free from harm and exploitation.

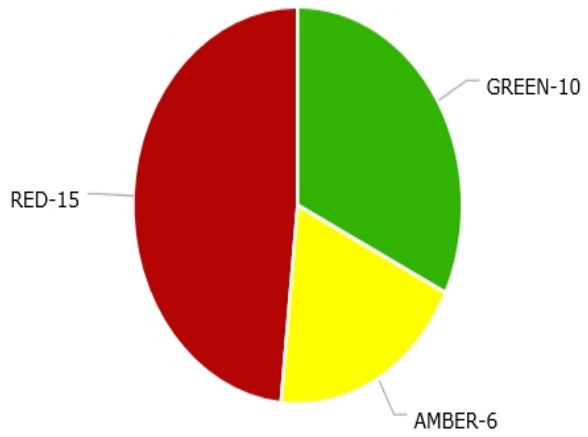
To help meet this commitment we expect safeguarding to be seen as everybody's business and therefore that all officers and Elected Members should undertake safeguarding training proportionate to their role. As reported previously, the Council doesn't yet have a database which can sufficiently accurately capture the overall proportion of staff who have undertaken the relevant training at any given time. Therefore we are continuing to report a proxy measure of how many new individuals have undertaken training in any given quarter. Whilst this indicator continues to remain below target, other intelligence gathered via the corporate safeguarding board indicates that more than 90% of staff and Elected Members have indeed completed the required training. Improvements to corporate reporting databases are planned along with other significant improvements to the Council's IT infrastructure but the timescale hasn't been specified as yet..

The Council is committed to ensuring that all children are safe from harm, living with their families or in family settings. Our work to create the optimum conditions in which Swansea children are most likely to remain living safely with their families or in family settings is captured within the Safe LAC Reduction Strategy. Taken together, a number of the indicators within the corporate performance report evidence the success or otherwise of the Safe LAC Reduction Strategy. Despite early indications that the numbers of children becoming looked after had stabilised, the latest performance indicates further upward pressure. There continues to be a connection between high level of demand, reduced social work capacity and a slight consequent deterioration in performance which continues to slow progress. Notwithstanding this, the overall judgement of the Director of Social Services remains that Swansea has a high performing child and family service and that child protection interventions with individual children remain safe and robust.

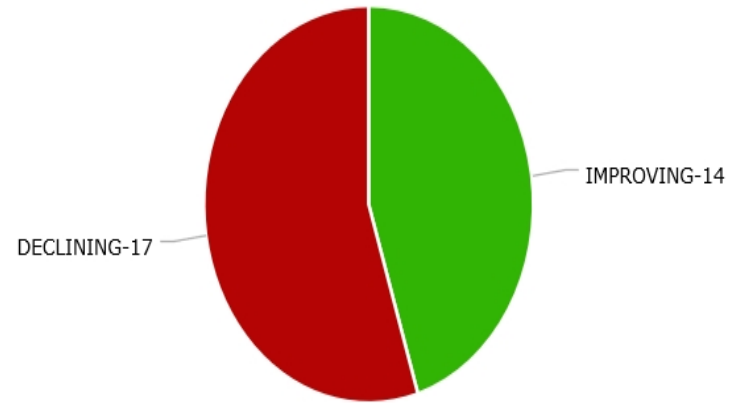
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The Council remains committed to ensuring all vulnerable adults are safeguarded from harm, able to live to their maximum potential and that people age well, are able to live independently and safely within their own home. Whilst the number of adults the Council is supporting has increased above expectations, it appears that this increase is predominantly linked to an increased uptake in the use of community equipment and a targeted increase of the use of short term re-ablement services. The use of equipment and re-ablement services to maintain independence is a positive. However it remains concerning that the number of carers receiving an assessment has decreased. This is directly related to workload pressures within Swansea's integrated health and social care older people hubs and there are current plans to restructure the integrated hubs to realise additional capacity. In reality the overall level of demand for health and social care support within the region continues to outstrip resource and capacity to meet that demand. Despite this there are early indications that the targeted investment in a new hospital to home recovery service and other related activity is bearing down on the historically high rates of delayed transfers of care.

**Performance against Target**  
2019/2020 Quarter 3



**Performance compared to same Period of previous year**  
2019/2020 Quarter 3





# Safeguarding 17-22

Performance Indicator	KEY	2017/2018 Quarter 3	2018/2019 Quarter 3	2019/2020 Quarter 3	Comment-2019/2020
<b>AS10</b> <span style="color: red;">↑</span> Percentage of annual reviews of care and support plans completed in adult services	RAG	GREEN	GREEN	AMBER	Although performance has been improving across the year, we are marginally below 70% and the result from last year. This result is within our normal range. There are plans in place to create a dedicated review team and, in the meantime, there is a programme in place to increase the percentage of annual reviews undertaken within the required timescale and to achieve the best possible outcomes for citizens.
Result	70.10%	70.17%	69.13%		
Target	65.00%	70.00%	70.00%		
Trend	IMPROVING	IMPROVING	DECLINING		
Num	4198	4115	3869		
Den	5989	5864	5597		
	RAG	GREEN	GREEN	RED	Changes to arrangements (such as hospital to home and improvements to domiciliary care commissioning) have increased the numbers of individuals supported. There has been an excess of starters over leavers in some services, increasing the numbers. However, this is an intentional strategy, to provide more people with short term support with a view to then decreasing those with long-term care needs.
Result	95.62	82.06	105.16		
Target	96.00	100.00	85.00		
Trend	IMPROVING	IMPROVING	DECLINING		
Num	4515	3902	5053		
Den	47220	47549	48049		

# Safeguarding 17-22

Performance Indicator	KEY	2017/2018 Quarter 3	2018/2019 Quarter 3	2019/2020 Quarter 3	Comment-2019/2020
<p>AS12 <span style="color:red">⬇</span></p> <p>Rate of adults aged 18-64 receiving care and support to meet their well-being needs per 1,000 population</p>	RAG	RED	GREEN	GREEN	
	Result	12.15	9.74	8.52	
	Target	11.00	13.00	10.00	
	Trend	IMPROVING	IMPROVING	IMPROVING	
	Num	1822	1467	1288	
	Den	149958	150659	151228	
<p>AS13a <span style="color:red">⬇</span></p> <p>Number of carers (aged 18+) who received a carer's assessment in their own right during the financial year</p>	RAG			RED	<p>Pressures on the Hubs in dealing with priority service users has led to a small reduction in the number of carers assessments. This is something that we are proactively looking at and will address as part of the new social work structure arrangements.</p>
	Result		538	460	
	Target			525	
	Trend		No Data	DECLINING	
	Num		538	460	
	Den				

# Safeguarding 17-22

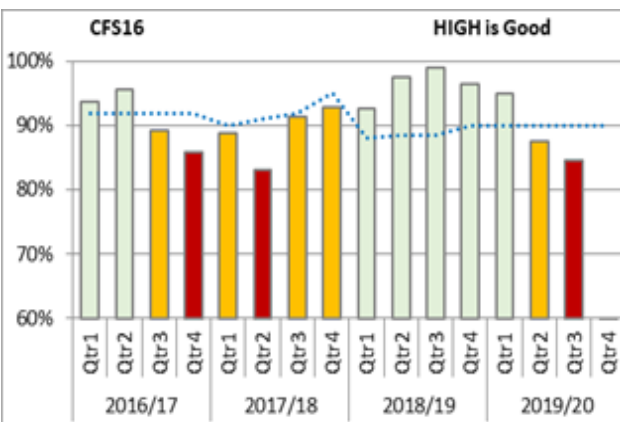
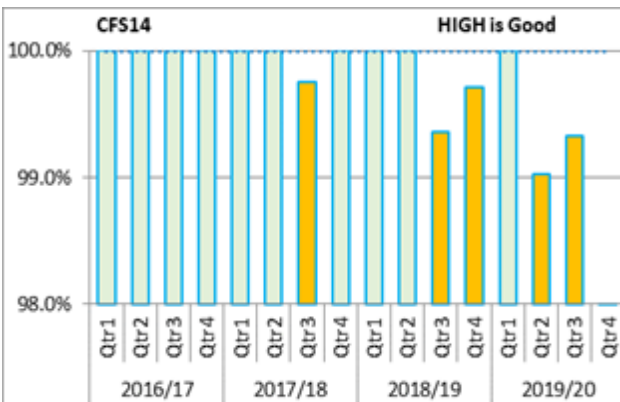
Performance Indicator	KEY	2017/2018 Quarter 3	2018/2019 Quarter 3	2019/2020 Quarter 3	Comment-2019/2020
<p>AS14 <a href="#">↑</a></p> <p>The percentage of people who have completed reablement who were receiving less care or no care 6 months after the end of reablement.</p>	RAG	GREEN	GREEN	GREEN	<p>We have added a further cohort of clients in the analysis of this measure, which has led to a slight decrease in performance. However, overall performance is still well over target.</p>
Result	80.95%	98.53%	94.15%		
Target	75.00%	80.00%	80.00%		
Trend	IMPROVING	IMPROVING	DECLINING		
Num	340	134	193		
Den	420	136	205		
<p>AS14 HIGH is Good</p>					
<p>AS15a <a href="#">↑</a></p> <p>The percentage of quantitative statutory performance indicators where performance is broadly maintained (within 5%) or improving compared to previous year's performance</p>	RAG			RED	<p>3 measures did not maintain performance: a) DToCs, b) reablement, c) adult protection within 7 days. Of these, reablement did meet target.</p>
Result		85.71%	57.10%		
Target			70.00%		
Trend		No Data	DECLINING		
Num		6	4		
Den		7	7		
<p>AS15a High is Good</p>					

# Safeguarding 17-22

Performance Indicator	KEY	2017/2018 Quarter 3	2018/2019 Quarter 3	2019/2020 Quarter 3	Comment-2019/2020																				
<b>AS9</b> <span style="color: red;">↑</span> The percentage of Deprivation of Liberty Safeguarding (DoLS) Assessments completed in 21 days or less.	RAG	AMBER	RED	GREEN																					
	Result	58.40%	49.70%	73.71%																					
	Target	60.00%	70.00%	70.00%																					
	Trend	DECLINING	DECLINING	IMPROVING																					
	Num	270	333	429																					
	Den	462	670	582																					
	<table border="1"> <caption>AS9 Data</caption> <thead> <tr> <th>Year</th> <th>Qtr1</th> <th>Qtr2</th> <th>Qtr3</th> <th>Qtr4</th> </tr> </thead> <tbody> <tr> <td>2017/18</td> <td>58.40%</td> <td>58.40%</td> <td>58.40%</td> <td>58.40%</td> </tr> <tr> <td>2018/19</td> <td>50.00%</td> <td>58.40%</td> <td>50.00%</td> <td>70.00%</td> </tr> <tr> <td>2019/20</td> <td>73.71%</td> <td>50.00%</td> <td>73.71%</td> <td>73.71%</td> </tr> </tbody> </table>	Year	Qtr1	Qtr2	Qtr3	Qtr4	2017/18	58.40%	58.40%	58.40%	58.40%	2018/19	50.00%	58.40%	50.00%	70.00%	2019/20	73.71%	50.00%	73.71%	73.71%				
Year	Qtr1	Qtr2	Qtr3	Qtr4																					
2017/18	58.40%	58.40%	58.40%	58.40%																					
2018/19	50.00%	58.40%	50.00%	70.00%																					
2019/20	73.71%	50.00%	73.71%	73.71%																					
<b>CFS11</b> <span style="color: red;">↓</span> The number of children on the Local Authority's Child Protection Register (CPR) at end of the period	RAG			RED	There has been a high level of CP activity in the service reflected in the numbers of children on the register. Lower staffing levels in the service impacts on the ability to take a risk sensible approach. A pre conference process has been developed and will be implemented in February 20 to audit CP cases and review threshold decisions.																				
	Result		235	284																					
	Target			260																					
	Trend		No Data	DECLINING																					
	Num		235	284																					
	Den																								
	<table border="1"> <caption>CFS11 Data</caption> <thead> <tr> <th>Year</th> <th>Qtr1</th> <th>Qtr2</th> <th>Qtr3</th> <th>Qtr4</th> </tr> </thead> <tbody> <tr> <td>2018/19</td> <td>250</td> <td>240</td> <td>235</td> <td>240</td> </tr> <tr> <td>2019/20</td> <td>235</td> <td>275</td> <td>284</td> <td>275</td> </tr> </tbody> </table>	Year	Qtr1	Qtr2		Qtr3	Qtr4	2018/19	250	240	235	240	2019/20	235	275	284	275								
Year	Qtr1	Qtr2	Qtr3	Qtr4																					
2018/19	250	240	235	240																					
2019/20	235	275	284	275																					

# Safeguarding 17-22

Performance Indicator	KEY	2017/2018 Quarter 3	2018/2019 Quarter 3	2019/2020 Quarter 3	Comment-2019/2020
<b>CFS14</b> <span style="color: red;">↑</span> The percentage of decisions about a referral for care and support received by Child and Family Services which are taken within 24 hrs from receipt of referral.	RAG	AMBER	AMBER	AMBER	This relates to only two out of 299 cases. Action to be taken is to reinforce the current process.
	Result	99.76%	99.35%	99.33%	
	Target	100.00%	100.00%	100.00%	
	Trend	DECLINING	DECLINING	DECLINING	
	Num	410	308	297	
	Den	411	310	299	
<b>CFS16</b> <span style="color: red;">↑</span> The percentage of initial core group meetings held within 10 working days of the initial child protection conference.	RAG	AMBER	GREEN	RED	This is a small decrease in performance and reflects staffing levels.
	Result	91.43%	98.97%	84.62%	
	Target	92.00%	88.50%	90.00%	
	Trend	IMPROVING	IMPROVING	DECLINING	
	Num	96	96	66	
	Den	105	97	78	



# Safeguarding 17-22

Performance Indicator	KEY	2017/2018 Quarter 3	2018/2019 Quarter 3	2019/2020 Quarter 3	Comment-2019/2020
<b>CFS18</b> ↓ The rate of looked after children (LAC) per 10,000 of the 0-17 Swansea population at end of the period.	RAG	AMBER	RED	RED	The slight increase is due to a significant spike in newly born babies coming into the service and straight into care proceedings. These children are being twin tracked for adoption due to the complexity of the issues.
	Result	106.75	117.41	120.16	
	Target	105.00	108.00	110.00	
	Trend	DECLINING	DECLINING	DECLINING	
	Num	502	555	567	
	Den	47026	47272	47189	
<b>CFS19</b> ↓ The rate of children on the Local Authority's Child Protection Register per 10,000 of the 0-17 Swansea population.	RAG	RED	GREEN	RED	There has been a high level of CP activity in the service reflected in the numbers of children on the register. Lower staffing levels in the service impacts on the ability to take a risk sensible approach. A pre conference process has been developed and will be implemented in February 20 to audit CP cases and review threshold decisions.
	Result	56.35	49.71	60.18	
	Target	53.00	55.00	55.00	
	Trend	DECLINING	IMPROVING	DECLINING	
	Num	265	235	284	
	Den	47026	47272	47189	

# Safeguarding 17-22

Performance Indicator	KEY	2017/2018 Quarter 3	2018/2019 Quarter 3	2019/2020 Quarter 3	Comment-2019/2020															
<p>CFS19a <span style="color: red;">↑</span></p> <p>The percentage of visits to children on the Child Protection Register (CPR) which were not overdue.</p> <p><b>CFS19a High is Good</b></p> <table border="1"> <caption>CFS19a Data</caption> <thead> <tr> <th>Year</th> <th>Qtr1</th> <th>Qtr2</th> <th>Qtr3</th> <th>Qtr4</th> </tr> </thead> <tbody> <tr> <td>2019/20</td> <td>50%</td> <td>70%</td> <td>90%</td> <td>90%</td> </tr> <tr> <td>2019/20</td> <td>95%</td> <td>90%</td> <td>85%</td> <td>-</td> </tr> </tbody> </table>	Year	Qtr1	Qtr2	Qtr3	Qtr4	2019/20	50%	70%	90%	90%	2019/20	95%	90%	85%	-	RAG			<b>RED</b>	<p>There are more children on the CPR and LAC which requires staff to undertake statutory visits to more children, at a time when staffing numbers were reduced.</p>
	Year	Qtr1	Qtr2	Qtr3	Qtr4															
	2019/20	50%	70%	90%	90%															
	2019/20	95%	90%	85%	-															
	Result		92.38%		<b>83.90%</b>															
	Target				90.00%															
	Trend		No Data		<b>DECLINING</b>															
Num		194		224																
Den		210		267																
<p>CFS2 <span style="color: red;">↓</span></p> <p>The number of Looked After Children (LAC) at end of the period.</p> <p><b>CFS2 Low is Good</b></p> <table border="1"> <caption>CFS2 Data</caption> <thead> <tr> <th>Year</th> <th>Qtr1</th> <th>Qtr2</th> <th>Qtr3</th> <th>Qtr4</th> </tr> </thead> <tbody> <tr> <td>2018/19</td> <td>515</td> <td>545</td> <td>555</td> <td>555</td> </tr> <tr> <td>2019/20</td> <td>550</td> <td>550</td> <td>570</td> <td>-</td> </tr> </tbody> </table>	Year	Qtr1	Qtr2	Qtr3	Qtr4	2018/19	515	545	555	555	2019/20	550	550	570	-	RAG			<b>RED</b>	<p>The slight increase is due to a significant spike in newly born babies coming into the service and straight into care proceedings. These children are being twin tracked for adoption due to the complexity of the issues.</p>
	Year	Qtr1	Qtr2	Qtr3	Qtr4															
	2018/19	515	545	555	555															
	2019/20	550	550	570	-															
	Result		555		<b>567</b>															
	Target				520															
	Trend		No Data		<b>DECLINING</b>															
Num		555		567																
Den																				

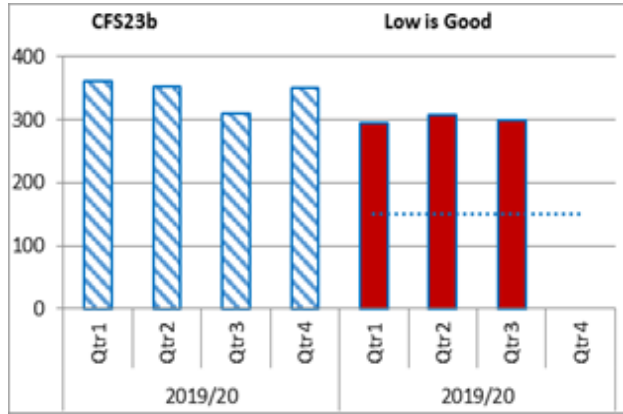
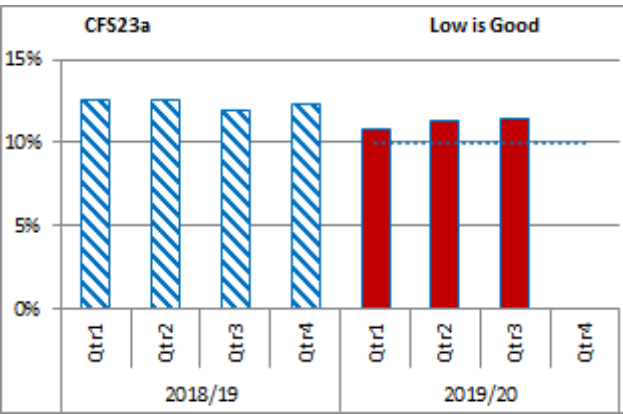
# Safeguarding 17-22

Performance Indicator	KEY	2017/2018 Quarter 3	2018/2019 Quarter 3	2019/2020 Quarter 3	Comment-2019/2020
<b>CFS20</b> ↓ The rate of Children in Need (CiN) with a care and support plan per 10,000 of the 0-17 Swansea population at end of the period.	RAG	AMBER	GREEN	GREEN	The increase in the rate of CINCS during this year follows the pattern with CP and LAC and demonstrates the busyness of the service. The development of the Early Help Hubs is designed to support early intervention and a reduction in the volume of statutory. Closure of cases has slowed and is a priority for the next quarter.
	Result	211.59	170.29	167.20	
	Target	210.00	205.00	170.00	
	Trend	IMPROVING	IMPROVING	IMPROVING	
	Num	995	805	789	
	Den	47026	47272	47189	
<b>CFS20a</b> ↓ The number of Children in Need (CiN) with a care and support plan at end of the period.	RAG			GREEN	See CFS20
	Result		805	789	
	Target			800	
	Trend		No Data	IMPROVING	
	Num		805	789	
	Den				



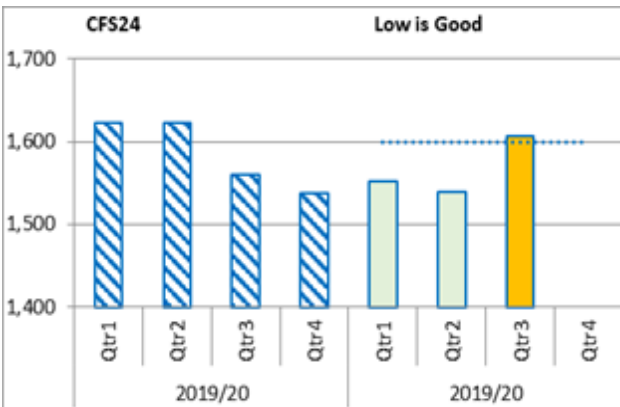
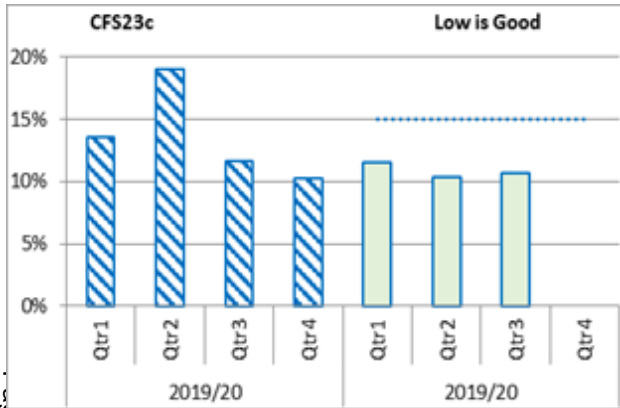
# Safeguarding 17-22

Performance Indicator	KEY	2017/2018 Quarter 3	2018/2019 Quarter 3	2019/2020 Quarter 3	Comment-2019/2020
<b>CFS23a</b> ↴ The percentage of contacts to the Child & Family IAA (Information, Advice and Assistance) Hub that are subsequently passed on for formal assessment.	RAG			<b>RED</b>	Slightly over target and a change of 0.14% from last period. No significant change is expected in these figures until the early help hubs are embedded.
	Result		11.93%	<b>11.43%</b>	
	Target			10.00%	
	Trend		No Data	<b>IMPROVING</b>	
	Num		310	299	
	Den		2598	2615	
<b>CFS23b</b> ↴ The number of contacts to the Child & Family IAA (Information, Advice and Assistance) Hub that are subsequently passed on for formal assessment.	RAG			<b>RED</b>	In 2020/21, by quarter 3, we would be expecting a reduction of new entrants to statutory services as a result of embedding the Early Help Hubs.
	Result		310	<b>299</b>	
	Target			150	
	Trend		No Data	<b>IMPROVING</b>	
	Num		310	299	
	Den				



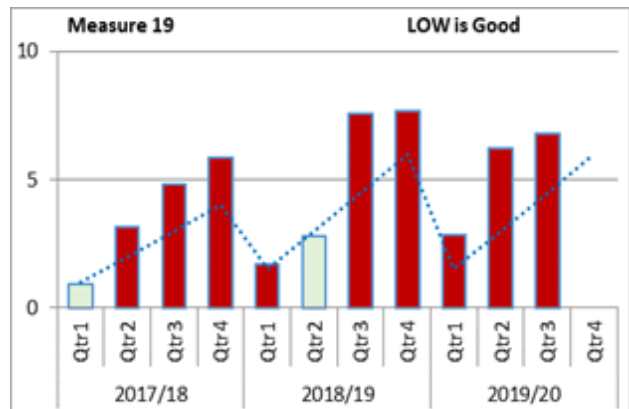
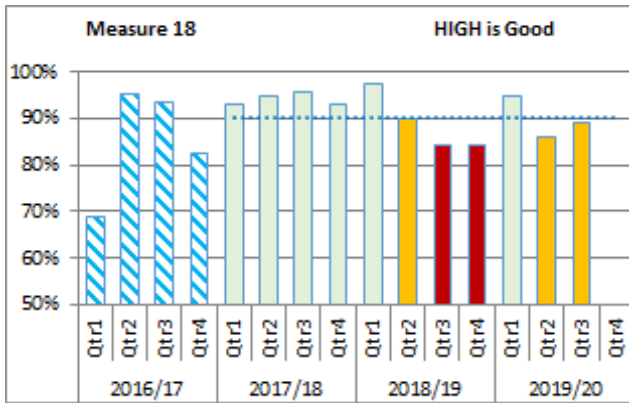
# Safeguarding 17-22

Performance Indicator	KEY	2017/2018 Quarter 3	2018/2019 Quarter 3	2019/2020 Quarter 3	Comment-2019/2020
<b>CFS23c</b> ↴ The percentage of referrals to Child & Family Services that were received with 12 months of the previous referral.	RAG			<b>GREEN</b>	Well within target and no significant change from last period which was 10.39%. This was a priority area for improvement some years ago and performance continues to be at a high level as a result of this work.
	Result		11.61%	10.70%	
	Target			15.00%	
	Trend		No Data	<b>IMPROVING</b>	
	Num		36	32	
	Den		310	299	
<b>CFS24</b> ↴ The total number of children with a care and support plan at the end of the period.	RAG			<b>AMBER</b>	This reflects the busyness of the service and the complexity of cases entering statutory services. A focus on case closure going forward to reduce volume.
	Result		1561	1607	
	Target			1600	
	Trend		No Data	<b>DECLINING</b>	
	Num		1561	1607	
	Den				



# Safeguarding 17-22

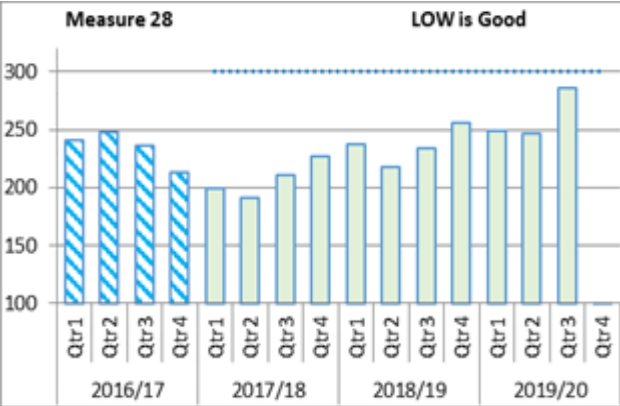
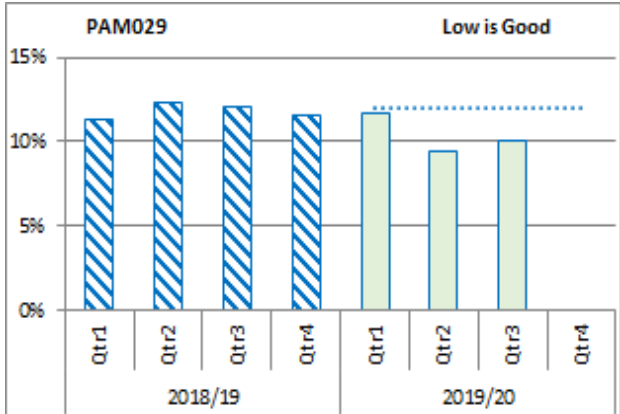
Performance Indicator	KEY	2017/2018 Quarter 3	2018/2019 Quarter 3	2019/2020 Quarter 3	Comment-2019/2020
Measure 18 <span style="color: red;">↑</span> The percentage of adult protection enquiries completed within 7 days	RAG	GREEN	RED	AMBER	There has been an overall improvement in performance and the target has almost been reached. The creation of a dedicated safeguarding team as part of the new structure arrangements will allow us to meet the target going forward.
	Result	95.64%	84.25%	89.18%	
	Target	90.00%	90.00%	90.00%	
	Trend	IMPROVING	DECLINING	IMPROVING	
	Num	307	230	206	
	Den	321	273	231	
Measure 19 (PAM025) <span style="color: red;">↓</span> The rate of delayed transfers of care for social care reasons per 1,000 population aged 75 or over	RAG	RED	RED	RED	There have been considerable pressures on domiciliary care availability which has impacted on delayed transfers of care. However, there was a significant improvement on performance in November and December, so we are confident that overall performance will improve next quarter. Hospital 2 Home and the new domiciliary care arrangements are leading to an improvement.
	Result	4.84	7.38	6.77	
	Target	3.00	4.50	4.50	
	Trend	DECLINING	DECLINING	IMPROVING	
	Num	105	162	151	
	Den	21672	21956	22304	



# Safeguarding 17-22

Performance Indicator	KEY	2017/2018 Quarter 3	2018/2019 Quarter 3	2019/2020 Quarter 3	Comment-2019/2020																									
Measure 24 (PAM028) <span style="color: red;">↑</span> The percentage of assessments completed for children within statutory timescales	RAG	<b>RED</b>	<b>RED</b>	<b>RED</b>	This is a declining trend and is a source of concern. The performance hub will be closely monitoring assessment activity in the next quarter and streamlining the assessment process to prevent duplication of assessments at different stages of the case management process.																									
	Result	69.53%	73.00%	71.76%																										
	Target	89.00%	90.00%	90.00%																										
	Trend	<b>DECLINING</b>	<b>IMPROVING</b>	<b>DECLINING</b>																										
	Num	194	173	122																										
	Den	279	237	170																										
<p><b>Measure 24 HIGH is Good</b></p> <table border="1"> <caption>Measure 24 Data</caption> <thead> <tr> <th>Year</th> <th>Qtr1</th> <th>Qtr2</th> <th>Qtr3</th> <th>Qtr4</th> </tr> </thead> <tbody> <tr> <td>2016/17</td> <td>98%</td> <td>80%</td> <td>80%</td> <td>80%</td> </tr> <tr> <td>2017/18</td> <td>75%</td> <td>70%</td> <td>70%</td> <td>75%</td> </tr> <tr> <td>2018/19</td> <td>85%</td> <td>72%</td> <td>72%</td> <td>80%</td> </tr> <tr> <td>2019/20</td> <td>78%</td> <td>75%</td> <td>72%</td> <td>70%</td> </tr> </tbody> </table>	Year	Qtr1	Qtr2	Qtr3	Qtr4	2016/17	98%	80%	80%	80%	2017/18	75%	70%	70%	75%	2018/19	85%	72%	72%	80%	2019/20	78%	75%	72%	70%					
Year	Qtr1	Qtr2	Qtr3	Qtr4																										
2016/17	98%	80%	80%	80%																										
2017/18	75%	70%	70%	75%																										
2018/19	85%	72%	72%	80%																										
2019/20	78%	75%	72%	70%																										
Measure 27 <span style="color: red;">↓</span> The percentage of re-registrations of children on local authority Child Protection Registers (CPR) at end of the period.	RAG			<b>GREEN</b>																										
	Result		17.24%	4.76%																										
	Target			20.00%																										
	Trend		No Data	<b>IMPROVING</b>																										
	Num		11	4																										
	Den		87	84																										
<p><b>Measure 27 Low is Good</b></p> <table border="1"> <caption>Measure 27 Data</caption> <thead> <tr> <th>Year</th> <th>Qtr1</th> <th>Qtr2</th> <th>Qtr3</th> <th>Qtr4</th> </tr> </thead> <tbody> <tr> <td>2018/19</td> <td>15%</td> <td>3%</td> <td>17%</td> <td>4%</td> </tr> <tr> <td>2019/20</td> <td>6%</td> <td>9%</td> <td>5%</td> <td>4.76%</td> </tr> </tbody> </table>	Year	Qtr1	Qtr2	Qtr3	Qtr4	2018/19	15%	3%	17%	4%	2019/20	6%	9%	5%	4.76%															
Year	Qtr1	Qtr2	Qtr3	Qtr4																										
2018/19	15%	3%	17%	4%																										
2019/20	6%	9%	5%	4.76%																										

# Safeguarding 17-22

Performance Indicator	KEY	2017/2018 Quarter 3	2018/2019 Quarter 3	2019/2020 Quarter 3	Comment-2019/2020
<p>Measure 28 <span style="color:red">⬇</span></p> <p>The average length of time for all children who were on the Child Protection Register (CPR) during the period</p> 	RAG	GREEN	GREEN	GREEN	Despite the trend the figures are close to the optimal figure of 270 and is considered an improvement from last quarters figure of 246.
Result	210.66	234.00	282.00		
Target	300.00	300.00	300.00		
Trend	IMPROVING	DECLINING	DECLINING		
Num	22962	21321	20282		
Den	109	91	72		
<p>PAM029 (Measure 33) <span style="color:red">⬇</span></p> <p>Percentage of Looked After Children (LAC) at end of the period who have had three or more placements during the year (formerly SCC004)</p> 	RAG			GREEN	This is an improving picture generally from previous years and is well below target of 12.00%. Last quarters figure was 9.47%. This is an important indicator demonstrating stability for our looked after children. Performance is high as a result of the success of the Permanence Panel.
Result		12.07%	10.05%		
Target			12.00%		
Trend		No Data	IMPROVING		
Num		67	57		
Den		555	567		

# Safeguarding 17-22

Performance Indicator	KEY	2017/2018 Quarter 3	2018/2019 Quarter 3	2019/2020 Quarter 3	Comment-2019/2020
<b>SAFE27</b> <p>Total number of staff who have completed the corporate mandatory safeguarding awareness training (excludes school based staff)</p>	RAG	RED	RED	RED	54 staff completed both adult and child e-learning modules: 38 staff completed one e-learning module: 11 staff completed face to face training. Results from e-learning and Oracle
	Result	183	80	103	
	Target	250	175	175	
	Trend	No Data	DECLINING	IMPROVING	
	Num	183	80	103	
	Den				
<b>SAFE8b</b> <p>Percentage of Elected Members who have received training in safeguarding vulnerable people</p>	RAG	GREEN	AMBER	GREEN	
	Result	81.94%	94.40%	100.00%	
	Target	75.00%	95.00%	100.00%	
	Trend	No Data	IMPROVING	IMPROVING	
	Num	59	68	72	
	Den	72	72	72	

# Safeguarding 17-22

Performance Indicator	KEY	2017/2018 Quarter 3	2018/2019 Quarter 3	2019/2020 Quarter 3	Comment-2019/2020															
SCC013ai <a href="#">↑</a> The percentage of children on the Child Protection Register (CPR) at the end of the period allocated to a social worker	RAG			AMBER	The current process, which has proved successful to be reinforced to achieve 100% going forward.															
	Result		97.87%	99.65%																
	Target			100.00%																
	Trend		No Data	IMPROVING																
	Num		230	283																
	Den		235	284																
<p>High is Good</p> <table border="1"> <caption>SCC013ai Performance Data</caption> <thead> <tr> <th>Year</th> <th>Qtr1</th> <th>Qtr2</th> <th>Qtr3</th> <th>Qtr4</th> </tr> </thead> <tbody> <tr> <td>2018/19</td> <td>100%</td> <td>100%</td> <td>~98%</td> <td>100%</td> </tr> <tr> <td>2019/20</td> <td>100%</td> <td>~97%</td> <td>~99%</td> <td>100%</td> </tr> </tbody> </table>	Year	Qtr1	Qtr2	Qtr3		Qtr4	2018/19	100%	100%	~98%	100%	2019/20	100%	~97%	~99%	100%				
Year	Qtr1	Qtr2	Qtr3	Qtr4																
2018/19	100%	100%	~98%	100%																
2019/20	100%	~97%	~99%	100%																
SCC013aai <a href="#">↑</a> The percentage of Looked After Children (LAC) at the end of the period allocated to a social worker	RAG			AMBER	This related to 10 cases in a particular service area and a social worker transferring teams prematurely. The issue has been resolved and processes put in place to prevent a reoccurrence.															
	Result		100%	98.24%																
	Target			100.00%																
	Trend		No Data	DECLINING																
	Num		555	557																
	Den		555	567																
<p>High is Good</p> <table border="1"> <caption>SCC013aai Performance Data</caption> <thead> <tr> <th>Year</th> <th>Qtr1</th> <th>Qtr2</th> <th>Qtr3</th> <th>Qtr4</th> </tr> </thead> <tbody> <tr> <td>2018/19</td> <td>~99%</td> <td>~99%</td> <td>~99%</td> <td>~99%</td> </tr> <tr> <td>2019/20</td> <td>~99%</td> <td>~99%</td> <td>~98%</td> <td>~98%</td> </tr> </tbody> </table>	Year	Qtr1	Qtr2	Qtr3		Qtr4	2018/19	~99%	~99%	~99%	~99%	2019/20	~99%	~99%	~98%	~98%				
Year	Qtr1	Qtr2	Qtr3	Qtr4																
2018/19	~99%	~99%	~99%	~99%																
2019/20	~99%	~99%	~98%	~98%																

Performance Indicator	KEY	2017/2018 Quarter 3	2018/2019 Quarter 3	2019/2020 Quarter 3	Comment-2019/2020																									
<p>SUSC5 <span style="color: red;">↑</span></p> <p>The number of new introductions recorded by Local Area Coordinators</p> <table border="1"> <caption>SUSC5 Data</caption> <thead> <tr> <th>Year</th> <th>Qtr1</th> <th>Qtr2</th> <th>Qtr3</th> <th>Qtr4</th> </tr> </thead> <tbody> <tr> <td>2016/17</td> <td>40</td> <td>40</td> <td>40</td> <td>50</td> </tr> <tr> <td>2017/18</td> <td>75</td> <td>60</td> <td>60</td> <td>80</td> </tr> <tr> <td>2018/19</td> <td>95</td> <td>115</td> <td>115</td> <td>145</td> </tr> <tr> <td>2019/20</td> <td>125</td> <td>155</td> <td>110</td> <td>-</td> </tr> </tbody> </table>	Year	Qtr1	Qtr2	Qtr3	Qtr4	2016/17	40	40	40	50	2017/18	75	60	60	80	2018/19	95	115	115	145	2019/20	125	155	110	-	RAG		<b>GREEN</b>	<b>RED</b>	<p>Introductions in December decreased which was expected due to the run up to Christmas. Some changes in the structure and the creation of two deputy manager posts also meant a reduced caseload for those two members of staff. We would expect introductions to increase again in the new year, particularly as new Local Area Coordinators are starting in post.</p>
	Year	Qtr1	Qtr2	Qtr3	Qtr4																									
	2016/17	40	40	40	50																									
	2017/18	75	60	60	80																									
	2018/19	95	115	115	145																									
	2019/20	125	155	110	-																									
Result	No Data		116	109																										
Target			75	125																										
Trend			No Data	<b>DECLINING</b>																										
Num			116	109																										
Den																														



Swansea's performance was above the expected benchmark level at key stage 4.

Authority wide attainment measures at foundation phase, key stage 2 and key stage 3 have less relevance in 2019 because Welsh Government and Estyn have told schools and local authorities that progress individual pupils make is of more relevance. Evidence from Estyn inspections on standards show they remain strong in Swansea.

The attainment of learners who are looked after children is variable. Education staff reported a number of factors that can affect this performance indicator each year due to the small numbers of learners involved including a higher number of pupils with additional learning needs, late arrivals from other counties, and a volatile population who move in and out of care which can disrupt education at key points in their educational career particularly in adolescence.

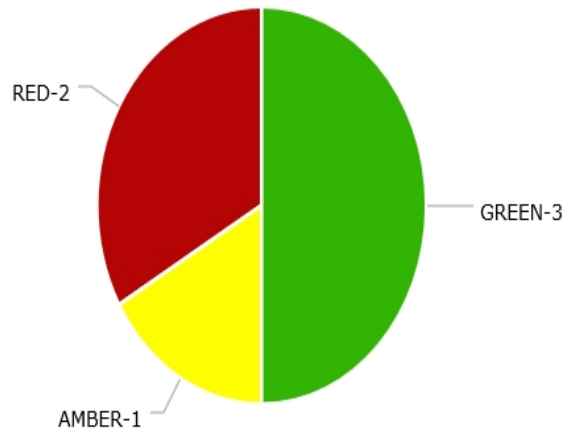
Attendance in Swansea remains high in comparison to other local authorities in Wales.

Partneriaeth Sgiliau Abertawe/Swansea Skills Partnership (PSA) meets regularly and has two, clear workstreams - digital capacity and advice, information and guidance for vocational education and careers. This work is progressing well.

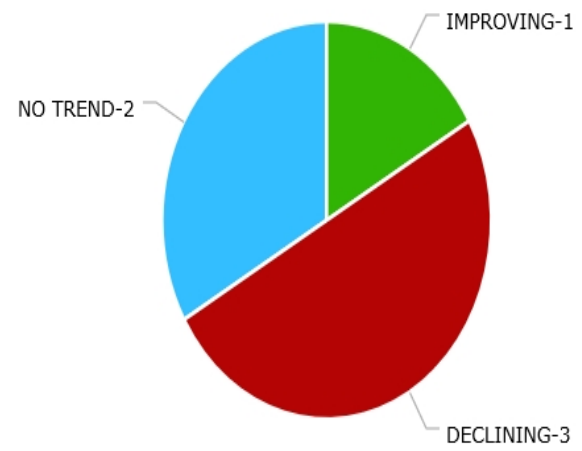
Looking forward the implementation of the Additional Learning Needs and Education Tribunal Act 2018 and Curriculum for Wales 2022 under the Welsh Government's National Mission will pose challenges and opportunities that will need reflecting in the performance frameworks of the Education Directorate.

Measures of inclusion such as attendance, exclusions and numbers of learners who are educated otherwise than at school continues to be monitored.

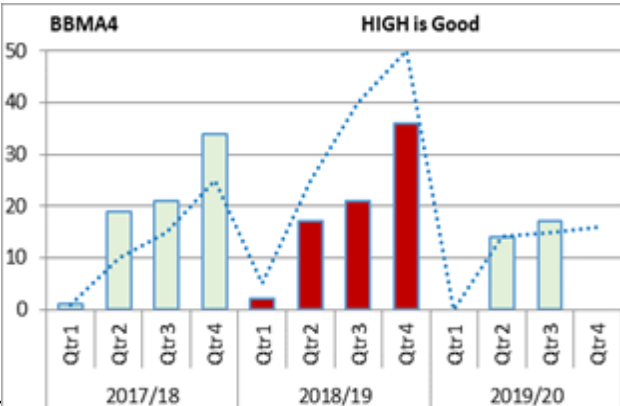
**Performance against Target**  
2019/2020 Quarter 3



**Performance compared to same Period of previous year**  
2019/2020 Quarter 3

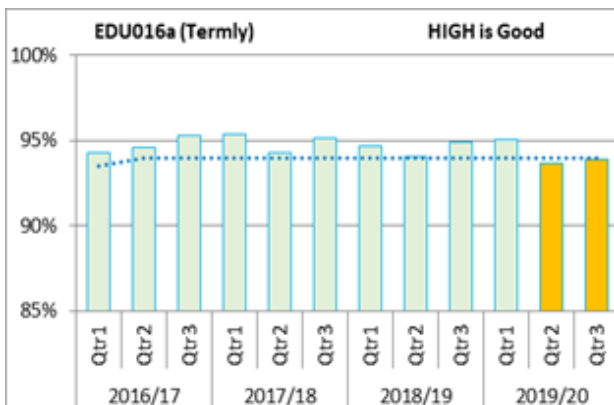


# Education & Skills 17-22

Performance Indicator	KEY	2017/2018 Quarter 3	2018/2019 Quarter 3	2019/2020 Quarter 3	Comment-2019/2020
<b>BBMA4</b> <a href="#">↑</a> The number of apprenticeships or trainee starts in the Council  	RAG	GREEN	RED	GREEN	There have been a proportional reduction in the number of apprentices/trainees across the departments this financial year resulting in a downwards trend on Q3 2019.
	Result	21	21	17	
	Target	15	40	15	
	Trend	No Data	STATIC	DECLINING	
	Num	21	21	17	
	Den				
<b>EDU015a</b> <a href="#">↑</a> The percentage of final statements of Special Education Need (SEN) issued within 26 weeks including exceptions  No graph displayed - First year of reporting	RAG			RED	Delays during this period are caused by overdue medical advice and overdue draft statements because of the volume of statements required. In addition, a few objections to proposed statements have caused delays. In order to improve performance, a wholesale review of assessment processes, staffing and strategy within the additional learning needs section is being undertaken. Investment in digital solutions, early intervention and timely advice by external partners will support better performance on both indicators.
	Result			9.30%	
	Target			50.00%	
	Trend			No Data	
	Num			4	
	Den			43	

## Education & Skills 17-22

Performance Indicator	KEY	2017/2018 Quarter 3	2018/2019 Quarter 3	2019/2020 Quarter 3	Comment-2019/2020
<p>EDU015b <a href="#">↑</a></p> <p>The percentage of final statements of Special Education Need (SEN) issued within 26 weeks excluding exceptions</p> <p>No graph displayed - First year of reporting</p>	<p>RAG</p> <p>Result</p> <p>Target</p> <p>Trend</p> <p>Num</p> <p>Den</p>			<p>RED</p> <p>9.30%</p> <p>60.00%</p> <p>No Data</p> <p>4</p> <p>43</p>	<p>Delays during this period are caused by overdue medical advice and overdue draft statements because of the volume of statements required. In addition, a few objections to proposed statements have caused delays. In order to improve performance, a wholesale review of assessment processes, staffing and strategy within the additional learning needs section is being undertaken. Investment in digital solutions, early intervention and timely advice by external partners will support better performance on both indicators.</p>
<p>EDU016a (PAM007) <a href="#">↑</a></p> <p>Percentage of pupil attendance in primary schools</p>	<p>RAG</p> <p>Result</p> <p>Target</p> <p>Trend</p> <p>Num</p> <p>Den</p>	<p>GREEN</p> <p>95.14%</p> <p>94.00%</p> <p>DECLINING</p> <p>2274524</p> <p>2390691</p>	<p>GREEN</p> <p>94.93%</p> <p>94.00%</p> <p>DECLINING</p> <p>2248184</p> <p>2368188</p>	<p>AMBER</p> <p>93.90%</p> <p>94.00%</p> <p>DECLINING</p> <p>2171906</p> <p>2312877</p>	<p>There has been a sharp decline in attendance during the second half of the term, due to illness. A review of the Education Welfare Service, who continue to support schools with strategies to improve attendance, has recently been undertaken. A new model of service delivery will begin from April 2020.</p>



## Education & Skills 17-22

Performance Indicator	KEY	2017/2018 Quarter 3	2018/2019 Quarter 3	2019/2020 Quarter 3	Comment-2019/2020
EDU016b (PAM008)	RAG	GREEN	GREEN	GREEN	There has been a sharp decline in attendance during the second half of the term, due to illness. A review of the Education Welfare Service, who continue to support schools with strategies to improve attendance, has recently been undertaken. A new model of service delivery will begin from April 2020.
Percentage of pupil attendance in secondary schools	Result	93.97%	93.80%	93.01%	
<p><b>EDU016b (Termly)</b> HIGH is Good</p>	Target	93.00%	93.00%	93.00%	
	Trend	DECLINING	DECLINING	DECLINING	
	Num	1652108	1701538	1715781	
	Den	1758075	1814083	1844807	
POV07	RAG	GREEN	GREEN	GREEN	
The number of training and employment person weeks created by BBM for unemployed and economically inactive.	Result	1755	1699	1710	
<p><b>POV07</b> HIGH is Good</p>	Target	1000	1200	1200	
	Trend	No Data	DECLINING	IMPROVING	
	Num	1755	1699	1710	
	Den				

The vast majority of targets have been met again this quarter. There is some variation in trends against this time last year, however the differences are considered marginal. It is pleasing to see the 'Percentage of all major applications with an economic imperative' finally hit target, achieving 100%, given the previous quarter performance. Only two indicators missed target, and these reflect grant funded projects being delivered by 3rd parties, where delays have occurred on site, due to the scale and complexity of the schemes. However, it is envisaged that this quarter's outcomes will be delivered in the next quarter. Our major regeneration priorities continue to make substantial progress. Swansea Central Phase 1 works contract has been awarded and work has commenced on site on 27th November 2019. The 82 week construction programme will complete in June 2021. The Swansea Central Phase 2 work is being developed via Rivington Hark who have commenced drafting a final masterplan report. Linked to this, feasibility work continues on the Public Sector Hub project. A report is being drafted to request work up costs for the Hub and a business case to support relocation of Civic Centre services to appropriate locations. Marketing of strategic sites will be launched in March at the MIPIM international property conference. The Kingsway infrastructure project contract has now been signed and work continues to make excellent progress on site. The viability and letting strategy for the Kingsway Employment Hub building is being progressed, where an additional floor of office space is being designed. The Pre-planning application consultation will now commence later this month.

Investment in the City's Leisure Centres has progressed, with key projects at Penlan and Bishopston being completed within Q3. As part of the £5.1M investment across the portfolio, facilitated by the partnership with Freedom Leisure, these are the latest Centres to benefit from new reception spaces, and new state of the art studios and fitness suites. Energy efficient lighting and mechanical and electrical improvements have also been made to reduce energy costs and carbon footprint. Further improvements to the neighbouring Morryston and Penyrheol Leisure Centres are due to be completed within the next quarter, with more exciting plans being delivered upon.

Continuing the theme of invest to save, the refurbishment of the Grand Theatre's restaurant has now been completed by our catering providers Gower Brewery; providing another reason to visit the venue as part of the City Centre offer, promoting footfall and pre and post theatre dining. Proposals were also finalised for investment in the Arts Wing to facilitate local community groups and third sector agencies making use of the space, to diversify our audiences as part of creating a Cultural and Digital Hub. A Cabinet report is planned for the next quarter in advance of a summer launch. to open from the summer at the Grand Theatre. Our Events Team continued to support our celebratory year marking Swansea's 50 years as a city anniversary. The Events programme continues to grow and now attracts in excess of 1/2m people each year. Visitors to our Events add a significant boost to the local economy and this is estimated as being in the region of £20m each year. A wide range of events took place in this quarter with more notable ones including the first free Fireworks display in the Bay and the very popular Christmas Parade in the City Centre. Other events delivered included Halloween, Silence in the Square, the city centre Santa's Grotto, Waterfront Winterland and a portfolio of partner events which saw us supporting Swansea Fringe, a Memory Walk, RNLI Santa Run and the circus.

The integration of programming, promotion, marketing and delivery is brought together as part of the service transformation strategy for Destination Marketing & Management; which includes an enhanced version of [www.visitswanseabay.com](http://www.visitswanseabay.com) - the official tourism website for the destination. It now includes the addition of a ticket box office utilising Spektrix; which is a cross cultural service facility, enabling tickets to be sold for all Council venues and events. Our Enjoy and Visit websites are now being combined into one comprehensive resource for both residents and potential visitors to the city, with significant changes to the look, feel and functionality of the site. The first quarter of statistics are extremely positive. The changes to the user journey on VSB.com and modernised interface have resulted in big increases to key pages of the website, with visitors for events also drawing on information on places to eat and drink, activity providers and places to stay. Similarly improvements to functionality on mobile devices has seen a decrease in the bounce rate resulting in more effective marketing reach.

The WHQS programme is continuing to deliver major repairs and improvements to council homes ensuring they are in a good state of repair, thermally efficient, safe and secure and meeting the needs of individuals. To date the WHQS programme has delivered £34.1m of repairs and improvements. To the end of quarter 3 the Council has delivered 1,619 new kitchens, 1501 new bathrooms and undertaken major thermally insulation improvements to 265 homes. Further work is taking place to renew roofs, renew electrical wiring in homes, provide new efficient gas boilers and improve garden boundaries and paving. The Council is progressing well with its fire safety improvements, particularly with its installation of sprinkler systems in high rise blocks and sheltered accommodation. The Council has been working with a specialist fire protection company in developing and trialling new smoke alarms systems that continually monitor alarms ensuring they are

operational and report incidence of fire via instant text message and email; this system offers a real opportunity to further improve fire safety in the home particularly for older and more vulnerable tenants. The WHQS schemes also provides major community benefits; at the end of 3rd quarter, 637 weeks of targeted recruitment and training were delivered specifically for people who were unemployed and experiencing barriers to accessing the jobs market; 7 people from the local community have been employed in this period and 15 people previously engaged for WHQS work have seen their employment continued with ongoing projects. Also as part of the Council's commitment to innovative, energy efficient housing, a number of retrofit schemes are being carried out: there are 6 bungalows in Craig Cefn Parc currently underway; 8 properties planned in Felindre and the Council has recently completed a project in Garnswllt to 10 properties. These schemes will test the application of renewable technologies to existing inefficient housing, transforming them into some of the most energy efficient homes in the Council's housing stock.

The Council's More Homes Programme, focussed on providing new build Council housing, continues to move forward at pace. Cabinet approved the first Housing Revenue Account Development Plan in February 2019, which set out a programme to develop over 140 new homes up to 2022. The Council is currently looking to increase this ambition, and has presented a 10 year delivery ambition to Cabinet for 1000 new Council homes plan from 2021-2031.

Following on from the first passivhaus pilot at Colliers way, the second phase of the More Homes project is underway at a further 2 sites at Parc Y Helyg and Colliers Way Phase 2. As part of this phase, 34 new homes will be built as 'Homes as Power Stations' using funds from a £1.5m Innovative Housing Programme grant from the Welsh Government. The homes will have innovative features such as solar panels and battery-powered energy, as well as the inclusion of swift bricks to support biodiversity. Work is starting on a conversion of a former social services building in West Cross into 2 new family homes. A further social services building in Gorseinon is also being acquired to convert to 2 large homes, which should be complete later this year.

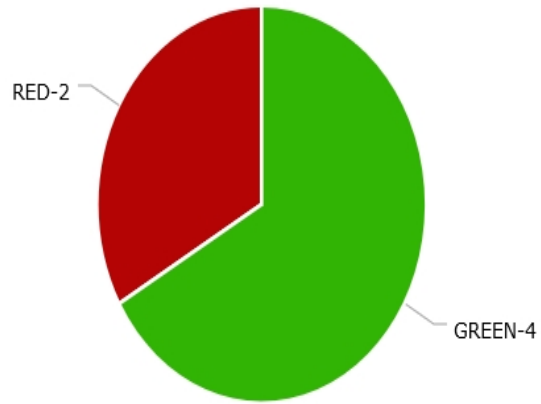
A number of acquisitions of former Right to Buy homes has also taken place, and these homes have also been added to the council's stock.

A planning application has also been submitted for a further 26 homes on Hill View Crescent in Clase. This scheme has also been awarded £1.5m of Innovative Housing Funding, which will fund the renewable technologies to continue the Homes as Power Stations theme. This will also be the site of a new build Welsh medium primary school, and will provide an opportunity to regenerate the area.

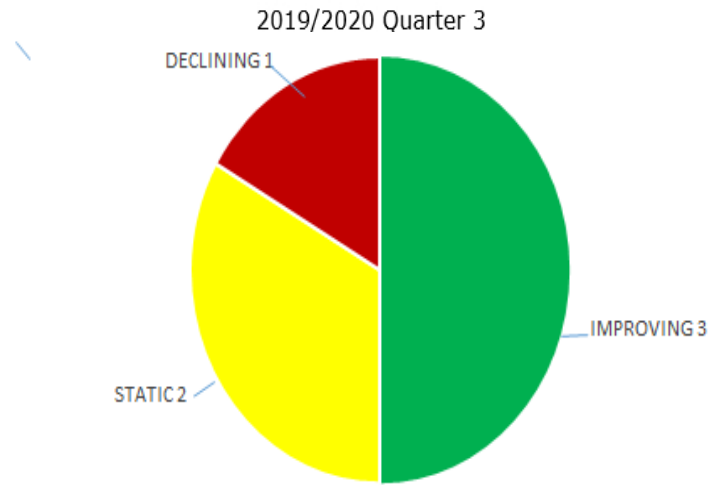
Following publication of the HRA PIN to explore interest from potential partners in delivering a development programme across around 30 potential HRA sites in phases, a Cabinet report in January 2020 will outline the next steps in progressing the procurement of a development partner or partners. The aim will be to deliver mixed tenure housing on the Council owned sites, whilst maximising the delivery of affordable housing to meet local need.

The Council has also procured a multi-disciplinary team to deliver a masterplan for the regeneration of a large HRA site. This work is expected to take around 9 months.

**Performance against Target**  
2019/2020 Quarter 3



**Performance compared to same Period of previous year**





# Economy & Infrastructure 17-22

Performance Indicator	KEY	2017/2018 Quarter 3	2018/2019 Quarter 3	2019/2020 Quarter 3	Comment-2019/2020
<b>BBMA1</b> The number of projects with social benefit clauses and Beyond Bricks & Mortar in their contracts	RAG	GREEN	GREEN	GREEN	
	Result	12	12	13	
	Target	8	10	12	
	Trend	No Data	STATIC	IMPROVING	
	Num	12	12	13	
	Den				
<b>EC2</b> The Percentage of all major applications with an economic imperative that are approved	RAG	GREEN	AMBER	GREEN	
	Result	89.00%	88.89%	100.00%	
	Target	85.00%	90.00%	85.00%	
	Trend	DECLINING	DECLINING	IMPROVING	
	Num	8	8	9	
	Den	9	9	9	

# Economy & Infrastructure 17-22

Performance Indicator	KEY	2017/2018 Quarter 3	2018/2019 Quarter 3	2019/2020 Quarter 3	Comment-2019/2020
<b>EC5</b> Amount of commercial floorspace (measured by sq m) created within the TRI (Targeted Regeneration Investment) Programme target areas to accommodate job creation	RAG			RED	There are delays on site, due to the scale and complexity of the schemes, therefore this quarter's outcomes will be delivered in the next quarter
	Result		0	0	
	Target			176	
	Trend		No Data	STATIC	
	Num		0	0	
	Den				
<b>EC6</b> Number of new housing units created in TRI target areas as a result of Targeted Regeneration Investment (TRI) Programme funding.	RAG			RED	There are delays on site, due to the scale and complexity of the schemes, therefore this quarter's outcomes will be delivered in the next quarter
	Result		0	0	
	Target			3	
	Trend		No Data	STATIC	
	Num		0	0	
	Den				

# Economy & Infrastructure 17-22

Performance Indicator	KEY	2017/2018 Quarter 3	2018/2019 Quarter 3	2019/2020 Quarter 3	Comment-2019/2020
<p>EC7 <span style="color:red">⬇</span></p> <p>Average Turnaround Time for Land Charge Searches completed in the period</p>	<p>RAG</p> <p>Result</p> <p>Target</p> <p>Trend</p> <p>Num</p> <p>Den</p>		5.88	4.95	
<p>EP28 <span style="color:red">⬆</span></p> <p>The percentage of all planning applications determined within 8 weeks.</p>	<p>RAG</p> <p>Result</p> <p>Target</p> <p>Trend</p> <p>Num</p> <p>Den</p>	GREEN	GREEN	GREEN	Performance for this quarter and the same quarter last year is 90% (rounded to whole numbers). The statistical difference is within acceptable tolerances given the volume of applications determined.
		81.35%	90.16%	89.68%	
		80.00%	80.00%	80.00%	
		IMPROVING	IMPROVING	DECLINING	
		362	403	417	
		445	447	465	

The corporate plan sets out the council's commitment to Tackle Poverty to ensure that every person in Swansea can achieve their potential. To meet this commitment the corporate Tackling Poverty Strategy ensures that Tackling Poverty is everybody's business.

The number of people gaining employment through Employability support, supports the well-being objective steps; ensuring that young people are able to access employment, education and training after reaching 16 and, individuals are supported to overcome their barriers to employment through coordinated person centre employability support. This is achieved through the Swansea Working coordinated employment approach and associated employability support programmes of Communities for Work, Communities for Work Plus, Workways and Cam Nesa. There has been an increase in the number of people gaining employment through Employability Support this quarter compared to last quarter and compared to the same period last year. There has been an increase in referrals into the programmes directly and through Swansea Working referrals and increased performance across programmes.

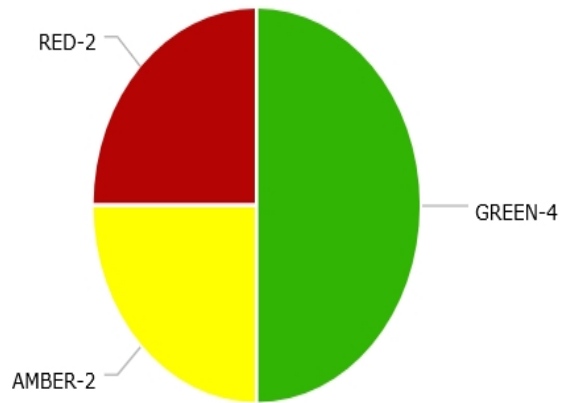
The step to help address the impacts of Welfare reform, including supporting people to claim the full benefits they are entitled to so that they are able to maximise their income is reported through the amount of welfare benefits raised through securing rights and entitlements by the Welfare Rights team. The amount of benefits secured is significantly higher and double what was anticipated and the team have continued to achieve a 96% success rate on appeals. The performance indicator of Housing Benefit average time for processing new claims has had an expected drop in performance due to reduced resources and the more complex cases remain in Housing Benefit rather than those transferred to Universal Credit. The latest stats from 12th December 2019 show there were 13,151 Universal Credit claimants in Swansea and it is expected to continue to increase as more citizens move onto Universal Credit. The impact of welfare reform changes has seen an increase in the number and complexity of welfare benefit enquiries we are dealing with. There is an increase in rent arrears in the council and being reported by partner organisations. There is a significant increase in the use of foodbanks and Swansea now has more than ten foodbanks. A sample of Citizen's Advice clients showed almost three quarters of debts were priority debts of rent, council tax and benefit related debts. Activity to help address the impacts of welfare reform include targeting support to cohorts affected by changes, with 660 households being offered targeted support, 216 frontline staff have been trained and personalised support has been offered to citizens.

The performance indicator of Council Tax Reduction (CTR) speed of processing and average time for processing new claims is below the target, this is due to the decision to use the Universal Credit information as the claim for CTR with the aim of maximising the period we can award the CTR. This decline in performance will not impact on the well-being objective, as the applicant is better off as we are implementing more CTR for those who apply for it when they are receiving UC.

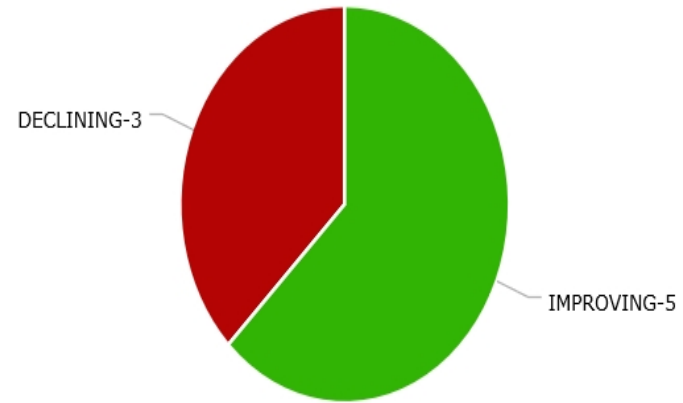
The number of accredited qualifications achieved by adults with local Authority support has exceeded the target this quarter and seen an improvement on last quarter and this time last year. This is due to the delivery of a comprehensive sector specific training programme which many employability programme participants have accessed. The partnership working between Swansea Working, Lifelong Learning, employability programmes and partners has continued to increase the number of participants achieving accredited training and qualifications. Additional training and work experience opportunities are being developed with the art, culture and heritage partners, specifically focusing on Care Leavers initially and this is supporting the steps to meet the well-being objective and will boost skills, confidence, self-esteem and aspiration.

The corporate cross directorate Poverty Forum continues with actions including the Council's approach to managing personal debts to the council, reducing evictions, addressing high interest lending and promoting affordable credit. Eighteen Food Poverty initiatives have been supported to increase Food Bank provision, deliver food waste reduction initiatives and training and volunteer support. The well attended cross sector Poverty Partnership Forum continues to develop and deliver initiatives to tackle poverty including entrepreneurship support, focus on food poverty and coordinated crisis support. Commissioning reviews focused on Financial Inclusion and Employability Support are progressing to determine the future shape and delivery of support to ensure that services are targeting the most vulnerable, outcomes are maximised and that we are supporting citizens out of poverty.

**Performance against Target**  
2019/2020 Quarter 3



**Performance compared to same Period of previous year**  
2019/2020 Quarter 3



# Tackling Poverty 17-22

Performance Indicator	KEY	2017/2018 Quarter 3	2018/2019 Quarter 3	2019/2020 Quarter 3	Comment-2019/2020
HBCT01a ↴ Housing Benefit Speed of Processing: Average time for processing new claims.	RAG	GREEN	GREEN	AMBER	Taking into account the reduced resources in the section and the more complex HB cases remaining in HB and not transferring to UC, the level of performance is considered acceptable.
	Result	16.14	12.21	16.66	
	Target	18.00	18.00	16.00	
	Trend	DECLINING	IMPROVING	DECLINING	
	Num	22713	7337	7780	
	Den	1407	601	467	
HBCT01b ↴ Housing Benefit Speed of Processing: Average time for processing notifications of change in circumstances.	RAG	GREEN	GREEN	GREEN	
	Result	4.32	5.57	4.23	
	Target	6.00	6.00	6.00	
	Trend	IMPROVING	DECLINING	IMPROVING	
	Num	38202	36839	21745	
	Den	8839	6614	5142	

# Tackling Poverty 17-22

Performance Indicator	KEY	2017/2018 Quarter 3	2018/2019 Quarter 3	2019/2020 Quarter 3	Comment-2019/2020
HBCT02a ↘ Council Tax Reduction Speed of Processing: Average time for processing new claims.	RAG	GREEN	AMBER	RED	Action taken to improve performance since last period but will continue to struggle to reach target by year end.
	Result	17.80	18.20	20.70	
	Target	18.00	18.00	18.00	
	Trend	DECLINING	DECLINING	DECLINING	
	Num	23642	22703	34085	
	Den	1325	1244	1650	
HBCT02b ↘ Council Tax Reduction Speed of Processing: Average time for processing notifications of change in circumstances.	RAG	GREEN	GREEN	GREEN	Performance continues to improve and remains comfortably within target.
	Result	3.10	4.80	3.50	
	Target	6.00	6.00	6.00	
	Trend	STATIC	DECLINING	IMPROVING	
	Num	48175	76427	52147	
	Den	15431	15899	14826	

# Tackling Poverty 17-22

Performance Indicator	KEY	2017/2018 Quarter 3	2018/2019 Quarter 3	2019/2020 Quarter 3	Comment-2019/2020
POV05 <span style="color: red;">↑</span> The amount of welfare benefits raised through securing rights and entitlements by the Welfare Rights Team	RAG	GREEN	GREEN	GREEN	The majority of income raised by the team is via appeal representation, the number of appeals heard is dependent on Her Majesty's Court Tribunal Service and when they are listed.
Result	337231.00	300497.45	390215.70		
Target	200000	200000	187500		
Trend	IMPROVING	DECLINING	IMPROVING		
Num	337231.00	300497.45	390214.70		
Den					
<p>POV05 HIGH is Good</p>					
POV06 <span style="color: red;">↓</span> The average number of days all homeless families with children spent in Bed and Breakfast accommodation	RAG	GREEN	GREEN	RED	One household was a large refugee family. Another household was a large family reunion from abroad. Due to refurbishment of several temporary accommodation units and other temporary stock being occupied B&B use was necessary.
Result	0.00	0.00	7.33		
Target	6.00	6.00	5.00		
Trend	IMPROVING	STATIC	DECLINING		
Num	0	0	22		
Den	0	0	3		
<p>POV06 LOW is Good</p>					



# Tackling Poverty 17-22

Performance Indicator	KEY	2017/2018 Quarter 3	2018/2019 Quarter 3	2019/2020 Quarter 3	Comment-2019/2020															
POV10 <a href="#">↑</a> Number of people gaining employment through Employability Support	RAG		RED	AMBER	The gaining employment figure has improved from last quarter and on the same period this time last year. The coordination of programmes, initiatives, sector specific training and reacting to the local labour market has led to this improved position.															
	Result		91	113																
	Target		125	115																
	Trend		No Data	IMPROVING																
	Num		91	113																
	Den																			
<p><b>POV10</b> High is Good</p> <table border="1"> <caption>POV10 Quarterly Data</caption> <thead> <tr> <th>Year</th> <th>Qtr1</th> <th>Qtr2</th> <th>Qtr3</th> <th>Qtr4</th> </tr> </thead> <tbody> <tr> <td>2018/19</td> <td>125</td> <td>85</td> <td>90</td> <td>85</td> </tr> <tr> <td>2019/20</td> <td>70</td> <td>80</td> <td>110</td> <td>115</td> </tr> </tbody> </table>	Year	Qtr1	Qtr2	Qtr3	Qtr4	2018/19	125	85	90	85	2019/20	70	80	110	115					
Year	Qtr1	Qtr2	Qtr3	Qtr4																
2018/19	125	85	90	85																
2019/20	70	80	110	115																
POV11 <a href="#">↑</a> Number of accredited qualifications achieved by adults with local Authority support	RAG		RED	GREEN	The greater range of courses and Swansea Working offers has increased training numbers as we have been able to react to recruitment trends and programme requests. Other training delivered by programmes and Lifelong Learning has been coordinated effectively to produce this number of citizens accessing accredited training.															
	Result		104	333																
	Target		250	250																
	Trend		No Data	IMPROVING																
	Num		104	333																
	Den																			
<p><b>POV11</b> HIGH is Good</p> <table border="1"> <caption>POV11 Quarterly Data</caption> <thead> <tr> <th>Year</th> <th>Qtr1</th> <th>Qtr2</th> <th>Qtr3</th> <th>Qtr4</th> </tr> </thead> <tbody> <tr> <td>2018/19</td> <td>115</td> <td>180</td> <td>100</td> <td>250</td> </tr> <tr> <td>2019/20</td> <td>85</td> <td>350</td> <td>330</td> <td>333</td> </tr> </tbody> </table>	Year	Qtr1	Qtr2	Qtr3	Qtr4	2018/19	115	180	100	250	2019/20	85	350	330	333					
Year	Qtr1	Qtr2	Qtr3	Qtr4																
2018/19	115	180	100	250																
2019/20	85	350	330	333																

Progress continues towards delivering the well-being objectives contained within the Council's Corporate Plan. One of the key priorities this quarter has been to commence the review of the Sustainable Swansea programme and start the process of preparing the scope of the new strategy in January. The future financial picture continues to be challenging, therefore the transformation of services remains a priority, particularly enabled by digital technology.

A new Digital Inclusion Strategy has been developed in addition to a revised Digital Strategy. This is the bedrock for modernising services, introducing new ways of working and transforming the Council.

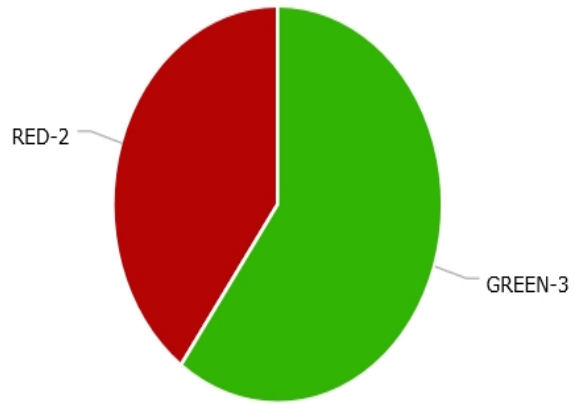
Since the Co-production Strategic Framework and revised Consultation & Engagement Strategy were discussed at the Policy Development Committee work has commenced on progressing the implementation phase including guidance and toolkits for staff looking to co-design and co-produce services with the public, partners and other key stakeholders.

This quarter the agile working zone has seen good use from the introduction last quarter. Welsh language training continues to be a priority.

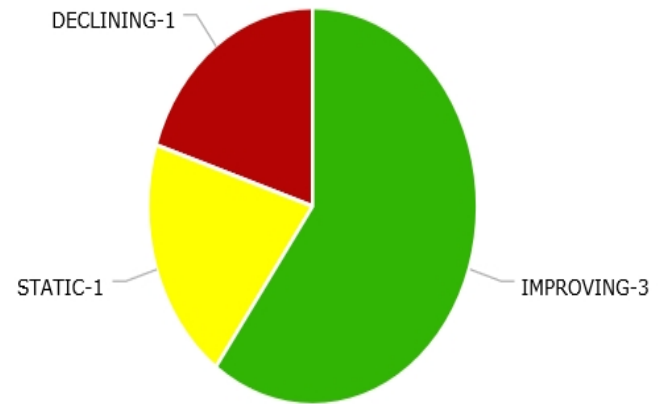
Staff sickness continues to be high across the Council as reflected in the PAM001 indicator. Management measures are in place to work with Services on an individual basis as well as reviewing the overall Policy. Other projects are also in flight which may positively impact sickness, modernising services and ways of working which support staff.

There is still a need to ensure that all identified savings are implemented across all Council Services to continue to improve the 19/20 position and beyond. However, there remains a degree of confidence that some further inroads can be made into the forecast overspend by ongoing management and Cabinet action.

**Performance against Target**  
2019/2020 Quarter 3



**Performance compared to same Period of previous year**  
2019/2020 Quarter 3






# Transformation & Future Council 17-22

Performance Indicator	KEY	2017/2018 Quarter 3	2018/2019 Quarter 3	2019/2020 Quarter 3	Comment-2019/2020
<p>CHR002 (PAM001) ↓</p> <p>The number of working days/shifts per full time equivalent lost due to sickness absence</p>	RAG	RED	RED	RED	<p>Note from Corporate Performance Team – Data quality under review. Consultations continue with Trade Unions regarding revised "Management of Attendance" policy. Informal working group established with representative Heads of Service to progress opportunities to better utilise existing policies and processes. A proposal to establish individual targets across Directorates has been previously submitted to CMT ready for the new financial year. Pilot sickness absence workshops established in 6 areas of high sickness across the Council. Initial findings suggest these have been successful.</p>
Result	2.91	2.95	4.10		
Target	2.00	2.50	2.50		
Trend	DECLINING	DECLINING	DECLINING		
Num	26484.47	26333.71	36410.00		
Den	9110.00	8923.56	8890.70		
<p>CUST2a ↑</p> <p>Number of online payments received via City and County of Swansea websites</p>	RAG	GREEN	GREEN	GREEN	
Result	20767	24892	25432		
Target	19300	20800	24900		
Trend	DECLINING	IMPROVING	IMPROVING		
Num	20767	24892	25432		
Den					

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# Transformation & Future Council 17-22

Performance Indicator	KEY	2017/2018 Quarter 3	2018/2019 Quarter 3	2019/2020 Quarter 3	Comment-2019/2020
<b>CUST2b</b> <span style="color: red;">↑</span> Number of forms completed online for fully automated processes.	RAG	GREEN	GREEN	GREEN	
	Result	3926	7466	8474	
	Target	3800	5250	7500	
	Trend	IMPROVING	IMPROVING	IMPROVING	
	Num	3926	7466	8474	
	Den				
<p><b>CUST2b</b> HIGH is Good</p>					
<b>FINA6</b> <span style="color: red;">↑</span> Percentage of identified forecast General Fund Revenue savings and income for the year compared to originally approved budget (£000's)	RAG	RED	RED	RED	CMT continues with expectation that both service and overall net expenditure must be contained within the relevant limits of the current year budget as set by Council. The overall judgement at this point is that there remains some residual need to identify and implement all existing budget savings across all Council Services to improve the 2019/20 position and beyond. There remains a degree of confidence that some further inroads can continue to be made into the forecast overspend position.
	Result	67.03%	50.16%	83.88%	
	Target	95.00%	95.00%	95.00%	
	Trend	IMPROVING	DECLINING	IMPROVING	
	Num	12552	8291	10602	
	Den	18727	16530	12640	
<p><b>FINA6</b> HIGH is Good</p>					

Performance Indicator	KEY	2017/2018 Quarter 3	2018/2019 Quarter 3	2019/2020 Quarter 3	Comment-2019/2020
PROC12  Number of data breaches which has resulted in an enforcement or monetary penalty notice being issued by the Information Commissioners Office (ICO)	RAG		GREEN	GREEN	
	Result		0 	0 	
	Target		0	0	
	Trend		No Data	STATIC	
	Num		0	0	
	Den				
No graph displayed					

This quarter has seen the submission of the Council's first Section 6 Monitoring Report to Welsh Government outlining what it has done to comply with the Biodiversity Duty introduced under the provisions of the Environment (Wales) Act 2016. Since this Act came into force the Council has made significant progress at both a strategic and operational level to maintain and enhance biodiversity and the resilience of ecosystems. This update lists the more significant actions the Council has undertaken to meet this Duty, set out under the Nature Recovery Plan for Wales six key themes (those subject of ongoing action during the last quarter are highlighted \*):

Embed Biodiversity in decision making

- Swansea Well Being Plan - Working with Nature Objective adopted by Public Service Board
- Natural Environment Scrutiny Inquiry completed and Action Plan prepared for delivering recommendations\*
- Corporate Objective for Biodiversity adopted
- Biodiversity incorporated into Business Plan reporting \*
- Corporate Biodiversity Working Group established ( and expanded to include Climate Change)\*
- Scrutiny Panel for Natural Environment and Biodiversity established\*
- Council Climate Emergency Declaration
- Swansea Local Development Plan adopted setting out policies for biodiversity and ecological resilience
- Gower AONB Management Plan adopted

Safeguard species and habitats

- Awareness raising talks and training workshops\*
- Environmental Events\*
- Outdoor Learning training for schools\*
- Installation of site interpretation panels
- Publication of information leaflets
- Provision of ecological advice to all service areas\*

Restoration of degraded habitats/habitat creation

- Management of Council owned sites of ecological importance\*
- Review of farm and business tenancy agreements to safeguard biodiversity value\*
- Friends of Parks agreements /Memoranda of Understanding
- Ecological connectivity mapping\*
- Tree planting projects, including within Housing Estates\*
- City Centre tree planting\*
- Gower Hedgerow Hub - improved /planted hedgerow\*
- Wildflower planting\*
- Primary school grounds improvements\*
- New designations, e.g. Site of Special Scientific Interest in Lower Swansea Valley

Tackle pressure on species and habitats

- Draft Green Infrastructure Strategy for Central Swansea - consultation Dec 2019\*
- Draft Green Space Factor Toolkit - consultation Dec 2019\*
- Prosecution - Penllergaer tree felling\*

- Ash-Die Back management strategy\*
  - Management of Invasive Non Native Species (INNS),e.g. Japanese Knotweed\*
- Improved evidence, monitoring and understanding
- Monitoring planning applications\*
  - Ecological surveys\*
  - Species monitoring\*
  - Service Level Agreement established with Biodiversity Record Centre\*
  - Green Infrastructure and Biodiversity Mapping (collaborative project with other authorities)\*
  - Council land Tree Register established\*

Governance and support for delivery

- Adopted plans (as above)
- Biodiversity Cabinet Member and Biodiversity Champion Councillor\*
- Staff and Resources - additional temporary Planning Ecologist post (0.5) created
- Increased wildlife volunteer numbers\*
- Friends of Parks and Friends of Wildlife Sites groups established and supported\*
- Collaborative partnership working within the environment sector\*

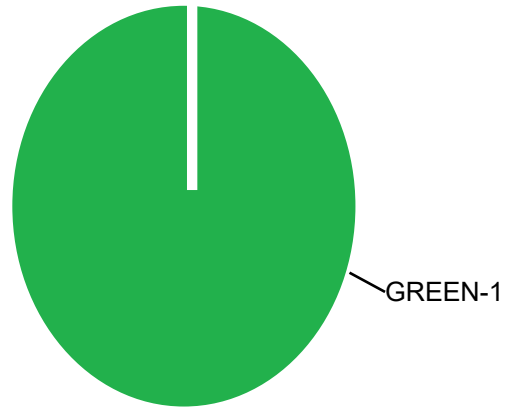
Additional work being progressed which will be reported on in more detail next quarter includes:

- Draft Biodiversity Supplementary Planning Guidance
- Draft Council Tree Plan/Strategy
- Draft Countywide Green Infrastructure Strategy
- Local Biodiversity Action Plan Review
- Biodiversity Audit of Council owned land
- Draft Section 6 Action Plan

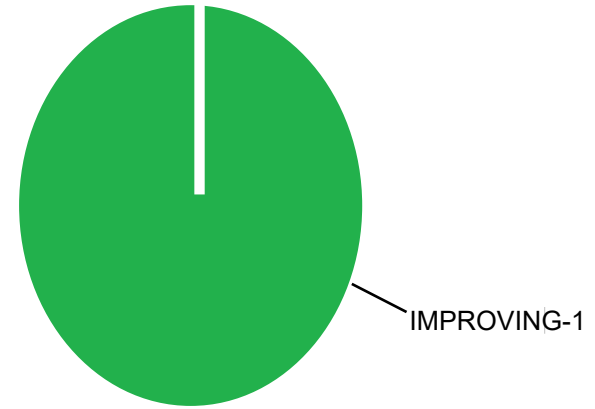
This quarter the amount of waste collected that was reused or recycled (67.82%) exceeded the 64% target and was a 5% increase above that achieved this time last year.



Performance against target  
2019/2020 Quarter 3

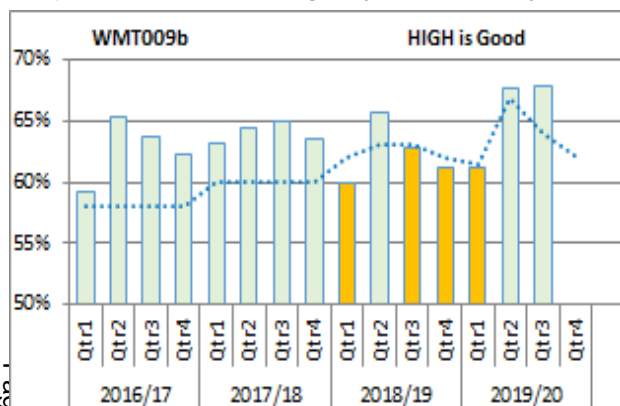


Performance against same Period previous year  
2019/2020 Quarter 3



# Nature & Biodiversity 19-22

Performance Indicator	KEY	2017/2018 Quarter 3	2018/2019 Quarter 3	2019/2020 Quarter 3	Comment-2019/2020
WMT009b (PAM030) <a href="#">↑</a> The percentage of municipal waste collected by local authorities and prepared for reuse and/or recycled, including source segregated biowastes that are composted or treated biologically in another way	RAG	GREEN	AMBER	GREEN	As per previous submissions, the data is a quarter in arrears.
	Result	64.89%	62.88%	67.82%	
	Target	60.00%	63.00%	64.00%	
	Trend	IMPROVING	DECLINING	IMPROVING	
	Num	18805.08	17873.00	19293.75	
	Den	28980.76	28423.00	28448.51	



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# Agenda Item 8.



## Report of the Cabinet Member for Delivery & Performance

Cabinet – 19 March 2020

### Annual Review of Well-being Objectives and Corporate Plan 2020/22

<b>Purpose:</b>	To publish a refreshed Corporate Plan containing the Council's Well-Being Objectives for 2020/22 in line with the requirements set out within the Well-Being of Future Generations (Wales) Act 2015 and statutory guidance relating to Public Bodies.
<b>Policy Framework:</b>	Corporate Plan 2018/22 <i>Delivering a Successful and Sustainable Swansea.</i>
<b>Consultation:</b>	Access to Services, Finance, Legal.
<b>Recommendation(s):</b>	It is recommended that:  1) That the Corporate Plan refreshed for 2020/22 is approved
<b>Report Author:</b>	Richard Rowlands
<b>Finance Officer:</b>	Paul Roach
<b>Legal Officer:</b>	Debbie Smith
<b>Access to Services Officer:</b>	Catherine Window

#### 1. Introduction

- 1.1 The Council has an obligation under the Well-being of Future Generations (Wales) Act (the 'Act') to undertake an annual review of its Well-being Objectives (and 'Improvement Objectives' under the Local Government (Wales) Measure 2009), which are set out in the Council's Corporate Plan.
- 1.2 The Corporate Plan describes the Council's six Well-being Objectives and the steps being undertaken to meet these Objectives and contributes to the seven national Well-being Goals outlined in the Act.

- 1.3 The Plan also sets out how the Council is maximising its contribution to the Well-being Objectives and national goals through the way in which the Council works, which is in line with the ways of working and sustainable principles described in the Act.

## **2. Review of Well-being Objectives and Corporate Plan refresh**

- 2.1 The Corporate Plan has been refreshed during 2019/20 in readiness for 2020/22. This follows a previous and detailed review during 2018/19 that considered the production by the Public Service Board (PSB) of its Well-being Plan, a review of progress and an assessment of the evidence, looking at how we can close any gaps and further maximise our contribution to the national goals established by the Act. The main outcome from the previous review was the addition of a sixth Well-being Objective to the Corporate Plan – *‘Maintaining and enhancing Swansea’s Natural Resources and Biodiversity’*.
- 2.2 Following on from these changes, the Corporate Plan has been refreshed for 2020/24 by assessing the current state of delivery. The Plan has been revised to account for delivery and where changes have been necessary due to changes in circumstances, or where opportunities have arisen to consolidate similar steps.
- 2.3 A copy of the refreshed Corporate Plan 2020/24 is attached at Appendix A.

## **3. Equality and Engagement Implications**

- 3.1 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.
- 3.2 Our Equality Impact Assessment process ensures that we have paid due regard to the above.
- 3.3 The Corporate Plan 2017/22 was screened for relevance for an EIA. The screening determined that a full EIA was necessary. The EIA determined that the Plan would have a positive impact on people with protected characteristics, as well as other positive impacts on equality, and that there were no concerns identified. The EIA was reviewed during the refresh of the Corporate Plan and no further changes were deemed necessary. The EIA was updated for 2019/20 – no changes to the EIA were necessary following the 2020/22 review.

#### **4. Financial Implications**

4.1 There are no financial implications associated with this report.

#### **5. Legal Implications**

5.1 There are no legal implications associated with this report.

#### **6. Well-being of Future Generations Act**

6.1 The Corporate Plan describes the Council's six Well-being Objectives and the steps being undertaken to meet these Objectives and contribute to the seven national Well-being Goals outlined in the Act.

6.2 The Plan also sets out how the Council is maximising its contribution to the Well-being Objectives and national goals through the way in which the Council works, which is in line with the ways of working and sustainable principles described in the Act.

**Background Papers:** None

#### **Appendices:**

Appendix A Corporate Plan 2020/22 *Delivering a Successful and Sustainable Swansea.*

Appendix B Equality Impact Assessment.



# Delivering a Successful & Sustainable **Swansea**

The City and County of Swansea's Corporate Plan 2020/22



Cyngor **Abertawe**  
**Swansea** Council

***Delivering a Successful &  
Sustainable Swansea***

**The City & County of  
Swansea's Corporate Plan  
2020/22**

## Foreword

There are a number of major challenges facing the world, the UK, Wales and Swansea. Many of these challenges require us to work in a different way to how we have worked before.

The population of Swansea just like the rest of the UK and Wales is going through some major changes. We are getting older, our communities are more diverse and the population is set to continue to grow. The ageing population also means that we are seeing increases in certain illnesses and conditions, such as dementia. A growing population and an increase in the number of households mean that providing additional and affordable housing is a priority. Levels of poverty and health inequality continue to prove to be stubbornly high. All of this is putting additional pressure on public services at a time when budgets and finance is being squeezed.

Globalisation, changes to global economic growth and shifts away from manufacturing to service and technological based economies and BREXIT creates challenges for the UK, Wales and Swansea economies but also opportunities that need to be captured and pursued if we are to fulfil our potential.

Climate change is one of the greatest dangers and challenges facing us all and we need to think how we can adapt, reduce our carbon and greenhouse emissions and reduce our risk to flooding and other significant impacts. This also involves making better use of our land and natural resources whilst seeking to protect our natural environment and improve biodiversity.

To tackle these challenges we need to work together. To give current and future generations a good quality of life we need to think about the long-term impact of the decisions we make. We have to do things differently to make things change. If we are to beat these challenges we need to think more about the long-term, work better with people and communities and each other, look to prevent problems and take a more joined-up approach. This will help us to create a Wales that we all want to live in, now and in the future.

None of this will be easy and will take time to fulfil. The City & County of Swansea has made a good start but there is a lot more to do. Swansea continues to push the boundaries of sustainable practice. Our values and principles together with our well-being objectives that are described in this Corporate Plan already make a significant contribution to improving the economic, environmental and cultural well-being of Wales and Swansea; but the Council needs to do more to show that it is doing all it can do contribute to the Wales and Swansea that we want and is working in a way that shows that sustainable practice is fully embedded in its business. The City & County of Swansea is fully committed to embedding sustainability as its central organising principle. It will build upon the good practice that already exists and will continue its maturing commitment to sustainable development, learning together along the way so that it shapes all that we do both now and in the future.

Cllr Rob Stewart  
Leader of the Council

Phil Roberts  
Chief Executive



## 1. Introduction – Review of the Corporate Plan and Well-Being Objectives

The City & County of Swansea published its well-being statement before 31<sup>st</sup> March 2017 as required by the Well-Being of Future Generations (Wales) Act 2015.

The well-being statement set out our key priorities for 2017/18. These priorities, known as our 'well-being objectives', are our objectives for improving the environmental, cultural and social well-being of Swansea and Wales.

We undertook to review and publish this Corporate Plan following the local government elections in May 2017.

The review of the Corporate Plan and our well-being objectives was undertaken by consulting with local people and by assessing the following evidence:

- Future trends and challenges.
- An assessment of local well-being.
- Our equality objectives, including Welsh language.
- Reference to national indicators.
- Our policy commitments.

Following this review, our Corporate Plan and our well-being objectives were revised for 2017/22 and a summary of the well-being statement was incorporated into the Plan.

The Corporate Plan describes the steps being undertaken to meet our well-being objectives and contribute to the seven national well-being goals<sup>1</sup> outlined in the Act.

The Plan also sets out how we are maximising our contribution to our well-being objectives and national goals through the way in which we work, which is in line with sustainable principles as follows:

- Looking ahead to the medium and long-term challenges.
- Preventing problems from occurring or from getting worse.
- Ensuring our objectives do not contradict each other and complement those of other public bodies.
- Working in partnership with others.
- Involving local people.

The annual refresh of the Corporate Plan has provided an opportunity to update relevant information where necessary for 2020/22; at the same time, steps to implement objectives have been consolidated where the occasion has presented itself.

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

## Strategic Equality Plan 2020-24

There is a close correlation between the Council's Corporate Plan and Well-being Objectives and the Council's Strategic Equality Plan and Equality Objectives. A new Strategic Equality Plan will be published during 2020/21. There will be closer alignment between many of the steps to deliver both the Council's Equality and Well-being Objectives as we pursue integration, seek to improve well-being and strive towards a more equal Swansea and a more equal Wales.

## 2. Summary of Well-Being Statement

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

Our Corporate Plan *Delivering a Successful & Sustainable Swansea* and our well-being objectives outline how we will work to meet present and future challenges.

### The challenges ahead

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

- Population changes – a growing, ageing and more diverse Swansea.
- Economic changes – attracting investment, high quality jobs and new technology into Swansea while addressing the skills gap.
- Climate change – risks from flooding, air and water quality, dangers to ecosystems and biodiversity and energy security.
- Social and cultural changes – addressing inequalities in health, education, employment and life chances.

We have sought to address these current and future challenges through our Corporate Plan and our well-being objectives.

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

In order to meet these challenges, we have prioritised six well-being objectives. These are:

- **Safeguarding people from harm** – so that our citizens are free from harm and exploitation.
- **Improving Education & Skills** – so that everyone in Swansea gains the skills and qualifications they need to succeed in life.
- **Transforming our Economy & Infrastructure** – so that Swansea has a thriving mixed use City Centre and a local economy that will support the prosperity of our citizens.
- **Tackling Poverty** – so that every person in Swansea can achieve his or her potential.
- **Maintaining and enhancing Swansea's Natural Resources and Biodiversity** – so that we maintain and enhance biodiversity, reduce our carbon footprint, improve our knowledge and understanding of our natural environment and benefit health and well-being.

- **Transformation & Future Council development** – so that we and the services that we provide are sustainable and fit for the future.

The well-being objective - *Maintaining and enhancing Swansea's Natural Resources and Biodiversity*' – has been added during the 2018/22 refresh of our Corporate Plan and well-being objectives.

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

Our values and principles expressed in our Corporate Plan underpin the delivery of our well-being objectives and reflect sustainable ways of working:

### **Our Values**

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

- **People Focus**

We will focus on community needs and outcomes and on improving the lives of the people who live and work in Swansea. We will also respect, value and support our employees and demonstrate the highest standards of integrity.

- **Working Together**

We will promote a whole partnership approach, working across services to maximise resources and knowledge and joining forces with others outside the Council to ensure we prioritise our resources and get the best for our communities.

- **Innovation**

We will promote and support a culture of innovation. We will think and work differently to improve our ability to deliver and to meet the financial, demographic and societal challenges we face. We will share learning across the Council, as part of our Innovation Programme.

### **Our Principles**

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

- **Sustainability**

We will work to improve the economic, social, cultural and environmental well-being of Swansea. This means making sure that the needs of the present are met without compromising the ability of future generations to meet their needs.

It is a key principle at the heart of the *Transformation & Future Council* priority and our *Sustainable Swansea – Fit for the Future* strategy, which is about transforming Council services, ensuring the financial viability of the Council and improving outcomes for residents.

As part of this, we will continue to engage with and seek the views of residents and service users. The principle of sustainability has prevention and integration at its heart and we will develop long-term plans for addressing our well-being objectives,

working with others. We will also ensure that, through this approach, we meet the requirements of the *Well Being of Future Generations (Wales) Act 2015*.

- **Prevention**

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

- **Partnerships**

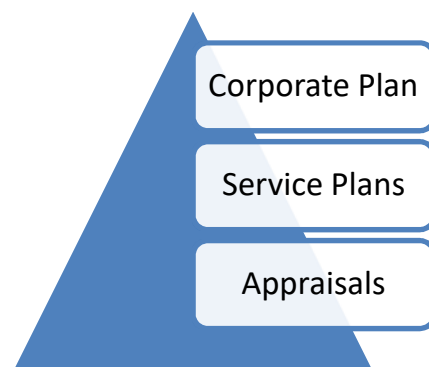
We will work together with our partners across the public, business and voluntary sectors through the Public Service Board and through other collaborative means in order to meet the shared challenges that face Swansea and its communities.

We will take a 'Team Swansea' approach, working as a whole-Council to ensure that every service can play a part in contributing to our well-being objectives and that we share resources and expertise. The needs of our residents and the major challenges facing Swansea can only be tackled through productive partnerships, greater integration of our services and pooling of resources.

### **Our Delivery – the steps**

Our Corporate Plan demonstrates that all of our well-being objectives taken together and the steps that we are undertaking to deliver them shows our contribution to all seven national goals and to the social, economic, cultural and environmental well-being of Swansea and Wales.

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



## **Our Delivery – sustainable ways of working**

We will further maximise our contribution to the social, economic, cultural and environmental well-being of Swansea and Wales through embedding sustainable ways of working.

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

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

Our Corporate Plan and well-being objectives seek to address current and longer-term challenges.

We have started to further develop our capability and capacity for a longer-term strategic outlook, looking at future trends and scenarios in order to build a strategic picture looking ahead to between 10 and 25+ years. We have been working on building up a picture of what future trends might mean for the Council and for Swansea's communities in the future.

We undertook a series of workshops with staff, elected Members, our partners and the public to add to the work that we have undertaken previously, which includes how future trends might have an impact at a community level.

These workshops seek to identify a common view on future challenges and to sketch out 'what good looks like' to inform future policy development and service design and delivery.

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

Through our well-being objectives we are working to prevent problems or to stop them from getting worse.

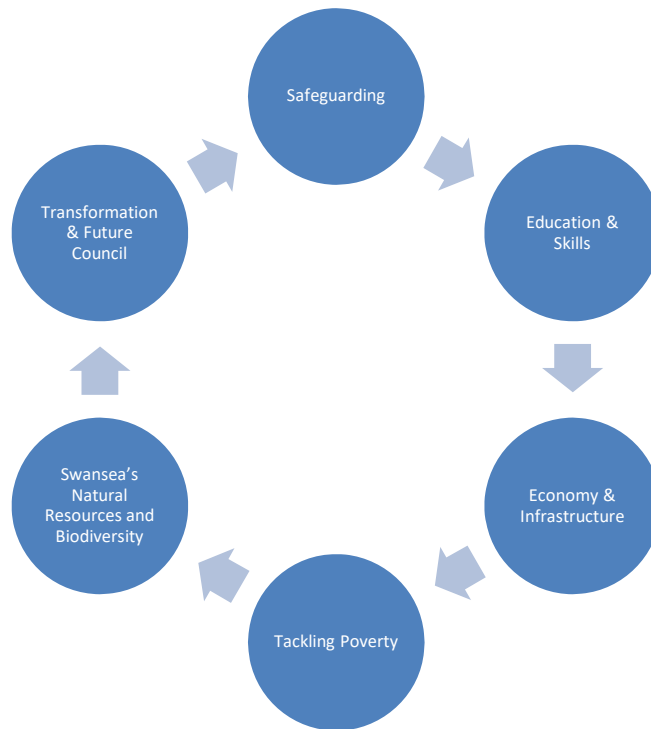
The Council needs to continue to develop its preventative approach and has to that end developed a *Prevention Strategy*. This strategy will further embed early intervention and prevention into the Council's business and place an even greater focus on improving well-being.

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

It is important to point out though that each of our well-being objectives cannot be seen in isolation from each other. Each well-being objective both affects and is affected by the others.

For example, improving education and skills is both important to our efforts to reduce poverty and to improve the city and economy, which means transforming our education system to ensure children and young people have the necessary skills for the new economy.

This interdependency is illustrated in the diagram on the next page:



We are working to identify the connections and potential impacts of diverse policies and programmes and highlight where such policies / programmes can reinforce or undermine each other.

We have developed an integration tool that is used to identify and strengthen interdependencies.

We have used this tool to assess and review our Corporate Plan and well-being objectives, which has helped map our contribution to the national goals and identify further options for maximising the contribution to the social, economic, cultural and environmental well-being of Swansea and Wales.

During the review of the Council's well-being objectives and the Corporate Plan, Public Service Board (PSB) representatives attended one of the public consultation events to inform the development of the Plan.

Further engagement with our Public Service Board partners on our well-being objectives was undertaken in 2017 and 2018 during the production of the PSB well-being plan; PSB partners were offered the opportunity to participate in a survey to help inform the review of the Council's well-being objectives for 2018/22.

- **Working in collaboration with others**

We are collaborating with partners from the public, private and third sector in order to take steps to deliver our well-being objectives, showing our contribution and options to maximise our contribution to the social, cultural, environmental and economic well-being of Swansea and Wales.

Our full well-being statement describes examples where partnership working is key to delivering our well-being objectives. These include:

- Working with six other local authorities to deliver school improvement services.
  - Working in partnership on safeguarding with representatives of each of the main agencies and professionals who are responsible for helping to protect children and adults from abuse and neglect through the West Glamorgan Safeguarding Boards.
  - Working with three other local authorities, the Welsh Government, Universities and the private sector through the Swansea Bay City Deal to transform the economic landscape of the area, boost the local economy by £1.8 billion, and generate almost 10,000 new jobs over the next 15 years.
- **Involving all of our citizens in what we are doing**

The Council is committed to consulting with, and involving, residents, other stakeholders and employees in the Council's decision-making process. We have a new *Consultation and Engagement Strategy* for practitioners to help them engage with residents and service users.

In addition, the Council engages with the diversity of the population through diversity groups and forums, such as the 50+ Network and LGBT Forum. Schools' pupils are involved in their education through School Councils and through *Pupil Voice*, which is directly aimed at increasing pupil participation as set out in Article 12 of the United Nations Convention of the Rights of the Child (UNCRC); Swansea was the first UK Council to adopt and embed UNCRC. The Council's *Big Conversation* events give children and young people an opportunity to discuss issues that matter to them and to influence Council policy.

Community action and involvement is central to how the Council is looking to plan and deliver services. The formation of 'Friends' groups are being supported to regenerate local parks, beaches and allotments. In social care, strengths based approaches to professional practice is also involving people and their families in helping to deal with their own problems by focussing on their strengths and assets and what they can bring to the table.

We have plans to involve more local people in the Council's decisions that affect them, their families and communities and is to that end have developed a *Co-production Framework*. We will look to establish a forum for community volunteers to involve them in the decision-making process and give them an opportunity to express their views and opinions.

### ***Involving people in our well-being objectives***

The review of our Corporate Plan and well-being objectives for 2017/22 consisted of three different approaches to involving people: (i) focus groups with young people (from 9 different secondary schools), (ii) two focus groups with members of the public and representatives from other organisations centred on identifying current and future challenges, what should be done and 'what does good look like' and (iii) two on-line surveys of members of the public and the Council's citizens panel

respectively. The results from this involvement helped shape our revised Corporate Plan and well-being objectives.

The consultation and engagement on our well-being objectives identified a number of common themes and challenges. These are summarised below and are addressed through our well-being objectives:

#### *Economic prosperity and regenerating the city centre*

- Working with partners to deliver the City Deal across the region.
- Creating more apprenticeships and addressing the age gap and employment opportunities for those people further away from the labour market.
- Taking advantage of opportunities arising from the growth of new technology, science and creative industries.
- Improving the leisure, tourism and cultural offer and infrastructure of Swansea.
- Improving transport and infrastructure.
- The need for a sustainable rural economy.

#### *Environmental challenges*

- Encouraging the growth of low carbon, affordable and accessible transportation.
- Building more energy efficient homes.
- Caring for and raising awareness about the environment and promoting recycling.
- Protecting parks, providing more open spaces and promoting biodiversity.
- Investing in green technology and renewable energy.

#### *Health, social care and well-being*

- Enabling older people to live independently and to age well.
- Preventing homelessness and providing affordable housing.
- Supporting carers.
- Working with children in the early years before school.
- Tackling obesity and poor nutrition.

#### *Cultural, social and community cohesion*

- Tackle the abuse and bullying of children.
- Encourage volunteering and participation in the community.
- Staging more cultural and community events.
- Deal with hate crime and promote diversity and cohesion.

#### *Public services and involvement in decision-making*

- The need to focus on early intervention and prevention and reduce demand on public services.
- Providing more information and support on how to access services and support.
- Working more in partnership with others, including the third sector.
- Involving service users more in the planning and design of services and in decision-making.



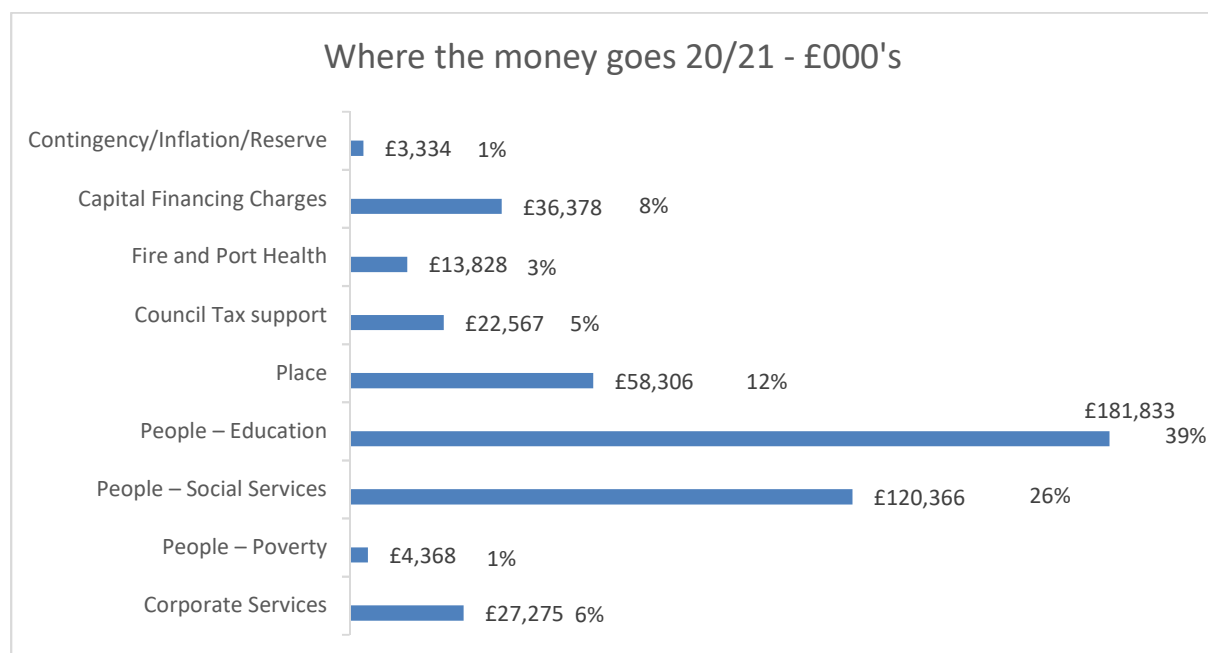
The Council undertook another survey as a guide and ‘temperature check’ to help inform the refresh of the Corporate Plan and well-being objectives for 2018/22. Respondents were asked their views about the Council’s existing well-being objectives and whether they were the right objectives to improve well-being in Swansea now, and in the future. They were also asked their views on a series of steps and actions to achieve each objective.

Overall, the results of the survey show a relatively high level of support amongst the respondents for the Council’s existing well-being objectives and the proposed actions the Council are planning to take to realise these objectives; more than 9 out of 10 respondents agreed that the Council’s well-being objectives were the right objectives for Swansea.

A number of suggestions were received about including nature and the environment as an additional well-being priority, as well as actions related to nature and the environment, which may help the Council implement the other well-being objectives. Although the majority of respondents agreed with the proposed steps the Council should undertake in relation to transforming our economy and infrastructure and tackling poverty, a few respondents questioned whether it was the role of the Council to be directly involved in some areas; for example, in exploring establishing a new hotel or supporting the expansion of the Liberty Stadium. Similarly, although the majority of respondents supported strengthening of the Welsh Language, some questioned the opportunity cost of this activity, relative to other priorities and demands faced by the Council in terms of reducing budgets and a pressure on resources.

### Our Budget – resourcing our well-being objectives

Following consultation with staff, the public and other stakeholders, a report on the budget goes to Cabinet and is then discussed at a meeting of full Council. The Council has over £400 million to spend. The vast majority of this money comes from the Government and grants, and we raise further money from council tax and income. This is how it is currently allocated (2020/21 budget):



Public consultation on 2020/21 budget will be underway by the Autumn. Although the amount of money we receive from Welsh Government could well be relatively flat in cash next year, there will need to be much larger savings to offset our forecast of £20million plus of additional expenditure, which is outside our control such as rising price inflation, unfunded national pay awards and demographics.

The public have already told us their priorities are schools and social services. Yet they also tell us some specific events, street cleaning and highways maintenance are very important to them too. Our budget includes a list of budget priorities in line with our well-being objectives set out in our Corporate Plan. But with less money we'll have to reduce spending on these priorities whilst making much bigger cuts in other areas to balance the books.

We raise over £120million in council tax each year, but this is barely enough to cover the cost of our social services, let alone all the other services we provide. The overall cost of Council services means simply raising Council Tax alone is not an option. So we have to take other steps.

### **3. Our well-being objectives**

The next part of the Plan sets out our well-being objectives for 2020/22. Each objective is described in detail under the following headings:

- **Why this priority is a well-being objective.**
- **The longer-term challenges each well-being objective will help address.**
- **The steps we will take to meet each well-being objective.**
- **How we will maximise our contribution to the national goals through the way in which we work.**
- **How we will measure progress.**
- **The contribution each well-being objective makes to the Public Service Board Well-being Objectives.**

## **Safeguarding people from harm**

### **Why this priority is a well-being objective.**

- We are committed to ensuring that citizens live their lives free from harm and exploitation.
- Safeguarding vulnerable people needs to be seen as everybody's business within every service within the Council, by all elected Members and by those who do work on behalf of the Council.
- We want children to be safe from harm and to stay with their families or be supported in family settings where it is safe for them to do so.
- We want to ensure all vulnerable adults are safeguarded from harm and able to live to their maximum potential.
- We want to tackle domestic abuse and ensure that victims are fully supported.
- We want people to age well and be able to live as independently and as safely as possible in their own homes.

### **The longer-term challenges this well-being objective will help address.**

- An ageing population representing a significant increase in the demand for health and social care services
- An increase in diseases and conditions associated with an ageing population, such as dementia.
- Reducing the incidents of domestic abuse, including its impact on children.
- Identifying and supporting people who provide unpaid care in Swansea.
- Placing greater emphasis on prevention rather than detection and correction to help deal with increasing demand for statutory services.

### **The steps we will take to meet this well-being objective.**

- Continue to ensure that effective safeguarding arrangements are in place to protect those at risk from significant harm and exploitation.
- Continue to ensure that safeguarding is 'everyone's business' across the Council, within schools, with partners, and through West Glamorgan Safeguarding Board, to ensure we collaborate and intervene on wider, emerging issues, such as County Lines, Modern Slavery, Human Trafficking, Bullying in Schools, Hate Crimes, and the PREVENT strategy.

- Continue to ensure that Adult and Child & Family Services are robust and effective in meeting the statutory requirements laid on the Authority as set out in the Social Services and Well-being Act 2014 to improve well-being outcomes for vulnerable adults in Swansea.
- Continue to target a Safe Looked After Children (LAC) strategy by implementing Child and Family service improvements, and through the Corporate Parenting Strategy to improve outcomes for looked after children and care leavers.
- Through a Getting It Right for Every Child programme, we will implement a new whole system, integrated approach to focus early help and prevention services to improve well-being for children and young people, and support to families.
- Continue to involve children in getting their voice heard, and Adults and Carers about the services they receive, by improving our model of social work practice that focusses on a person's strengths and assets, what matters to them, what their families and friends can do to help, and by coproducing plans to achieve better outcomes.
- Work with partners to raise awareness around domestic abuse and put in place effective and timely interventions and support.
- Address social isolation and enhance quality of life of older people, within supportive communities by extending local area coordination and the range of support and preventative opportunities.
- Supporting our most vulnerable adults to remain safe and independent at home, by implementing the Adult Service model and rebalancing our service offer to focus on prevention, reablement, and recovery, including Community and Residential Reablement services, a new model of delivering domiciliary care and implementing the 'Hospital to Home' model.
- Improve the well-being outcomes of young carers and care leavers, through a range of interventions, including Information, advice and improved access to support services.
- As a Dementia Friendly City, Charter for Older People, and through the Ageing Well strategy, we will support Swansea citizens who are affected to feel valued, to contribute and participate in mainstream society, and to remain safely in their own homes

**The contribution this well-being objective makes to the national goals.**

A prosperous Wales	A Resilient Wales	A more equal Wales	A Wales of more cohesive communities	A Wales of vibrant culture and thriving Welsh language	A healthier Wales	A globally responsible Wales
		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	

**How we will maximise our contribution to the national goals through the way in which we work.**

- *Preventing problems from occurring or from getting worse* – developing preventative services to avoid the need for people to access statutory services.
- *Addressing long-term challenges* – doing preventative work to reduce demand on social care services from an ageing population and tackling associated conditions, such as dementia.
- *Working in partnership with others* – tackling domestic abuse and helping people to live and age well with partners through the Public Service Board.
- *Avoiding conflicts between public body objectives* – working with partners through West Glamorgan regional safeguarding arrangements and through the Public Service Board.
- *Involving people* – involving carers and victims of domestic abuse in their care and looked after children and their families by focussing on their strengths and assets and what they can bring to the table involving parents, families and communities.

**How we will measure progress.**

- Mandatory safeguarding training.
- Timeliness dealing with children and adult safeguarding referrals, enquiries and assessments.
- Children in need, children looked after and children on the child protection register.
- Adults and children receiving care and support to meet their well-being needs.
- Rate of carers receiving an assessment of their needs.
- People who have completed reablement receiving no care or less care six months later.
- Timeliness completing Deprivation of Liberty Safeguarding Assessments.
- Rate of delayed transfers of care from hospital to social care.
- Number of requests for Local Area Co-ordination.

**The contribution this well-being objective makes to the Public Service Board Well-being Objectives.**

Children have the best start in life to be the best they can be	People live well and age well	Working with nature	Strong communities
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>

## Improving Education & Skills

### **Why this priority is a well-being objective.**

- We want Swansea to be one of the best places in the world for children and young people to grow up.
- We want every child and young person in Swansea to achieve, to be healthy, to be resilient and to be safe.
- We want children and young people to attend school regularly because they are more likely to achieve the skills and qualifications that they need to go on into further education, higher education, employment or training.
- We want children and young people to obtain qualifications and skills that are suited to the economic needs of the future and to be able to contribute positively as active local citizens.
- We want to prevent children from becoming disengaged from learning.
- As corporate parents of Looked After Children, we want our Looked After Children to succeed in school and to have opportunities for further education, higher education, employment or training.
- We acknowledge that a child or young person with additional learning needs requires timely and effective support to allow them to reach their full potential.
- We want our children and young people to be aware of their global rights and responsibilities so that they can be active and responsible citizens, fulfil their potential and make a difference to their communities.
- We want our children and young people to have good Welsh language skills.

### **The longer term challenges this well-being objective will help address.**

- We want to provide our young people with the skills and opportunities arising from the City Deal, ensuring they have success in the STEM subjects (science, technology, engineering and mathematics), digital skills such as computer coding and creative industries.
- School estate that is fit for the 21<sup>st</sup> century

### **The steps we will take to meet this well-being objective.**

- Continue to support and challenge schools to improve attendance and pupil performance, with a focus on improving literacy (in English and Welsh), numeracy and digital competency for all children of all ages, including those who LAC, EOTAS or have additional learning needs.

- Meet demand for Welsh-medium education and promote the use of Welsh in schools and socially through the *Welsh in Education Strategic Plan*.
- Continue to involve children and young people in their education and community through *Schools Councils* and *Big Conversation* engagement events. By continuing to encourage schools to become *UNICEF Rights Respecting Schools* as part of our commitment to the UNCRC, develop young citizens to respect rights, understand responsibilities and to be globally aware and responsible citizens.
- Ensure our vulnerable children are not disadvantaged by poverty or other factors that limit or restrict them in achieving and attaining standards and wellbeing in education.
- Transform the schools' estate to meet demand and respond to the developments set out within the *local development plan* (LDP) whilst ensuring community benefits from contracts. We will, by using our school building and maintenance programme, reduce our carbon footprint.
- Align our education system and continue to develop and enhance partnerships to ensure we create the right people with the right skills to supply the new economies and meet the challenge of the Swansea Bay City Deal. We will encourage schools to support each other.
- Raise vocational aspirations and skill levels in the workplace, contributing to the development of ambitious, skilled young people and adults by providing apprenticeships.
- Develop independent learning skills for lifelong learning to reflect the changing nature of work and to support well-being, creativity and reduce social isolation

**The contribution this well-being objective makes to the national goals.**

A prosperous Wales	A Resilient Wales	A more equal Wales	A Wales of more cohesive communities	A Wales of vibrant culture and thriving Welsh language	A healthier Wales	A globally responsible Wales
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>

**How we will maximise our contribution to the national goals through the way in which we work.**

- *Preventing problems from occurring or from getting worse* – improving school attendance and equity in providing education and learning achievement so that pupils improve their skills and qualifications that they need to go on into further and higher education, training or employment.

- *Addressing long-term challenges* – ensuring the school curriculum in Swansea provides pupils with the skills and qualifications for the future and contributes to the success of the Swansea Bay City Deal in raising prosperity.
- *Working in partnership with others* – work with local authorities through the regional arrangements to support school improvement services.
- *Avoiding conflicts between public body objectives* – creating synergy between Council objectives and economic development.
- *Involving people* – involving pupils in their education through *Pupil Voice* and *Schools Councils* and *Big Conversation* events in order to demonstrate we value these key stakeholders.

**How we will measure progress.**

- Pupil attendance at school, including pupils receiving free school meals.
- Pupil achievement at Foundation Phase.
- Pupils achievement at the end of Key Stage 4, including pupils receiving free school meals, children looked after by the Council, pupils educated other than at school and pupils from areas classed as being in the 20% most deprived of all areas in Wales.
- Pupil take up and attainment in Mathematics and Science subjects at the end of key stage 4.
- Pupils studying Welsh at Key Stage 4
- Timeliness completing statutory Statements of Special Educational Needs.
- Young people known to be NEET at 16 years of age.
- Apprenticeships in the Council and the wider community.
- Training weeks secured for the economically inactive or unemployed through community benefit clauses in contracts.

**The contribution this well-being objective makes to the Public Service Board Well-being Objectives.**

Children have the best start in life to be the best they can be	People live well and age well	Working with nature	Strong communities
<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>



## Transforming our **Economy & Infrastructure**

### **Why this priority is a well-being objective.**

- We want to raise economic performance and create wealth and employment opportunities to improve the economic wellbeing of Swansea's citizens
- The biggest ever investment for south west Wales has been secured following the approval of the ground-breaking Swansea Bay City Deal on 20<sup>th</sup> March 2017.
- The City Deal is worth £1.3 billion deal and will transform the economic landscape of the area, boost the local economy by £1.8 billion, and generate almost 10,000 new jobs over the next 15 years.
- In Swansea, 100,000 square feet of flexible and affordable new office space will be constructed on Kingsway in the city centre for tech businesses as part of a digital village that will benefit from world-class digital infrastructure.
- The City Deal will lead to a 215,000 square foot box village development on the University of Wales Trinity Saint David's under-construction Waterfront Innovation Quarter in SA1 providing affordable space for start-up firms.
- The City Deal will also support the digitalisation of the 3,500 indoor arena planned for the city centre's Swansea Central development site, as well as the development of a digital square to include digital screens and digital artworks..
- The City Deal will further drive the physical regeneration of the city centre in line with our revised City Centre Strategic Framework – in particular, property development and enhancement and associated transport improvements, delivering enabling infrastructure to support regeneration.
- We want to take advantage of the opportunities presented by the City Deal and regeneration of the city centre by creating employment and training opportunities for unemployed and economically inactive people through community benefit clauses in contracts and delivering employability support services in partnership with other council services and external partners.
- We want a planning policy framework that supports growth and regeneration and ensures that communities have sufficient good quality housing at sustainable locations to meet community needs and support sustainable economic growth.
- We want to take advantage of untapped growth potential to generate sustainable energy, protect the environment and boost the economy, including continuing to lobby the government to approve the Tidal Lagoon.
- We want to take advantage of Swansea's natural, cultural and built assets and infrastructure to develop the economy while protecting the environment and improving well-being.

### **The longer-term challenges this well-being objective will help address.**

- The growth of smart and mobile technology and high tech industry is set to continue.
- In Wales, digital skills needed for the new economy lag behind the rest of the UK and these will be needed in Swansea through the Swansea Bay City Deal.
- Swansea still has large numbers of working age people not in work
- There is evidence that Swansea's productivity gap (GVA) is narrowing, but the gap is still significant. There are also currently a relatively small number of businesses in Swansea generating economic activity compared with the UK average and workplace earnings are significantly lower by the same comparison.
- There is a large potential in Wales and in Swansea to generate sustainable energy through the Tidal Lagoon and other community level projects, boosting the local economy and helping to protect the environment.
- Climate change and associated risks such as flooding threatens our economic growth, productivity, well-being, infrastructure and our environment.
- The private vehicle is likely to remain as the dominant form of transport into the future but sustainable and affordable transport and a strategy for an integrated system for transport to serve our rural and urban areas is essential to access employment and training and protect the environment.
- Swansea is still falling well short of its potential as a regional centre and there remain significant deficiencies in the level and quality of housing and supportive infrastructure at a time when housing need and the number of households is growing.

### **The steps we will take to meet this well-being objective.**

- Take advantage of the opportunities presented by the City Deal and continue the regeneration of the city centre and work with partners to implement the City Deal to invest in digital infrastructure and support investment, innovation, growth, jobs, skills and productivity.
- Promote and enhance a diverse and sustainable local economy. For example, work collaboratively through the *Regeneration Swansea* Partnership to progress Swansea's economic regeneration agenda including delivery of the Targeted Regeneration Investment Programme, and through the implementation of the local development plan (LDP) that supports the regeneration of Swansea and promotes sustainable communities.
- Create employment & training opportunities for the long-term unemployed and economically inactive through community benefit clauses in contracts.

- Improve, expand and diversify leisure, cultural and heritage facilities and infrastructure to help boost the economy, promote tourism, improve well-being, promote community cohesion and provide economic benefits.
- Work with partners to secure leisure and cultural facilities such as an international sport village and centre of sporting excellence; the Gondola & Luge project; complete the riverside corridor works; and oversee the management and development of the City Centre evening and night-time economy, including the retention of the Purple Flag, to ensure Swansea is a safe, clean and welcoming place to work and visit
- Build on the legacy of Swansea’s bid to be UK City of Culture by active participation in Culture 21 Pilot programme and delivering the nine commitments for Culture in Sustainable Cities.
- On completion of the successful transfer of Leisure facilities to the Council’s new delivery partner, develop a long-term sustainability strategy for ‘in house’ services across the portfolio including Libraries, Theatres, Galleries and Museums.
- Progress strategic housing and mixed development sites to meet housing need and provide employment.
- Protect and promote the health, wellbeing, safety and consumer interests of people living in or visiting Swansea by working with others to maintain public safety across the range of regulatory services such as pollution, scams and unfair trading, public health and housing issues, etc.
- Deliver the *Energy Strategy* to reduce costs, provide cheaper energy and reduce our carbon footprint such as work with others to provide sustainable and low carbon transport and infrastructure providing improved and cheaper connectivity and mobility and associated economic benefits at reduced environmental cost and improved air quality.
- Manage and protect Swansea’s green spaces, coastline and parks for recreation and play, to promote health and well-being, improved bathing water quality and maintain Blue Flag status at Swansea’s beaches to encourage tourism, protect the environment and support well-being.

**The contribution this well-being objective makes to the national goals.**

A prosperous Wales	A Resilient Wales	A more equal Wales	A Wales of more cohesive communities	A Wales of vibrant culture and thriving Welsh language	A healthier Wales	A globally responsible Wales
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

**How we will maximise our contribution to the national goals through the way in which we work.**

- *Preventing problems from occurring or from getting worse* – promoting renewable energy and sustainable transport to build the economy and help tackle climate change.
- *Addressing long-term challenges* – reshaping Swansea and the region’s economy to meet the economic challenges of the future and technological change through the City Deal.
- *Working in partnership with others* – working with three other local authorities, the Welsh Government, Universities, Health Boards and the private sector to deliver the City Deal.
- *Avoiding conflicts between public body objectives* – adopting the LDP to support the regeneration of Swansea and provide a blueprint for good and consistent land use planning decisions for current and future generations.
- *Involving people* – extensive consultation and engagement process during each stage of the development of our *Local Development Plan* looking to identify opportunities to meet housing need and provide employment.

**How we will measure progress.**

- Timeliness assessing planning applications.
- Approvals of major planning applications.
- Housing units and commercial floor space created in the city centre.
- Value of inward investment into Swansea.
- Tourism spend.
- Projects containing community benefit clauses in contracts and number of training weeks created.
- Deliver the Corporate Energy Strategy
- Carbon reduction in Council buildings.

**The contribution this well-being objective makes to the Public Service Board Well-being Objectives.**

Children have the best start in life to be the best they can be	People live well and age well	Working with nature	Strong communities
<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

## **Tackling Poverty.**

### **Why this priority is a well-being objective.**

- Swansea Council is committed to reducing poverty and the impacts that poverty has upon its citizens. Poverty limits aspirations, damages relationships and ensures a loss of life chances.
- We want a Swansea where having poverty is not a barrier to doing well at school, having a healthy and vibrant life, developing skills and qualifications and having a good job and income.
- We want to challenge inadequate access to necessary services of good quality by targeting resources where they have the most effect, with decisions about that made in conjunction with service users.
- We want all of our residents to have the opportunity and resources to join in with social, cultural and leisure activities and decision-making.
- We want people to maximise their income and get the most out of the money that they have.
- We want people to avoid paying the 'Poverty Premium', the extra costs people on low incomes must pay for essentials such as fuel and transport.
- We want to ensure removal of barriers to employment such as transport and childcare.
- We want to ensure inclusion of people from Swansea's most disadvantaged communities so that we reduce inequalities between and within communities.

### **The longer-term challenges this well-being objective will help address.**

- Poverty levels in Wales remain persistently high, particularly for working age people and those under 18 years of age and the risk of poverty has increased for working and workless households.
- Relative child poverty in the UK is projected to rise significantly from 29% in 2014/15 to 36% in 2020/21.
- People living in the least deprived areas of Swansea can expect to live healthily for nearly 22 years longer than those in the most deprived areas of Swansea.
- The extra costs of people of low incomes must pay for essentials, such as transport, fuel and food, remain very high.
- In Swansea, people only get the most for their money if they are already quite well resourced with knowledge and information, well connected digitally and able to get around easily to take advantage of deals. The people least likely to be in this situation are those already suffering the impacts of poverty.

- The detrimental impact of deprivation begins at a very young age and builds up throughout a person's lifetime. Action proportional to need to support families and children during the very early years can help mitigate this effect.
- Swansea still has large numbers of working age people not in work and barriers to work, such as experience, childcare and transport, needs to be tackled.
- Ongoing changes in Welfare Reform are creating new and more complex problems for those already in financial crisis, and bringing more people than previously into financial crisis.

### **The steps we will take to meet this well-being objective.**

- Continue to implement the *Poverty Strategy* and ensure that tackling poverty is everybody's business.
- Target resources to maximize access to opportunity and prosperity and focus on utilising data to target support, employability and financial inclusion.
- Support the establishment of a Poverty Truth Commission to bring together key decision makers with people who have direct lived experience of poverty to work together to bring about change.
- Work with our Health partners to ensure that, through our *Early Years Strategy*, children in their early years and at Foundation Phase achieve their expected language, emotional, social and cognitive development and are ready for learning and for school.
- Ensure that young people are able to access employment, education or training after reaching 16 years of age.
- Help to address the impacts of Welfare reform, such as supporting people to claim the full benefits they are entitled to so that they are able to maximise their income and promote access to affordable credit.
- Support individuals to overcome their barriers to employment through co-ordinated person-centred employability support.
- Provide art, culture and heritage opportunities in order to boost skills, confidence, self-esteem and aspiration.
- Invest to improve housing and build more energy efficient Council homes and support the building of affordable housing to help meet housing need, reduce fuel bills, regenerate estates and bring wider economic and employment benefits.
- Prevent homelessness and support people to maintain their tenancies to help provide stability and security for families and communities by implementing the Council's Homelessness Strategy 2018-22.

- Explore creating our own energy venture to provide low-cost energy to homes helping to tackle high domestic fuel bills and fuel poverty. Support tackling climate change and help eradicate fuel poverty and boost economic development through the ARBED scheme and energy efficiency measures in social housing.
- Continue to implement the *Community Cohesion Delivery Plan* to promote cohesive and inclusive communities in Swansea.

**The contribution this well-being objective makes to the national goals.**

A prosperous Wales	A Resilient Wales	A more equal Wales	A Wales of more cohesive communities	A Wales of vibrant culture and thriving Welsh language	A healthier Wales	A globally responsible Wales
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

**How we will maximise our contribution to the national goals through the way in which we work.**

- *Preventing problems from occurring or from getting worse* – helping to prevent high fuel bills and the ‘poverty premium’ by building energy efficient Council homes and exploring the creation of our own energy venture to provide households with free energy.
- *Addressing long-term challenges* – helping to overcome barriers to employment and get people into work through co-ordinated person-centred employment schemes, affordable childcare and transport.
- *Working in partnership with others* – working with our health partners through the *Flying Start* scheme to ensure that children in their early years are ready for school and for learning.
- *Avoiding conflicts between public body objectives* – recognising that reducing poverty is everyone’s business and the Public Services Board has a key role in making this happen across all sectors.
- *Involving people* – Working within communities and successfully engaging, involving and co-producing with people to build resilience and reduce reliance.

**How we will measure progress.**

- Welfare benefits secured by the Welfare Rights service.
- Timeliness processing housing and council tax benefit applications and changes of circumstances.
- Average number of days homeless families with children spend in Bed & Breakfast accommodation.

- Affordable Housing units delivered.
- Number of people gaining employment through Employability Support.
- Number of accredited qualifications achieved by adults with local Authority support.
- Deliver the Tackling Poverty Strategy and *Prevention Strategy* and show demonstrable achievement in the Strategies.
- Deliver our *Corporate Energy Strategy*.
- Deliver our *More Homes & Homelessness Strategies*.

**The contribution this well-being objective makes to the Public Service Board Well-being Objectives.**

Children have the best start in life to be the best they can be	People live well and age well	Working with nature	Strong communities
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>



## Maintaining and enhancing Swansea's **Natural Resources and Biodiversity**

### **Why this priority is a well-being objective.**

- We shall seek across the range of the Council's responsibilities, as appropriate, to maintain and enhance biodiversity, reduce our carbon footprint, and improve our knowledge and understanding of our natural environment, thus benefiting our health and well-being.
- Swansea is one of the most ecologically rich and diverse counties in the UK. Its unique variety of habitats and species and wonderful range of parks, greenspaces, nature reserves, beaches and landscapes needs to be maintained, enhanced and sustainably managed for the benefit of everyone now and into the future.
- Our future survival and quality of life is dependent on a healthy resilient natural environment and the multiple benefits it provides to society.
- Our natural environment and biodiversity is under threat and in decline due to unsustainable human activities. Habitats and species are being lost at an alarming and unsustainable rate.
- We urgently need to tackle climate change by reducing our use of carbon and by maintaining and enhancing resilient ecosystems and a strong green infrastructure network to help us mitigate for and adapt to the pressures of climate change.
- A Climate Emergency has been declared by Swansea Council formally recognising the need for action and reporting on progress via this well-being objective.
- We have a legal duty under the Environment (Wales) Act 2016 and under the Well Being of future Generations Act 2015 (Resilient Wales goal) to protect and enhance biodiversity and maintain resilient ecosystems, and to report our progress to Welsh Government.
- Evidence shows that contact with nature has significant benefits for people's physical and mental health.
- Our future prosperity and well-being is dependent on a healthy resilient natural environment.
- We need to work with nature to improve the quality of our air, water and soils.
- We want everyone to understand and appreciate the unique value and fragility of Swansea's outstanding natural environment and to play their part in looking after and enhancing it.
- Our ambition is for everyone in Swansea to have access to and to benefit from an ecologically diverse, attractive, well managed and resilient natural environment.

- We want to halt and reverse the loss of biodiversity so that its contribution to Swansea's economic and social well-being is not lost or reduced.
- We aim to create a greener more sustainable, ecologically diverse and resilient county, where its unique natural environment is recognised as one of its most valued and distinctive assets.
- We have a moral responsibility to look after biodiversity for its own intrinsic value.

**The longer-term challenges this well-being objective will help address.**

- Halting and reversing the loss of biodiversity through reducing harm and unsustainable use and moving to a situation where we are working with nature to maintain healthy resilient ecosystems that will continue to provide long-term quality of life (or ecosystem services) benefits upon which we all depend.
- Tackling climate change, which is one of the greatest challenges facing us all and we need to work with nature to reduce our carbon footprint and to mitigate for and adapt to the likely risks and impacts.
- Creating high quality environmentally responsible and sustainable green jobs that make the most of our unique natural resources e.g. through environmental tourism, sustainable rural land management and marine industries and crafts.
- Reducing inequalities in health and well-being by maintaining and enhancing a high quality and accessible natural environment across the whole county, and encouraging greater use of public access land such as parks, nature reserves, commons and forests.

**The steps we will take to meet this well-being objective.**

- Develop, adopt and implement a Corporate Biodiversity (Section 6) Action Plan.
- Work with partners to develop and deliver a Green Infrastructure Strategy for Swansea.
- Develop and adopt a Council tree policy.
- Begin to map existing Green Infrastructure assets and ecosystem service provision, and identify areas, which provide the best opportunities for improvement.
- Undertake a preliminary biodiversity audit of Council owned land and where possible manage our corporate assets for the benefit of biodiversity and natural resources.

- Work with partners to develop and implement opportunities to enhance biodiversity and improve ecological connectivity.
- Work towards creating a low carbon economy, which promotes renewable energy and takes actions to reduce our carbon footprint.
- Delivery of the Energy Strategy to reduce costs, provide cheaper energy and reduce our carbon footprint.
- Act in response to the Climate Emergency.
- Continue to participate in and support the Low Carbon Swansea Initiative.
- Support initiatives that will increase Swansea’s urban tree cover.
- Improve awareness and understanding of our natural environment through provision of information, training and events.
- Provide opportunities for schoolchildren to access and learn about their natural environment.
- Work towards improving access to and maintaining the quality of our parks and greenspaces.
- Continue to deliver a programme of wildflower planting and management.
- Engage with local communities to encourage volunteering and to support them taking action to enhance and maintain their local greenspaces and wildlife sites.
- Take actions that help to control invasive non-native species
- Undertake (selected or targeted) enhancements to greenspace as part of an environmental works programme to meet our commitment to the Welsh Housing Quality Standard.
- Minimise our use of non-recyclable products and materials, and recycle more waste.

**The contribution this well-being objective makes to the national goals.**

A prosperous Wales	A Resilient Wales	A more equal Wales	A Wales of more cohesive communities	A Wales of vibrant culture and thriving Welsh language	A healthier Wales	A globally responsible Wales
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

## **How we will maximise our contribution to the national goals through the way in which we work.**

- *Preventing problems from occurring or from getting worse* – By halting the decline of biodiversity and maintaining and enhancing a resilient natural environment, we will maintain vital ecosystem services (e.g. flood alleviation, air and water quality, carbon storage and pollination) and help to maintain people's health, well-being and quality of life. By helping people to understand the causes of problems and how by working together with nature, we can prevent problems occurring. By ensuring compliance with legislation and avoiding consequences of non-compliance.
- *Addressing long-term challenges* – We want to halt the loss of biodiversity, promote healthy resilient ecosystems, and strengthen green infrastructure to adapt to and mitigate for the impacts of climate change, and ensure that our natural environment and the benefits and services it provides are protected for the benefit of future generations.
- *Working in partnership with others* – We will continue to support and collaborate with others to co-ordinate delivery of actions and maximise use of resources.
- *Avoiding conflicts between public body objectives* – By raising awareness of biodiversity and ensuring that it is taken into account at the early decision-making /design stages of plans and projects, the potential for conflict will be reduced.
- *Involving people* – We will build capacity and achieve more by involving and supporting the local community to participate in identifying and delivering initiatives that maintain and enhance the natural environment. More people will be enabled to access and enjoy their natural environment.

## **How we will measure progress <sup>2</sup>.**

- We will report on progress towards delivering the Section 6 Corporate Biodiversity Plan and the Resilient Wales goal through annual business planning and reporting mechanisms.
- We will develop mechanisms for measuring losses and gains in the extent and quality of the natural environment.
- We will continue to monitor air and water quality.
- We will record the number of people involved in environmental volunteering and the hours spent.
- We will record the number of environmental events and the number of participants.

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<sup>2</sup> Provisional pending data development.

- We will record the number of biodiversity related training courses and the number of people participating.
- We will establish a Corporate Biodiversity Working group to monitor progress towards delivering the Section 6 plan.
- Deliver the Corporate Energy Strategy
- Carbon reduction in Council buildings
- Recycling rates.

**The contribution this well-being objective makes to the Public Service Board Well-being Objectives.**

Children have a the best start in life to be the best they can be	People live well and age well	Working with Nature	Strong communities
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

## **Transformation & Future Council development**

### **Why this priority is a well-being objective.**

- We want to modernise and transform the council through our *Sustainable Swansea: Fit for the Future* programme to help tackle rising demand and reducing revenue budgets.
- We want to modernise services by using the internet, reducing administration and back-office services. We want to generate additional income to pay for services and help families earlier so that we can reduce costs later on.
- We want to improve efficiency and further reduce management and business support costs. We also want to continue reviewing all of our services to ensure they are delivered in the best way and saving money by working with partners such as the police and health, or preventing the need for people to access costly statutory services where need can be met elsewhere.
- We want the public to play their part by co-producing and helping to run services, such as the successful scheme where bowlers are maintaining their greens, or by increasing recycling at home.
- We want more people involved in the Council's business and in making decisions on things that affect them and their families and communities.
- We want to invest in our priorities like the city centre, improving classrooms, improving and extending our energy efficient housing stock, and delivering the City Deal with the potential to create 10,000 jobs.

### **The longer-term challenges this well-being objective will help address.**

- Demands and expectation of public services continues to increase but with less money to deliver them.
- Residents expect services to be delivered outside of normal office hours and to be joined-up and personal to their needs.
- People expect to be able to contact and deal with public organisations in different ways and are increasingly seeking to contact the Council through the internet and through social media.
- Advances in the use of Big Data and artificial intelligence could transform the way that public services work, including automation and better targeted services.
- More services are likely to be delivered in partnership with others, including other public bodies and the third sector in line with Local Government reform.

## **The steps we will take to meet this well-being objective.**

- Update the Council's *Sustainable Swansea – Fit for the Future* modernisation programme in order to transform services and deliver better outcomes. Develop an organisational culture to support “working together, working differently” and embed transformation, innovation and organisational learning.
- Implement the Council's *Organisational Development Strategy* to deliver transformed services, so that we have the right people with the right skills.
- Embed equality and diversity into service delivery through a network of Equality Representatives appointed in each service and produce a new Strategic Equality Plan 2020-23 for the Council.
- Review the Council's approach to procurement to secure local economic and community benefits, in line with sustainable development principles.
- Continue to embed a “Digital First” strategy so that citizens can access more Council services and information on-line.
- Promote Digital Inclusion and access online services by providing citizens with lifelong learning opportunities to undertake free computer courses and training.
- Explore opportunities to collaborate with other local authorities and partners and share services, including back office, to save costs and improve services to citizens.
- Undertake targeted and effective engagement to develop more collaborative and partnership working with the third and private sectors to achieve the Council's and shared priorities and outcomes.
- Review work with communities, organisations and ‘friends’ groups to encourage and enable greater community ownership of assets and services and to ensure their long-term sustainability.
- Continue to modernise public engagement in local democracy and Council decision making through accessible meeting times, web broadcasting, electronic voting and e-petitions.
- Continue to strengthen the Welsh language service and language services generally offered by the Council by providing basic language training for front-line staff.
- Make community budgets available so that local people can decide together with their representatives what their local priorities are.
- Provide the opportunity for local citizens to influence how policies are written and services are delivered through the development of a Corporate Co-production Strategic Framework and a revised Consultation and Engagement Strategy

**The contribution this well-being objective makes to the national goals.**

A prosperous Wales	A Resilient Wales	A more equal Wales	A Wales of more cohesive communities	A Wales of vibrant culture and thriving Welsh language	A healthier Wales	A globally responsible Wales
<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		

**How we will maximise our contribution to the national goals through the way in which we work.**

- *Preventing problems from occurring or from getting worse* – helping to prevent people from needing immediate recourse to statutory services through the ‘prevention’ stream of the *Sustainable Swansea – Fit for the Future* programme.
- *Addressing long-term challenges* – changing the way the Council works including more digital services to reflect the move towards people wanting to access services through digital, mobile internet and social media.
- *Working in partnership with others* – working in collaboration with other public bodies and the third sector to deliver services.
- *Avoiding conflicts between public body objectives* – improving engagement with partners, including the third sector, through the Public Service Board to help support the transformation of Council services.
- *Involving people* – involving service users in commissioning reviews of Council services and in community action and ownership.

**How we will measure progress.**

- Identified forecast general fund revenue savings and income for the year compared to Council approved budget.
- Number of payments and forms completed online.
- Any data breaches.
- Workforce supported to develop skills and learn new things as part of an organisational development strategy, targeted towards a more agile workforce and 21<sup>st</sup> century public servant.
- Staff sickness.

**The contribution this well-being objective makes to the Public Service Board Well-being Objectives.**

Children have a the best start in life to be the best they can be	People live well and age well	Working with Nature	Strong communities
	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>



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

We will monitor delivery and keep our progress meeting our well-being objectives under review as follows:

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

- Through the quarterly and annual performance monitoring reports to Cabinet.

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

- Quarterly and annually through Cabinet.
- Annual Report.

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

- Annual review and update.

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

We have made some good progress embedding sustainable ways of working into how we do business as illustrated in this Plan; we want to continue to build on this.

To fully meet our obligations under the Well-Being of Future Generations Act, we want to:

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

## **6. Where to find additional information**

Strategies, plans and policies

<https://www.swansea.gov.uk/policies>

Performance and statistics

<https://www.swansea.gov.uk/statistics>

Finance and Council budget

<https://www.swansea.gov.uk/financeandbudget>

Scrutiny

<https://www.swansea.gov.uk/scrutiny>

Well-being of Future Generations Act

<https://www.swansea.gov.uk/wellbeingfuturegenerations>

Safeguarding

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

Schools and learning

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

Children and Young People's Rights – UNCRC

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

Swansea Bay City Deal

<https://www.swansea.gov.uk/swanseabaycitydeal>

West Glamorgan Regional Partnership

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

Education through Regional Working (ERW)

<http://erw.wales/>

Have Your Say – consultations

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

Strategic Equality Plan

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

Welsh Language

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

## DRAFT Equality Impact Assessment (EIA) Report Appendix B

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

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

<b>Where do you work?</b>
Service Area: Strategic Delivery Unit
Directorate: Financial Services

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

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

Corporate Plan 2017/22 setting out the Council's well-being objectives and the steps to achieve them as required by the well-being of future generations act.

**(c) It was initially screened for relevance to Equality and Diversity on 21/06/2017**

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

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

**(e) Lead Officer**

**Name:** Richard Rowlands

**Job title:** Strategic Delivery & Performance Manager

**Date (dd/mm/yyyy):** 29/06/17 (reviewed and updated 14/09/18 and 13/02/20)

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

**Name:** Ben Smith

**Date (dd/mm/yyyy):** 07/08/2017

## Section 1 – Aims (See guidance):

Briefly describe the aims of the initiative:

### What are the aims?

To set the Council’s well-being objectives and key priorities for 2018/22; to outline the steps we will take to meet our well-being objectives; to describe how our well-being objectives, the steps we will take to meet them and the way in which we will meet them will maximise the Council’s contribution to national goals.

### Who has responsibility?

City & County of Swansea – the plan will be adopted at Council.

### Who are the stakeholders?

Public, staff, elected Members, Welsh Government, Wales Audit Office, Office of the Future Generations Commissioner.

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

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

Children/young people (0-18).....	x	Carers (inc. young carers) .....	x
Any other age group (18+).....	x	Race .....	x
Disability .....	x	Religion or (non-)belief .....	x
Gender reassignment .....	x	Sex .....	x
Marriage & civil partnership.....	x	Sexual orientation.....	x
Pregnancy and maternity .....	x	Welsh language.....	x

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

The Corporate Plan does not have a group of service users as such – it is a plan that will be available to all citizens. The steps that the Council will take to meet its well-being objectives will however have, to a greater or lesser extent, a direct or indirect impact on all citizens. All information regarding service users has been derived from the Census equality data and the information incorporated into the Assessment of Local well-Being, which has been used as evidence when setting the well-being objectives.

### Any Actions Required?

- None identified.

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

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

	Positive	Negative	Neutral	Needs further investigation
Children/young people (0-18)	➡ x	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Any other age group (18+)	➡ x	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disability	➡ x	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	➡ x	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership	➡ x	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity	➡ x	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Race	➡ x	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Religion or (non-)belief	➡ x	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Sex	➔ x	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sexual orientation	➔ x	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Welsh language	➔ x	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carers (inc. young carers)	➔ x	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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

The well-being objectives in the corporate plan collectively support and are also supported by the Council's equality objectives. The Equality Objectives were cross-referenced against other evidence when determining our well-being objectives.

Our objective *Safeguarding People from Harm* seeks to protect all citizens, including children and young people and other vulnerable adults from harm and exploitation. Among other things, this objective seeks to ensure we:

- involve looked after children in their care through strengths based practice and getting their voice heard about the services they receive (age - children & young people)
- work with partners to tackle domestic abuse and support victims (sex - mainly women).
- work with others to tackle hate crime, modern slavery and deal with bullying in schools (all groups with protected characteristics).
- provide information, advice and assistance to carers, including young carers (carers).
- develop our status as a dementia friendly city and help people to stay healthy and to age well (age - adults, disability).
- promote equitable access to services to promote independence and quality of life (age – adults, disability).

Our objective *Improving Skills & Education* seeks to ensure that every child, young person and adult gains the skills and qualifications they need to succeed in life. Among other things, this objective seeks to ensure we:

- Improving pupil attendance, literacy (in English and Welsh) / numeracy and attainment (age – children and young people, Welsh language).
- Providing apprenticeships (age – adults and young people)
- Supporting looked after children and those disengaged from education to be in school and in employment, education and training (age – children and young people, race, sex)
- Involving children and young people in their education, e.g. Pupil Voice (age – children and young people)
- Meet demand for Welsh medium education and promote the use of Welsh in schools (Welsh language).
- Children not being disadvantaged by poverty when achieving and attaining standards in education (social exclusion)
- Supporting schools to become UNICEF Rights Respecting Schools (age – children & young people).

Our objective *Tackling poverty* seeks to ensure that poverty is not a barrier stopping citizens from reaching their potential. Among other things, this objective seeks to ensure we:

- Empower local people through the Poverty Strategy to target resources to maximise access to opportunity and prosperity (all groups, social exclusion).
- Work with Health to ensure that children in their early years and at Foundation Phase achieve their expected developmental milestones and are ready for school and learning (age – children & young people, social exclusion, pregnancy & maternity).
- Ensure that young people are not NEET after reaching 16 years of age (age-children & young people).
- Help address the impacts of welfare reform (disability, social exclusion).
- Invest in Council housing and build more energy efficient Council homes (social exclusion).
- Prevent homelessness and support people to maintain their tenancies (race, age, sex, disability, social exclusion).
- Create our own energy venture and provide free energy to homes to tackle fuel poverty (social exclusion, age – older people)
- Help tackle fuel poverty through the ARBED scheme and energy efficiency measures in social housing (social exclusion, age – older people).
- Implement the community cohesion delivery plan to promote cohesive and inclusive communities in Swansea (race, religious belief, community cohesion, gender reassignment, sexual orientation)

Our objective *Transformation & future Council development* seeks to modernise and transform the Council, including getting the public to co-produce and helping to run services and getting more people involved in the decision-making in the Council. Among other things, this objective seeks to ensure we:

- Work to ensure there is better engagement with the third sector to achieve both the Council's and shared priorities and outcomes (all groups)
- Continue to modernise public engagement in Council decision making through accessible meeting times, web broadcasting, electronic voting and e-petitions (all groups).
- Continue to strengthen the Welsh language service and language services generally offered by the Council by providing basic language training for front-line staff (Welsh language, race, community cohesion).
- Make community budgets available so that local people can decide together with their representatives what their local priorities are (all groups).
- Provide the opportunity for local citizens to influence how policies are written and services are developed through the development of a co-production strategy (all groups).

Our objective *Maintaining and enhancing Swansea's Natural Resources and Biodiversity* seeks to, across the range of Council responsibilities, to reduce our carbon footprint, improve our knowledge and understanding of the natural environment and improve well-being. Among other things, this objective seeks to ensure we:

- Provide opportunities for schoolchildren to access and learn about their natural environment (age, children & young people)
- Work towards improving access to and maintaining the quality of our parks and greenspaces (all groups)
- Engage with local communities to encourage volunteering and to support them to take action to enhance and maintain their local greenspaces and wildlife sites (all groups)

**What consultation and engagement has been undertaken (e.g. with the public and/or members of protected groups) to support your view? Please provide details below.**

The review of our Corporate Plan and well-being objectives for 2017/22 consisted of three different approaches to involving people: (i) focus groups with young people (from 9 different secondary schools), (ii) two focus groups with members of the public (representatives from groups representing people with protected characteristics were invited) and representatives from other organisations centred on identifying current and future challenges, what should be done and 'what does good look like' and (iii) two on-line surveys of members of the public and the Council's citizens panel respectively. The results from this involvement helped shape our revised Corporate Plan and well-being objectives. A summary of the outcome from this consultation is included within the Corporate Plan.

The Council undertook another survey as a guide and 'temperature check' to help inform the refresh of the Corporate Plan and well-being objectives for 2018/22. Respondents were asked their views about the Council's existing well-being objectives and whether they were the right objectives to improve well-being in Swansea now, and in the future. They were also asked their views on a series of steps and actions to achieve each objective.

Overall, the results of the survey show a relatively high level of support amongst the respondents for the Council's existing well-being objectives and the proposed actions the Council are planning to take to realise these objectives; more than 9 out of 10 respondents agreed that the Council's well-being objectives were the right objectives for Swansea

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

- None identified.

**Section 4 - Other Impacts:**

**Please consider how the initiative might address the following issues.**

**You could base this on service user information, data, consultation and research or professional experience (e.g. comments and complaints).**

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

**(Please see the specific Section 4 Guidance for definitions on the above)**

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

**Foster good relations between different groups**

The Corporate Plan will have a positive impact on fostering good relations between different groups. Our *Safeguarding people from harm* objective seeks, for example, to ensure that all citizens live their lives free from harm and exploitation. This involves, among other things, working with partners to address safeguarding issues in their widest sense, which includes hate crime but also incorporates other issues such as dealing with modern slavery, FGM and domestic abuse, including Black and Ethnic Minority women and children at risk of or suffering domestic abuse.

Our *Improving Education & Skills* objective seeks to ensure that every child and young person in Swansea gains the skills and qualifications they need to succeed in life. This includes among other things a commitment to support looked after children and children disengaged from learning to achieve and experience success in school, employment or

training. Through this objective, the Council also want to support schools to become UNICEF Rights Respecting Schools. This aims to support young citizens to respect rights, understand responsibilities and be globally aware and responsible citizens as part of the Council's commitment to the UNCRC. This includes demonstrating that every child has rights, whatever their ethnicity, gender, religion, language, abilities or any other status.

Through our *Transforming our economy & infrastructure* objective outlines how we will promote public leisure and cultural events to help improve well-being and promote community cohesion. Our *Tackling Poverty* objective describes implementing the community cohesion delivery plan to promote community cohesion and inclusive communities within Swansea. Finally, our *Transformation & future Council* objective seeks to involve all citizens from all groups in engaging in Council decision-making, deciding local priorities with their representatives and influencing how policies are written and services developed through co-production. There is also a commitment to strengthen the Welsh language service and language services generally offered by the Council by providing basic language training for front-line staff. Through our *Maintaining and enhancing Swansea's natural resources and biodiversity* objective we describe how we will reduce inequalities in health and well-being by maintaining a high quality and accessible natural environment and encourage greater use of public access land.

### **Advance equality of opportunity**

The Corporate Plan seeks to ensure that all citizens are treated fairly. Equality considerations were factored into the early development of the Corporate Plan. The Council's Equality Objectives were cross-referenced against other evidence in order to identify opportunities for the Council's well-being objectives to support and be supported by the Council's Equality Objectives and including Welsh language. Our well-being objectives seek to ensure that all people are treated fairly. Some examples from each well-being objective follow:

Our *Safeguarding people from harm* objective makes a commitment to provide people with equal access to preventative services in order to promote independence and improve quality of life. Our *Improving skills and education* objective aims to meet demand for Welsh medium education and promote the use of Welsh language in schools. Our *Transforming our economy & infrastructure* objective seeks to create employment and training opportunities for the economically inactive and long-term unemployed through community benefit clauses in Council contracts. Our *Tackling poverty* objective seeks to pilot 30 hours of free childcare and ensure that every community has a reliable and affordable bus service to help reduce barriers to employment. Our *Transformation & future Council* objective seeks to provide the opportunity for all citizens to influence how policies are written and services are developed through the development of a co-production strategy. Our *Maintaining and enhancing Swansea's natural resources and biodiversity* objective seeks to engage with local communities to encourage volunteering to support them to take action to enhance and maintain greenspaces and wildlife sites.

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

The Council through its well-being objectives seeks to reduce or eradicate unfairness and discrimination. Some examples from each well-being objective follows:

Our *Safeguarding people from harm* objective outlines a commitment to work with partners to address safeguarding issues in their widest sense, which includes hate crime but also incorporates other issues such as dealing with modern slavery, FGM and domestic abuse, including Black and Ethnic Minority women and children at risk of or experiencing domestic abuse.



Our *Improving education & skills* objective seeks to meet demand for Welsh medium education and promote the use of Welsh in schools through the Welsh in Education strategic plan. There is also a commitment to teach young citizens to respect rights, understand responsibilities and be globally aware and responsible citizens by continuing to support schools to become UNICEF Rights Respecting Schools as part of our commitment to the UNCRC.

Our *Transforming our economy & infrastructure* objective contains a commitment to promote leisure and cultural events to help improve well-being, provide economic benefits and promote community cohesion. Our *Tackling poverty* objective commits to implementing the Community Cohesion Delivery Plan to promote cohesive and inclusive communities in Swansea. Our *Transformation & future Council* objective seeks to continue to modernise public engagement in Council decision making through accessible meeting times, web broadcasting, electronic voting and e-petitions. It also contains a commitment to continue to strengthen the Welsh language service and language services generally offered by the Council by providing basic language training for front-line staff. Our *Maintaining and enhancing Swansea's natural resources and biodiversity* objective commits us to reduce inequalities in health and well-being by maintaining a high quality and accessible natural environment and encourage greater use of public access land.

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

All of our well-being objectives are developed to have a positive impact on social exclusion and poverty. In particular, the *Tackling Poverty* objective aims to address issues with service, participation and income poverty and social exclusion. Some examples from our well-being objectives follow:

Our *Safeguarding people from harm* and *Improving education & skills* objectives help to address participation poverty by involving looked after children and school pupils in their care and education respectively through engagement mechanisms, such as the Fe Fi Forum, Schools Councils and the Big Conversation events.

Our *Transforming our economy & infrastructure*, *Tackling Poverty* and *Transformation & future Council* objectives help deal with service poverty by improving access to services, such as affordable housing, arts and culture and Welsh language and other language services. Our *Tackling Poverty* objective contributes towards dealing with income poverty by helping to address the impacts of welfare reform, helping to reduce fuel bills and providing affordable transport. Our *Maintaining and enhancing Swansea's natural resources and biodiversity* objective seeks to provide free or low cost environmental training and events that are accessible and affordable for people on low incomes.

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

Using the examples outlined earlier in Section 4:

- The Council co-ordinates a multi-agency response to address domestic abuse in Swansea. Domestic abuse is a key priority for action for the Public Service Board. Swansea is a white ribbon city for its work in tackling violence against women, domestic abuse and sexual violence. A Domestic Abuse One Stop Shop providing access to information and advice regarding domestic abuse is open in Swansea.
- Swansea was the first UK Council to adopt and embed the United Nations Convention on the Rights of the Child (UNCRC). Schools in Swansea participate in the *Rights Respecting Schools Award*. More than 100 schools have been supported by the Council to become Rights Respecting Schools. More than 15 of our schools have now achieved Level 2 – the highest level of the award granted by UNICEF UK to schools that have fully embedded children's rights in their

policies, practice and ethos. YGG Llwynderw has become the first Welsh medium school in Wales to achieve the award.

- Community events are held to increase well-being, contribute to the local economy and promote community cohesion. For example, Eid in the Park is a family event open to all to celebrate the passing of Ramadan. The Council supports other annual events such as Swansea Sparkle, International Day Against Homophobia and Transphobia (IDAHOT), LGBT History Month, Swansea Pride and Bi Visibility Day.
- The Council initiated 3 Mynediad (basic level) 30 week training programmes for staff identified as requiring Welsh Language skills in the workplace. These were provided in work time and funded by the council. A second stage 30 week course (follow on from Mynediad) started on the same basis. In addition, face-to-face Welsh language awareness courses were run. Lunchtime drop-in sessions for learners (and others) to practise their Welsh language skills are held weekly.

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

There is likely to be a positive impact on community cohesion from our well-being objectives. For example, our *Safeguarding people from harm* objective contains a commitment to work with partners to address safeguarding in its widest sense, including hate crime. Our *Improving Education & Skills* objective contains a commitment to teach young citizens to respect rights, understand responsibilities and be globally aware and responsible citizens by continuing to support schools to become UNICEF Rights Respecting Schools as part of our commitment to the UNCRC. Our *Transforming our economy & infrastructure* objective contains a commitment to promote leisure and cultural events to help improve well-being, provide economic benefits and promote community cohesion and also to provide affordable housing and transport, including in rural areas. Our *Tackling poverty* objective commits to implementing the Community Cohesion Delivery Plan to promote cohesive and inclusive communities in Swansea. Our *Transformation & future Council* objective contains a commitment to make community budgets available so that local people can decide together with their representatives what their local priorities are. Our *Maintaining and enhancing Swansea's natural resources and biodiversity* objective seeks to engage with local communities to encourage volunteering to support and maintain their local environment.

**How will the initiative meet the needs of Welsh speakers and learners?**

There are specific commitments within our well-being objectives to meet the needs of Welsh speakers and learners. The Council aims to meet the demand for Welsh medium education and promote the use of the Welsh language in schools through the *Welsh in Education* strategic plan. The Council also commits to strengthening the Welsh language and other language services offered by the Council and provide basic language training for front line staff.

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

- None identified.

## **Section 5 - United Nations Convention on the Rights of the Child (UNCRC):**

**In this section, we need to consider whether the initiative has any direct or indirect impact on children. Many initiatives have an indirect impact on children and you will need to consider whether the impact is positive or negative in relation to both children's rights and their best interests**

Please visit <http://staffnet/eia> to read the UNCRC guidance before completing this section.

people? If not, please briefly explain your answer and proceed to Section 6.

Yes

**Is the initiative designed / planned in the best interests of children and young people? Please explain your answer.**

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

The Council's well-being objectives have been planned to be in the best interests of children and young people. Our *Safeguarding people from harm* objective seeks to take steps to ensure that children are safe from harm and stay with their families or be supported in family settings where it is safe for them to do so. Our *Improving education & skills* objective seeks to ensure that every child and young person in Swansea gains the skills and qualifications they need to succeed in life. Our *Transforming our economy & infrastructure* objective seeks to promote biodiversity and protect Swansea's green spaces, including parks, for recreation, play and to promote health & well-being. Our *Tackling Poverty* objective, among other steps in children's best interests, contains a commitment to ensure that young people are able to access employment, education or training after reaching 16 years of age. Our *Maintaining and enhancing Swansea's natural resources and biodiversity* objective seeks to provide opportunities for schoolchildren to access and learn from their natural environment.

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

- None identified.

## Section 6 - Monitoring arrangements:

**Please explain the arrangements in place (or those which will be put in place) to monitor this initiative:**

**Monitoring arrangements:** Performance Monitoring Report and Annual Review of Performance to Cabinet

**Actions:** None identified

## Section 7 – Outcomes:

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

Outcome 1: Continue the initiative – no concern

X

Outcome 2: Adjust the initiative – low level of concern

Outcome 3: Justify the initiative – moderate level of concern

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

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

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

## **Section 8 - Publication arrangements:**

On completion, please follow this 3-step procedure:

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

**Action Plan:**

Objective - What are we going to do and why?	Who will be responsible for seeing it is done?	When will it be done by?	Outcome - How will we know we have achieved our objective?	Progress

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

# Agenda Item 9.



## Report of the Local Authority Governor Appointment Group

Cabinet – 19 March 2020

### Local Authority Governor Appointments

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

#### 1. The nominations referred for approval

1.1 The nominations are recommended for approval as follows:

1. Glyncollen Primary	Cllr Robert Stewart
2. Penyrheol Primary	Mrs Patricia Griffiths
3. Pontarddulais Primary	Mr Clive Matthias

4. Pontlliw Primary	Mrs Melissa Taylor
5. Whitestone Primary	Ms Lucy Harding
6. YGG Gellionnen	Mrs Carly Porter

## **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**

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.

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

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

**Background papers:** None

**Appendices:** Appendix 1 - Equality Impact Assessment Form

# Equality Impact Assessment Screening Form – Appendix 1

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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<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

(H)

(M)

(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

(H)

(M)

(M)

(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



# Equality Impact Assessment Screening Form – Appendix 1

**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 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       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 →**       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.

<b>Screening completed by:</b>
Name: Gemma Wynne
Job title: Governor Support Officer
Date: 03/06/19
<b>Approval by Head of Service:</b>
Name: Nick Williams
Position: Director of Education
Date: 03/06/19

# Agenda Item 10.



## Report of Cabinet Member for Investment, Regeneration and Tourism

Cabinet – 19 March 2020

### Cultural and Digital Hub at Grand Theatre

<b>Purpose:</b>	To seek approval to grant a Lease to Race Council Cymru, and Create a Cultural and Digital Hub in the Swansea Grand Theatre Arts Wing, for community use.
<b>Policy Framework:</b>	Well-being of Future Generation (Wales) Act 2015 & Swansea Council Policy Commitments Statement 2017 - 2022 (A City of Cohesive Communities; A More Equal Swansea; A Cultural Capital)
<b>Consultation:</b>	Access to Services, Finance, Legal.
<b>Recommendation(s):</b>	It is recommended that:  1) Cabinet approves the granting of a management agreement and 5-year lease to Race Council Cymru, with an option to renew for a further 5 years at the Councils discretion.  2) Cabinet delegate authority to Director of Place and Chief Legal Officer in conjunction with the relevant Cabinet Member to negotiate the final Heads of Terms and to enter into any documentation necessary to finalise the transaction.
<b>Report Author:</b>	Chris Mellor
<b>Finance Officer:</b>	Aimee Dyer
<b>Legal Officer:</b>	Debbie Smith
<b>Access to Services Officer:</b>	Rhian Millar

#### 1. Introduction

- 1.1 During budget setting for the previous MTFP, the Council agreed significant cuts across its services alongside a driver for greater commercial activity. In this context, a proposal to lease the Arts Wing was put forward and accepted, entailing a significant income target of £135,000 being built into the theatre budget. This income target has to date, failed to be met, due to the nature of the venue and options for occupancy being

limited. There has been a lack of interest in a previously advertised commercial opportunity in 2017. Therefore, a partner organisation appeared to be a credible solution, for the reasons highlighted below.

- 1.2 In understanding the wider context for the partnership approach, as part of the UK City of Culture consultations in 2017 with third Sector organisations, it was identified that many small Black, Asian and Minority Ethnic (BAME) run arts organisations had difficulty affording rehearsal and production space, creating barriers to develop their own creative cultural work. It was also identified that this was a barrier to audience development and increasing participation and ticket sales, as participation in developing work was low.
- 1.3 At this time, Swansea Council, via its Cultural Services, also entered into an agreement with United Cities and Local Government, to participate in a Pilot Cities programme to develop cultural participation as part of a sustainable city making. This programme of work is now complete but uncovered an under representation of protected groups, in our audiences in arts generally, resulting in a work stream and pledge to enhance diversity.
- 1.4 Swansea Council have a long standing collaboration with Race Council Cymru following extensive research that high-lighted under representation across cultural venues in Swansea and nationally. Creating the Culture and Digital Hub addresses ambitions for co-production and collaboration with the voluntary sector, but also contributes to the implementation of the National Arts Policy, based on research that shows that the arts across Wales (and the UK) are not reaching and involving enough people with Protected Characteristics. The gap is particularly apparent in the very low number of disabled people and those from BAME backgrounds. In response, Arts Council of Wales is developing specific initiatives to address these gaps. The Cultural and Digital hub whilst recognising the separate needs of some groups specifically will actively support and promote cross sectional engagement in which all members of the community will be encouraged to participate. This includes recognising the interconnected, interdependent nature of social categories whereby individuals and groups do not experience their diversity/protected characteristics in isolation, but as a set of interrelated situations and conditions.

## **2. Current Position**

- 2.1 In a recent review of the Grand Theatre's long-term viability, taking into account current and future pressures to revenues, it was recognised that the environment, commercial opportunities, partnerships and programme all need to significantly improve, if it is to broaden its audiences and drive up income, as well as sustain current audiences in a climate of significant change in the city centre. This includes acknowledging the impending presence of a new Arena, so clearly targeting local audiences and establishing a point of differentiation, better utilisation of its community,

catering and ancillary spaces, in needed. Addressing the impact of the 'under-performance' of these spaces, given current and future income requirements is at the heart of the proposed lease, investment and partnership arrangements.

- 2.2 In considering where and how local and new audiences could be generated, it is worth noting the theatre does not attract its nearest neighbours from Castle Ward into the Venue. This area has a high population of 16-44 year olds; non-white ethnic groups and long-term illness or disability, with an average income below the Swansea median. This data is a consideration in our business planning, as the Arts Wing audiences have been in decline for some time. There is capacity to develop more community work and engage with our neighbours alongside increased hires, rehearsal and co-production activity, without displacing our current users.
- 2.3 As part of the collaboration and partnership approach, the Service has had a long collaboration with Race Council Cymru {RCC}, who specialise in Race Equality and have agreed to be a partner agency on behalf of the wider BAME community. The strategy entails conversion of some of the Arts Wing into community learning/digital space, which is facilitated through a £250,000 capital investment, obtained by RCC from Welsh Government. The partnership means both parties will jointly programme and share income through co-produced multi-cultural programming, room hires and a catering offer to deliver multi-sector community and multi-agency services. The capital investment will result in an improved public asset to be used by our communities across a spectrum and for the benefit of our current and future citizens generally.
- 2.4 RCC have already secured funding for programming, digital equipment, digital trainer and a hate crime officer. Their community partners have secured further funding for rental and other cultural programmes to be developed, produced and showcased in the Grand Theatre Arts Wing. Swansea Council have issued a Letter of Intent to enter into the relevant commercial documentation, subject to necessary approvals from Cabinet and the Landlord and RCC understand that progressing with the project at this stage i.e. without the consent in place, is at their risk.

### **3. Next Steps**

- 3.1 It is proposed that the Council formalise its collaboration with RCC by entering into a management agreement and lease for specific areas in the Arts Wing in order to increase income, use, ownership, vibrancy and sustainability for the venue within its community and city location. The proposal also supports our commitment to the Wellbeing of Future Generations (Wales) Act and consolidates partnerships with other community services focusing on promoting intercultural and cohesive communities. This includes having a presence from other services who can offer advice and support on hate crime, SCVS, safeguarding and equalities.

- 3.2 RCC will facilitate the community relationships, including three strategic partners and over twenty community organisations. The focus is on learning and training for digital skills, and health and well-being services.
- 3.3 Due to the unique opportunity presented by working with RCC, in particular the ability to secure investment and improvement in a public asset for the benefit of current and future citizens of Swansea and having regard to the lack of commercial interest when this opportunity was previously advertised, the Director of Place confirms that it is prudent and appropriate to dispose of this asset to RCC. This facility will contribute to the promotion, usage and economic improvement for the Grand Theatre. Along with improving the social and environmental well-being of groups with protected characteristics, benefiting the local area, the city, and its citizens generally.

#### **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 victimization 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 form was completed for the Community Cultural and Digital Hub (Appendix B).
- 4.3 The Arts wing is a previously underused aspect of the Theatre. It is not believed the development of the Arts wing will result in a negative impact upon those limited users who previously used the space, or for users of the main auditorium, as the programming will grow in the Arts Wing and remain as current for the main house. It is believed the impact will be positive overall by increasing footfall and audience numbers and therefore attracting more touring events alongside home grown productions. The way the theatre is presented will improve, with better layout and signposting for our customers and the project will create services for our communities where previously there were none. In this respect, it is believed that the project will be an overall benefit and provide the Council with access to its communities' needs in a way that could not be fulfilled previously.
- 4.4 The Culture and Digital Hub programming will have a positive impact on the following protected groups.**

### **Children & young people (age 0 -18)**

The diverse communities, who inhabit the hub, bring along children and plan activities for children at the hub, for example, the Chinese in Wales Association have close links with the Confucius Institute and will host Chinese new year performances at the small Arts Wing theatre during rehearsals.

Celebrating, collaborating and promoting diverse cultural stories and heritage will support young people generally to understand one another's cultures and backgrounds, but also assist young people to make an active contribution to their communities through understanding their own heritage and place in the world, fostering strong relationships and wellbeing.

### **Characteristic groups:**

The various dimensions of the project will also create access routes to creative programming and skills in creative and cultural industries, opening up employment opportunities for young people who may not have the opportunity otherwise, including those in our Care system. Cultural Services has responsibility for Objective Six of the Corporate Parenting Strategy, which is a commitment to ensure young people in care and those in transition to independent living are not disadvantaged from participating in leisure, cultural, creative and recreational activity due to changes in their circumstances. Officers have developed a targeted work stream and relationship with caseworkers to ensure we can account for the opportunities and participation, and are embarking on a pilot project to open up employability in the theatre/cultural sector for young people in care. This is focusing on work experience in customer service and technical theatre at first, with the aim to expand into cultural venue administration. The hub will offer a wider range of opportunities to engage with the voluntary as well as public and private sectors as a result.

The project also creates a platform for these new skills to be shared and celebrated amongst the wider community, creating strong social bonds intergenerational and intercultural.

The diversity of the programme will also be attractive to schools and groups that support young people, such as young carers, disability groups such as Rising Stars; we will ensure the programming is inclusive and celebrant of diversity in its widest sense, not restricted to race or religion. Strong governance and scrutiny, challenge and performance monitoring will also mitigate against risk of exclusion on factors of cultural difference/ religion, helping young people to gain confidence and a voice through creativity and support networks in a supported environment;

### **Older People**

All the partners will be working with their community all of whom straddle protected characteristics including older people. Members of the BAME 50+ scheme will have activities at the hub, the residents of the Swan Gardens, which is largely Chinese elders only groups will take tai chi lessons at the hub, as well as participate in IT classes and digital inclusion classes.

As with the opportunities for young people, the opening up of previously underused or closed spaces in the theatre provides significant opportunity for a

range of groups to find a place to meet and share creative ideas and social experiences, which did not exist previously due to the lack of reason to spend time in the theatre if you were not an audience member.

### **Any other age groups**

The focus of the project is to form social bonds across generations; cultural heritage; and other socio-economic factors/ demographics, challenging stereotypes and developing an inclusive, social hub open to all.

### **Disability**

The Chinese in Wales Association run a well-established autism project for their children and young people and this is open to all children who are disabled across their communities and presented in the Hub. Our Hynt National Theatre access scheme also helps over 1000 carers attend main house theatre events free and this will be expanded on through programming at the Hub. The project will improve physical access and facilities generally, and the diversity of the programme will enable people of all abilities to participate, whereas they may feel unable to with mainstream programming in the auditorium because of wider factors. Facilitated programming and interpretation will also be extended, including signing; translations; informal and quiet performances due to the flexibility of the new space, and mixture of ages, backgrounds and abilities, which will be significantly more visible than currently.

### **Race including Refugees**

Race Council Cymru are Race Equality experts. All the 24 community groups are diverse minority ethnic groups but wish to operate in an inclusive manner opening their doors to all from diverse ethnic and Welsh British backgrounds without exception. The project will intensify and amplify their ability to achieve this, engendering a cohesive and inter-cultural approach in the heart of the city, with networks across the region and nationally.

### **Asylum seekers**

At least 5 hub partners deliver services to asylum seekers and refugees and are based at the Hub, including Women's Group – Asylum Support services, Swansea Bay Asylum Seekers Support Group. City of Sanctuary will also utilise a hot desking facility at the premises and meetings for The African Community Centre, Welsh Refugee Council and Displaced People in action will be held there.

### **Religion or non-belief**

Most of the hub partners are from Christian, Muslim, Hindu, Jewish, Daoism, Confucius, Sikh, Pagan, Druid and other faith and non-faith systems. They are committed to work alongside one another. The purpose of the Hub is to engender cohesion, and connectivity, understanding and support amongst our communities, supported by the Council and its cultural and other relevant services. Governance will be in place to ensure this principle is maintained in all decision-making and future planning.

## **Welsh Language**

Fostering and celebrating the Welsh language is a priority to all hub partners and Welsh lessons will continue to be delivered at the hub by Race Council Cymru for all communities to attend.

Race Council Cymru have included a special partnership with Welsh Connections (a music promotion company for Welsh talent both Welsh and English speaking) and Swnd, a production and distribution company offshoot). This also expands out to Swansea Music Hub and other partners involved in developing music platforms for the city. Amateur theatre, music and dance companies will continue to work with the Council as before and will be better networked in with Welsh promoting arts organisations because of the partnership and Hub work. For example, we will see events in and around major dates/ festivals for all cultures that celebrate diversity, cultural heritage, Swansea and the Welsh Language – as host city and Nation.

## **Poverty Social Exclusion**

It is clear that many of the hub partners live in socially deprived parts of Swansea (the former community's first areas). As such, many of them and their members are affected by the impact of poverty. The hub partners will work closely with colleagues in the Council, including Poverty and prevention, adult and children's services, to deliver our agreed priorities and make a strong contribution to this agenda. This includes providing free and subsidised travel where relevant and integrating our various strategies for participation e.g. Active and Healthy Swansea; Corporate Parenting; Poverty Prevention; Lifelong Learning.

## **Community Cohesion**

This is a fundamental element of the work of the hub as described above. The partnership and delivery of the agreed plans will be closely monitored and governed with outcomes that are transparent and open to challenge. The programming and partnerships will be accessible to all in the community; providing the much needed opportunity for people from diverse ethnic backgrounds to collaborate and work together.

Due to the current profile of audiences, it is believed there is low/neutral risk impact to other protected characteristics, as the current service delivery model will continue. This includes specific partnerships with ABMU and our contribution to Active and healthy lifestyles; Ageing Well; dementia awareness; autism friendly accreditation; safeguarding; LGBTQ celebrations; City of Sanctuary and so on. Officers will be monitoring and undertaking further investigation to monitor and identify any impacts on other communities, in terms of their representation and ability to make best use of the facilities on equal terms. This will include consultation events and reviews, with stakeholder communities invited; surveys; data analysis on bookings; programming reviews and audience snapshots. Officers will oversee this with a governance board focused on continuous service delivery improvements via key performance indicators, Contract Management, compliance and adherence to the Councils (and funding bodies') Equality Policies that will form part of the Management Agreement.



Officers will, in particular, ensure that there are no perceived barriers, e.g. through cultural / religious profiles that appear to exclude or discourage sectors of our communities at risk of exclusion. This will also reach out to financial and geographic exclusion in terms of the groups we work with, transport and promotional activities that may be supported. Marketing and programming, times of day, pricing strategies will all form part of the scrutiny and review of the board and operational management and deliver of the Agreement with RCC and partners.

## **5. Financial Implications**

- 5.1 The proposals set out options, which include capital investment of £250,000 from Race Council Cymru, which is already secured from Welsh Government, alongside rental income (to cover the rest of the spaces) to relieve the Council's revenue pressures. There is no clawback on this grant.
- 5.2 Race Council Cymru will fund and deliver the full capital refurbishment by summer 2020. There are no financial capital implications for CCS of the proposals.
- 5.3 There are no additional resource requirements, no revenue implications for additional revenue or management costs.
- 5.4 Whilst there is no rent income from RCC for floors 1 & 2, additional income raised by RCC and the communities will be used to fund the co-produced creative programme of works. This is a significant benefit as currently the Council has limited and exhausted all other strategic funding streams. The £250k investment in lieu of rent for floors 1 & 2 of the Arts Wing will be reviewed at the end of the 5-year contract period.

## **6. Legal Implications**

- 6.1 The Council must comply with the Well-being of Future Generations (Wales) Act 2015. It requires the Council to consider the long-term impact, work better with people, communities and each other, look to prevent problems and take a more joined up approach.
- 6.2 The Local Government Act 1972 section 123 gives a local authority the power to dispose of land held by it in any manner it wishes if the local authority achieves the best consideration that can reasonably be obtained except where the disposal is for a short tenancy i.e. the grant of term not exceeding seven years or the assignment of a term which has not more than seven years to run. The Council is proposing to grant a Lease on a 5-year term therefore the requirement to achieve best consideration does not apply.
- 6.3 RCC will have to spend the Welsh Government capital grant by 31<sup>st</sup> March 2020. The Council and RCC are therefore in the process of negotiating a management agreement on a 5-year term with an option to renew for a

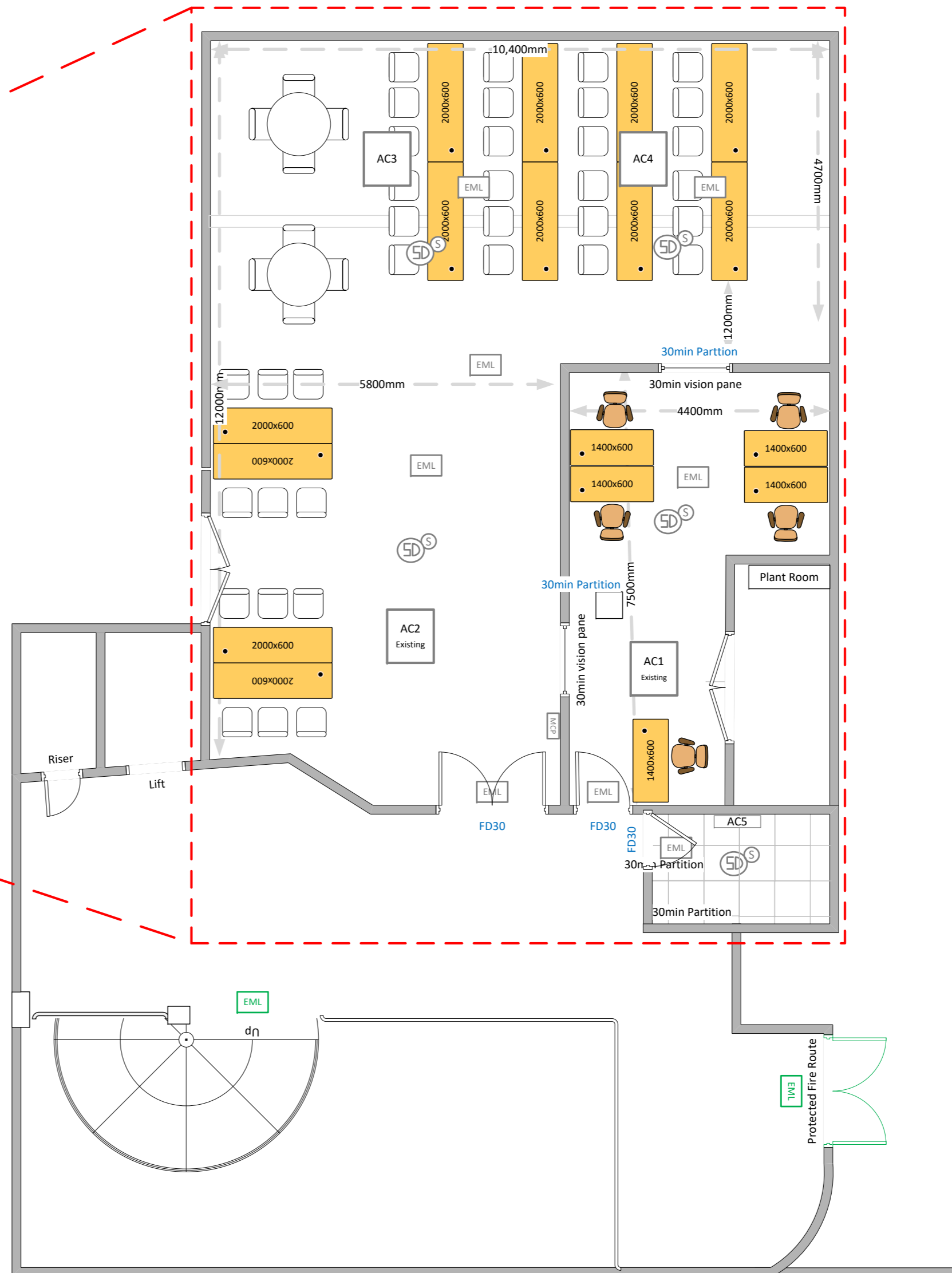
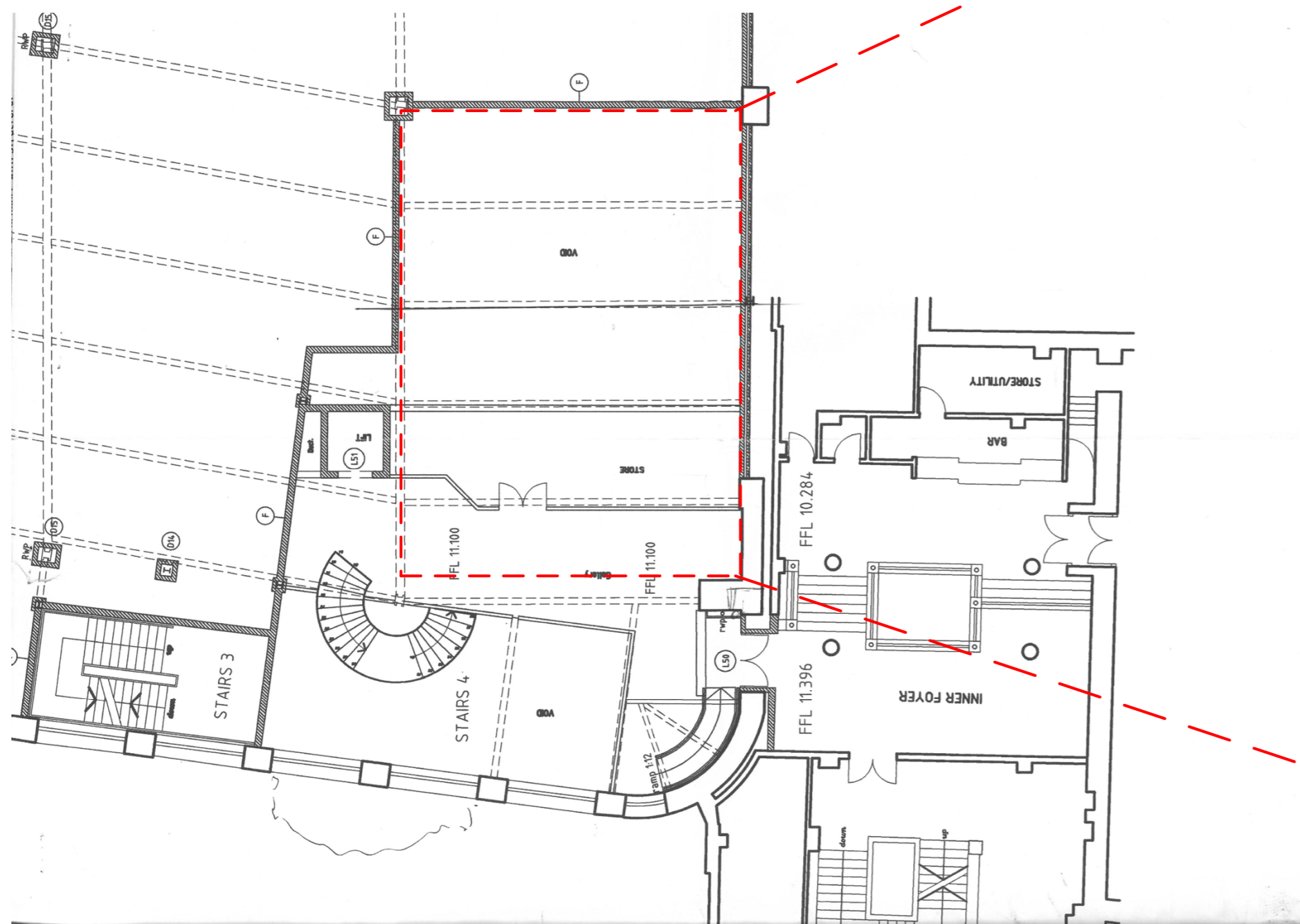
further period of 5 years. It is proposed that RCC will occupy the premises under a 5-year lease, which will be renewed in the event that the management agreement is renewed. A letter of intent has been issued to RCC to allow them to proceed at risk and subject to the granting of all approvals and consents. If they occupy the premises prior to the granting of any Lease then the occupation should be regulated via a licence until final terms are agreed and formal documentation is in place.









- 6.4 If there has been no marketing of the land or only one person has indicated an interest to purchase then the Council's Land Transaction Procedure Rules state that the Director of Place or his nominee must determine that only one party could acquire the interest because of the physical, legal or other characteristics of the land and that it is appropriate to sell by private treaty. For this particular transaction it should be noted that little interest was generated in a previous marketing exercise. Having regard to the benefits that a disposal to this tenant could bring together with the significant capital investment and income opportunities it could be determined that in all the circumstances it is prudent and appropriate to sell by private treaty.

**Background Papers:** None

**Appendices:**

- Appendix A Plans
- Appendix B Equality Impact Assessment



-  Optical Smoke Alarm With Sounder
-  Manual Call Point with Tamper Guard
-  Emergency Fitting Movement and Signage
-  600 x 600 Led Panel x 40
-  Double Socket White Plastic x 30
-  Double Socket White Plastic USB x 10
-  Twin Cat5E Point x 20
-  Wall / Ceiling Air Con Unit as per Spec

**Project Notes:**

Walls, - 70mm / 12.5mm plasterboard with acoustic wool

Doors, - FD30 fitted with closers.

Ceiling, - 600x 600 Grid with acoustic wool above

Fire, All Rooms to be incorporated with buildings system to a minimum of L2 standards. Access Control integrated to fire alarm to release all Mag Locks upon fire alarm event

Emergency Lighting - New NM3 bulkheads installed to provide safe movement and directional signage for all escape routes

Access Control, integrated to all office doors via fob entry system with fire alarm integration for release.

Fire Stopping - All penetrations to be via fire collars and seals to maintain fire integrity of partitions and ceilings

Air Conditioning, All new cassettes piped back to roof space along current service routes. All penetrations to be fire rated and sealed upon completion.

- Fire Notes**
1. All new spaces to have L2 fire alarm detection and sounders integrated to current building alarm system.
  2. All spaces to have upgraded emergency lighting for safe movement and directional signage.
  3. All Walls and partitions to have 30min fire rating
  4. No more than 60 people to the area at a time
  5. Protected fire exit to right side of landing primary escape route
  6. Accommodation staircase secondary means if escape primary is the obstruction
  7. Air Change - 17l per min per person via existing system

**GUARDIAN**  
Property Services

**Client:** Race Council Cymru @ The Grand Theatre Swansea

**Project:** White Room 1<sup>st</sup> Floor & Landing Office

**Drawing Ref:** White Room & Landing Office

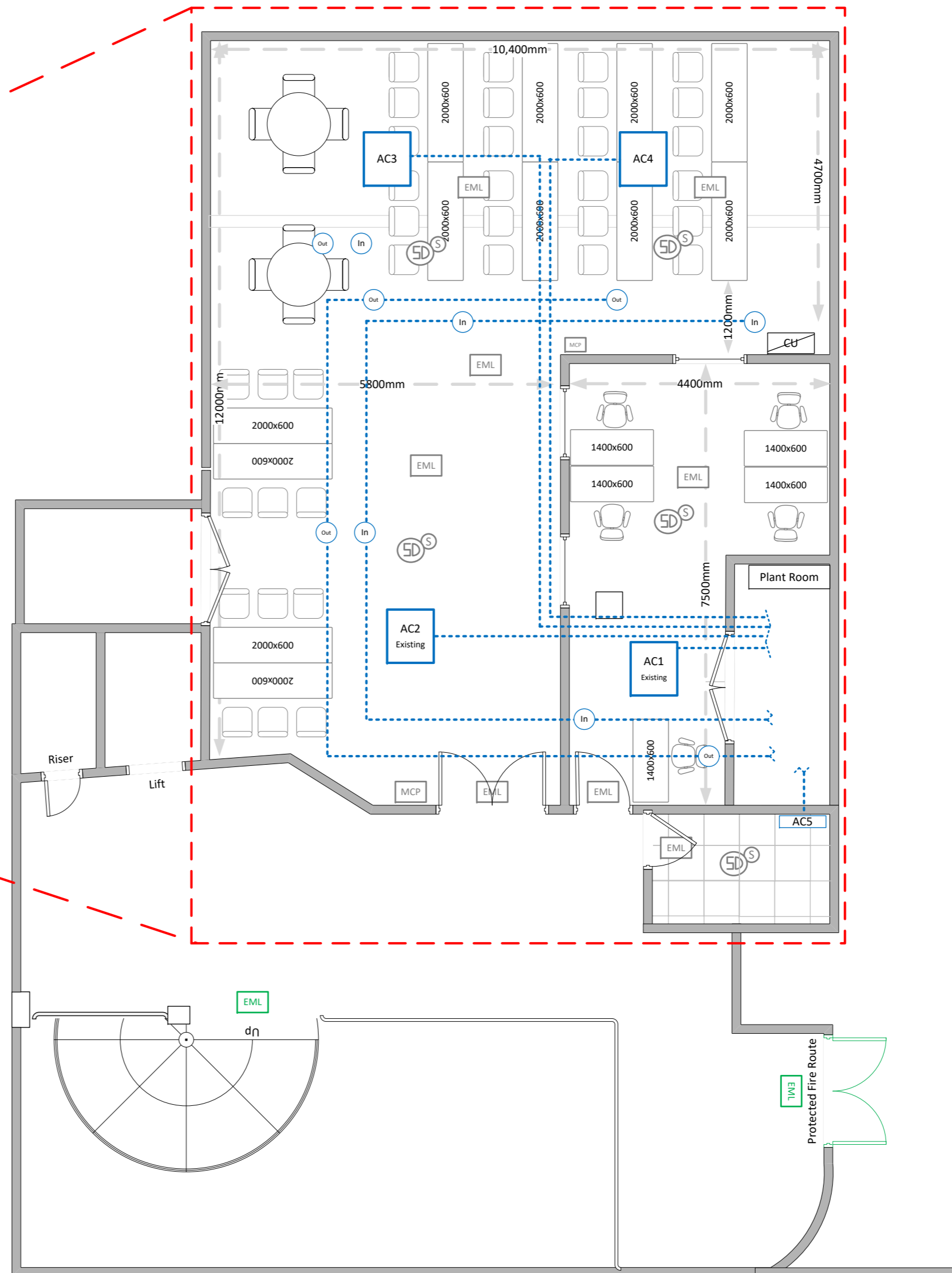
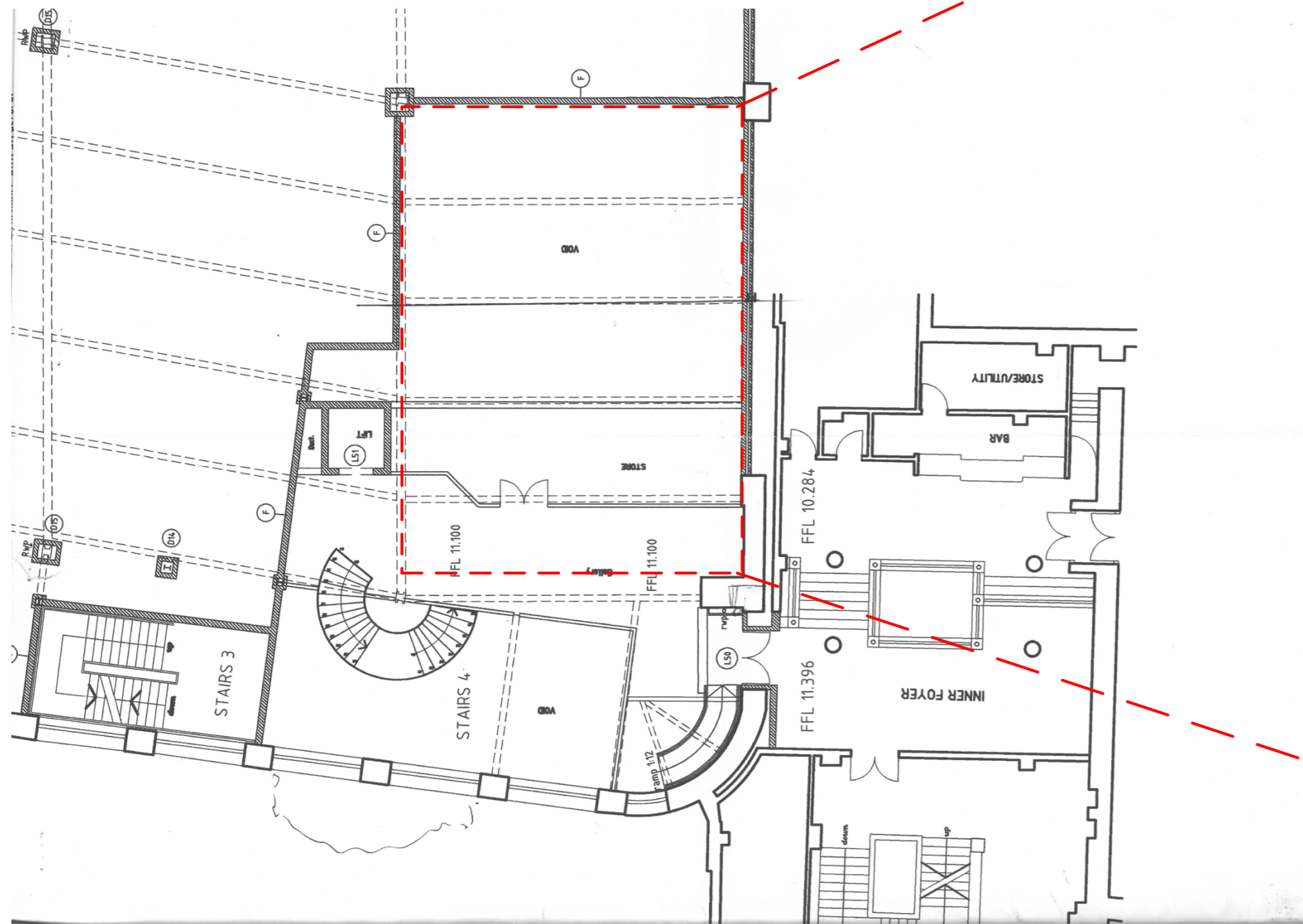
**GPS ID:** GPS882057/V6

**Scale:** 1:50 @A1

Terms:

# White Room - Layout





**Project Notes:**

**Air Conditioning**  
 All new air conditioning services to be run above new suspended ceiling via mechanical containment. All wall and ceiling penetrations to be fire sealed.

AC1 - Existing Unit unaffected  
 AC2 - Existing Unit unaffected  
 AC3 - 3.5Kw Daikin Ceiling Cassette  
 AC4 - 3.5Kw Daikin Ceiling Cassette  
 AC5 - 3.5Kw Daikin Wall Cassette

**Air In & Air Out**  
 Upgraded air in air out strategy via existing service ducting at local plant room. Automatic Fire dampers already in line on ducts above plant room.

Small Office - 1 x Air In 1 x Air Out  
 Large Office - 3 x Air In 3 x Air Out

**Electrical**

1. New single/three phase consumer unit with local meter. Sub main to be SWA with supplementary separate earth.
2. Power, all accessories to be white plastic to Hager standard unless specified.
3. Lighting, all new 600 x 600 led panels to be to Robus standards for offices.

Final Locations of accessories to be determined on site with client

- Fire Notes**
1. All new spaces to have L2 fire alarm detection and sounders integrated to current building alarm system.
  2. All spaces to have upgraded emergency lighting for safe movement and directional signage.
  3. All Walls and partitions to have 30min fire rating
  4. No more than 60 people to the area at a time
  5. Protected fire exit to right side of landing primary escape route
  6. Accommodation staircase secondary means if escape primary is the obstruction
  7. Air Change - 17l per min per person via existing system



Client : Race Council Cymru @ The Grand Theatre Swansea

Project : White Room 1<sup>st</sup> Floor & Landing Office

Drawing Ref : M&E Services

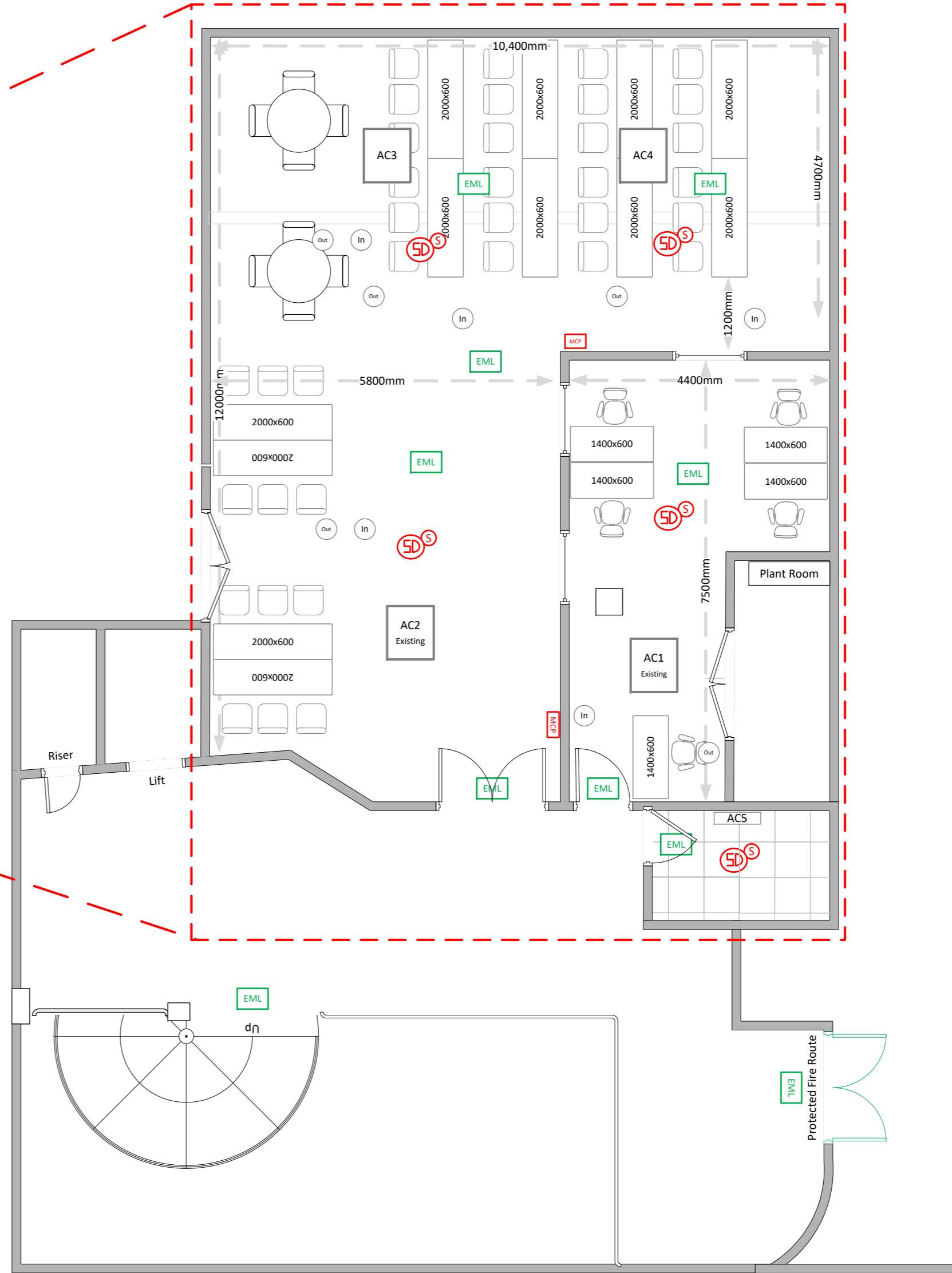
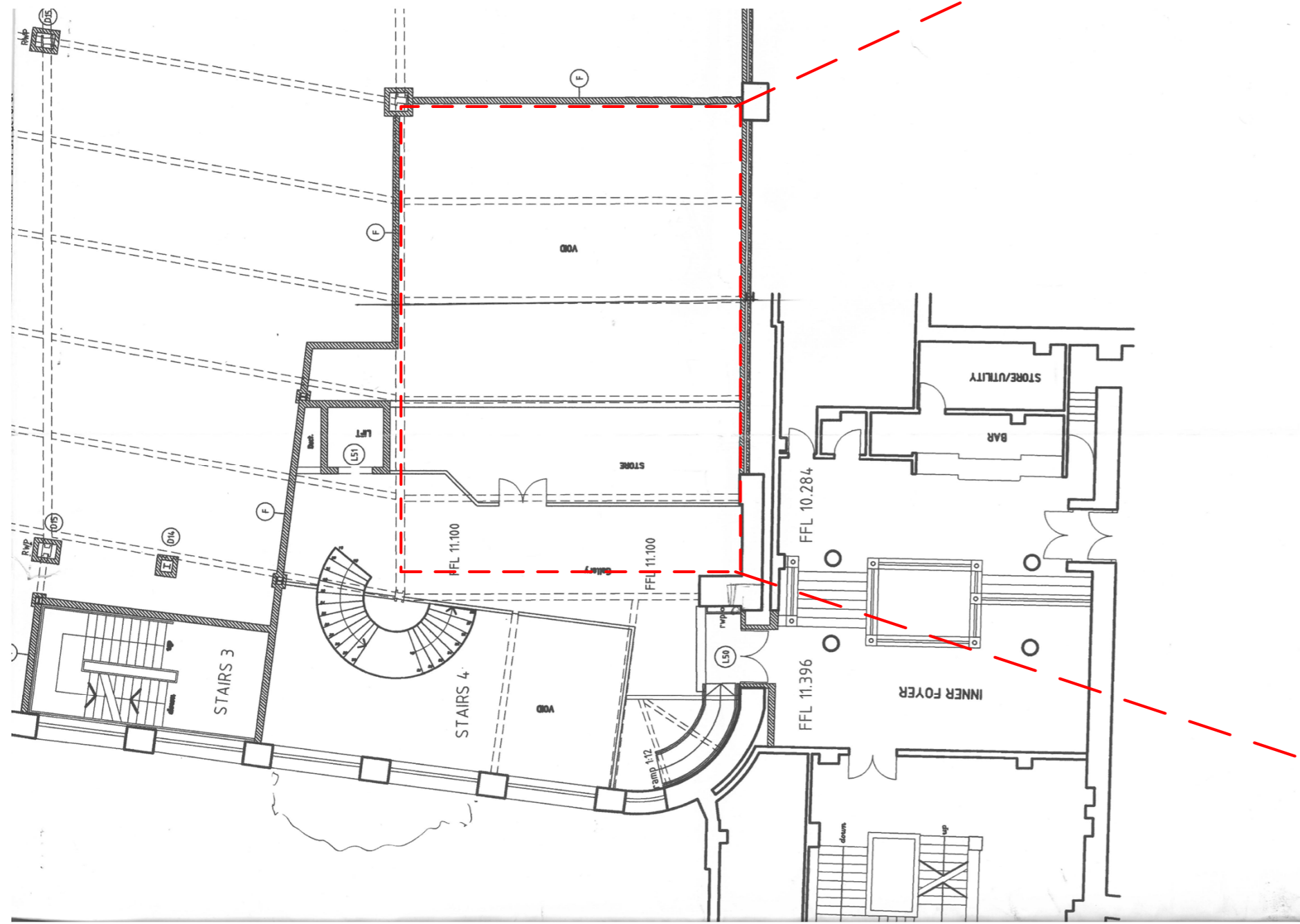
GPS ID : GPS882057/V6

Scale : 1:50 @A1

# White Room - M&E







	Optical Smoke Alarm With Sounder
	Manual Call Point with Tamper Guard
	Emergency Fitting Movement and Signage
	600 x600 Led Panel x 40
	Double Socket White Plastic x 30
	Double Socket White Plastic USB x 10
	Twin Cat5E Point x 20
	Wall / Ceiling Air Con Unit as per Spec

**Project Notes:**

**Fire Alarm**  
Existing addressable system to be expanded to cover new spaces to L2 standards with additional sounders and manual call points

Access Control – Integrated to fire alarm, fire event releases all access control doors.

**Emergency Lighting**  
New spaces to have upgraded emergency lighting for safe movement and exit signage

- Fire Notes**
1. All new spaces to have L2 fire alarm detection and sounders integrated to current building alarm system.
  2. All spaces to have upgraded emergency lighting for safe movement and directional signage.
  3. All Walls and partitions to have 30min fire rating
  4. No more than 60 people to the area at a time
  5. Protected fire exit to right side of landing primary escape route
  6. Accommodation staircase secondary means if escape primary is the obstruction
  7. Air Change – 17l per min per person via existing system



Client : Race Council Cymru @ The Grand Theatre Swansea

Project : White Room 1<sup>st</sup> Floor & Landing Office

Drawing Ref : Fire & Emergency Lighting

GPS ID : GPS882057/V6

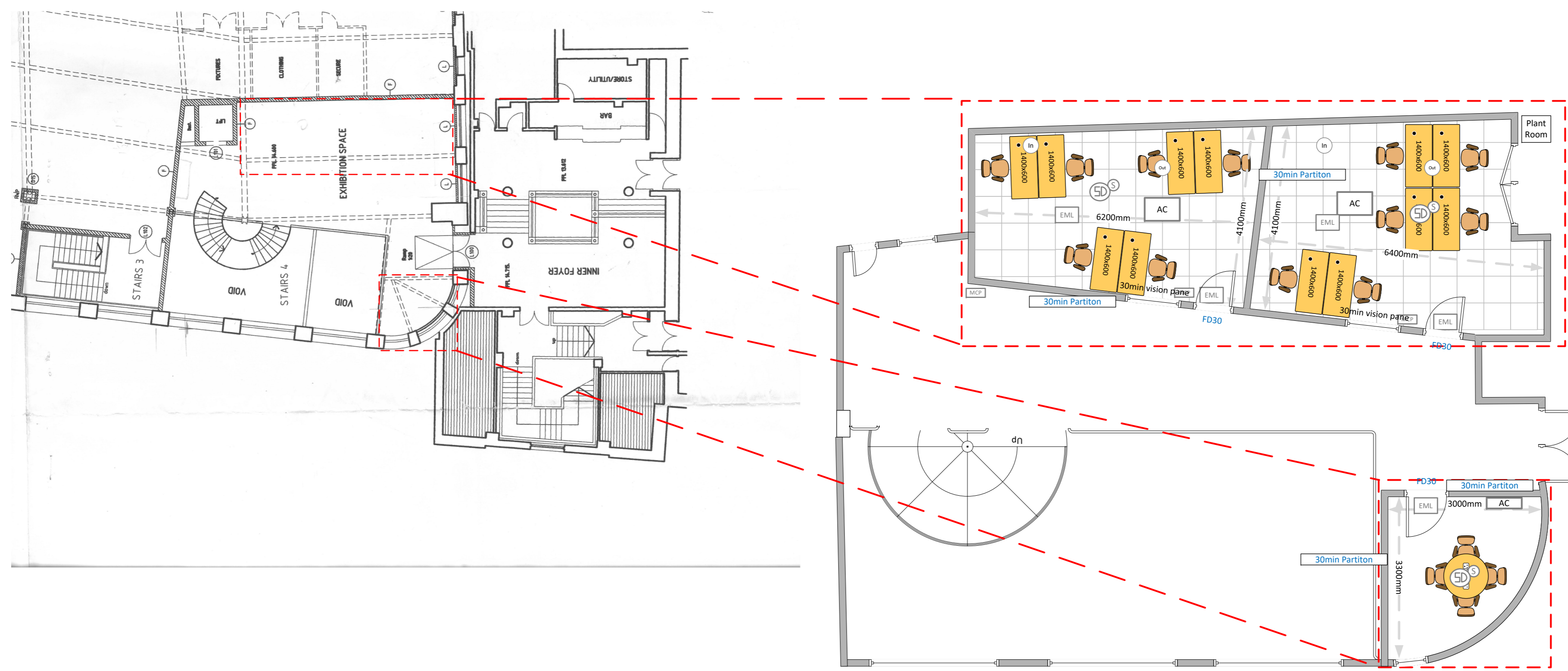
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Notes:

# White Room – Fire & Emergency Lighting



	Optical Smoke Alarm With Sounder
	Manual Call Point with Tamper Guard
	Emergency Fitting Movement and Signage
	600 x 600 Led Panel x 20
	Double Socket White Plastic x 10
	Double Socket White Plastic USB x 10
	Twin Cat5E Point x 20
	Wall / Ceiling Air Con Unit as per Spec



- Project Notes:**
- Walls, - 70mm / 12.5mm plasterboard with acoustic wool
  - Doors, - FD30 fitted with closers. Left Plant room twin door to be reduced to a single fire door to allow for new dividing wall
  - Ceiling, - 600X 600 Grid with acoustic wool above
  - Fire, All Rooms to be incorporated with buildings system to a minimum of L2 standards. Access Control integrated to fire alarm to release all Mag Locks upon fire alarm event
  - Emergency Lighting - New NM3 bulkheads installed to provide safe movement and directional signage for all escape routes
  - Access Control, integrated to all office doors via fob entry system with fire alarm integration for release.
  - Fire Stopping - All penetrations to be via fire collars and seals to maintain fire integrity of partitions and ceilings
  - Air Conditioning, All new cassettes piped back to roof space along current service routes. All penetrations to be fire rated and sealed upon completion.
- Fire Notes**
- All new spaces to have L2 fire alarm detection and sounders integrated to current building alarm system.
  - All spaces to have upgraded emergency lighting for safe movement and directional signage.
  - All Walls and partitions to have 30min fire rating
  - No more that 60 people to the area at a time
  - Protected fire exit to right side of landing primary escape route
  - Accommodation staircase secondary means if escape primary is the obstruction
  - Air Change - 17l per min per person via existing system

# 2<sup>nd</sup> Floor Landing - Layout

**GUARDIAN**  
Property Services

**Client :** Race Council Cymru @ The Grand Theatre Swansea

**Project :** 2<sup>nd</sup> Floor Offices

**Drawing Ref :** Initial Site Draft

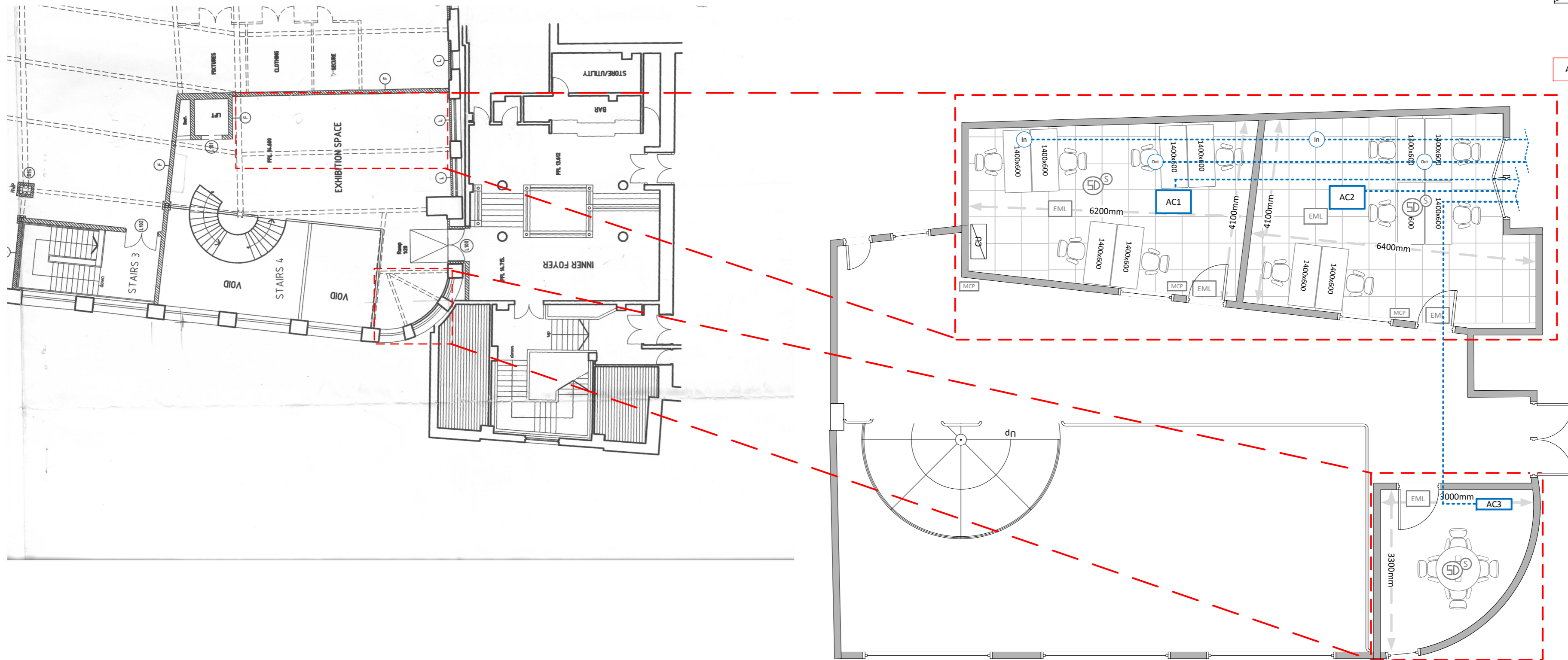
**GPS ID :** GPS882057/V2

**Scale :** 1:50 @A2

**Term:**







	Optical Smoke Alarm With Sounder
	Manual Call Point with Tamper Guard
	Emergency Fitting Movement and Signage
	600 x 600 Led Panel x 20
	Double Socket White Plastic x 10
	Double Socket White Plastic USB x 10
	Consumer Unit - See Plan Detail
	Twin Cat5E Point x 20
	Wall / Ceiling Air Con Unit as per Spec
	Air In - Ceiling Spigot 150mm
	Air Out - Ceiling Spigot 150mm

**Project Notes:**

**Air Conditioning**  
 All new air conditioning services to be run above new suspended ceiling via mechanical containment. All wall and ceiling penetrations to be fire sealed.  
 AC1 - 5.0Kw Daikin Ceiling Cassette  
 AC2 - 5.0Kw Daikin Ceiling Cassette  
 AC3 - 3.5Kw Daikin Wall Cassette

**Air In & Air Out**  
 Upgraded air in air out strategy via existing service ducting at local plant room. Automatic Fire dampers already in line on ducts above plant room.  
 Left Office - 1 x Air In 1 x Air Out  
 Right Office - 1 x Air In 1 x Air Out

**Electrical**  
 1. New single/three phase consumer unit with local meter. Sub main to be SWA with supplementary separate earth.  
 2. Power, all accessories to be white plastic to Hager standard unless specified.  
 3. Lighting, all new 600 x 600 led panels to be to Robus standards for offices.  
 Final Locations of accessories to be determined on site with client

**Fire Notes**

1. All new spaces to have L2 fire alarm detection and sounders integrated to current building alarm system.
2. All spaces to have upgraded emergency lighting for safe movement and directional signage.
3. All Walls and partitions to have 30min fire rating
4. No more than 60 people to the area at a time
5. Protected fire exit to right side of landing primary escape route
6. Accommodation staircase secondary means if escape primary is the obstruction
7. Air Change - 17l per min per person via existing system



Client : Race Council Cymru @ The Grand Theatre Swansea

Project : 2<sup>nd</sup> Floor Offices

Drawing Ref : Initial Site Draft

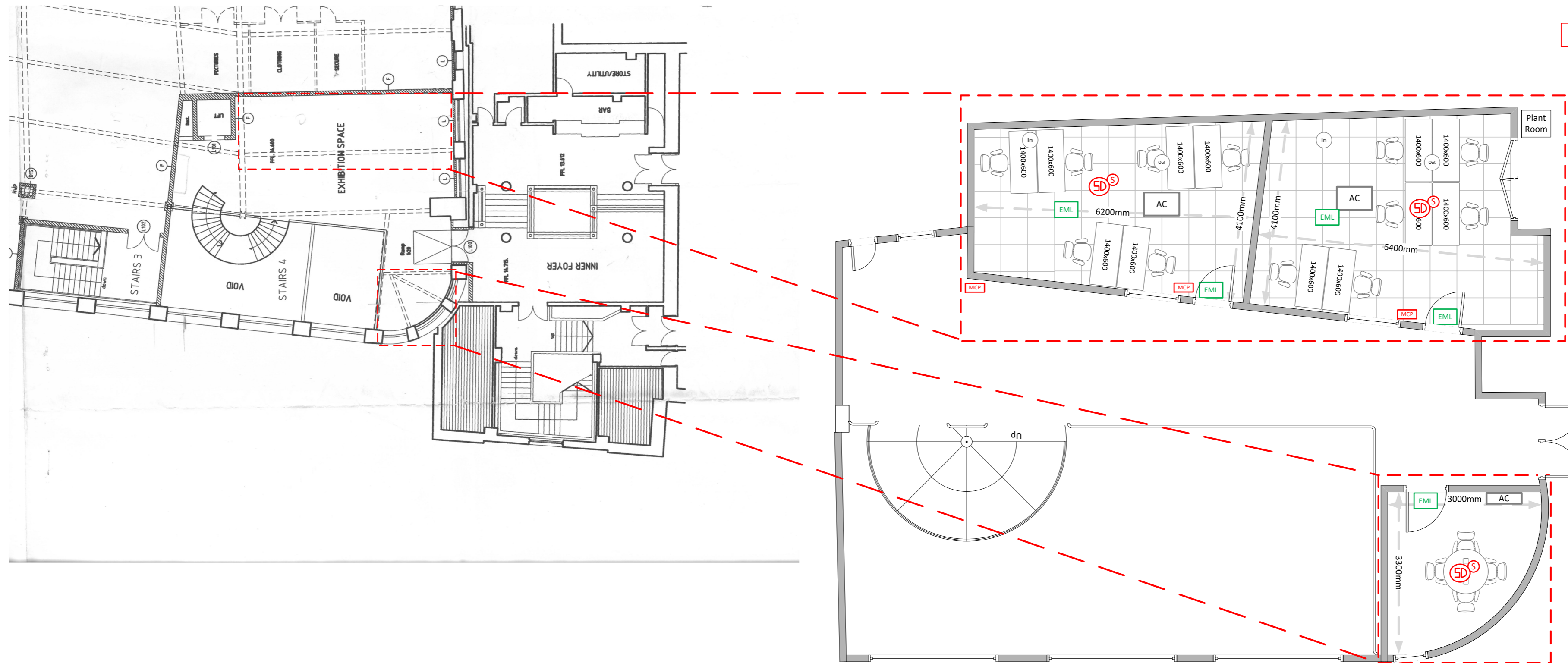
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Scale : 1:50 @A2

Terms:



# 2<sup>nd</sup> Floor Landing – M&E



	Optical Smoke Alarm With Sounder
	Manual Call Point with Tamper Guard
	Emergency Fitting Movement and Signage
	600 x 600 Led Panel x 20
	Double Socket White Plastic x 10
	Double Socket White Plastic USB x 10
	Twin Cat5E Point x 20
	Wall / Ceiling Air Con Unit as per Spec

**Project Notes:**

**Fire Alarm**  
Existing addressable system to be expanded to cover new spaces to L2 standards with additional sounders and manual call points

Access Control – Integrated to fire alarm, fire event releases all access control doors.

**Emergency Lighting**  
New spaces to have upgraded emergency lighting for safe movement and exit signage

- Fire Notes**
1. All new spaces to have L2 fire alarm detection and sounders integrated to current building alarm system.
  2. All spaces to have upgraded emergency lighting for safe movement and directional signage.
  3. All Walls and partitions to have 30min fire rating
  4. No more than 60 people to the area at a time
  5. Protected fire exit to right side of landing primary escape route
  6. Accommodation staircase secondary means if escape primary is the obstruction
  7. Air Change – 17l per min per person via existing system

**GUARDIAN**  
Property Services

**Client :** Race Council Cymru @ The Grand Theatre Swansea

**Project :** 2<sup>nd</sup> Floor Offices

**Drawing Ref :** Initial Site Draft

**GPS ID :** GPS882057/V2

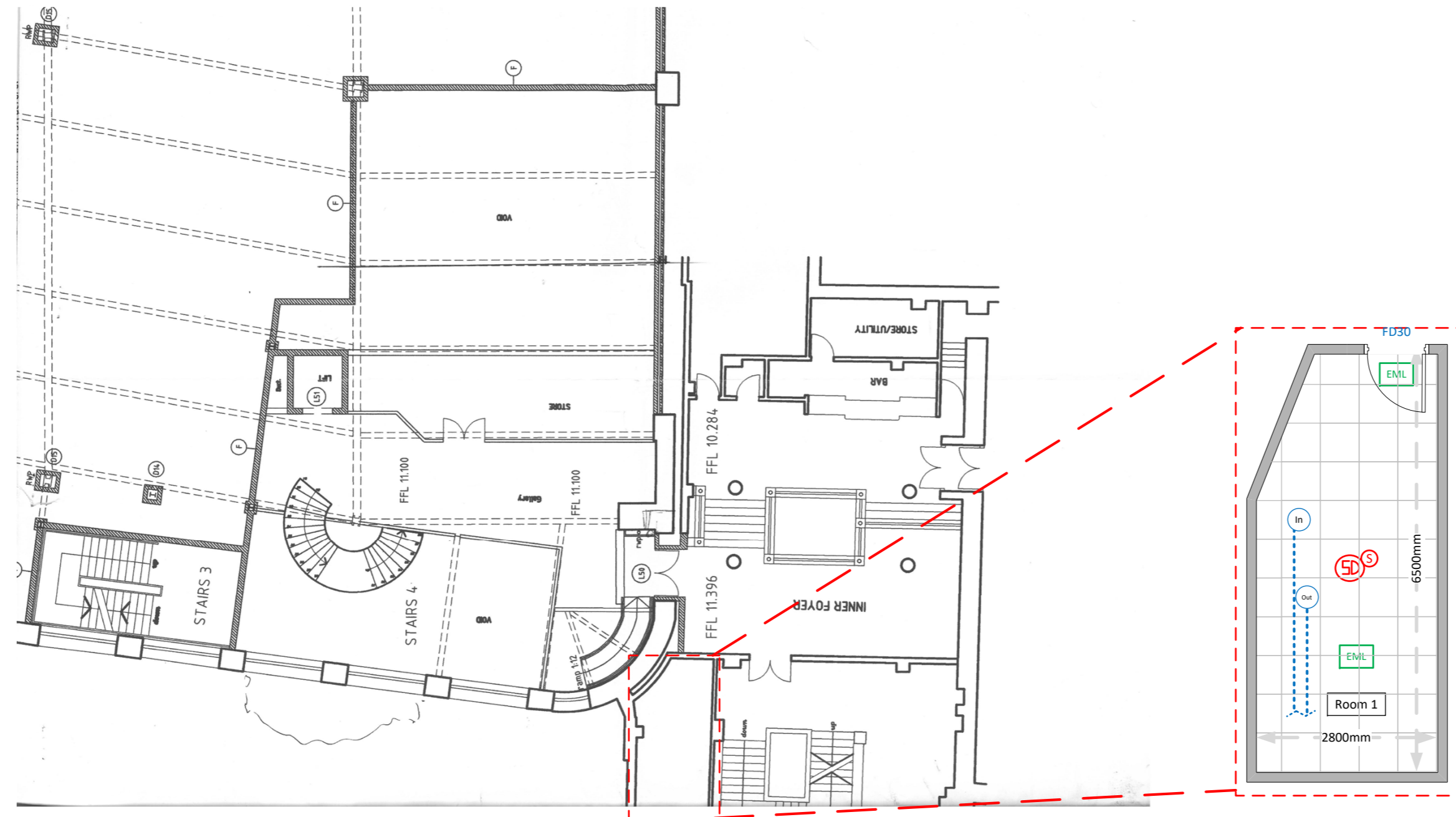
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




**Term:**

# 2<sup>nd</sup> Floor Landing – Fire & Emergency Lighting







-  Optical Smoke Alarm With Sounder
-  Manual Call Point with Tamper Guard
-  Emergency Fitting Movement and Signage
-  600x600 Led Panel x 40
-  Double Socket White Plastic x 30
-  Double Socket White Plastic USB x 10
-  Twin Cat5E Point x 20
-  Wall / Ceiling Air Con Unit as per Spec
-  Air In – Ceiling Spigot 150mm
-  Air Out – Ceiling Spigot 150mm

**Project Notes:**  
 Walls, – 70mm / 12.5mm plasterboard with acoustic wool  
 Doors, – FD30 fitted with closers. Left Plant room twin door to be reduced to a single fire door to allow for new dividing wall  
 Ceiling, – 600x 600 Grid with acoustic wool above  
 Fire, All Rooms to be incorporated with buildings system to a minimum of L2 standards. Access Control Integrated to fire alarm to release all Mag Locks upon fire alarm event  
 Emergency Lighting – New NM3 bulkheads installed to provide safe movement and directional signage for all escape routes  
 Access Control, integrated to all office doors via fob entry system with fire alarm integration for release.  
 Fire Stopping – All penetrations to be via fire collars and seals to maintain fire integrity of partitions and ceilings  
 Air Conditioning. All new cassettes piped back to roof space along current service routes. All penetrations to be fire rated and sealed upon completion.

**Project Notes:**  
**Air In & Air Out**  
 Upgraded air in air out strategy via existing service duct above ceiling.  
 Office – 1 x Air In 1 x Air Out  
**Electrical**  
 1. New single/three phase consumer unit with local meter. Sub main to be SWA with supplementary separate earth.  
 2. Power, all accessories to be white plastic to Hager standard unless specified.  
 3. Lighting, all new 600 x 600 led panels to be to Robus standards for offices.  
 Final Locations of accessories to be determined on site with client

**Fire Notes**  
 1. All new spaces to have L2 fire alarm detection and sounders integrated to current building alarm system.  
 2. All spaces to have upgraded emergency lighting for safe movement and directional signage.  
 3. All Walls and partitions to have 30min fire rating  
 4. No more than 60 people to the area at a time  
 5. Protected fire exit to right side of landing primary escape route  
 6. Accommodation staircase secondary means if escape primary is the obstruction  
 7. Air Change – 17l per min per person via existing system

**GUARDIAN**  
Property Services

**Client:** Race Council Cymru @ The Grand Theatre Swansea


**Project:** White Room 1<sup>st</sup> Floor & Landing Office

**Drawing Ref:** White Room & Landing Office

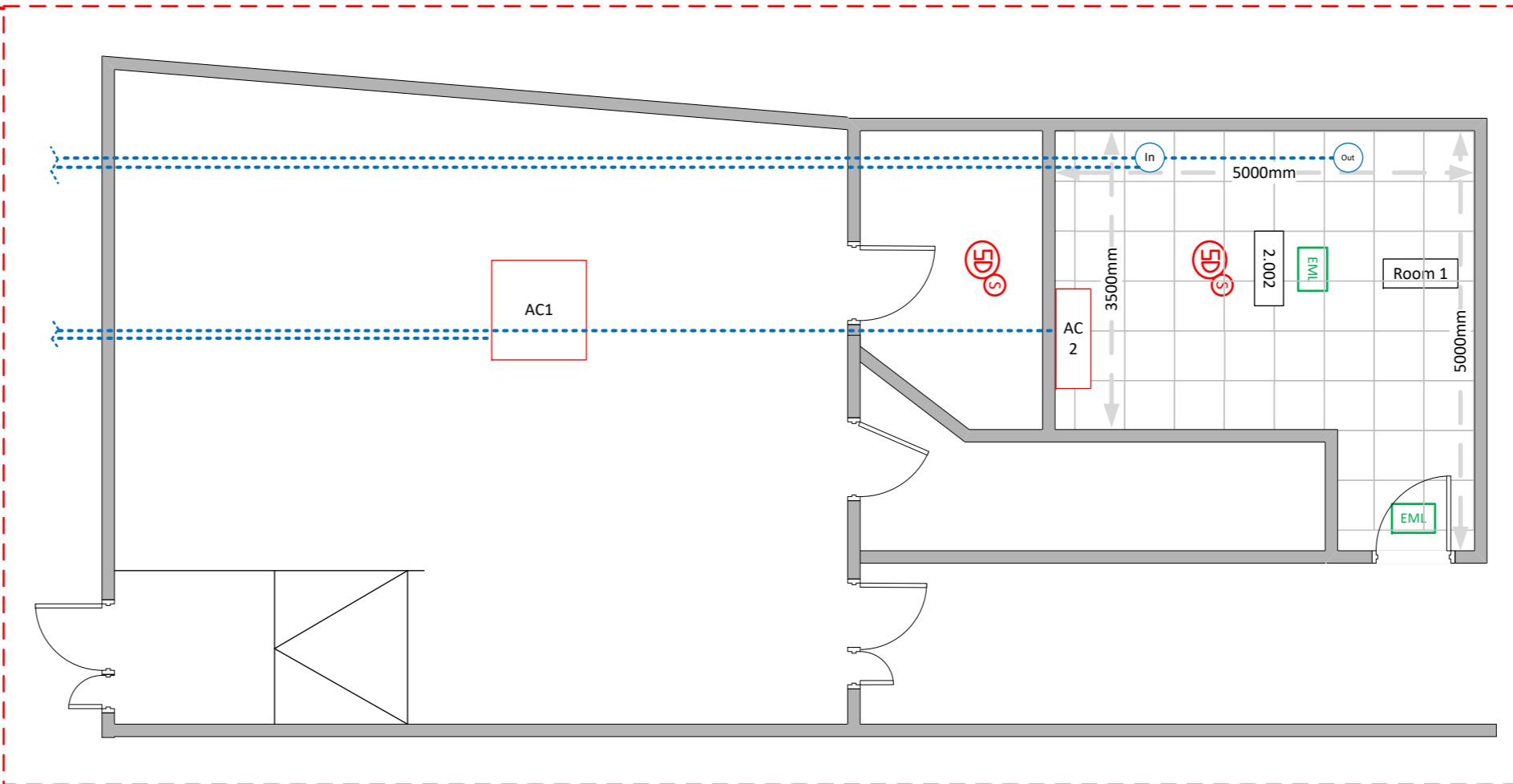
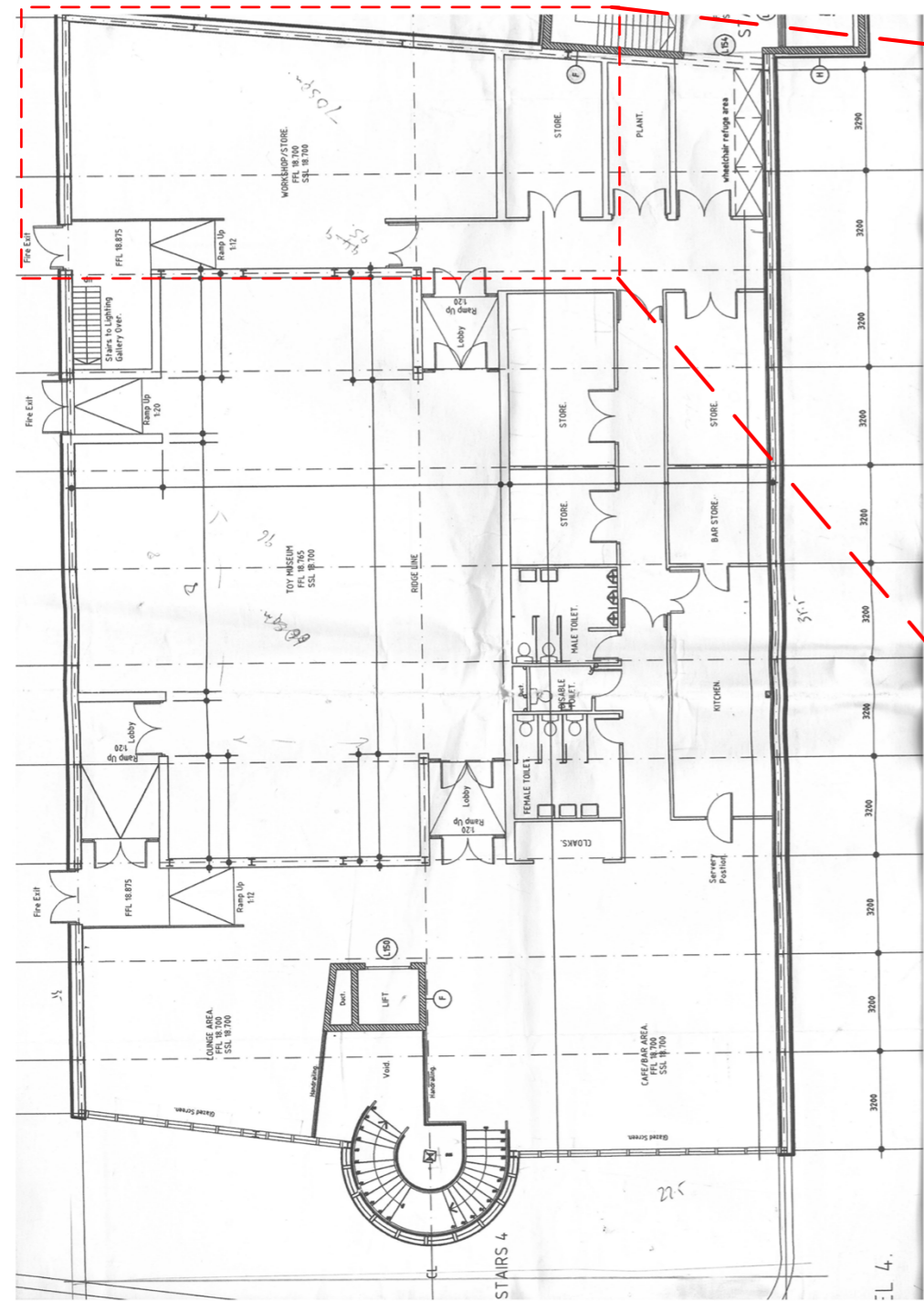
**GPS ID:** GPS882057/V6

**Scale:** 1:50 @A1

Notes:


# Freezer Rm – Layout / M&E / Fire & Em Ltg



	Optical Smoke Alarm With Sounder
	Manual Call Point with Tamper Guard
	Emergency Fitting Movement and Signage
	600 x 600 Led Panel x 6
	Double Socket White Plastic x 4
	Double Socket White Plastic USB x 2
	Twin Cat5E Point x 20
	Wall / Ceiling Air Con Unit as per Spec
	Air In - Ceiling Spigot 150mm
	Air Out - Ceiling Spigot 150mm

**Project Notes:**

Walls, - 70mm / 12.5mm plasterboard with acoustic wool

Doors, - FD30 fitted with closers. Left Plant room twin door to be reduced to a single fire door to allow for new dividing wall

Ceiling, - 600X 600 Grid with acoustic wool above

Fire, All Rooms to be incorporated with buildings system to a minimum of L2 standards. Access Control integrated to fire alarm to release all Mag Locks upon fire alarm event

Emergency Lighting - New NM3 bulkheads installed to provide safe movement and directional signage for all escape routes

Access Control, integrated to all office doors via fob entry system with fire alarm integration for release.

Fire Stopping - All penetrations to be via fire collars and seals to maintain fire integrity of partitions and ceilings

Air Conditioning, All new cassettes piped back to roof space along current service routes. All penetrations to be fire rated and sealed upon completion.

**Project Notes:**

**Air Conditioning**

All new air conditioning services to be run above new suspended ceiling via mechanical containment. All wall and ceiling penetrations to be fire sealed

AC1 - 5.0kw Daikin Ceiling Cassette  
AC2 - 5.0kw Daikin Ceiling Cassette  
AC2 - 3.5kw Daikin Wall Cassette

**Air In & Air Out**

Upgraded air in air out strategy via existing service ducting at local plant room. Automatic Fire dampers already in line on ducts above plant room.

Left Office - 1 x Air In 1 x Air Out  
Right Office - 1 x Air In 1 x Air Out

**Electrical**

1. New single/three phase consumer unit with local meter. Sub main to be SWA with supplementary separate earth.
2. Power, all accessories to be white plastic to Hager standard unless specified.
3. Lighting, all new 600 x 600 led panels to be to Robus standards for offices.

Final Locations of accessories to be determined on site with client

**Fire Notes**

1. All new spaces to have L2 fire alarm detection and sounders integrated to current building alarm system.
2. All spaces to have upgraded emergency lighting for safe movement and directional signage.
3. All Walls and partitions to have 30min fire rating
4. No more than 60 people to the area at a time
5. Protected fire exit to right side of landing primary escape route
6. Accommodation staircase secondary means if escape primary is the obstruction
7. Air Change - 17l per min per person via existing system

**GUARDIAN**  
Property Services

**Client : Race Council Cymru @ The Grand Theatre Swansea**

**Project : 3<sup>rd</sup> Floor Counselling Room**

**Drawing Ref : Initial Site Draft**

**GPS ID : GPS882057/V1**

**Scale : 1:50 @A2**

Items:

# 3<sup>rd</sup> Floor Studio – Layout / M&E / Fire & Em Ltg



## Equality Impact Assessment (EIA) Report – Appendix B

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

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

<b>Where do you work?</b>
Service Area Cultural Services
Directorate People

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

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

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

To enter a Leasehold/Management Agreement with Race Council Cymru to deliver a minimum five-year project for a Culture and Digital Hub, in the Grand Theatre Arts Wing. Race Council Cymru via a Welsh Government facilities grant are investing £250,000 to improve and make the facility more accessible. This funding will transform the Grand Theatre Swansea Arts Wing into a Culture and Digital Hub, specialising in services and programming for BAME communities, thereby developing local and intergenerational audiences for the long-term sustainability of the theatre.

Creating the Culture and Digital Hub addresses ambitions for co-production and collaboration with the voluntary sector, but also contributes to the implementation of the National Arts Policy, based on research that shows that the arts across Wales (and the UK) are not reaching and involving enough people with Protected Characteristics. The gap is particularly apparent in the very low number of disabled people and those from BAME backgrounds. In response, Arts Council of Wales is developing specific initiatives to address these gaps. The Cultural and Digital hub whilst recognising the separate needs of some groups specifically will actively support and promote cross sectional engagement in which all members of the community will be encouraged to participate.

Due to funding made available for such purposes, a series of events have already taken place in the theatre, with workshops, performances and discussions focusing on how we can diversify and broaden our programming and ‘welcome’ to all. The grant has enabled modifications to the previously dormant spaces around the Arts Wing and Studio to create meeting, training and welcome spaces, which Chinese in Wales have been advising on and utilising. Whilst this work is funded at their risk, pending the lease, it is part of a wider proposal to invest in the theatre medium term, with external funding to broaden our appeal and increase accessibility.

A proposal is in place to create a welcoming space at the entrance, presenting a new colourful brand and social area, with signposting to box office, new catering/refreshment area and helping visitors to navigate between social /leisure and theatre activity and hub engagement on the floors above. Front of house roles and responsibilities are under review to ensure staff can focus on the customer and visitors, assisting and aiding them to get the best possible experience from visiting the theatre. The Hub therefore sits alongside a wider plan to increase access and engage better with our communities and audiences and can be seen as part of the wider audience development strategy, to be fit for purpose, sustainable and taking account of present and future generations’ needs and ability to benefit from the arts and leisure offer in the city.

The Policy Frameworks for the proposal include the Well-being of Future Generation (Wales) Act 2015 & Swansea Council Policy Commitments Statement 2017 - 2022 (A City of Cohesive Communities; A More Equal Swansea; A Cultural Capital) to work better with people, communities and each other, look to prevent problems and take a more joined up approach.

**(c) It was initially screened for relevance to Equality and Diversity on: 1<sup>st</sup> May 2019**

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

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

**(e) Lead Officer**

**Name:** Rebecca Francis

**Job title:** Business Development Manager

**Date:** 17<sup>th</sup> February 2020

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

**Name:** Tracey McNulty

**Date:** 17<sup>th</sup> February 2020

**Section 1 – Aims (See guidance):**

**Briefly describe the aims of the initiative:**

**What are the aims? The aims are to:**

- Diversify the audiences for the Grand Theatre Swansea and cultural services more generally, in the city and wider hinterlands Secure a long term partnership with Race Council Cymru acting as a community agent, to jointly engage with diverse groups and audiences through cultural and learning activity; Challenge perceptions of the city’s cultural venues as being the domain of communities largely dwelling in the West of the city, with middle to higher incomes and educational attainment; Attract external funding and sponsorship for audience development and diversifying participation in culture – this project specifically drawn on Welsh Government Grant funding for such purposes; Create a sense of ownership, investment and collaboration for the arts and community wellbeing in the heart of the city centre; Support access to cultural rights, heritage, self-expression, skills, information, advice and guidance in a safe and creative environment, with adequate and relevant engagement and signposting in place; Create an environment, that through the investment, improves access and presentation of opportunities to all sectors of the community through opening up the facilities, creating a number of facilities such as disabled access; gender neutral restrooms, quiet spaces, child and family friendly programming, flexible seating, improvements generally to accessibility in and around the performance spaces (e.g. widening aisles/ removable seating and chairs); Broaden the learning opportunities and interconnectivity of sections of the community through the creation of programming specific to cultural heritage, festivals and events that are open to all; Diversify skills and employment opportunities in the public, creative and cultural sectors through promoting and teaching Welsh language, digital, safeguarding and customer service skills; Halt the trend of declining audiences for the Arts Wing and theatre generally by opening the doors wide to collaboration and co-creation, i.e. audience numbers have been falling between 3% - 7% yearly, 28% over the last 4 years; Increase the breadth of users and groups, agencies utilising the facilities and performance spaces addressing a drop in income circa 50% in the last year; Respond to feedback from consultation exercises held for the City of Culture bid in 2017 that reported local groups and BAME communities did not feel the Council’s programming or facilities were accessible to them; Create a new, transparent network of agencies/ individuals and third sector groups focused on ensuring the theatre is open to all our communities and in particular those with protected characteristics, through promotion,



management, collaboration and co-creation; Create greater understanding and collaboration, through culture, arts and events, between BAME and other groups, societies, specialists, professionals and representative organisations and individuals with Protected Characteristics; Differentiate the Grand Theatre Swansea from other performance venues in the area, and planned, through its diversity, community and cultural programming, referring to other successful 'arts venues' that have embedded cultural rights, diversity and access at their heart; Create a beacon venue for collaboration and social impacts, regeneration and learning through arts and cultural programming.

<b>Business Benefit</b>	<b>Outcome</b>
Infrastructure	Race Council Cymru has secured £250,000 Capital investment from Welsh Government. The investment will remodel currently underused space, which will be repurposed to achieve the aims above.
Quality of Service	<p>Our Customer Relationship Management System identifies postcodes of our audiences/ hires. These are lowest from our neighbouring areas, in particular Castle Ward; In growing our audiences, we are not just seeking to attract the same people to more shows, but to broaden the demographic through targeted and accessible work. This is doable if we are focusing on new audiences from those communities who do not currently attend; the outcome is a projected growth of 12%;</p> <p>The project also entails a new governance structure, with programming regularly reviewed alongside audiences; marketing and promotion; decision making and factors such as opening hours and customer feedback;</p> <p>A Management Agreement will set out the aims and objectives, expectations and outcomes, including performance indicators, which will be overseen by this governance structure in the form of a joint Board, chaired by the Council's Head of Cultural Service. The outcome will be more transparent decision making and inclusive programming, open to challenge and change management;</p> <p>The learning and skills activities will introduce another sector into the environment, breaking down the barriers often presented by the 'threshold' or perceptions of a cultural venue;</p> <p>These activities will be framed by information, advice and guidance services and the presence of a Hate Crime Officer, aimed at eliminating discrimination, harassment and victimization for all groups /individuals with Protected Characteristics. The officer is funded through the partnership and will be located in the Hub two days a week, providing support services to groups and individuals, many of whom experience a range of interrelated and interconnected barriers, preventing them participating in and benefiting from an active and fulfilling lifestyle, further alienating them from employment, social, learning and health benefits.</p>
Revenue	£150,000 Income generation through leasehold arrangements, hires and ticket sales
Strategic Fit	<p>The draft Cultural Strategy identifies several priorities for Culture in terms of Wellbeing, diversity, learning and vibrant city;</p> <p>The strategy for the City Centre regeneration identifies an economic impact from growth in creative &amp; cultural industries, skills and employment opportunities through cultural and leisure activities;</p> <p>The proposal fulfils the Well-being of Future Generation (Wales) Act 2015 and Swansea Council Policy Commitment Statement 2017 – 2022 (A City of Cohesive communities, A More Equal Swansea, A Cultural Capital);</p> <p>Cultural Services delivers Objective 6 of the Authority's Corporate Parenting Strategy which includes identifying opportunities for young people to maintain or <del>enter</del> <sup>enter</sup> into cultural activities whilst under the care of the Authority, or in transition to independent living, several of these will fit<sup>3</sup></p>

	<p>with the opportunities presented by this project;</p> <p>Poverty and Prevention strategies identify specific strands of work to engage diverse communities, increase access to cultural activity and develop learning, skills and employment opportunities. This project will be of benefit to individuals least likely to excel in cultural industries, in particular those that are not currently accessing our services from adjacent wards, which the census reveals are the least economically and socially mobile;</p> <p>This proposal also fits with our commitment to Agenda 21 Culture in Sustainable Cities, which focused on embedding cultural rights; access; diverse governance; sustainability; learning; skills and employability; infrastructure in corporate policies.</p>
<b>Safeguarding</b>	<p>Dedicated Hate Crime Officer to support all protected characteristics</p> <p>Counselling &amp; well-being facilities and programmes;</p> <p>Focus on accessible, safe facilities, including gender neutral and child and family spaces/ toilets;</p> <p>A governance structure that will oversee policies for safeguarding including protection of vulnerable individuals and groups, partnerships with schools and specialist agencies, employment, programming, marketing and promotion;</p>

**Who has responsibility? Cultural Services/ Swansea Council;**

Head of Cultural Services – overall project delivery and ongoing governance;

Strategic Manager for culture and creative programming – relationship management and strategy;

Business Development Officer - Joint Funding Strategy

Grand Theatre Manager - Day-to-day operational management and data control.

**Who are the stakeholders?**

Swansea Council – cross Directorate;

Arts Council Wales; Welsh Government;

Local businesses/ residents who will benefit from the improvements and footfall at the theatre;

Learning and skills providers; Race Council Cymru – who bring circa 24 third sector BAME community representative groups to the partnership African Community Centre (ACC) Wales – Swansea Thai Cultural Association (Swansea); African Partnership Group (comprising 25 organisations) Swansea; Filipino Association of South Wales; Black Association of Women Step Out (BAWSO); Congolese Community of Wales Swansea; Diverse Cymru; Ethnic Youth Support Team (EYST) Swansea; Henna Foundation; India Association of Wales (Swansea); Women Connect First; National Waterfront Museum of Wales; Peace Mala (Swansea); Tai Pawb Cardiff; Turkish Group (Swansea); Latin American Community Swansea; Brazilian Capoeira Group Wales Swansea; Romani Cultural and Arts Company; Older Minority Ethnic Network (OMEN – from Age Cymru); Sub-Saharan Advisory Panel (SSAP) with a network of 50 organisations as its members ; City of Sanctuary Swansea; Chinese in Wales Swansea; Show Racism the Red Card Wales (SRtRC); Siavonga Partnership; Women Connect First; Welsh Refugee Council ; Welsh Asian Women Achievement Award Group; The Bangladeshi Reference Group Swansea; Wales 4 Bangladesh; Polish-Welsh Mutual Association; BAME Forum in Mid and West Wales Fire and Rescue Service; Swansea Jewish Community; Black History Month Wales (With membership of 95 grassroots communities); North Wales Association for Multicultural Integration (NWAMI); Learning Links International CIC North Wales; Place of Victory for all Nations Swansea; Wrexham Portuguese Community (CLPW); Egyptian Network Swansea; Somali Association Cardiff; Gwent Police Ethnic Minority Network (GEMA); Black History Network Wrexham (107 Organisations on the Steering Committee); BAWSO Swansea; Syrian Communities Wales

Cultural practitioners and specialists across the city, including city Centre venues engaged in the collaboration and promotion of cross venue/ cross sector events e.g. Pride; Black History Month; Swansea Creative Learning Partnership and the Fusion programme, focused on tackling poverty through cultural engagement;

South Wales Police; safeguarding and community safety leads in the authority and its partner agencies;

ABMU and Health Authority; Schools, colleges and HE; Friends groups; Swansea BID.

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

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

**Nb. We have limited information on service users as individuals /sectors as our box office system collates postcodes only. Therefore information is limited to assumptions regarding census data relating to the postcodes/ area and overall ward profiles regarding race; average incomes; education; family grouping. We will put in place monitoring systems as part of the governance to ensure we are capturing detailed and segmented information on users/ participants and beneficiaries of the project.**

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

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

There is extremely limited service user data for the ancillary spaces in and around the Arts Wing. This space has primarily been a 'hire space', with public sector groups along with private/ individuals hiring rooms for meetings or private events, such as a book launch. We have not provided services or fulfilled its potential as a community space previously, so there is no data on the end users to these hires. We have limited data on audiences for the Arts Wing, where we have sold tickets to performances by touring companies, which is in line with the data we hold generally in our box office. I.e. postcode /payment method, as you might expect to be held by entertainment venues that charge for entry generally. Our Actions and identification of further evidence/ information required, will see us put in place monitoring and evaluation tools to assess and review the impacts and continuously test any positive and negative impacts overall that may present the need for remedial action. The board, within the overall governance structures as outlined in this document, will oversee this.

As noted above, the theatre holds customer postcode information on our ticket sales via a new customer relationship management system. This system is a great improvement on previous systems, but we are still limited to postcode distribution of our audiences only. Whilst this helps us understand gaps and marketing strategies that may or may not be successful, it is inadequate as a benchmark of impact on specific individuals. We will ensure a clear system for monitoring users and group's forms part of the overall delivery and monitoring of outputs of this programme, which in itself is a benefit and improvement going forward. We do know that the distribution of our audiences are predominately from Wales and concentrated around Swansea. However, the Theatre is in the Castle Ward, which has the lowest % level @ 2.7% of bookers.

Below presents the population data for the top 3 bookers and ticket sales by postcode area

Top 3 bookers and ticket sales by postcode area	Percentage of total customers buying tickets
SA1	11.9%
SA2	9.8%
SA3	8.5%

**KS102EW - Age structure**

ONS Crown Copyright Reserved [from Nomis on 19 February 2020]

population	All usual residents
units	<b>Persons</b>
date	<b>2011</b>
rural urban	Total

Age	pd2011: SA1		pd2011: SA2		pd2011: SA3	
	number	%	number	%	number	%
<b>All usual residents</b>	<b>47,081</b>	<b>100.0</b>	<b>38,386</b>	<b>100.0</b>	<b>26,235</b>	<b>100.0</b>
Age 0 to 4	2,523	5.4	1,437	3.7	1,205	4.6
Age 5 to 7	1,284	2.7	887	2.3	794	3.0
Age 8 to 9	848	1.8	638	1.7	482	1.8
Age 10 to 14	2,153	4.6	1,754	4.6	1,373	5.2
Age 15	439	0.9	385	1.0	257	1.0
Age 16 to 17	920	2.0	792	2.1	504	1.9
Age 18 to 19	1,883	4.0	2,789	7.3	387	1.5
Age 20 to 24	6,845	14.5	5,438	14.2	936	3.6
Age 25 to 29	4,484	9.5	1,876	4.9	1,014	3.9
Age 30 to 44	9,001	19.1	5,926	15.4	4,243	16.2
Age 45 to 59	7,895	16.8	6,634	17.3	5,388	20.5
Age 60 to 64	2,325	4.9	2,309	6.0	2,218	8.5
Age 65 to 74	3,391	7.2	3,644	9.5	3,612	13.8
Age 75 to 84	2,303	4.9	2,810	7.3	2,619	10.0
Age 85 to 89	543	1.2	721	1.9	757	2.9
Age 90 and over	244	0.5	346	0.9	446	1.7
<i>People aged 65 &amp; over total</i>	<i>6,481</i>	<i>13.8</i>	<i>7,521</i>	<i>19.6</i>	<i>7,434</i>	<i>28.3</i>

**KS201EW - Ethnic group**

ONS Crown Copyright Reserved [from Nomis on 19 February 2020]

population	All usual residents
units	<b>Persons</b>
date	<b>2011</b>
rural urban	Total

Ethnic Group	pd2011: SA1		pd2011: SA2		pd2011: SA3	
	number	%	number	%	number	%
<b>All usual residents (people)</b>	<b>47,081</b>	<b>100.0</b>	<b>38,386</b>	<b>100.0</b>	<b>26,235</b>	<b>100.0</b>
White	41,093	87.3	35,108	91.5	25,530	97.3
Mixed/multiple ethnic groups	563	1.2	479	1.2	208	0.8
Asian/Asian British	3,422	7.3	1,789	4.7	290	1.1
Black/African/Caribbean/Black British	924	2.0	320	0.8	44	0.2
Other ethnic group	1,079	2.3	690	1.8	163	0.6
<i>Non-white ethnic group total</i>	<i>5,988</i>	<i>12.7</i>	<i>3,278</i>	<i>8.5</i>	<i>705</i>	<i>2.7</i>



**KS209EW - Religion**

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population	All usual residents					
units	<b>Persons</b>					
date	<b>2011</b>					
rural urban	Total					
<b>Religion</b>	<b>pd2011: SA1</b>		<b>pd2011: SA2</b>		<b>pd2011: SA3</b>	
	<b>number</b>	<b>%</b>	<b>number</b>	<b>%</b>	<b>number</b>	<b>%</b>
<b>All categories: Religion (all people)</b>	<b>47,081</b>	<b>100.0</b>	<b>38,386</b>	<b>100.0</b>	<b>26,235</b>	<b>100.0</b>
Has religion	24,782	52.6	22,961	59.8	17,109	65.2
Christian	21,073	44.8	20,946	54.6	16,583	63.2
Buddhist	269	0.6	204	0.5	99	0.4
Hindu	224	0.5	231	0.6	43	0.2
Jewish	42	0.1	55	0.1	20	0.1
Muslim	2,778	5.9	1,287	3.4	220	0.8
Sikh	74	0.2	56	0.1	20	0.1
Other religion	322	0.7	182	0.5	124	0.5
No religion	18,593	39.5	12,671	33.0	7,149	27.2
Religion not stated	3,706	7.9	2,754	7.2	1,977	7.5
<i>Non-Christian religion total</i>	<i>3,709</i>	<i>7.9</i>	<i>2,015</i>	<i>5.2</i>	<i>526</i>	<i>2.0</i>

In order to protect against disclosure of personal information, records have been swapped between different geographic areas. Some counts will be affected, particularly small counts at the lowest geographies.

The voluntary question on religion in the 2011 Census was intended to capture people's religious affiliation and identification at the time of the Census irrespective of whether they practiced or believed in that religion or how important it was in their lives. If a person had no religion then the first of a series of tick boxes could be selected. Care should be taken when using these data not to infer, or allow the inference by others, that the practice of a religion or specific religious activities that are expected of believers has been measured. Unlike other census questions where missing answers are imputed, this question was voluntary, and where no answer was provided, the response is categorised as 'not stated'.

Due to an error in the processing of census data, the number of usual residents in the 'Religion not stated' category has been overestimated by 62,000 for three local authorities: Camden, Islington and Tower Hamlets. More information from <http://www.ons.gov.uk/ons/guide-method/census/2011/census-data/census-products--issues-and-corrections/index.html>.

**KS301EW - Health and provision of unpaid care**

ONS Crown Copyright Reserved [from Nomis on 19 February 2020]

population	All usual residents					
units	<b>Persons</b>					
date	<b>2011</b>					
rural urban	Total					
<b>Long-term health problem or disability</b>	<b>pd2011:SA1</b>		<b>pd2011:SA2</b>		<b>pd2011:SA3</b>	
	<b>number</b>	<b>%</b>	<b>number</b>	<b>%</b>	<b>number</b>	<b>%</b>
<b>All categories: all people</b>	<b>47,081</b>	<b>100.0</b>	<b>38,386</b>	<b>100.0</b>	<b>26,235</b>	<b>100.0</b>
Day-to-day activities limited a lot	6,673	14.2	3,743	9.8	2,799	10.7
Day-to-day activities limited a little	4,986	10.6	3,894	10.1	3,181	12.1
Day-to-day activities not limited	35,422	75.2	30,749	80.1	20,255	77.2
Day-to-day activities limited: Total	<i>11,659</i>	<i>24.8</i>	<i>7,637</i>	<i>19.9</i>	<i>5,980</i>	<i>22.8</i>

In order to protect against disclosure of personal information, records have been swapped between different geographic areas. Some counts will be affected, particularly small counts at the lowest geographies.

<b>KS103EW - Marital and civil partnership status</b>						
ONS Crown Copyright Reserved [from Nomis on 19 February 2020]						
population	All usual residents aged 16 and over					
units	<b>Persons</b>					
date	<b>2011</b>					
rural urban	Total					
	<b>pd2011: SA1</b>		<b>pd2011: SA2</b>		<b>pd2011: SA3</b>	
	<b>number</b>	<b>%</b>	<b>number</b>	<b>%</b>	<b>number</b>	<b>%</b>
<b>All usual residents aged 16+</b>	<b>39,834</b>	<b>100.0</b>	<b>33,285</b>	<b>100.0</b>	<b>22,124</b>	<b>100.0</b>
Single (never married or never registered a same-sex civil partnership)	20,158	50.6	14,086	42.3	5,159	23.3
Married	11,707	29.4	13,897	41.8	12,408	56.1
In a registered same-sex civil partnership	105	0.3	30	0.1	36	0.2
Separated (but still legally married or still legally in a same-sex civil partnership)	1,046	2.6	480	1.4	355	1.6
Divorced or formerly in a same-sex civil partnership which is now legally dissolved	4,193	10.5	2,363	7.1	1,785	8.1
Widowed or surviving partner from a same-sex civil partnership	2,625	6.6	2,429	7.3	2,381	10.8

In order to protect against disclosure of personal information, records have been swapped between different geographic areas. Some counts will be affected, particularly small counts at the lowest geographies.

<b>KS101EW - Usual resident population</b>						
ONS Crown Copyright Reserved [from Nomis on 19 February 2020]						
population	All usual residents					
units	<b>Persons</b>					
date	<b>2011</b>					
rural urban	Total					
	<b>pd2011: SA1</b>		<b>pd2011: SA2</b>		<b>pd2011: SA3</b>	
	<b>number</b>	<b>%</b>	<b>number</b>	<b>%</b>	<b>number</b>	<b>%</b>
<b>All usual residents</b>	<b>47,081</b>	<b>100.0</b>	<b>38,386</b>	<b>100.0</b>	<b>26,235</b>	<b>100.0</b>
Males	24,501	52.0	19,070	49.7	12,576	47.9
Females	22,580	48.0	19,316	50.3	13,659	52.1

In order to protect against disclosure of personal information, records have been swapped between different geographic areas. Some counts will be affected, particularly small counts at the lowest geographies.

Below presents the profile information of the lowest 3 bookers and ticket sales by postcode area:

Lowest 3 bookers and ticket sales by postcode area	Percentage of total customers buying tickets
SA7	%
SA1 4	2.7%
SA8	1.7%

### KS102EW - Age structure

ONS Crown Copyright Reserved [from Nomis on 19 February 2020]

population	All usual residents					
units	<b>Persons</b>					
date	<b>2011</b>					
rural urban	Total					
<b>All usual residents</b>	<b>ps2011: SA1 4</b>		<b>pd2011: SA7</b>		<b>pd2011: SA8</b>	
Age 0 to 4	<b>number</b>	<b>%</b>	<b>number</b>	<b>%</b>	<b>number</b>	<b>%</b>
Age 5 to 7	<b>4,626</b>	<b>100.0</b>	<b>15,118</b>	<b>100.0</b>	<b>12,556</b>	<b>100.0</b>
Age 8 to 9	99	2.1	1,072	7.1	681	5.4
Age 10 to 14	72	1.6	556	3.7	399	3.2
Age 15	34	0.7	366	2.4	253	2.0
Age 16 to 17	96	2.1	940	6.2	717	5.7
Age 18 to 19	29	0.6	186	1.2	154	1.2
Age 20 to 24	40	0.9	375	2.5	348	2.8
Age 25 to 29	340	7.3	335	2.2	281	2.2
Age 30 to 44	1,677	36.3	844	5.6	715	5.7
Age 45 to 59	436	9.4	1,091	7.2	732	5.8
Age 60 to 64	646	14.0	3,482	23.0	2,406	19.2
Age 65 to 74	448	9.7	2,889	19.1	2,677	21.3
Age 75 to 84	139	3.0	910	6.0	911	7.3
Age 85 to 89	216	4.7	1,182	7.8	1,242	9.9
Age 90 and over	209	4.5	668	4.4	709	5.6
<i>People aged 65 &amp; over total</i>	87	1.9	136	0.9	213	1.7
	58	1.3	86	0.6	118	0.9
	570	12.3	2,072	13.7	2,282	18.2

### KS201EW - Ethnic group

ONS Crown Copyright Reserved [from Nomis on 19 February 2020]

population	All usual residents					
units	<b>Persons</b>					
date	<b>2011</b>					
rural urban	Total					
<b>All usual residents (people)</b>	<b>ps2011: SA1 4</b>		<b>pd2011: SA7</b>		<b>pd2011: SA8</b>	
White	<b>number</b>	<b>%</b>	<b>number</b>	<b>%</b>	<b>number</b>	<b>%</b>
Mixed/multiple ethnic groups	<b>4,626</b>	<b>100.0</b>	<b>15,118</b>	<b>100.0</b>	<b>12,556</b>	<b>100.0</b>
Asian/Asian British	3,652	78.9	14,628	96.8	12,379	98.6
Black/African/Caribbean/Black British	70	1.5	104	0.7	70	0.6
Other ethnic group	635	13.7	281	1.9	85	0.7
<i>Non-white ethnic group total</i>	166	3.6	82	0.5	6	0.0
	103	2.2	23	0.2	16	0.1
	974	21.1	490	3.2	177	1.4

	number	%	number	%	number	%
<b>All categories: Religion (all people)</b>	<b>4,626</b>	<b>100.0</b>	<b>15,118</b>	<b>100.0</b>	<b>12,556</b>	<b>100.0</b>
Has religion	2,458	53.1	8,646	57.2	7,718	61.5
Christian	1,898	41.0	8,376	55.4	7,596	60.5
Buddhist	42	0.9	32	0.2	25	0.2
Hindu	46	1.0	50	0.3	1	0.0
Jewish	5	0.1	5	0.0	0	0.0
Muslim	435	9.4	115	0.8	25	0.2
Sikh	9	0.2	27	0.2	13	0.1
Other religion	23	0.5	41	0.3	58	0.5
No religion	1,845	39.9	5,452	36.1	3,984	31.7
Religion not stated	323	7.0	1,020	6.7	854	6.8
<b>Non-Christian religion total</b>	<b>560</b>	<b>12.1</b>	<b>270</b>	<b>1.8</b>	<b>122</b>	<b>1.0</b>

### KS301EW - Health and provision of unpaid care

ONS Crown Copyright Reserved [from Nomis on 19 February 2020]

population	All usual residents					
units	<b>Persons</b>					
date	<b>2011</b>					
rural urban	Total					
<b>Long-term health problem or disability</b>	<b>ps2011:SA1 4</b>		<b>pd2011:SA7</b>		<b>pd2011:SA8</b>	
	<b>number</b>	<b>%</b>	<b>number</b>	<b>%</b>	<b>number</b>	<b>%</b>
<b>All categories: all people</b>	<b>4,626</b>	<b>100.0</b>	<b>15,118</b>	<b>100.0</b>	<b>12,556</b>	<b>100.0</b>
Day-to-day activities limited a lot	429	9.3	1,653	10.9	1,814	14.4
Day-to-day activities limited a little	365	7.9	1,460	9.7	1,497	11.9
Day-to-day activities not limited	3,832	82.8	12,005	79.4	9,245	73.6
<b>Day-to-day activities limited: Total</b>	<b>794</b>	<b>17.2</b>	<b>3,113</b>	<b>20.6</b>	<b>3,311</b>	<b>26.4</b>

### KS103EW - Marital and civil partnership status

ONS Crown Copyright Reserved [from Nomis on 19 February 2020]

population	All usual residents aged 16 and over					
units	<b>Persons</b>					
date	<b>2011</b>					
rural urban	Total					
	<b>ps2011: SA1 4</b>		<b>pd2011: SA7</b>		<b>pd2011: SA8</b>	
	<b>number</b>	<b>%</b>	<b>number</b>	<b>%</b>	<b>number</b>	<b>%</b>
<b>All usual residents aged 16+</b>	<b>4,296</b>	<b>100.0</b>	<b>11,998</b>	<b>100.0</b>	<b>10,352</b>	<b>100.0</b>
Single (never married or never registered a same-sex civil partnership)	3,025	70.4	3,814	31.8	3,081	29.8
Married	755	17.6	6,009	50.1	5,072	49.0
In a registered same-sex civil partnership	9	0.2	24	0.2	10	0.1
Separated (but still legally married or still legally in a same-sex civil partnership)	45	1.0	300	2.5	181	1.7
Divorced or formerly in a same-sex civil partnership which is now legally dissolved	220	5.1	1,109	9.2	1,136	11.0
Widowed or surviving partner from a same-sex civil partnership	242	5.6	742	6.2	872	8.4

### KS101EW - Usual resident population

ONS Crown Copyright Reserved [from Nomis on 19 February 2020]

population	All usual residents					
units	<b>Persons</b>					
date	<b>2011</b>					
rural urban	Total					
<b>Variable</b>	<b>ps2011: SA1 4</b>		<b>pd2011: SA7</b>		<b>pd2011: SA8</b>	
	<b>number</b>	<b>%</b>	<b>number</b>	<b>%</b>	<b>number</b>	<b>%</b>
<b>All usual residents</b>	<b>4,626</b>	<b>100.0</b>	<b>15,118</b>	<b>100.0</b>	<b>12,556</b>	<b>100.0</b>
Males	2,578	55.7	7,370	48.7	6,160	49.1
Females	2,048	44.3	7,748	51.3	6,396	50.9

ONS 2011 Census data for ethnicity at LSOA (Lower Super Output Area) SA14,

Ward (SA1 4 postcode area) Approximate Ward Lower Super Output Area name	All usual residents	Non-white ethnic group
Castle 3	1,492	129
Castle 4	2,259	681

As referenced above, we can correlate our sales data with census data to give us a better overall picture, accepting its limitations. The census tells us that Castle Ward has a higher % of BAME (BAME 20.2%, Swansea average 6.0%), and people with non-Christian Religion and belief, or non-belief 10.6% versus 7.2% rest of Swansea. This community area has a higher population aged 16 - 44 and lower percentages aged 45 and over, and a higher percentage of adults with no qualifications than the Swansea average; with a greater proportion of 'one-person- other' household types and high percentage of households in private/social rented tenures. Average net annual household income is below the Swansea median of £26,900 (2015/16). The Lower Super Output area highlighted in the table above shows that the area within walking distance of the theatre has the lowest levels of ticket sales and highest levels of BAME.

As our nearest 'neighbours' this demonstrates that a focused programme of work in these areas can yield growth in our audiences from near-by, which, cemented with a strategy for inter-cultural and cohesive networking ensuring all groups are made welcome and able to benefit, will pay rewards for the services and communities of Swansea overall.

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

We will continue to monitor, review and refresh the EIA as more information becomes available and our proposed governance is in place.

This includes ongoing monitoring via Management Agreement, yearly customer satisfaction reporting with Race Council Cymru. Please refer monitoring section below.

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

**Please consider the possible impact on the different protected characteristics.**

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

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

The Arts wing is a previously underused aspect of the Theatre. We do not believe the development of the Arts wing will result in a negative impact those limited users who previously used the space, or for users of the main auditorium, as the programming will grow in the Arts Wing and remain as current for the main house. We believe the impact will be positive overall by increasing footfall and audience numbers and therefore attracting more touring events alongside home grown productions. The way the theatre is presented will improve, with better layout and signposting for our customers and the project will create services for our communities where previously there were none. In this respect, we believe that the project will be an overall benefit and provide us with access to our communities' needs in a way that we could not fulfil previously.

**The Culture and Digital Hub creative, well-being and digital programming will have a positive impact on the following protected characteristic groups:**

Hate Crime Office will work to support all protected characteristic groups based in the Culture and Digital Hub 2 days per week.

**Children & young people (age 0 -18)**

The diverse communities, who inhabit the hub, bring along children and plan activities for children at the hub, for example, the Chinese in Wales Association have close links with the Confucius Institute and will host Chinese new year performances at the small Arts Wing theatre during rehearsals.

Celebrating, collaborating and promoting diverse cultural stories and heritage will support young people generally to understand one another's cultures and backgrounds, but also assist young people to make an active contribution to their communities through understanding their own heritage and place in the world, fostering strong relationships and wellbeing.

The various dimensions of the project will also create access routes to creative programming and skills in creative and cultural industries, opening up employment opportunities for young people who may not have the opportunity otherwise, including those in our Care system Cultural Services has responsibility for Objective Six of the Corporate Parenting Strategy, which is a commitment to ensure young people in care and those in transition to independent living are not disadvantaged from participating in leisure, cultural, creative and recreational activity due to changes in their circumstances. We have developed a targeted work stream and relationship with caseworkers to ensure we can account for the opportunities and participation, and are embarking on a pilot project to open up employability in the theatre/cultural sector for young people in care. This is focusing on work experience in customer service and technical theatre at first, with the aim to expand into cultural venue administration. The hub will offer a wider range of opportunities to engage with the voluntary as well as public and private sectors as a result.

The project also creates a platform for these new skills to be shared and celebrated amongst the wider community, creating strong social bonds intergenerational and intercultural.

The diversity of the programme will also be attractive to schools and groups that support young people, such as young carers, disability groups such as Rising Stars; we will ensure the programming is inclusive and celebrant of diversity in its widest sense, not restricted to race or religion. Strong governance and scrutiny, challenge and performance monitoring will also mitigate against risk of exclusion on factors of cultural difference/ religion, helping young people to gain confidence and a voice through creativity and support networks in a supported environment;

**Older People**

All the partners will be working with their community all of whom straddle protected

characteristics including older people. Members of the BAME 50+ scheme will have activities at the hub, the residents of the Swan Gardens, which is largely Chinese elders only groups will take tai chi lessons at the hub, as well as participate in IT classes and digital inclusion classes.

As with the opportunities for young people, the opening up of previously underused or closed spaces in the theatre provides significant opportunity for a range of groups to find a place to meet and share creative ideas and social experiences, which did not exist previously due to the lack of reason to spend time in the theatre if you were not an audience member.

### **Any other age groups**

The focus of the project is to form social bonds across generations; cultural heritage; and other socio-economic factors/ demographics, challenging stereotypes and developing an inclusive, social hub open to all.

### **Disability**

The Chinese in Wales Association run a well-established autism project for their children and young people and this is open to all children who are disabled across their communities and presented in the Hub. Our Hynt National Theatre access scheme also helps over 1000 carers attend main house theatre events free and this will be expanded on through programming at the Hub The project will improve physical access and facilities generally, and the diversity of the programme will enable people of all abilities to participate, whereas they may feel unable to with mainstream programming in the auditorium because of wider factors. Facilitated programming and interpretation will also be extended, including signing; translations; informal and quiet performances due to the flexibility of the new space, and mixture of ages, backgrounds and abilities, which will be significantly more visible than currently.

### **Race including Refugees**

Race Council Cymru are Race Equality experts. All the 24 community groups are diverse minority ethnic groups but wish to operate in an inclusive manner opening their doors to all from diverse ethnic and Welsh British backgrounds without exception. The project will intensify and amplify their ability to achieve this, engendering a cohesive and inter-cultural approach in the heart of the city, with networks across the region and nationally.

### **Asylum seekers**

At least 5 hub partners deliver services to asylum seekers and refugees and are based at the Hub, including Women's Group – Asylum Support services, Swansea Bay Asylum Seekers Support Group. City of Sanctuary will also utilise a hot desking facility at the premises and meetings for The African Community Centre, Welsh Refugee Council and Displaced People in action will be held there.

### **Religion or non-belief**

Most of the hub partners are from Christian, Muslim, Hindu, Jewish, Daoism, Confucius, Sikh, Pagan, Druid and other faith and non-faith systems, they are committed to work alongside one another, We are clear in the strategy that the purpose of the Hub is to engender cohesion, and connectivity, understanding and support amongst our communities, supported by the Council and its cultural and other relevant services. Governance will be in place to ensure this principle is maintained in all decision-making and future planning.

### **Welsh Language**

Fostering and celebrating the Welsh language is a priority to all hub partners and Welsh lessons will continue to be delivered at the hub by Race Council Cymru for all communities to attend.

Race Council Cymru have included a special partnership with Welsh Connections (a music promotion company for Welsh talent both Welsh and English speaking) and Swnd, a production and distribution company offshoot). This also expands out to Swansea Music

Hub and other partners involved in developing music platforms for the city. Amateur theatre, music and dance companies will continue to work with us before and will be better networked in with Welsh promoting arts organisations because of the partnership and Hub work. For example, we will see events in and around major dates/ festivals for all cultures that celebrate diversity, cultural heritage, Swansea and the Welsh Language – as host city and Nation.

### **Poverty Social Exclusion**

It is clear that many of the hub partners live in socially deprived parts of Swansea (the former community's first areas). As such, many of them and their members are affected by the impact of poverty. The hub partners will work closely with colleagues in the Council, including Poverty and prevention, adult and children's services, to deliver our agreed priorities and make a strong contribution to this agenda. This includes providing free and subsidised travel where relevant and integrating our various strategies for participation e.g. Active and Healthy Swansea; Corporate Parenting; Poverty Prevention; Lifelong Learning.

### **Community Cohesion**

This is a fundamental element of the work of the hub as described above. The partnership and delivery of the agreed plans will be closely monitored and governed with outcomes that are transparent and open to challenge. The programming and partnerships will be accessible to all in the community; providing the much needed opportunity for people from diverse ethnic backgrounds to collaborate and work together.

Due to the current profile of our audiences, we believe there is low/neutral risk impact to other protected characteristics, as the current service delivery model will continue. This includes specific partnerships with ABMU and our contribution to Active and healthy lifestyles; Ageing Well; dementia awareness; autism friendly accreditation; safeguarding; LGBTQ celebrations; City of Sanctuary and so on. We will be monitoring and undertaking further investigation to monitor and identify any impacts on other communities, in terms of their representation and ability to make best use of the facilities on equal terms. This will include consultation events and reviews, with stakeholder communities invited; surveys; data analysis on bookings; programming reviews and audience snapshots. We will oversee this with a governance board focused on continuous service delivery improvements via key performance indicators, Contract Management, compliance and adherence to the Councils (and funding bodies') Equality Policies that will form part of the Management Agreement. We will, in particular, ensure that there are no perceived barriers, e.g. through cultural / religious profiles that appear to exclude or discourage sectors of our communities at risk of exclusion. This will also reach out to financial and geographic exclusion in terms of the groups we work with, transport and promotional activities that may be supported. Marketing and programming, times of day, pricing strategies will all form part of the scrutiny and review of the board and operational management and deliver of the Agreement with RCC and partners.

## **Section 4 - Engagement:**

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



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

In the wider spectrum of our delivery of cultural activity, the service works regularly with a range of representative organisations, including YMCA, the Foyer, Young Carers, Foster Swansea, Adult and Children's Services, City of Sanctuary, 50+ groups; LGBTQ groups including Pride and Swansea Sparkle, schools, disability groups etc. This programme continues with its ongoing consultation and engagement in future programming, which in turn has highlighted the opportunity for us to close a 'gap' through this project.

RCC also held a series of Culture and Digital Hub meetings and focus groups over two months last year, with diverse ethnic community groups, alongside the Council, as well as some stakeholders such as the South Wales Police, SCVS, Fire and Rescue Service, amongst others; and established that there was a great need for the digital and cultural hub to be established.

The opportunity was advertised widely on the local news and SWARM network and reached over 4000 people, inviting them to have that conversation. Twenty-four community groups (outlined in Section 1) have now joined the Culture and Digital Hub from the consultations and are developing the programme.

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

What has been illustrated through the last few years, from developing the draft Cultural Strategy, to the City of Culture bid, and its legacy, is the need for an inter-generational and inter-cultural approach to embedding culture, cultural rights, cultural planning in our wider policies for community development and city regeneration. The gap is the evident (visibly and anecdotally) lack of representation in our audiences and active partnerships from BAME communities.

This gap was first highlighted in the consultation for the Cultural Strategy/ City of Culture bid, As part of that initiative, RCC facilitated a consultation event in February 2018, with around 15 groups attending. The outcome was an acknowledgement that much work was needed to promote inclusion and address the disconnect between the traditional presentation of culture and the needs of the city's diverse communities (BAME and other Protected Characteristics). This resulted in a commitment to diversify and broaden the programme to increase audiences, but in particular to work collaborative with the BAME communities to diversify the cultural heritage that was presented through programming. The gap was recently confirmed as still an issue through the work of Fusion. Fusion is a partnership between Cultural Services and 42 cultural providers in the city, funded by Welsh Govt. with the aim of tackling the impact or legacy of poverty on people's life changes, through culture. The wider group meet monthly to assess and share information and awareness about participation, forthcoming projects and opportunities and last year this resulted in a series of projects targeting older people, those living in poverty in the East of the city and those communities in and around Sandfields and St Helens suburbs. The results showed how valuable intergenerational and intercultural work is to our wider community and have been documented and are able to be seen on YouTube and in our reports to Welsh Government. Available as required.

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

Initially, the proposal for the theatre was simply to find a tenant for the Arts Wing, preferably one that could meet our financial requirements, but also maintain some sort of community arts 'theme'. However, this would have been a financial arrangement and of interest to a tiny proportion of producing companies. Initially hub partners were 16 in number and through feedback it is clear that other ethnic minority groups who may not have started the process with the hub felt the need to partner, collaborate and join the hub. It was also imperative that Welsh Connections were included to bring in the Welsh dimension. Therefore, our partners have now grown to 24 diverse ethnic communities. Increasing the input into the development of the creative, well-being and digital programming.

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

Further monitoring and continuous review will be required. This EIA will remain open and updated as the partnership advances **and our proposed governance is in place** to ensure there is clarity and transparency around any potential impacts of the project and that these are appropriately addressed or mitigated.

Council staff will maintain oversight of the service delivery through existing and to be established governance and management of the lease and Management Agreement. Reporting mechanisms as current, to Cabinet Members, CMT, P&FM, and strategy forums will continue.

We will measure progress through audience participation sales data by sales, postcode and buying behaviours in cultural, well-being and digital services along with customer satisfaction surveys quarterly on the products and services offered in the Arts Wing; stakeholder reviews; data analysis and an annual review. This will be overseen by a project and programme board responsible for monitoring via the Cultural and Digital Hub management agreement that is in development:

Obtain more accurate data on our communities and audiences generally, as part of our establishing programming; marketing; and access reviews.

**Section 5 – Other impacts:**

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

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

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

**Foster good relations between different groups**

By having a partnership approach to creative co-production with 24 community groups who share protected characteristics and with our current audiences to tackle prejudice, promote understanding and increase participation.

**Advance equality of opportunity between different groups**

Race Council Cymru have an Equality and Diversity policy. The creative programming for the Community Cultural and Digital Hub will create opportunity for everyone. All staff delivering the service including volunteers are expected to undertake equality and Diversity training to highlight equality and diversity. Relevant Councils policies will form part of the management agreement for service delivery

**Elimination of discrimination, harassment and victimization**

Race Council Cymru has secured funding for a Hate crime officer to be located in the Community Culture and Digital Hub two days a week providing Victim Support services to the community groups, many of whom experience a range of barriers that may affect their ability to cope and recover from what they have been through.

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

Our Funding Strategy supports Creative, Digital and Well-being projects to reduce unemployment, improve skills and learning across our communities.

Hynt is our national theatre access scheme run by Arts Council Wales that works with theatres and arts centers in Wales to make sure there is a consistent offer for visitors with an impairment or specific access requirement, and their care workers or personal assistants. Over 1000 carer's have used this access scheme this year. The Council has also retained its Passport to Leisure initiative, which now sits with colleagues in other services to assess, through means testing, the opportunities for residents and carers, foster and adoption families to access discounted leisure and cultural programming.

The partnership and creation of the Hub expands our programming opportunities, times of day, pricing structures, and diversifies our events, social spaces and accessible facilities, which in turn, expands the appeal and opportunities for those currently facing barriers to participation and who qualify for Hynt and Passport to Leisure to participate, resulting in a positive net benefit. We will continuously review this through data analysis.

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

We have already begun opening out the premises to community groups and engaging with partners to consult and review the opportunities in the theatre;  
Improvements are already underway in the Arts Wing;  
Increased engagement with community groups and a formal project to deliver the Community Cultural & Digital Hub as described in previous sections, which will be reviewed, monitored and expanded as the rest of the theatre's transformation unfolds.

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

it is a priority for the Councils Community Cohesion Plan  
There will be a dedicated Swansea City facility Grand Theatre Arts Wing in an area of high BAME. This is a positive position supporting the grass roots community to decide and manage a programme of inclusive activities for difficult to reach communities.

The Community Cultural and Digital Hub have introduced a Welsh Language learning course available free. Welsh Language policies and standards will be included in the standard terms and conditions of the Management Agreement

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

Yearly business planning review of targets  
Quarterly Progress meetings with Director, HoS and RCC CEO  
Monthly/Weekly operational meetings  
Project Stakeholder Engagement Strategy and communication plans

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

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

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

The diverse creative programming will be promoting understanding between cultures, helping to develop skills and opportunities for young people, including those in our Care

system with training and volunteering opportunities.

Our governance and scrutiny, challenge and performance monitoring will also mitigate against risk of exclusion on factors of cultural difference/ religion, helping young people to gain confidence and a voice through creativity and support networks in a supported environment.

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

It is clear that many of the hub partners live in socially deprived parts of Swansea (the former community's first areas). As such, many of them and their members are affected by the impact of poverty. The hub partners will work closely with the Tackling Poverty team at the City and County of Swansea to ensure that their needs and requirements are met. Including the government priorities to:

- Secure the health and wellbeing of children and young people
- safeguard the young and vulnerable
- close the gap in educational achievement for children from disadvantaged backgrounds
- ensure young people are participating and achieving their potential to 18 and beyond
- keep children and young people on the path to success

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

Swansea Council and Race Council Cymru Cultural and Digital hub has a programme of children activities.

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

Ongoing monitoring and engagement, safeguarding policy will be included in the Management Agreement terms and conditions

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

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

**Monitoring arrangements:**

A Management Agreement will set out the aims and objectives, expectations and outcomes, including performance indicators, which will be overseen by this governance structure in the form of a joint Board, chaired by the Council's Head of Cultural Service. The outcome will be more transparent decision making and inclusive programming, open to challenge and change management;

This continuous monitoring of the service will support the Swansea Council Business Planning Process and priorities.

Swansea Council Corporate Boards including finance and external funding board for project financial approval, internal to Swansea Council Cultural Services operations. Cultural & Digital Hub Project Board Meeting; quarterly - monitoring and evaluation of the quality of delivery and financial targets.

Cultural & Digital Hub Management weekly meeting operational planning and key performance monitoring for sales and even Page 18 programme delivery

We will measure progress through audience participation sales data by sales, postcode and buying behaviours in cultural, well-being and digital services along with customer satisfaction surveys quarterly on the products and services offered in the Arts Wing via the Cultural and Digital Hub management agreement that is in development:

This EIA will remain open for the duration of the project and updated on a regular basis to ensure the project meets business objectives.

**Actions Governance implementation ready for go-live  
Head of Terms Lease and Management Agreement**

## Section 8 – Outcomes:

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

This EIA will remain open and will be regularly updated as the project progresses

Outcome 1: Continue the initiative – no concern

Outcome 2: Adjust the initiative – low level of concern

Outcome 3: Justify the initiative – moderate level of concern

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

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

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

## Section 9 - Publication arrangements:

On completion, please follow this 3-step procedure:

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

## EIA Action Plan:

Objective - What are we going to do and why?	Who will be responsible for seeing it is done?	When will it be done by?	Outcome - How will we know we have achieved our objective?	Progress
Negotiate a lease and management agreement with RCC that addresses our aspirations for inclusion; equality; safeguarding , access and sustainability	SCC Staff and RCC	??	Signed Leasehold/Management Agreement	If there has been progress on actions already bee specific
Establish a project board to oversee the governance and delivery of the management agreement and partnership programmes	SCC staff and RCC	??	performance monitoring against Swansea Cultural Services business plan objectives and contract performance management framework targets	If there has been progress on actions already bee specific
Develop and design a monitoring system for assessing and capturing data on users; perception; participation and impacts. Including quarterly customer satisfaction surveys and ongoing engagement with communities. .	SCC staff and RCC	??	Contract performance management framework targets	If there has been progress on actions already bee specific
Promoting accessible premises and activities	SCC staff and RCC	Ongoing activity - all staff have a	Refurbishment completed	If there has been

		responsibility to ensure accessibility in-line with our policies and regulations	Community/customer feedback in annual reports	progress on actions already been specific
Continue to monitor, review and refresh the EIA as more information becomes available and our proposed governance is in place				
Obtain more accurate data on our communities and audiences generally, as part of our establishing programming; marketing; and access reviews.				
Yearly business planning review of targets Quarterly Progress Meetings with Director, HoS and RCC CEO Monthly/Weekly operational meetings Project Stakeholder Engagement Strategy and communication plans				

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

# Agenda Item 11.



## Report of the Cabinet Member for Homes, Energy & Service Transformation

Cabinet – 19 March 2020

### Disabled Facilities & Improvement Grant Programme 2020/2021

<b>Purpose:</b>	To provide details of the Disabled Facilities & Improvement Grant Programme and to seek approval to include schemes in the 2020/21 Capital Programme. To comply with Financial Procedure Rule No.7 (Capital Programming and Appraisals) - to commit and authorise schemes as per the Capital Programme.
<b>Policy Framework:</b>	1. Local Housing Strategy. 2. Private Sector Housing Renewal and Disabled Adaptations: Policy to Provide Assistance 2017-2022.
<b>Consultation:</b>	Legal, Finance, Access to Services.
<b>Recommendation(s):</b>	It is recommended that:  1. The Disabled Facilities and Improvement Grant Programme as detailed, including its financial implications, is approved and included in the 2020/21 capital budget.  2. The Private Sector Housing Renewals and Disabled Adaptations Policy is reviewed in 2020/21 to help inform funding requirements for the programme in future years.
<b>Report Author:</b>	Darren Williams
<b>Finance Officer:</b>	Ben Smith
<b>Legal Officer:</b>	Debbie Smith
<b>Access to Services Officer:</b>	Rhian Millar

#### 1. Introduction

- 1.1 The current Private Sector Housing Renewal and Disabled Adaptations Policy was approved by Council on 22<sup>nd</sup> June 2017.



## **2. Capital Programme Process**

- 2.1 The Disabled Facilities Grants and Improvement Grant Budget for 2020/21 of £5.2m is to be agreed by Council on 5<sup>th</sup> March 2020.

## **3. The Scheme**

- 3.1 The current Policy for Private Sector Housing Renewal and Disabled Adaptations sets out the detail of various types of assistance aimed at helping home owners and tenants to carry out essential adaptations and repairs. Assistance is provided on the basis of helping residents, who are often on low incomes and/or vulnerable, carry out essential repairs and maintain independence at home. The Policy also describes the Council's approach to bringing empty homes back into use and offering loans for home repairs. In summary, types of assistance include:

- Disabled Facilities Grant (DFG) – Mandatory medium and large scale adaptations for private home owners and tenants of private rented accommodation, for example, level access showers, bedroom / bathroom extensions.
- Council House Adaptations – small , medium and large scale adaptations for Council tenants.
- Homefix Loans – Recyclable loans for homeowners needing serious and urgent repairs, for example, roof repairs and damp proofing.
- Care & Repair Western Bay Minor Adaptation Grants– Small, rapid adaptations provided for elderly and disabled residents ; Comfort, Safety, and Security Grants – Low cost, rapid repairs provided for elderly and disabled residents.
- Welsh Government Landlord Loan – previously known as Houses to Homes Loan Scheme – interest free loans to tackle empty homes to renovate and improve properties or convert empty properties into a number of units suitable for residential accommodation. Loans to be repaid and recycled as further loans.
- Welsh Government Owner Occupier Loan – previously known as National Home Improvement Loan Scheme – interest free loans for the repair or conversion of properties to make them safe, warm and/or secure. Loans to be repaid and recycled as further loans.
- Renewal Areas – Renewal Area funding to deliver an agreed programme of property repair and environmental improvement works in the Sandfields Renewal.
- Welsh Government Valleys Taskforce Empty Property Grant – the Council has committed to participating in the Welsh

Government Valleys Taskforce Empty Property grant scheme to offer grant funding to owner occupiers to bring empty properties back into use.

- A further empty property scheme is proposed for the Western Valleys Councils including Swansea. This is due to commence in 20-21 and will allow private landlords to bring empty properties back into use in return for nomination rights.

These two empty property schemes are subject to a separate report to External Funding Panel.

#### **4. Financial Implications**

- 4.1 The programme for 2020/21 is shown at table 1 below and is fully funded by the General Fund and the Housing Revenue Account (HRA). Welsh Government Landlord and Owner Occupier Loans are funded by ring-fenced WG funds. These loans formerly known as Houses to Homes and National Home Improvement Loan schemes have been reported separately to Cabinet on 12<sup>th</sup> November 2013 and the 18<sup>th</sup> of November 2014 respectively. The changes to these loans were reported to Council on the 21<sup>st</sup> June 2018.
- 4.2 It has been agreed with members that the Private Sector Housing Renewals and Disabled Adaptations Policy will be reviewed in 2020/21 to help inform funding requirements for the programme in future years.
- 4.3 Sandfields Renewal Area funding is required in 2020/21 to fund release of retentions at end of defects period on a number of previously completed schemes and to fund environmental improvement works identified within the Renewal Area Exit Strategy. Capital funding available for the Renewal Area in 2020/21 is estimated at £700,000, funded from a combination of receipts from previous area renewal energy efficiency programmes, resident contributions and general capital funds.
- 4.4 The pilot Welsh Government Valleys Taskforce Area Empty Property and Western Valley Empty property schemes require an estimated capital contribution from the Council in 2020/21 of £410,000. It is proposed this is funded through carry forward balances from 19-20 capital programme from Homefix (estimated £80,000), Grants For Nominations (estimated £80,000) and Homefix Sandfields (estimated £250,000).
- 4.5 Revenue running costs for 2020/21 are estimated at £1,599,800 and are met from fees of £1,427,600 generated from administering grants and loans. The balance is met from a contribution of £59,800 from the General fund.

**Table 1 details proposed 2020/21 programme and draft programme for 21/22**

<b>Table 1</b>			
<b>SCHEMES</b>	<b>2019/20</b>	<b>Proposed 2020/21</b>	<b>Draft 2021/22</b>
DFG, mini and fast track adaptations	£4,300,000	£4,300,000	£4,300,000
Tenant adaptations (HRA funded)	£2,850,000	£2,850,000	£2,750,000
Homefix Loans	£500,000	£500,000	£500,000
Care & Repair Mini Adaptation Grant	£370,000	£370,000	£370,000
Care & Repair Comfort, Safety, Security	£ 30,000	£ 30,000	£ 30,000
Sandfields Renewal Area*	£nil	£nil	£nil
WG Valleys Taskforce Empty property and Western Valley schemes.**	£nil	£nil	£nil
<b>TOTAL PROGRAMME</b>	<b>£ 8,050,000</b>	<b>£8,050,000</b>	<b>£7,950,000</b>
<b>Funded as follows:</b>			
Total general funded	£5,200,000	£5,200,000	£5,200,000
Total HRA funded	£2,850,000	£2,850,000	£2,750,000
* <b>Sandfields Renewal Area</b> : carry forward estimated underspend in 19/20 of £700,000 into 20/21 to fund release of end of defects retentions and environmental works.			
** <b>WG Valleys Taskforce Empty Property Scheme and Western Valleys Empty Property Scheme</b> : Council contribution to WG empty property schemes estimated at £410,000.			
<b>Total funding</b>	<b>£8,050,000</b>	<b>£8,050,000</b>	<b>£7,950,000</b>

## 5. Equality and Engagement Implications

5.1 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.

5.2 An EIA Screening Form has been completed with the agreed outcome that a full EIA report was not required. The Screening Form is included in the appendices as a background paper.

## **6. IT/Systems Implications**

6.1 None

## **7. Legal Implications**

- 7.1 The schemes detailed are in line with local authority powers to provide assistance, contained in the Regulatory Reform (Housing Assistance) (England and Wales) Order 2002 and the Councils published Policy.
- 7.2 The Council will need to ensure that it complies with any terms and conditions attached to any Welsh Government grant funding.
- 7.3 All works and services undertaken to deliver any scheme will need to be procured in accordance with the Council's Contract Procedure Rules and European and domestic procurement legislation as appropriate.

**Background Papers:** Private Sector Housing Renewal and Disabled Adaptations Policy to Provide Assistance 2017-2022

### **Appendices:**

Appendix 1 - EIA Screening Form

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).

<b>Section 1</b>
Which service area and directorate are you from? Place –
Service Area: Housing Renewals and Adaptations
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"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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

FPR7 report confirming the proposed DFG and Improvement Grant capital programme for 2020-21.

The report confirms there is a need to carry forward unspent Sandfields funding this year into next year’s programme to fund the remaining improvement scheme in progress and completed schemes end of defects period retention payments, following closure of the Sandfields Renewal Area.

The report also confirms that Grants For Nominations funding finished in 2018-19. Alternative funding is available to owners through the Welsh Government Landlord Loans scheme to bring empty properties back into use and a new Valleys Taskforce Empty Property grant scheme with proposal unspent Grant For Nominations funding to be reallocated to this programme in 2020-21, subject to an External Funding Panel report.

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

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

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

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

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

	High Impact (H)	Medium Impact (M)	Low Impact (L)	Don't know (H)
Children/young people (0-18) →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Older people (50+) →	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Race (including refugees) →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Asylum seekers →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Gypsies &amp; travellers</b> →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Religion or (non-)belief</b> →	<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"/>

# Equality Impact Assessment Screening Form – 2018/9 – Appendix 1

Poverty/social exclusion	→	<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>
Carers (inc. young carers)	→	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Community cohesion	→	<input type="checkbox"/>	<input type="checkbox"/>	x	<input type="checkbox"/>
Marriage & civil partnership	→	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Pregnancy and maternity	→	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>

## 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

Capital programme : annual capital programme for DFGs and Improvement grants / loans required for FPR 7 purposes. Housing Renewals Policy to Provide Assistance 2017-2022 confirmed proposed assistance arrangements for private sector housing for a 5 year period, this policy was subject to consultation with stakeholders and partners prior to publication in 2017, and notice confirming policy published in local media.

Grants For Nominations scheme removal of funding : prospective applicants have been advised since Jan 19 of proposals to stop funding scheme in 19-20, advising them to apply for WG landlord loan.

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

High visibility <input type="checkbox"/> (H)	Medium visibility X (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 X (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 →  EIA to be completed  
Please go to Section 2

MOSTLY L → LOW PRIORITY / NOT RELEVANT → X 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.

## Equality Impact Assessment Screening Form – 2018/9 – Appendix 1

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

<b>Screening completed by:</b>
Name: Darren Williams
Job title: Housing Renewal Co-ordinator
Date: 14.02.20
<b>Approval by Head of Service:</b>
Name:
Position:
Date:

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

# Agenda Item 12.



## Report of the Cabinet Member for Economy and Strategy

Cabinet – 19 March 2020

### Building Capital Maintenance Programme 2020/2021

<b>Purpose:</b>	To agree the schemes to be funded through the Capital Maintenance programme
<b>Policy Framework:</b>	Financial Procedure Rule No. 7 (Capital Programming and Appraisals) The Revenue and Capital Budget as reported to and approved by Cabinet on the 20 <sup>th</sup> February 2020
<b>Consultation:</b>	Access to Services, Finance, Legal, Education
<b>Recommendation(s):</b>	It is recommended that Cabinet:  1) Approves the proposed capital maintenance schemes as listed in Appendix A.  2) Authorises the schemes and their financial implications as identified in Appendix C to be included in the capital programme.
<b>Report Author:</b>	Nigel Williams
<b>Finance Officer:</b>	Ben Smith
<b>Legal Officer:</b>	Debbie Smith
<b>Access to Services Officer:</b>	Rhian Millar

#### 1. Introduction

- 1.1 Cabinet has previously approved the Council's Asset Management Plan for Property Assets which sets out a series of measures to improve the management and performance of the property portfolio. This Report sets out the way in which the Capital Maintenance resources for 2020/21 will be deployed



## 2. Capital Programme Process

- 2.1 On 20<sup>th</sup> February 2020, Cabinet approved a Capital Maintenance allocation of £4m for the Authority's building portfolio plus a further £1M for the education asset portfolio. The authority has also been awarded further funding from WG of £3,125,345 specifically for the education asset portfolio.

## 3. Objectives of Scheme

- 3.1 The proposals set out will directly support the corporate objectives of the Authority, in relation to the maintenance and improvement of the Authority's building portfolio.
- 3.2 This maintains the previous commitment to address the significant backlog of maintenance and minimise the potential effect of unforeseen breakdowns of building elements.
- 3.3 As was reported in previous building maintenance programme reports, attention needs to be drawn to the fact that the Authority still has a significant backlog of maintenance and whilst there have been some reductions in this backlog, the increased programme contained within the 2020/21 budget, whilst being very important, will not remedy the immediate backlog.

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

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

## 4. Description of Schemes

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

1a) **Statutory Compliance - Electrical**

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

1b) **Mechanical/Heating Schemes**

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

- 1c&1d) **Statutory Compliance - Legionella and Asbestos**  
As a result of the existing policy to enable compliance with the legionella and asbestos legislation, capital repairs arising out of risk assessments and surveys need to be carried out to maintain compliance. These upgrades are actioned throughout the year and therefore a list of schemes cannot be prepared in advance. Separate revenue monies have been set aside to deal with the ongoing management process and minor repairs.
- 1e) **Statutory Compliance – Radon**  
Further to the Welsh Government’s directive for an awareness programme of RADON in schools, and in line with the “Ionising Radiations regulations 1999”.
- Welsh Government produced a directory of all schools that require testing for Radon; currently we have completed testing in all schools in the high risk areas. There is a need to carry out further testing within the remaining schools.
- 1f) **Statutory Compliance – Glazing Regulations**  
Following Notice served by the Health and Safety Executive, money has been set aside to allow safety filming of relevant glazing within schools.
- 1g) **Statutory Compliance – Accessibility for Disabled People**  
Consultation through Local Access Groups would determine required investment to the prioritisation of buildings within the available budget for 2020/21.
- 2) **Essential Building Repairs**  
The schemes listed in **Appendix A** are a combination of prioritised schemes and allowances linked to the ongoing maintenance strategy.
- 2a) **Essential Repairs to Listed Buildings**  
In line with the Listed Buildings Strategy agreed by Cabinet on the 6<sup>th</sup> January 2014, Building Services will liaise with planning officers and ensure that the available budget will continue a programme dealing with the Authority’s listed assets on a prioritised basis.
- 3) **Drainage Works to Schools**  
Previous allocations have been made to initiate a programme of drainage surveys to all of the Authority’s Schools. This has identified a range of significant repairs which, if rectified, should assist the Authority in mitigating future structural failures and health and safety issues within the Schools. Minor repairs should be undertaken by Schools in line with their delegated budget.

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

The budget for 2020/21 will allow the extension of good practice measures to reduce the Council's energy use and carbon emissions. The planned programme of works will help deliver on the Council's Carbon Reduction Strategy approved by Cabinet on the 17<sup>th</sup> November 2011 and help mitigate the Authority's financial obligation within the Carbon Reduction Energy Efficiency Scheme (CRC). The energy strategy identifies within its action plan a number of feasibility studies, which will help explore future technologies. The appointment of appropriate consultants will help inform the feasibility studies, which in turn will inform our future strategies.

5) **Fire Risk Assessments**

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

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

6) **Emergency Reserve Fund**

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

7) **Match Funding**

The Capital Maintenance programme has previously included an element for match funding capital projects within schools. This has allowed the Authority to develop a joint and consistent approach in dealing with the maintenance backlog problem within our Education Portfolio by pooling resources or projects where "liability" under the division of responsibilities is ambiguous. This works with schools using their devolved maintenance allocation, thus allowing more significant repairs to be undertaken. The programme over previous financial years has been highly successful. Whilst the funding pressures on schools are also recognised, it is proposed that during 2020/21 a further allocation is made to match fund medium value projects.

8) **Preliminary Design**  
This limited budget will allow initial design to commence for schemes likely to feature in 2021/22, which will in turn inform the future work programme, allowing early procurement and maximum spend against profile.

9) **Asset Management Plan**  
There are a number of Service Assets with projects that would need to factor within the 2020/21 allocated budget. Proposed investment within any of the affected assets will be undertaken in line with emerging priorities as part of the service rationalisation and Service in the Community strand.

To that end a modest capital allocation has been accounted for within the 2020/21 Capital Maintenance allocated budget.

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

10) **Local Toilet Strategy**  
The Council is required by legislation to develop a Local Toilet Strategy which was put in place in 2019. Whilst this doesn't require the Council to provide or maintain toilets directly, it would seem appropriate to ensure that an allowance is contained within the capital programme to carry out such improvements that arise out of the strategy. As such, an allocation has been included within the 20/21 programme with specific schemes being developed in line with the emerging action plan.

## 4.2 QEd Programme

4.2.1 The proposed list of schemes listed under **Appendix A** is based on the technical assessment of the individual establishments, resulting in the prioritised listing attached. However consultation has taken place with Education colleagues to confirm that none of the suggested schemes will conflict with the Authority's proposed Band B programme.

## 5. Equality and Engagement Implications

5.1 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.

- 5.2 An EIA has been carried out for this project and is attached as **Appendix B**. The impact has been determined as low priority and as such, a full EIA is not required at this stage. The Capital maintenance investment within building assets and social services assets in Swansea will help to realise a more sustainable asset portfolio for Swansea Council. Where relevant, each specific project for which funding is agreed will be screened for an Equality Impact Assessment.

## **6. Financial Implications**

### **6.1 Capital**

The total capital cost of the schemes in the Authority's Buildings Portfolio for 2020-21 delivery amount to £8.125 million capital maintenance which will be funded by £5 million of the Authority's own resources and WG General Capital allocation together with £3.125 million of funding from the Welsh Government Education capital maintenance grant provided in 2019-20 with the 2019-20 displaced funding applied to the 2020-21 programme. Details are set out in **Appendix C**.

### **6.2 Revenue**

Maintenance costs will be met from existing revenue budgets.

## **7. Staffing Implications**

- 7.1 Elements of the design and works may be procured externally to supplement in-house resources although the first call will be to seek interest from neighbouring Authorities.

## **8. Procurement and Legal Implications**

- 8.1 The 2020/21 Capital Maintenance projects identified within **Appendix A** of this report will therefore be delivered by a combination of in-house resources, with other projects procured in line with Contract Procedure Rules. Any externalised works will be procured in accordance with Contract Procedure Rules (CPRs) and procurement rules and regulations. The Council must comply with various statutory requirements as well as general obligations under the Occupiers Liability Acts.

**Background Papers:** None

### **Appendices:**

Appendix A: Capital Maintenance Budget 20/21– Proposed Programme

Appendix B: EIA Screening Form

Appendix C: Financial Implications Summary – Building Services

## CAPITAL MAINTENANCE BUDGET 2020/21

### PROPOSED PROGRAMME

#### 1 STATUTORY COMPLIANCE WORKS

##### 1a ELECTRICAL SCHEMES

	Building Services Overall Budget (£4m) £000's	Additional Education WG funded (£3.125M) £000's	Additional Education funding (£1M) £000's
Pontardulais Comprehensive - Electrical Installation upgrade phase 3 of 5			145
Townhill Primary - Electrical Installation upgrade phase 3 of 4		70	
Gwm Glas Primary - phase 2 of 3			120
Birchgrove Comp - Fire alarm phase 2 of 2			60
St. Helen's Primary - rewire phase 1 of 2		100	
Penclawdd Primary - Fire alarm and eme lighting		50	
Terrace Road Primary - Rewire phase 2 of 2		120	
Emergency Lighting upgrade - confirmation of schools in year	50		
Lightning conductor renewal - Mayals Primary / YGG Bryntawe	20		
Lift replacement High street	125		
YGG Pontybrenin phase 1 of 2		130	

##### 1b MECHANICAL SCHEMES

Upgrade pneumatic valves Civic Centre phase 1 of 2	20		
Gendros Primary - Boiler house refurbishment	80		
Gwrosydd Primary - Boiler House refurbishment	120		
Pontardulais Primary - Boiler house refurbishment	80		
Craigfelen Primary - Heating circuit refurb phase 1 of 2	100		
Pennard Primary - Heatin circuit refurb phase 2 of 2	100		
Newton Primary - Boiler house refurb and gas main	120		

Wanarlwydd Primary - Boiler house refurbishment	140	
Mayals Primary - Boiler house refurbishment		75
Dylan Thomas Comp - Boiler house refurbishment		350
Clase Primary - AHU refurbishment		15
Various - Gas meter kiosk door renewals		60
Morrison Comp - Works to upgrade current catering suite kitchen due to non-compliance		140
Morrison Comp - Science block heating upgrade due to lack of heat throughout block		80

**Air Con Refurbishment** 40

**Kitchen/Gas/Ventilation** 60

**External Water Mains Replacement** 40

**Swimming Pools Upgrades** - Provide UV Filter upgrades sand filter replacement  
ensuring water quality compliance & on-going pool plant upgrades in authorities pools  
Bishop Gore Comp - Pentrehafod Comp - Morrison Comp  
Olchfa Comp - Pennard Primary - YGG Grug Glas - Blackpill Lido

Page 77  
1c **LEGIONELLA**

Legionella Works 70

1d **ASBESTOS**

Asbestos Removal 30

1e **RADON**

Monitoring of Radon 10

1f **GLAZING REGULATIONS**

Filming/Re-glazing Works 100

1g **DDA**

DDA Works 40

## **2 ESSENTIAL BUILDING REPAIRS**

Civic Centre contingency fund		<b>1000</b>	
Parks and Waste depot repairs		<b>40</b>	
Various schools wall and door issues		<b>150</b>	
Bishop Gore - Walkway	Removal of walkway new steps		<b>50</b>
Bishop Gore - Roofing	Roof renewal various		<b>450</b>
Casllwchwr Primary - Roof/Fabric	Junior block roof and floor issues		<b>250</b>
Terrace Road Primary - Fabric	Both Flank walls (yard areas)		<b>150</b>
YGG Brynymor - Roof	Main Roof Main block		<b>200</b>
Bryntawe - Link/walkway demolition	Education need to decide this		<b>75</b>
Bishopston Primary - Roof	Infants and Junior block		<b>200</b>
Brynmill Primary - Fabric	various Lintol failure	<b>100</b>	
Brynhyfyd Primary - Junior block roof phase 1 of 2		<b>150</b>	
Dunvant Primary - Roofing/fabric	Victorian block		<b>150</b>
Llangyfelach Primary - Roofing	Main Roof Main block		<b>150</b>
Ysgol Cwm - Roofing	Infants block continuation		<b>185</b>
Morrison Primary - Roofing	Main Roof main block		<b>150</b>
Pontardulais Comp - Roofing	Front quadrangle block		<b>100</b>
Clase Primary - Roofing	Rear of site main block		<b>75</b>
Portmead Primary - Roofing & Fabric	Two Storey Block roof & various Heads/bwk repairs		<b>150</b>
Gendros Primary - Roofing	Toilet block & corridor		<b>75</b>
Y Login Fach - Drainage	Site wide drainage issues LEA responsibility		<b>50</b>
Penyfro Primary - Drainage	Site wide drainage issues LEA responsibility		<b>50</b>

## **2a ESSENTIAL REPAIRS TO LISTED BUILDINGS**

General repairs to Listed Buildings		<b>40</b>
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## **3 DRAINAGE WORKS TO SCHOOLS**

Drainage Repairs to Schools	As and when LEA issues arise	<b>40</b>
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## **4 ENERGY/SUSTAINABILITY INVESTMENT**



Energy/Sustainability Works 100

**5 FIRE RISK ASSESSMENT**

Parklands Primary - Phase 1 new fire alarm 90

Ysgol Crug Glas - Phase 1 new fire alarm 90

Clwyd Primary - Phase 2 of 2 fire alarm 60

Rose Cross House- Fire precaution work 75

St. Johns House - Fire prec works / wooden panelling 100

Ty Waun - Fire prec works 75

**6 EMERGENCY FUND FOR URGENT REPAIRS**

Emergency Fund Works 320

**7 MATCH FUNDING**

Match Funded Works 170

**8 PRELIMINARY DESIGN**

Preliminary Design Works 65

**9 ASSET MANAGEMENT PLAN** 30

**10 LOCAL TOILET STRATEGY**

Allowance for Local Toilet Strategy 40

**CM BUDGET 2020/21 TOTAL**

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**4000      3125      1000**

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# Equality Impact Assessment Screening Form – Appendix B

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

## Section 1

Which service area and directorate are you from?

Service Area: Building Services

Directorate: Place

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

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

(b) Please name and describe below

### Capital Maintenance works programme 20/21

To agree the schemes to be funded through the Capital Maintenance programme

### 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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Any other age group (18+)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Disability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Race	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Religion or (non-)belief	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Welsh Language	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Poverty/social exclusion	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Carers (inc. young carers)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Community cohesion	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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

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

If yes, please provide details below Page 180

# Equality Impact Assessment Screening Form – Appendix B

**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**  
 Programme relates to Building Capital Maintenance Works

**Q7 HOW DID YOU SCORE?**  
*Please tick the relevant box*

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

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

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

The impact has been determined as low priority and as such, a full EIA is not required at this stage. The Capital maintenance investment within building assets and social services assets in Swansea will help to realise a more sustainable asset portfolio for Swansea Council. Where relevant, each specific project for which funding is agreed will be screened for an Equality Impact Assessment.

**Section 2**

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

<b>Screening completed by:</b>	
Name: Nigel Williams	
Job title: Head of Building Services	
Date: 10/2/2020	
<b>Approval by Head of Service:</b>	
Name: Nigel Williams	
Position: Head of Building Services	
Date: 10/2/2020	

## APPENDIX C - £8.125m Capital Maintenance

### FINANCIAL IMPLICATIONS : SUMMARY

Portfolio: PLACE

Service : BUILDING SERVICES

Scheme : CAPITAL MAINTENANCE BUDGET FOR BUILDINGS 2020/2021

Head of Service: BUILDING SERVICES

#### 1.1. CAPITAL COSTS

	2020/2021	2021/2022	2022/2023	2023/2024
	£'000	£'000	£'000	£'000

#### EXPENDITURE

##### **Capital Maintenance**

Stat Compliance - Electrical works	990			
Stat Compliance - Mechanical works	1480			
Air Con	40			
Kitchen/Gas/Ventilation	60			
External water mains	40			
Swimming pools	20			
Legionella	70			
Asbestos	30			
Glazing Regulations	100			
DDA	40			
Radon	10			
Building Repairs (Inc. Listed Buildings)	3990			
Drainage	40			
Energy/Sustainability Investment	100			
Fire Risk Assessment	490			
Emergency Fund for Urgent Repairs	320			
Match Funding	170			
Preliminary Design	65			
Asset Management Plan	30			
Local Toilet strategy	40			

#### **EXPENDITURE**

	<b>0</b>	<b>0</b>	<b>0</b>	
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#### Financing

Welsh Government Grants/Supported Borrowing	<b>4,000</b>			
Additional budget allocation for Education properties	<b>1,000</b>			
Additional funding Welsh Government For Education properties	<b>3,125</b>			
<b>FINANCING</b>	<b>8,125</b>			

<b>1.2. <u>REVENUE COSTS</u></b>	<b>2020/2021</b>	<b>2021/2022</b>	<b>2022/2023</b>	<b>FULL YEAR</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
<u>Service Controlled - Expenditure</u>				
To be met by existing budgets				0
<b>NET EXPENDITURE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# Agenda Item 13.



## Report of the Cabinet Member for Investment, Regeneration & Tourism

Cabinet - 19 March 2020

### Leisure Partnerships Annual Report 18/19

<b>Purpose:</b>	To advise Cabinet of the partnership operations of key facilities within the Cultural Services portfolio
<b>Policy Framework:</b>	Creating an Active and Healthy Swansea; City of Sport; Medium Term Financial Plan
<b>Consultation:</b>	Legal, Finance, Access to Services.
<b>Recommendations :</b>	It is recommended that: - 1) Cabinet notes the report.
<b>Report Author:</b>	Jamie Rewbridge
<b>Finance Officer:</b>	Paul Roach
<b>Legal Officer:</b>	Debbie Smith
<b>Access to Services Officer:</b>	Rhian Millar

#### 1. Introduction

- 1.1 A report on the performance of partner operators of key Council facilities within the Cultural Service portfolio is reported annually.
- 1.2 This report details some of the key partnership arrangements in providing leisure and cultural services for the benefit of the residents and visitors to Swansea during 2018/2019 and identifies some significant achievements during the year along with some issues and challenges. Reporting performance outturns for the previous period (17/18) has been retained in the report for comparative purposes for these key partnerships.
- 1.3 The key arrangements outlined within this report include.
  - 1.3.1 Wales National Pool Swansea (WNPS).
  - 1.3.2 National Waterfront Museum Swansea (NWMS)

- 1.3.3 The LC – Bay Leisure Ltd
  - 1.3.4 The LC – Freedom Leisure
  - 1.3.5 Community Leisure Centres – Freedom Leisure
  - 1.3.6 Plantasia – Parkwood Leisure Ltd
  - 1.3.7 Other Partnership facilities for information  
(Swansea Tennis Centre & Swansea Bowls Stadium)
- 1.4 Each partnership has differing arrangements regarding reporting, monitoring and data collation. This report includes performance information for each partner and is an attempt to bring together the key financial and usage information to demonstrate the overall performance of each operation.
  - 1.5 The data includes information on key income drivers, overall expenditure including staffing costs and repairs, net cost / profit and associated costs to the Council.
  - 1.6 Due to the timings and financial years of all the partnerships, not all figures presented are the externally audited accounts, but represent the internal out-turns agreed with respective organisations.
  - 1.7 Overall usage of the facilities is shown, with key areas of specific use where appropriate.
  - 1.8 Key service outcomes, highlights and snap shots from each partner during 2018/19 have been included for information. However the purpose of the report remains to evidence partner performance from a financial and visitor number perspective.
- 2. Wales National Pool Swansea**
- 2.1 The partnership arrangement at WNPS is based on a tri-partite agreement between the Council, Swansea University and Wales National Pool Swansea Limited, underpinned by lease and management agreements.
  - 2.2 WNPS operates on a financial year that is aligned to the University, therefore runs August –July, as opposed to the Councils which runs April- March. The out-turn reflects the WNPS pools financial year and the Council costs in that period.
  - 2.3 WNPS is a not for profit organisation and is managed by a board of directors including three Council members and three University representatives, chaired by Anne Ellis MBE, with advice given by the Head of Cultural Services, and the University Financial Accounting Manager. The current Council representatives are Councillors Mark Child, Robert Francis-Davies, and Robert Smith.
  - 2.4 Day to day management is through the General Manager who reports to the Board. The General Manager is supported by a Management Group with representation by the Council and Swansea University Officers.

- 2.5 The funding of WNPS is on a 50% share of net cost after income received, by both the Council and Swansea University. As part of the agreement, Swansea Council also provides the schools swimming programme under a Service Level Agreement (SLA), devolved funding for the Free Swimming Initiative (FSI) under the Welsh Governments Free Swim grant and support towards Swim Swansea's programme costs for use of the facility.
- 2.6 WNPS purchase Service Level Agreements from both the University and the Council for many support services. Through the SLA arrangements, the Council provides support for delivering HR, Payroll, PR/Media and Water Safety.
- 2.7 As part of the terms of funding from Sport Wales, a hierarchy of bookings policy is referred to when programming as elite sport retains a precedent as a high performance facility, however all clubs and users are catered for under the arrangement. WNPS follow the Council's pricing policy including Standard, Concession and Passport to Leisure. In addition to the set programme, WNPS hosted the British Masters in March 2019 and a number of Swim Wales events throughout the year.
- 2.8 18/19 was a challenging year financially, with increasing costs, delivery of maintenance projects and the commencement of the procurement and delivery of a new Leisure Management System.
- 2.9 From an income perspective WNPS have had a good year financially with income is up on the previous year by approx. 14% overall, with all income streams contributing.
- 2.10 Visitor numbers are up on the previous year by almost 15% and over 30,000 more visitors.
- 2.11 Expenditure, as expected is higher than the previous year, areas such as salaries and maintenance has influenced this. Within other costs, utilities continue to contribute considerably, and through monitoring it has been noted that there was a billing cycle issue and charging errors within this financial year, which are likely to benefit WNPS and its funding partners in 19/20 through credits.
- 2.12 WNPS lifeguards competed in a National competition testing their lifeguard knowledge, fitness and skills. One team member came second out of 211 men and the facility was the fifth best performing centre in the whole of the UK. A great achievement for staff, the facility and the Council's Water Safety team who train and test the staff.



2.13 Wales National Pool Swansea Performance (Table 1)

<b>WNPS</b>	<b>2017/18</b>	<b>2018/19</b>
<b>Recreational Swim</b>	£329,847	£354,558
<b>Aqua School</b>	£263,953	£289,160
<b>Other Income</b>	£565,731	£677,898
<b>Total Income</b>	<b>£1,159,531</b>	<b>£1,321,616</b>
<b>Staff Costs</b>	£922,009	£950,754
<b>Repairs &amp; Maintenance</b>	£179,944	£213,828
<b>Other Expenditure</b>	£635,455*	£761,296*
<b>Sinking Fund</b>	£79,032	£81,391
<b>Total Expenditure</b>	<b>£1,816,440</b>	<b>£2,007,269</b>
<b>Net Cost / (Surplus)</b>	<b>£656,909</b>	<b>£685,653</b>
<b>Council Contribution</b>	<b>£328,454</b>	<b>£342,826</b>
<b>Visitor numbers</b>	<b>209,325</b>	<b>240,429</b>

\*includes equipment depreciation

### **3. National Waterfront Museum Swansea**

- 3.1 The National Waterfront Museum, Swansea (NWMS), operated by Amgueddfa Cymru-National Museum Wales, is now in its fifteenth year of operation.
- 3.2 The high level of visitor support has steadily increased since opening with an average of over 245,000 per year in the three years from 2006 to an average of 273,407 in the three years from 2016/17 (36.5% higher than was predicted in the original business plan). This good performance is thanks largely to the museum's extensive programme of around 300 events each year and around 20 temporary exhibitions. Another factor in this success is that the museum continues to expand its links and informal partnerships with organisations; educational institutions and communities throughout the Swansea Bay region and beyond, resulting in a range of joint events that help showcase the area's vibrant cultural and intellectual life as well as its industrial heritage.
- 3.3 The Museum continues to be funded through an innovative public-sector partnership between Amgueddfa Cymru and Swansea Council, set up in 1999 to develop the museum and is fully defined in the Operational Agreement signed by both parties on the 6<sup>th</sup> October 2005 prior to the opening of the Museum.
- 3.4 Under the terms of this partnership agreement, Swansea Council contributes a proportion of the museum's annual revenue costs. The partnership is overseen at a strategic level by a not-for-profit company, NWMS Ltd, the Board of which is made up of three elected members of Swansea Council (Cllrs Robert Francis-Davies, Joe Hale and Erika Kirschner) and three trustees of Amgueddfa Cymru, together with an independent chair (Mr Roy Phelps). Operational issues are monitored by a group of officers from both the Council and Amgueddfa Cymru (The Operational Review Team). Both the Board and Operational Review Team meet twice a year.
- 3.5 Major repairs, renewals and maintenance are the responsibility of Amgueddfa Cymru/National Museum Wales, funded from the Museum's core budget and its ring-fenced Renewals & Refurbishment Fund, as required.
- 3.6 During 2018/2019, planning and specifications have been drawn up for a complete over-haul of the museum's computerised building management, CCTV and the chiller systems. Tendering of these works is about to commence.
- 3.7 In 2018 the open space in the middle of the museum was completely transformed into a series of raised-bed vegetable patches, now branded as the GRAFT Garden.

This was devised by Swansea artist Owen Griffiths and the museum's Learning Team as an educational and social-learning resource. Much of its construction was undertaken by volunteers from a wide range of local community and care groups, and now its ongoing maintenance attracts a growing number of volunteers from these organisations.

In 2019 the GRAFT Garden was augmented by a clay oven, bee hives and a poly-tunnel. The garden's produce is used for both educational and charitable purposes and a programme of events and workshops will be trialled in 2020.

### 3.8 National Waterfront Museum Swansea Performance (Table 2)

<b>National Waterfront Museum</b>	<b>2017/18 Actual</b>	<b>2018/19 Actual</b>
<b>National Museum Wales grant</b>	£787,000	£811,000
<b>Welsh Government grant</b>	£500,00	£550,000
<b>CCS contribution</b>	£564,850	£463,877
<b>Earned income</b>	£189,746	£266,870
<b>Total income</b>	<b>£2,041,596</b>	<b>£2,091,747</b>
<b>Staff costs</b>	£1,183,775	£1,225,263
<b>Repairs &amp; maintenance</b>	£238,307	£324,577
<b>Other expenditure</b>	£482,841	£425,890
<b>Total expenditure</b>	<b>£1,904,923</b>	<b>£1,975,730</b>
<b>Carry forward (to)/from Renewals &amp; Refurbishment Fund</b>	(£136,673)	(£116,017)

<b>Total visits</b>	<b>276,444</b> (Easter = 16 April)	<b>285,148</b> (Easter = 1 April)

#### 4. The LC

- 4.1 The operation of the LC was transferred under a partnership arrangement to Freedom Leisure Ltd on the 1<sup>st</sup> of October 2018. However this report will detail the final 6 months under the outgoing arrangement with Bay Leisure Ltd (1<sup>st</sup> April to 30<sup>th</sup> September 2018) and the first 6 months under Freedom Leisure Ltd (1<sup>st</sup> October 2018 to 31<sup>st</sup> March 2019).
- 4.2 Bay Leisure's (BLL) original contract was due to expire on the 28<sup>th</sup> February 2018. To allow the procurement process to conclude there was a necessity to extend Bay Leisure's contract for a further 7 months. As part of this extension, the management fee for this period was renegotiated and factored an increase business risk to the operator for running the facility over a short period. In previous years a sinking fund was set aside by the Council for the LC, funds were not set aside during the final 7 months as it was used to cover the increased management fee.
- 4.3 Throughout the final 7 months with BLL as the operator, the Council undertook its obligations for some additional lifecycle replacement of assets as part of the premises.
- 4.4 The new arrangements at the LC with Freedom Leisure from 1<sup>st</sup> October 2018 are on a fully repairing basis under the lease, an improved long-term position for the Council from a liability perspective.
- 4.5 Following Freedom Leisure commencing operation of the LC on 1<sup>st</sup> October 2018, the mobilisation period was a success. The key focus for this period was to maintain an uninterrupted service from public perspective and maintain current income levels, controlling costs. All eligible BLL staff were transferred to Freedom under TUPE, which was managed professionally and successfully between parties. In addition, a vast amount of business data and system transfer had to be completed, which was managed between parties successfully.
- 4.6 Within the first 6 months of the contract, a £600,000 refurbishment to the fitness suite commenced, seeing the very latest high spec gym equipment and fitness technology introduced.
- 4.7 The previous LC General Manager became the new Area Manager for the Swansea Contract and a new General Manager was appointed following an Freedom Leisure recruitment process.
- 4.8 A new Active Communities Manager position has been introduced to the Swansea contract. The post will endeavour to grow the vast range of existing

programmes and develop new programmes which encourage the hard to reach and inactive communities and groups to maintain an active and healthy lifestyle.

- 4.9 The Active Communities Manager will lead on the Active Communities Development Plan, working alongside the Councils Sport and Health section to support those areas and hard to reach groups where access to opportunities is not great. Through priorities and programmes identified within the plan there's an impact on the Sport Wales' vision and Community Sport Strategy priorities and a contribution to delivering key outcomes within the Wellbeing of Future Generations Act
- 4.10 The LC maintenance team has expanded its remit and now covers all sites across the contract for general maintenance tasks. An Area Technical Manager has been appointed to cover the portfolio.
- 4.11 The LC received recognition from Trip Advisor with the Travellers Choice and Centre of Excellence awards in 2018. The LC is ranked in the top 5 best waterparks in Europe at present.
- 4.12 The LC and Community Leisure Centres will be reported together with the future (19/20) report as they are all managed by Freedom Leisure under the one contract. For now, the reporting for both BLL and Freedom Leisure for 18/9 are presented within Table 3 in respective columns, with a total combined performance that can be more easily compared with the 17/8 position. It is not intended to make representative comparison between operators performance, as the periods provide different opportunity and challenges, as April-Sept covers the summer holiday periods, and also New year period is included in one but not the other, which is expectantly high for membership sign up.
- 4.13 Income comparison between period periods is down by approx. 2.1%, considered negligible considering the potential impact of transferring a multi-million pound operations in year. Water Park and fitness continue to be key contributors, with waterpark income marginally up on 17/18 by 5.1%
- 4.14 Expenditure was tightly controlled and 18/19 was within £5k of the previous year.
- 4.15 The Councils contribution and liability altered in-year 18/9, therefore additional columns in Table 3 show total costs to the Council between period and in comparison between BLL and Freedom Leisure
- 4.16 Whist Councils management fee for 18/19 was higher overall when compared to 17/18, this reflected the renegotiated position with BLL as covered in 4.2 and the increased risk to the operator. Overall cost to the Council decreased by 11.4% between 17/8 and 18/9. Further savings under the new arrangements with Freedom are anticipated in current and future years.

4.17 There was a marginal decrease in overall recorded visitor numbers by 6%, but gym membership increased by 135, a 4.3% Net gain in members at year end.

4.18 LC Performance (Table 3)

<b>LC</b>	<b>2017/18</b>	<b>BLL 2018/19 (1 April to 30 Sept)</b>	<b>Freedom Leisure 2018/2019 (1 Oct to 31 March)</b>	<b>2018/9</b>
<b>Edge (Water park)</b>	<b>£1,254,548</b>	<b>£786,321</b>	<b>£532,663</b>	<b>£1,318,984</b>
<b>Peak (Fitness Suite)</b>	<b>£1,177,931</b>	<b>£565,859</b>	<b>£557,267</b>	<b>£1,123,126</b>
<b>Core (Dry Sports)</b>	<b>£286,341</b>	<b>£129,896</b>	<b>£133,828</b>	<b>£263,724</b>
<b>Other Income</b>	<b>£705,500</b>	<b>£373,534</b>	<b>£271,198</b>	<b>£644,732</b>
<b>Total Income (Excl Mgt Fee)</b>	<b>£3,424,320</b>	<b>£1,855,610</b>	<b>£1,494,956</b>	<b>£3,350,566</b>
<b>Total Expenditure</b>	<b>£3,754,153</b>	<b>£1,959,479</b>	<b>£1,789,842</b>	<b>£3,749,321</b>
<b>Sinking Fund (Council)</b>	<b>£8,750</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>
<b>Management Fee</b>	<b>£337,996</b>	<b>£270,000</b>	<b>£162,090</b>	<b>£432,090</b>
<b>*Other Council Contribution</b>	<b>£247,479</b>	<b>£94,254</b>	<b>£0</b>	<b>£94,254</b>
<b>Total Council subsidy</b>	<b>£594,225</b>	<b>£364,254</b>	<b>£162,090</b>	<b>£526,344</b>
<b>Visitor Numbers</b>	<b>805,882</b>	<b>424,823</b>	<b>327,586</b>	<b>752,409</b>

<b>Gym Membership (as at end of period)</b>	<b>3118</b>	<b>2882</b>	<b>3253</b>	<b>3253</b>
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\*Other CCS contributions include buildings Insurance and any building renewal or replacement obligations under the outgoing arrangements

## **5. Community Leisure Centres**

- 5.1 Freedom Leisure took over the operation of the Community Leisure Centres (Penlan Leisure Centre, Penyrheol Leisure Centre, Morryston Leisure Centre, Bishopston Sport Centre, Cefn Hengoed Leisure Centre and Elba Sports Complex) from Swansea Council on the 1<sup>st</sup> October 2018. The contract for these facilities and the LC is for 19.5 years. This report details their first 6 months of operation from 1<sup>st</sup> October 2018 to 31<sup>st</sup> March 2019 .
- 5.2 This is the first time these facilities have been included within this report, and therefore no comparative partnership data is available and will feature in subsequent annual reports
- 5.3 A successful mobilisation period was completed with the key focus being to maintain an uninterrupted public service, and joint use provision at all facilities and school sites, by maintaining current income levels and controlling costs.
- 5.4 A key part of the mobilisation was the transferring of 75.5 Full Time Equivalent members of staff to Freedom Leisure, which was undertaken successfully on agreed terms as set out by the preceding procurement process and in liaison and cooperation with the Joint Trade Unions, which now deal with Freedom Leisure directly and meet regularly or as required.
- 5.5 Furthermore, as a number of the Community site are joint use, school relationships have been established and processes for future sustained communication between Schools and Freedom discussed. In some cases, communication pathways have been identified and regular meetings set, others are likely to follow similar models.
- 5.6 £5.16M Capital Investment has been allocated from prudential borrowing to deliver significant investments and deal with backlog maintenance across all facilities, including the LC. Works will be complete within the first 2 years of the contract, the major works on dual use sites will be completed during School holidays. Significant progress of planning and project development was delivered within the first 6 months of the contract, as projects were anticipated to complete between June 2019 and May 2020.
- 5.7 Each facility has slightly different arrangements in relation to proposed legal occupancy, with the principles of Penlan Leisure Centre, Penyrheol

Swimming Pool and the Elba Sports complex being under a fully repairing lease as Freedom have exclusivity. The remaining dual school use facilities are likely to be under licences to operate or partial leases owing to the joint use nature of the buildings which can't provide exclusivity.

- 5.8 In order to ensure continued compliance within the joint use sites, Freedom Leisure have a service level agreement (SLA) with the Council's Corporate Building Services for mechanical and electrical annual service contracts for specific mechanical and electrical elements which are joint with us. This is to ensure the plant equipment that is the responsibility and services both the schools and Freedom Leisure sites are serviced by one contractor and have continued compliance to the necessary standard.
- 5.9 In a collaborative bid to Welsh Government, the Council, Freedom Leisure, Cefn Hengoed School and the Swans Community Trust have developed a master plan for significant investment and improvement to Cefn Hengoed Leisure Centre and the schools PE facilities. The scheme is likely to continue to develop through 2019/20, seeking additional and significant funding through the premier league as a further showing of effective collaboration and partnership working.
- 5.10 In line with their bid submission, a management fee of £802,506 was paid to Freedom Leisure for October 18 to March 19 for the Community Leisure Centres.
- 5.11 Total visitor numbers for the Community sites in the 6 month period was 644,194 and with a gym membership of 4943 members
- 5.12 The operation of the Leisure Centres is now considered to be treated as one contract. A combined management fee was paid to Freedom of £162,090 (LC) and £802,506 (Community), totalling £964,596 for period 1<sup>st</sup> October 2018 to 31<sup>st</sup> March 2019.
- 5.13 The required management fee is linked directly to the anticipated level of subsidy required for the operation of the services, i.e. total expenditure less total income. Within period October to March expenditure totalled £3,848,590 and income totalled £2,901,051, therefore the actual required subsidy for the period was £947,539, and was within 2% of submitted business plan bid and management fee paid. Over/under performance to contract will be monitored over the required annual periods and dealt with under the relevant clauses of the contract to adjust future management fees or share surplus.
- 5.14 Combined with the LC, the membership base of Freedom leisure centres is 8196, a considerable large proportion of the city's population, and considering the growing and competitive gym and fitness offering nearby. With the future investments, introduction of a Citywide offer, Freedom anticipate this growing in line with their performance to enable sustainable delivery for the planned reduction in Council management fee and ensuring that the facilities continue to drive visitor numbers and be key contributors for Swansea being an Active and Healthy city.



## 5.15 Community Leisure Centre Performance (Table 4)

	2018/2019 (1 <sup>st</sup> October to 31 <sup>st</sup> March)					
	Penlan	Penyrheol	Morrleston	Bishopston	Cefnhengoed	Elba
<b>Total Income</b> (Excluding Management Fee)	£471,608	£479,472	£245,516	£134,596	£35,019	£39,884
<b>Total Expenditure</b>	£705,677	£607,670	£408,850	£187,588	£81,403	£67,560
<b>Management Fee</b>	£290,460	£115,734	£217,836	£78,846	£61,080	£38,550
<b>Total Use</b>	154,605	218,620	160,408	58,226	32,627	19,698
<b>Gym Membership</b>	1,870	1,611	767	505	190	N/A

## 6. Plantasia

- 6.1 Parkwood Leisure Ltd were awarded a 15-year contract to operate Plantasia in 2019. They took over the operation from the Council on the 1<sup>st</sup> of February 2019.
- 6.2 Following on from the planned January closure of Plantasia for annual maintenance and safety works. Plantasia remained closed until April 2019 in order for Parkwood Leisure to carry out some significant capital works and clear some of the backlog maintenance. This was enabled by prudential borrowing through the Council and a sum of £1.1 was agreed to be invested as part of the arrangements.
- 6.3 In 18/19, a key element of the mobilisation period was the transferring of 7.5 Full Time Equivalent members of staff to Parkwood Leisure, which was undertaken successfully on agreed terms as set out by the preceding procurement process and in liaison and cooperation with the Joint Trade Unions, which now deal with Parkwood Leisure directly and meet regularly or as required.
- 6.4 As the operation of the facility did not commence until April 2019. Plantasia will not be reported on within this report. Parkwood Leisure's first year of operation will be reported on in the 2019/2020 partnership report.

## 7. Other Partnership Facilities

- 7.1 The Local Authority has a number of other successful partnership arrangements with Leisure facilities. The most significant of these are the Swansea Indoor Bowls Centre and Swansea Tennis Centre.

- 7.2 The performance of each of these sites individually indicates a productive partnership with benefits to Swansea Council, management partners and Swansea residents and visitors.
- 7.3 As with the previously mentioned key partnership sites, each agreement is operated in differing ways in terms of monitoring, data collection and facility operation. The flexible approach allows the partnership to operate in the most appropriate way, given the resources of partners, scale of operation and needs of the customers.
- 7.4 Swansea Indoor Bowls enters its 6<sup>th</sup> year as a limited company. They operate under a fully repairing lease agreement and the Council provides zero subsidy towards the operation of the Bowls Stadium.
- 7.5 Swansea Indoor Bowls Club is largely reliant on membership subscriptions and indoor rink fees. Annual membership has remained at around 650 since the Stadium opened in 2008, but in 2018/19 boasting a healthy total of 693 members and a 6.6% increase. This figure (as with previous years) represents a retention level of roughly 85% with 15% accounting for new members.
- 7.6 The club has 170 teams participating in the club's leagues, which compares very favourably with other bowls stadia. The club also boast a thriving ladies section and a large group of visually impaired bowlers who compete, with success, in the regular league.

Unlike other clubs, Swansea Indoor Bowls Stadium remains open between April and August due to the ongoing success of their summer leagues, which in 2019 saw 2509 participants.

- 7.7 The Board Members responsible for the day-to-day running of the stadium continue to invest in the facility. In 2019 a new underlay was installed and the existing carpet was cleaned and relayed at a cost of over £15,000. The unreliable heating system in the main green underwent a significant overhaul. These has been achieved without having to increase fees, which have remained the same for the past 5 years.
- 7.8 Whilst the club once again reported losses in 18/19, these were considerably less than in 17/18 and once again, reflect the necessary long term repair costs of the aging asset. The company will again capitalise spend as necessary and may need to fund major repairs from the capital reserve held.
- 7.9 Tennis Swansea 365 (TS365) are the operators of Swansea Tennis Centre. They operate under a fully repairing lease and the Council provide zero subsidy towards the operation of the facility.
- 7.10 TS365 provide a sustainable business model and service, delivering Tennis for Swansea. The facility has a thriving busy programme that caters for all ages and abilities; they are known as a Regional Performance Centre and are often used as a benchmark or case study for similar facilities across the UK.

- 7.11 The Tennis Centre is the host of numerous successful events that bring children from across the County to participate in Tennis. Including the Tennis Festival organised by South Wales Police and both the Annual Summer Tennis Competition and the Development Festival organised by the Councils Cultural Services AYP officers.
- 7.12 The financial performance of the Tennis Centre was a near break-even position in 18/19, a significant improvement on the 17/18 position. Junior and adult course income remained strong contributors to income bottom line, bringing income up by approximately 17% overall.
- 7.13 With a growing programme and more demanded product staff costs continue to rise and are up 20% on the previous period, but overall expenditure being controlled elsewhere and total expenditure only increased by 3.4% on the previous year.
- 7.14 Total visitor numbers show a small decrease from the previous reported period, down 4%, but with increased registered members to Ace Fitness up over 2000.
- 7.15 **Other Partnership financial information (Table 5).**

<b>Swansea Indoor Bowls Stadium</b>	<b>2017/18</b>	<b>2018/19</b>
<b>Bowls Income</b>	<b>£100,449</b>	<b>£94,636</b>
<b>Bar &amp; Catering Income</b>	<b>£25,263</b>	<b>£17,127</b>
<b>Other Income</b>	<b>£14,134</b>	<b>£19,902</b>
<b>Total Income</b>	<b>£139,846</b>	<b>£131,665</b>
<b>Staff Costs</b>	<b>£39,523</b>	<b>£39,295</b>
<b>Building and Maintenance</b>	<b>£131,286*</b>	<b>£50,333</b>
<b>Other Expenditure</b>	<b>£54,612**</b>	<b>£67,084***</b>

<b>Total Expenditure</b>	<b>£225,421</b>	<b>£156,712</b>
<b>Total Use</b>	<b>67,547</b>	<b>64,796</b>

2017/2018 - \*£56k Capitalised expenditure. \*\*£35k Utilities and cleaning costs  
2018/2019 - \*\*\*£42k Utilities and cleaning costs

<b>Swansea Tennis Centre</b>	<b>2017/18</b>	<b>2018/19</b>
<b>Junior Course Income</b>	<b>£119,746</b>	<b>£153,423</b>
<b>Adult Course Income</b>	<b>£14,930</b>	<b>£27,216</b>
<b>Other Income</b>	<b>£157,659</b>	<b>£162,176</b>
<b>Total Income</b>	<b>£292,335</b>	<b>£342,815</b>
<b>Staff Costs</b>	<b>£96,070</b>	<b>£116,242</b>
<b>Repairs and Maintenance</b>	<b>£10,929</b>	<b>£5,307</b>
<b>Other Expenditure</b>	<b>£223,635</b>	<b>£220,529</b>
<b>Total Expenditure</b>	<b>£330,634</b>	<b>£342,079</b>
<b>Total Ace Fitness Members</b>	<b>1613</b>	<b>2088</b>
<b>Total Usage</b>	<b>55,978</b>	<b>68,076</b>

## **8. Monitoring Arrangements**

8.1 Officers will continue to monitor these facilities to ensure that they are complying with the terms of the various agreements and leases that are in place, as well as to ensure that they are contributing towards the objectives of the Council's ambitions as identified in the agreed Policy Commitments. Of particular interest are the contributions made to:

- The City of Sport and Culture
- Well-being of Future Generations
- A Healthy City
- Area of inequality
- The support of the tourism economy
- Creating an Active and Healthy Swansea

## **9. Summary**

9.1 This report identifies the various agreements that are in place with each of the key partners operating Leisure and Cultural Services. The report also highlights the rationale for the variations due to the differing circumstances and requirements of other bodies involved in each partnership.

9.2 With the differing models it is also clear that standardising monitoring and reporting is not straight forward, but measures are taking place to use the accepted good practice, based upon compliance to the relevant agreement and performance management.

9.3 This report is also a mechanism of identifying the successes and challenges and a transparent approach to displaying the delivery of services by the various partnerships, the outcomes and the cost of supplying those services.

9.4 It also demonstrates that the Council is challenging the partners to maintain quality and improved services to which all partners reported are working towards delivering and achieving such improvements.

## **10. Equality and Engagement Implications**

10.1 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. Any changes of service or introduction of new services are subject to the Council EIA process. This includes partnership operations of key facilities within the Cultural Services portfolio. EIA's have been or will be undertaken when appropriate.

**11. Legal Implications**

11.1 There are no specific legal implications at this stage.

**12. Financial implications**

12.1 There are no specific financial implications.

**Background Papers:** None.

**Appendices:** None

# Agenda Item 14.



## Report of the Cabinet Member for Environment and Infrastructure Management

Cabinet – 19 March 2020

### Financial Procedural Rule 7 (FPR7) Capital Allocation to Highway Infrastructure Assets 2020-21

<b>Purpose:</b>	To confirm the Capital Work Programme for highway infrastructure assets.
<b>Policy Framework:</b>	The Revenue and Capital budget as reported to and approved by Council on 5 <sup>th</sup> March 2020.
<b>Consultation:</b>	Access to Services, Finance, Legal.
<b>Recommendation(s):</b>	It is recommended that:  1) The proposed indicative allocations, together with the Financial Implications set out in <b>Appendix A</b> , are approved and included in the Capital Programme.  2) Authority is delegated to the Head of Service for Highways and Transportation with agreement of the Cabinet Member for Environment and Infrastructure Management to prioritise, finalise and allocate funding to the appropriate schemes in line with the prioritisation approach detailed in this report.  3) The 5 year Highway Forward Programme of Works is approved.
<b>Report Authors:</b>	Bob Fenwick/Stuart Davies
<b>Finance Officer:</b>	Ben Smith
<b>Legal Officer:</b>	Debbie Smith
<b>Access to Services Officer:</b>	Rhian Millar

#### 1. Introduction

- 1.1 At its meeting of 5th March 2020, Council approved the Revenue and Capital Budget for 2020/21. The Capital budget included an allocation of **£3.375m** for highway and infrastructure assets.

- 1.2 An allocation of **£1.4m** has been received to help tackle the backlog of highway maintenance based on the evidence in the Highways commissioning report.
- 1.3 An allocation of **£1.5m** has been received for additional Capital maintenance funded from insurance reserves.
- 1.4 In addition to Council capital funding, the Welsh Government has indicated that it will allocate **£1.190m** as a Capital Grant to assist with the backlog of outstanding highway works. Notification of the funding and the indicative settlement was provided by WLGA but a formal letter has yet to be received (at the time of writing this report). Approval for the expenditure is sought subject to confirmation by Welsh Government.

## **2. Capital Programme**

The City and County of Swansea's infrastructure is in need of significant investment and there is a significant backlog of works. The Authority is continuing to develop programmes of work based on the principles agreed as part of the all Wales Asset Management Project. This will ensure spending is targeted based on a whole life cost approach which will minimise financial and service demands.

- 2.1 The Authority considers a variety of different methods of repair and uses assessment approaches agreed across Wales. This enables decisions on the most efficient and effective approaches for managing the network based on a mix of preventative, reactive and planned maintenance works. The core funding is allocated to the highway capital programme (2020-25) which was developed with these principles.
- 2.2 The scheme prioritisation approach provides a framework whereby any additional funding will enable schemes in the 5 year plan to be brought forward for completion. These will be selected using the same asset management approach used to produce the forward works programme. There will be a split of approximately 60/40 between corrective work (e.g. resurfacing a road in poor condition) and preventative work (e.g. extending the life of a road in average condition). Carriageway and footway schemes will be selected based on a review of factors such as network importance, condition, network use and likely deterioration. A score for each assessed road will be calculated and the highest scoring schemes will be programmed. This prioritisation will be balanced by the need to give cost effective packages of work of similar types (for instance, surface dressing requires a minimum quantity of work to be cost effective when considering site set up costs).

## **3. Key Proposals**

- 3.1 It is critical to ensure that investment in the highway network is sustained to minimise future deterioration. A steady state figure calculated to stop further deterioration of carriageways alone is £6.4m per annum with a



backlog at over £70m (2019). Total internal investment this year for is approximately £6.275m. In addition a £1.190m Welsh Government Grant has been awarded in response to the identified backlog of repairs required on Swansea's Highways (awaiting formal confirmation). There is also a significant backlog of works to refurbish footways.

**4. Allocation of the £3.375m Infrastructure Allocation.**

The core allocation will fund the following priorities.

- 4.1 This allocation funds the first year of the 5 year programme of carriageway works. This year is the first year of the new programme for 2020-25 and is available at <http://www.swansea.gov.uk/highways> and attached as Appendix B. There may be some minor changes to this programme during the year as schemes may have been brought forward or pushed back for example to coordinate with utility works.
- 4.2 The continuation of the PATCH programme of minor resurfacing works which is complimentary to the main carriageway resurfacing programme will continue on a ward by ward basis.
- 4.3 This allocation funds the first year of the 5 year programme of footway works. The list of schemes planned is included in the published programme for 2020-25. The detail of the proposed schemes can be accessed at <http://www.swansea.gov.uk/highways> and attached as Appendix B.
- 4.4 There are significant funding challenges for maintaining the bridges and structures as there are 147 bridges, 48 culverts, 11 subways and 3 gantries within highway ownership. The programme to update bridges has been prepared to reflect requirements on strategic routes and those where strengthening is required.
- 4.5 The condition of highway and council owned retaining walls continues to give cause for concern. There is a need to carry out proactive works to prevent others from failing. There are currently 4441 retaining walls on the asset register with an approximate total length of 13.5km.
- 4.6 The river Tawe barrage infrastructure requires sustained investment to ensure operations associated with Marina and other waterside activities are maintained.
- 4.7 Street lighting infrastructure remains a cause for concern. A testing regime has been put in place to identify lighting columns at risk, and this resulted in a significant number of columns being removed. A large number of these columns have been replaced however there around 1600 columns currently cut down and testing has identified further columns that need to be removed and replaced.
- 4.8 Longstanding works to reduce flooding on the highway will be implemented across the Authority. This will include specific works on several culverted

watercourses. This element of the budget will also be used as match funding where Welsh Government funding streams are available.

- 4.9 An allocation has been made to deal with maintenance to Authority owned paved and surfaced areas that are in the public realm (non-Housing/Education). This is aligned with the “corporate ownership of assets”. Highways & Transportation will maintain the safety of these areas as problems are identified on a prioritised basis. This allocation also includes for providing emergency strips on a one off basis where there are life threatening emergencies on un-adopted privately maintain highways (excluding private streets).
- 4.10 A programme to undertake capital maintenance on highway safety barriers. The funding for barriers will focus on repair and renewal on a reactive/ as identified basis.
- 4.11 Damaged sections of the coastal defences require investment to prevent further damage and to repair ongoing damage caused by winter storms. The allocation also includes provision to investigate flood risks as identified by the Flood Risk Management Plan.
- 4.12 An allocation has been made to allow design of improvement schemes to facilitate draw down of any additional grant or Capital.

## **5. The £1.4m Investment To Reduce The Backlog Of Works**

- 5.1 This will include works on the carriageway, footway, works to tackle skid resistance, joint repairs, drainage/flooding improvements bridge replacement design work, junction improvements and safety barriers. Schemes on carriageways and footway will be prioritised on areas that give the highest concerns as described in 2.2. Other assets will be prioritised on engineering judgement.

## **6. The £1.5m Investment from reserves**

- 6.1 This will include programmes on carriageways and footways. Schemes will be brought forward from the 5 year programme. Any newly identified schemes will be prioritised as described in 2.2. A contribution towards lighting column replacement is included. Other assets will be prioritised on engineering judgement.

## **7. The £1.190m Welsh Government Grant**

- 7.1 This will be dedicated to programmes on the carriageways. Schemes will be brought forward from the 5 year programme. Any newly identified schemes on areas of highways maintenance that give concerns will be prioritised as described in 2.2.

## 8. Detail of funding allocation

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

Annual Allocation **£3.375m**

Carriageway Resurfacing	£600k
Patch	£720k
Footway Renewals	£650k
Bridges and Retaining Walls	£400k
Marina & Barrage	£75k
Street Lighting Refurbishment	£250k
Drainage/Flooding Works	£400k
Unadopted Council-Owned Streets	£50k
Car Park Resurfacing and Improvements	£50k
Safety Barriers	£50k
Coastal Defence Works and Flood Risk Management	£50k
Advance Warning Signs	£30k
Telematics Upgrades	£20k
Scheme Design	£30k
<b>TOTAL</b>	<b>£3375.00</b>

The additional **£1.4m** funds to reduce the backlog will be split as follows:

Carriageway Repairs (resurfacing schemes/joint repairs/machine patching/skid resistance)	£680k
Footway Repairs	£270k
Safety Barriers (including marina railings)	£100k
Skid Resistance improvements	£50k
Joint Repairs	£50k
Drainage Improvements	£100k
Junction Improvements	£50k
Bridges Design of Capital replacement schemes	£100k
<b>TOTAL</b>	<b>£1,400K</b>

The additional **£1.5m** funds from reserves will be split as follows:

Carriageway Repairs	£1100k
Footway Repairs	£300k
Street Lighting Refurbishment	£100k

The additional Welsh Government grant **£1.190m**

Carriageway Repairs (resurfacing schemes/joint repairs/machine patching/skid resistance)	£1,190k
<b>TOTAL</b>	<b>£1,190k</b>

8.2 The full additional programme for carriageways and footways supported by the increased funding will be made available online once complete and approved by the Cabinet Member. With all highways programmes it should be noted that some variation should be expected during the year due to issues like statutory undertakers works, accelerated deterioration etc.

## 9. Equality and Engagement Implications

9.1 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.

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

## 10. Financial Implications

10.1 **Capital** - The cost of the Highways and Other Infrastructure works for 2020/21 funded by the Authority's own resources amounts to £6.275m. Details are set out in **Appendix A**.

10.2 **Capital Grant** - The Welsh Government have awarded a Grant of £1.19m relation to Highways Capital Works. As noted in paragraph 1.4 formal notification of this grant has yet to be received from WG.

10.3 **Revenue** - Future maintenance expenditure will be met from respective Revenue Service budgets. An effective capital investment programme will help reduce future revenue pressures.

## 11. Legal Implications

11.1 This investment will assist the Authority in discharging its statutory duty to maintain the Highway. All Procurements and Contracts intended to be let in respect of the above Schemes will need to be in accordance with current UK Legislation and EU Directives as well as complying with the Council's Contract Procedure Rules.

**Note:** As per paragraph 1.1 approval for this report is sought pending the approval of the Capital budget at Council on the 5<sup>th</sup> March and confirmation of the Welsh Government Grant.

**Background Papers:** None

**Appendices:**

Appendix A Financial Implications: Summary

Appendix B Highway Maintenance Forward Programme of Works 2020 to 2025

**FINANCIAL IMPLICATIONS : SUMMARY**

Portfolio: PLACE

Service : HIGHWAYS AND OTHER SERVICES

Scheme : HIGHWAYS AND OTHER INFRASTRUCTURE ASSETS CAPITAL MAINTENANCE

1.1. CAPITAL COSTS	Memo	Memo	Memo	Memo	2020/21 Capital Programme			
	2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000	2022/23 £'000	2023/24 £'000	TOTAL £'000
<u>Expenditure</u>								
<b>Highways and Other Infrastructures</b>								
Carriageway resurfacing	1,335	1,370	1,251	750	600			600
Carriageway Resurfacing - PATCH	0	0	0	600	720			720
Footways	650	650	650	650	650			650
Bridges/Retaining walls	456	400	400	400	400			400
Marina barrage	65	65	65	75	75			75
Street lighting refurbishment	250	250	250	250	250			250
Dropped crossings	20	20	0	0	0			0
Drainage works	400	400	400	400	400			400
Safety barriers	50	50	50	50	50			50
Cycle ways	30	30	30	30	0			0
Unadopted Council owned Streets	100	65	65	50	50			50
Car park resurfacing/improvements	20	20	20	20	50			50
Coastal Defence Works	100	100	100	50	50			50
Urgent Infrastructure budget	0	56	44	0	0			0
Advance Warning Signs	0	0	30	30	30			30
Telematics Upgrades	0	0	20	20	20			20
Capital Scheme Design	0	0	0	0	30			30
Invest To Save	1,000	1,000	1,000	0	1,400			1,400
Invest To Save Lighting	0	0	0	0	100			100
Backlog Funding	0	0	1,400	1,400	1,400			1,400
Capital Grant	0	0	1,786	1,187	1,190			1,190
<b>EXPENDITURE</b>	<b>4,476</b>	<b>4,476</b>	<b>7,561</b>	<b>5,962</b>	<b>7,465</b>	<b>0</b>	<b>0</b>	<b>7,465</b>
<u>Financing</u>								
Own resources	3,476	3,476	4,775	4,775	4,775			4,775
Insurance Fund	1,000	1,000	1,000	0	1,500			1,500
WG Grant Funding			1,786	1,187	1,190			1,190
<b>FINANCING</b>	<b>4,476</b>	<b>4,476</b>	<b>7,561</b>	<b>5,962</b>	<b>7,465</b>	<b>0</b>	<b>0</b>	<b>7,465</b>
<b>1.2. REVENUE COSTS</b>	<b>2016/17 £'000</b>	<b>2017/18 £'000</b>	<b>2018/19 £'000</b>	<b>2019/20 £'000</b>	<b>2020/21 £'000</b>	<b>2022/23 £'000</b>	<b>2023/24 £'000</b>	<b>FULL YEAR £'000</b>
Service Controlled - Expenditure								
Employees	)							
Maintenance	)							
Equipment	)							
Administration	)							
<b>NET EXPENDITURE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>			<b>0</b>

# Highway Maintenance Forward Programme Of works 2020 to 2025



# Highway maintenance programme of works 2020—2025

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# Highway maintenance programme of works 2020—2025

## Introduction

Swansea Council is the Highway Authority for all non-trunk roads maintainable at the public's expense within the county of Swansea.

The network includes 1108 kilometres of carriageway, 1500 kilometres of footway, >28000 lighting units, 216 structures and 39053 drainage units with an estimated carriageway value in excess of £1.4 billion.

Currently the revenue and capital budgets for the carriageway network which is our largest major asset are less than the minimum figure needed to provide a steady state condition or arrest the anticipated deterioration in future years.

Currently the back log of outstanding work is greater than £70m, and the current funding allows us to resurface / surface dress up to 47km of carriageway per year. This would allow the recommended treatment option for an individual road to occur every 24 years based on current funding levels providing no further deterioration occurs. It is calculated that the budget required to maintain steady state for carriageways alone is £6.4m

Considering the current condition of some parts of the highway network, the deficit in funding and the effect if climate change and increasing numbers of severe weather events, it is anticipated that there will be a noticeable increase in the deterioration of the network.

This programme shows the works planned for the years 2020 through to 2025. As stated earlier the works have been selected based the principles of the code of good practice for highway maintenance. It encompasses works to carriageways, footways, drainage, bridges, culverts, retaining walls and public lighting.

Prioritisation has been based on many factors including condition, network importance, maintenance priority, public & political concerns and active travel contributions.

The budget is split between preventative and reactive maintenance and progress is reported each year in an annual status option report.

The programmes listed on the following pages may be subject to change, due to external forces e.g. utility works, changes of funding, rate of deterioration etc., if there are any significant changes, an updated programme will be issued accordingly.

The drainage programme cannot always be based on condition alone a five year programme is not as straight forward as that of carriageway, footway, lighting and structures. Drainage requirements are often reactive due to flooding and this is reflected in the current programme of work presented in this document and a higher proportion of unallocated contingency sums.

Currently we set a contingency budget of 20% of the current annual budget to allow for accelerated deterioration and other issues identified due to external influences.

# Highway maintenance programme of works 2020—2025

## How do we maintain condition?

We assess overall condition using:

<b>Regular inspections</b>	These can be set as required from weekly up to annually.
<b>Annual surveys</b>	Using specialist equipment – these include a mixture of mechanical and visual surveys which provide detailed information about the condition of roads.
<b>Visual surveys</b>	Coarse visual or detailed visual inspections are carried out by competent and trained officers. The inspections are carried out as per policy and details recorded and actioned accordingly
<b>Scrim</b>	“Sideway-Force Coefficient Routine Investigation Machine” surveys are used to Measure the skid resistance over extensive stretches of a road network. Identify areas of poor surface friction on road networks. Make informed decisions for maintenance priorities. Plus if requested assist in the Test road accident locations
<b>Scanner</b>	<p>Scanner is the name given to “Surface Condition Assessment for the National Network of roads” and is a specification for automated road carriageway condition surveys. It provides a consistent method of measuring carriageway surface condition and supports the requirements of highway maintenance as follows:</p> <ul style="list-style-type: none"><li>a) Develops detailed knowledge of current condition along with value</li><li>b) Replaces CVI &amp; DVI surveys and can define optimum treatment selection along with prioritisation and minimise whole life cost maintenance</li><li>c) Provides a basis for indicative treatment selection and budget estimation and is a useful tool in planing network maintenance</li><li>d) Provides indication of overall condition of defined network and replaces surveys such as Deflectograph and CVI</li><li>e) Identify specific lengths or areas of carriageway to establish trends in road maintenance condition</li></ul>

# Highway maintenance programme of works 2020—2025

**Reports** From councillors, parish councils and community groups

**Reports** From residents – anyone can report a problem on our roads through numerous ways.

**Referrals** From internal maintenance teams

We use the data to find out the most cost effective type of repair and prioritise schemes.

We acknowledge there is a substantial backlog and not all roads in poor condition are included in this programme. Therefore all adopted Carriageways and Footways are subject to safety inspections and the frequency of these inspections is determined as per our policy.

All defects identified are recorded, reported, categorised and prioritised for repair as per guidelines set out in the previously mentioned Code of Good Practice.

# Highway maintenance programme of works 2020—2025

## Carriageway Schemes

WARD NAME	NUMBER	ROADS	PROGRAMME YEAR
CASTLE	A4118	DYFATTY ST (NORTH BOUND)	2020/21
CASTLE	B4290	GUILDHALL ROAD SOUTH	2020/21
CLYDACH	B4603	HIGH STREET	2020/21
COCKETT	B4295	CWMBACH ROAD (YSTRAD ROAD TO CWM CLYD)	2020/21
FAIRWOOD	C157	TIRMYNYDD ROAD SOUTH OF CATTLE GRID TO B4271	2020/21
GOWER	B4271	LLETHRYD EAST ALONG B4271 (Y1708/Y1716/Y1736/Y1737) TO JUNCTION WITH B4271 UPPER KILLAY	2020/21
GOWERTON / KINGSBRIDGE	B4296	VICTORIA ROAD / MILL ST (FROM POINT NEAR HARVESTER TO TRAFFIC LIGHTS AT GORWYDD RD "B4295")	2020/21
LLANGYFELACH	UC	HEOL Y TWYN	2020/21
LLANSAMLET	A48	SAMLET ROAD (FROM NUMBER 54 TO CHURCH ROAD)	2020/21
MORRISTON	ZC4	PARRY ROAD	2020/21
MORRISTON	C4	VICARAGE ROAD (A48 TO PARRY ROAD)	2020/21
MYNYDDBACH / PENDERRY	UC	CRWYS TERRACE (OVERLAP WITH MYNYDDBACH WARD)	2020/21
PENYRHEOL	UC	HEOL CRWYS	2020/21
PENYRHEOL	UC	LLANNANT ROAD	2020/21

## Highway maintenance programme of works 2020—2025

PENDERRY	UC	JOHN PENRY CRESCENT	2020/21
PENNARD	UC	BEAUFORT GARDENS, KITTLE	2020/21
PENNARD	UC	DEEPSLADE CLOSE	2020/21
PENNARD	UC	EASTERFIELD DRIVE (OUTSIDE NUMBER 32 & AFTER NUMBER 12 ONLY)	2020/21
PENNARD	UC	LINKSIDE DRIVE (FROM SHOP TO PENNARD ROAD)	2020/21
PENNARD	UC	MEADOWCROFT	2020/21
PENYRHEOL	UC	PENCEFNARDA RD (FRAMPTON RD TO PENYBANC LANE)	2020/21
PENYRHEOL / GORSEINON	B4296	PONTARDULAIS ROAD (FRAMPTON RD TO ALEXANDRA RD ( <b>SECTION ONE - BRYNTEG RD TO HEOL Y MYNYDD</b> ))	2020/21
SKETTY	UC	PARK WAY (JASMINE CLOSE TO GOWER ROAD)	2020/21
SKETTY	A4118	GOWER ROAD (247/249a TO BEACONSFIELD WAY & BEACONSFIELD WAY HENDREFOILAN DRIVE)	2020/21 & 2021/22
COCKETT / TOWNHILL	UC	GORS AVENUE (COCKETT ROAD TO GWENT ROAD)	2020/21
UPLANDS	UC	GLANBRYDAN AVENUE (LLYTHRID AVE TO BERNARD STREET)	2020/21
UPLANDS	B4290	GUILDHALL ROAD SOUTH	2020/21
UPLANDS	UC	THE GROVE	2020/21
WEST CROSS	UC	BETTSLAND (SA3 5PH) ROAD FROM 178 CHESTNUT AVENUE TO 12 NORTHERON & ROAD FROM CHESTNUT AVENUE TO NOS 164 TO 178	2020/21

## Highway maintenance programme of works 2020—2025

WEST CROSS	UC	GRANGE CRESCENT (START POINT OUTSIDE NUMBER 11 GRANGE RD)	2020/21
<b>WARD NAME</b>	<b>NUMBER</b>	<b>ROADS</b>	<b>PROGRAMME YEAR</b>
BONYMAEN	C11	CARMEL ROAD (COLWYN AVENUE TO CRYMLYN ROAD "HALFWAY PUB")	2021/22 & 2022/23
CASTLE	B4290	WELCOME LANE	2021/22
COCKETT	UC	HEOL CERI	2021/22
COCKETT	UC	MIDDLE ROAD (COURTLANDS WAY TO MAES Y FELIN)	2021/22
DUNVANT	C156	KILLAN ROAD (PRIORS CRESCENT TO FAIRWOOD ROAD)	2021/22
GOWER	UC	WOODLANDS HOUSE LANE - U/S-Y2067, Y2064 (RIVERSIDE)	2021/22
GOWERTON	UC	BRYN CLOSE	2021/22
GOWERTON	UC	CEDAR CLOSE	2021/22
LANDORE	UC	TREWYDDFA ROAD	2021/22 & 2022/23
LLANGYFELACH	A48	SWANSEA ROAD (CLORDIR ROAD TO PARC PENDERI)	2021/22
LLANSAMLET	UC	FFORDD DAWEL	2021/22
LLANSAMLET	UC	LON CARREG BICA, BIRCHGROVE	2021/22
LLANSAMLET	UC	TRALLWN ROAD (BETHEL ROAD TO MAES YR HAF)	2021/22
LLANSAMLET	UC	TRALLWN ROAD (MAES YR HAF TO CRYMLYN ROAD)	2021/22
LLANSAMLET	A48	UPPER FFOREST WAY ROUNDABOUT (SAMLET RD / CLASE RD / VALLEY WAY / UPPER FFOREST WAY)	2021/22

## Highway maintenance programme of works 2020—2025

MORRISTON	UC	HEOL EIRLYS	2021/22
MORRISTON	UC	HEOL Y RHEDYN	2021/22
MORRISTON	B4603	MARTIN STREET	2021/22
MORRISTON / MYNYddbACH	UC	MYNYDD GARNLLWYD ROAD (FROM NUMBER 240 TO TREWYDDFA RD)	2021/22 & 2022/23
MORRISTON / MYNYddbACH	UC	TREWYDDFA ROAD	2021/22 & 2022/23
MYNYddbACH	B4489	LLANGYFELACH ROAD (HEOL GWYROSYDD TO PARKHILL RD)	2021/22 & 2022/23
MYNYddbACH	UC	TREWYDDFA ROAD (MYNYDD GARNLLWYD ROAD TO LLEWLLYN PARK DRIVE)	2021/22 & 2022/23
NEWTON	C161	MURTON LANE	2021/22
OYSTERMOUTH	UC	WALTERS CRESCENT	2021/22
OYSTERMOUTH	B4593	NEWTON ROAD (MUMBLES ROAD TO LANGLAND ROAD)	2021/22
PENYRHEOL	UC	HEOL CYNAN	2021/22
PENYRHEOL	UC	HEOL DYLAN	2021/22
PENYRHEOL	UC	HEOL Y NANTLAIS	2021/22
PENCLAWDD	UC	CABAN ISAAC ROAD (FROM SAINTWALLS "SA4 3JT" TO NUMBER 29) - U/S-Y1867 & Y1847 (LLOTROG)	2021/22
SKETTY	B4436	DERWEN FAWR ROAD ((4 to 38)	2021/22
SKETTY	A4118	GOWER ROAD (VIVIAN RD TO NUMBER 131 (NR GLAN YR AFON GDNS))	2021/22

## Highway maintenance programme of works 2020—2025

WARD NAME	NUMBER	ROADS	PROGRAMME YEAR
BONYMAEN / LLANSAMLET	A4217	NANTYFFIN ROAD (JERSEY RD RBT TO TESCOS)	2022/23
BONYMAEN / LLANSAMLET	UC	NANTONG WAY	2022/23
COCKETT	ZC5	KINGSWAY (YSTRAD RD TO BRUCE RD)	2022/23
COCKETT	ZC5	KINGSWAY QUEENSWAY TO BRUCE RD)	2022/23
COCKETT	UC	YSTRAD ROAD (DENVER ROAD TO CARMARTHEN ROAD)	2022/23
COCKETT / CWMBWRLA / PENDERRY	ZC8	PENTREGETHIN ROAD (ST JOHNS TO CONWAY TO MYNYDD NEWYDD ROAD)	2022/23 & 2023/24
CWMBWRLA	UC	PENFILIA ROAD	2022/23
GORSEINON	A4240	JUNCTION WITH HEOL Y MYNYDD / HIGH ST / GORSEINON RD	2022/23
LLANSAMLET	B4291	BIRCHGROVE RD (HEOL LAS TO NUMBER 311 +TREWEN RD SOUTH TO TRAFFIC LIGHTS + TRAFFIC LIGHTS TO PENIEL GREEN ROAD A4230)	2022/23 & 2023/24
MAWR	ZC159	C/S- C159 FR C159 DWR Y FELIN J W ACC RD CAPEL NEBO TO C159 (PENRHIW HSE DOWN TO RIVER BRIDGE)	2022/23
MAYALS	UC	HENEAGE DRIVE (TO FOLAND COURT)	2022/23
PENLLERGAER	A483	A483 FROM JCT 47 TO CADLE "SOUTH BOUND" (A483 FR A483 J W HOME FARM WAY ENT TO A483 J W A48 J4 )	2022/23
PENLLERGAER	A48	PONTARDULAIS ROAD (OLD INN RBT TO M4 OVER BRIDGE)	2022/23



## Highway maintenance programme of works 2020—2025

PENYRHEOL	B4296	COALBROOK ROAD (STATION ROAD TO END OF HOUSES SOUTH BOUND)	2022/23
SKETTY	A4118	GOWER ROAD (PARC WERN ROAD PASSED BRYNMILL LANE TO DE LA BECHE RD)	2022/23

WARD NAME	NUMBER	ROADS	PROGRAMME YEAR
BONYMAEN	A4217	JERSEY ROAD ROUNDAABOUT	2023/24
CASTLE	A483	CARMARTHEN ROAD (SOUTH JUNCTION WITH YSGUBOR FACH STREET TO DYFATTY CROSS LIGHTS)	2023/24 & 2024/25
CLYDACH	UC	YNYS PENLLWCH ROAD (FROM MANOR PARK ENTRANCE TO MOND RBT)	2023/24
DUNVANT	B4296	GOETRE FAWR ROAD (NUMBER 127 TO 181 DUNVANT ROAD)	2023/24
DUNVANT	ZC156	DUNVANT ROAD (HOWELLS RD TO GOETRE FAWR ROAD)	2023/24
GOWER	B4247	SCURLAGE TO ROSSILI	2023/24 & 2024/25
GOWERTON	B4295	BRYNYMOR ROAD ( B4295 TO MILL ST)	2023/24
KINGSBRIDGE	UC	CLOS LLANDYFAN	2023/24
LLANSAMLET	UC	HEOL LAS (BIRCHGROVE ROAD TO HEOL NANT BRAN)	2023/24
LOWER LOUGHOR	A4240	CASTLE STREET	2023/24
LOWER LOUGHOR	UC	TALIESIN PLACE	2023/24
OYSTERMOUTH / WEST CROSS	A4067	MUMBLES ROAD (NORTON ROAD PASSED NUMBER 422 TO NEWTON ROAD)	2023/24
OYSTERMOUTH	B4433	MUMBLES ROAD (NEWTON ROAD TO MYRTLE TCE / WESTERN LANE)	2023/24

## Highway maintenance programme of works 2020—2025

PONTARDDULAIS	B4295	PENTRE ROAD (FROM NUMBER 97 TO TRAFFIC LIGHTS AT BOLGOED ROAD)	2023/24
SKETTY	UC	SKETTY PARK DRIVE (SKETTY PARK CLOSE TO NEW MILL RD RBT)	2023/24
WEST CROSS	UC	WEST CROSS LANE (FAIRWOOD RD TO GRANGE ROAD)	2023/24

WARD NAME	NUMBER	ROADS	PROGRAMME YEAR
BISHOPSTON	C148	PYLE ROAD (BRANDY COVE RD TO RIDLEY WAY)	2024/25
CWMBWRLA	ZC8	PENTREGETHIN ROAD (ELGIN STREET TO CWMBWRLA ROUNDABOUT)	2024/25
GOWER	C172	C172 TO HORTON FROM A4118 (C/S- C172 FR C172 HORTON LANE J W ACC RD TO BANK FARM TO C1)	2024/25
KILLAY NORTH	UC	WIMMERFIELD DRIVE	2024/25
KILLAY SOUTH & NORTH	B4296	GOETRE FAWR ROAD (GOWER ROAD TO BROADMEAD)	2024/25
LANDORE	B4603	NEATH ROAD (DINAS STREET TO CWMLEVEL ROAD)	2024/25
LANDORE	UC	NORMANDY ROAD	2024/25
LLANSAMLET	UC	U/S-Y24 (LANE BETWEEN 64 & 66 HEOL CAMLAN)	2024/25
LLANSAMLET	UC	U/S-Y25 (LANE TO SIDE OF 24 HEOL CLEDWYN)	2024/25
MAWR	ZC159	RHYDDWEN ROAD	2024/25
MORRISTON	UC	ARAN STREET	2024/25
NEWTON	C15	NEWTON ROAD (POINT NR BROOKLYN TERRACE TO TRAFFIC LIGHTS)	2024/25

## Highway maintenance programme of works 2020—2025

OYSTERMOUTH	B4433	MUMBLES ROAD (GEORGE BANK TO PIER / RNLI JUNCTION NR VERDIS)	2024/25
PENDERRY	UC	TYR MAES	2024/25
PENLLERGAER	A48	OLD CIVIC CENTRE ACCESS TO J47 RBT	2024/25
SKETTY	UC	PARK VIEW TERRACE	2024/25
ST THOMAS	A4067	FOXHOLE ROAD	2024/25
TOWNHILL	UC	TOWNHILL ROAD (POWYS AVE RBT TO GRAIGLWYD RD RBT)	2024/25
UPLANDS	UC	BEECHWOOD ROAD	2024/25
UPPER LOUGHOR	A4240	CORPORATION ROAD	2024/25

# Highway maintenance programme of works 2020—2025

## Footway Schemes

WARD NAME	ROAD NAME	PROGRAMME YEAR
CASTLE	THE STRAND	2020/21
CLYDACH	HEOL GRAIG FELEN	2020/21
COCKETT	DENVER ROAD	2020/21
DUNVANT	BRO DEDWYDD	2020/21
FAIRWOOD	GOWER ROAD - SUMMERLAND PARK TO FAIRWOOD LANE	2020/21
GOWERTON	WILLIAM BOWEN CLOSE	2020/21
KILLAY NORTH	HAFAN Y DON	2020/21
KILLAY SOUTH	GOETRE FAWR ROAD - RIDGEWAY TO BROADMEAD	2020/21
KINGSBRIDGE	MAES Y COED	2020/21
LANDORE	GLANDWR CRESCENT	2020/21
LLANGYFELACH	HEOL PENTRE FELEN - FROM CLASEMONT ROAD TO Y LLWYNI	2020/21
LLANSAMLET	FOOTPATH FROM HEOL DALYCOPA TO TRALLWN ROAD	2020/21
LOUGHOR LOWER	CASTLE STREET - THE CROFT TO NO.54	2020/21
LOUGHOR UPPER	HEOL CAE COPYN (SECTIONS)	2020/21
MAWR	LON Y FELIN - NO'S 1 - 80 (PHASE 1)	2020/21
MORRISTON	GLANTAWA STREET - NO. 87 TO SLATE STREET	2020/21
MYNYDDBACH	GELLI GWYN ROAD (ODD SIDE)	2020/21
NEWTON	LADY HOUSTY AVENUE	2020/21
PENCLAWDD	GLANMOR TERRACE	2020/21
PENNARD	VENNAWAY LANE (FRONTING CHURCH HALL)	2020/21
PENYRHEOL	FRAMPTON ROAD - NOS 128 - 154	2020/21

## Highway maintenance programme of works 2020—2025

PONTARDDULAIS	TYN-Y-BONAU ROAD 32 - 102	2020/21
SKETTY	COED CELYN ROAD	2020/21
TOWNHILL	TOWNHILL ROAD / GRAIGLWYD ROAD	2020/21
UPLANDS	KNOLL AVENUE	2020/21
WEST CROSS	GLEN ROAD - NO 12 TO RIVERSLADE	2020/21

WARD NAME	ROAD NAME	PROGRAMME YEAR
BISHOPSTON	NORTHWAY J/W NORTHLANDS PARK	2021/22
BONYMAEN	JERSEY ROAD - CONTINUE BY CWM SCHOOL	2021/22
CASTLE	HENRIETTA STREET / GEORGE STREET	2021/22
CLYDACH	HEOL DYWYLL	2021/22
COCKETT	CWMBACH ROAD	2021/22
DUNVANT	CAE CRWN	2021/22
DUNVANT	DDOL ROAD - NO'S. 15 - 23	2021/22
GOWER	VARIOUS LOCATIONS	2021/22
GOWERTON	PARKWOOD	2021/22
KILLAY NORTH	WIMMERFIELD CLOSE	2021/22
KILLAY SOUTH	RIDGEWAY - WOODCOTE TO CHRISTOPHER DRIVE	2021/22
KINGSBRIDGE	CRUD YR AWEL	2021/22
LANDORE	SHARPSBURG PLACE	2021/22
LLANGYFELACH	SWANSEA ROAD NO.62 TO 104	2021/22
LOUGHOR LOWER	CLOS RHANDIR	2021/22
LOUGHOR UPPER	PENGRY ROAD (SECTIONS)	2021/22
MAWR	LON Y FELIN - (PHASE 2)	2021/22

## Highway maintenance programme of works 2020—2025

MORRISTON	MARGAM AVENUE	2021/22
MORRISTON	TREGARNE CLOSE ESTATE (SECTIONS)	2021/22
MYNYDDBACH	GELLIFAWR ROAD - GELLI GWYN TO END OF CUL DE SAC	2021/22
NEWTON	ALMA ROAD	2021/22
OYSTERMOUTH	CASTLE AVENUE - NO'S 1 - 10	2021/22
OYSTERMOUTH	CASTLE ROAD - FRONTING NO'S 43 - 59	2021/22
PENCLAWDD	STATION ROAD (FRONTING CK'S)	2021/22
PENDERRY	EAGLES PLACE	2021/22
PENNARD	DEEPSLADE CLOSE	2021/22
PENYRHEOL	HEOL DYLAN	2021/22
PONTARDDULAIS	PENTRE ROAD - GWYNFRYN TO CLOS ALLT Y GOG	2021/22
SKETTY	BYNG MORRIS CLOSE	2021/22
ST. THOMAS	SEBASTABOL STREET - DELHI STREET TO FABIAN WAY	2021/22
TOWNHILL	EMLYN GARDENS	2021/22
UPLANDS	ST HELENS CRESCENT - VARIOUS SECTIONS	2021/22
WEST CROSS	MULBERRY AVENUE NO'S 1 - 17	2021/22

## Highway maintenance programme of works 2020—2025

WARD NAME	ROAD NAME	PROGRAMME YEAR
BISHOPSTON	BISHOPSTON ROAD	2022/23
BONYMAEN	KENFIG PLACE	2022/23
BONYMAEN	VARIOUS	2022/23
CASTLE	CATHERINE STREET	2022/23
CLYDACH	BETHANIA ROAD - EAST SIDE	2022/23
COCKETT	MCRITCHIE PLACE NO'S. 57 - 70	2022/23
CWMBWRLA	MILES ROAD	2022/23
DUNVANT	PENALLT	2022/23
GORSEINON	GWALIA CRESCENT	2022/23
GOWER	VARIOUS LOCATIONS	2022/23
GOWERTON	GORWYDD ROAD - SECTIONS	2022/23
KILLAY NORTH	BRON Y BRYN (EVEN SIDE)	2022/23
KILLAY SOUTH	WOODCOTE	2022/23
KINGSBRIDGE	HIGHFIELD NO 44 - 80	2022/23
LANDORE	WERN ROAD NOS 35 - 56	2022/23
LLANGYFELACH	SWANSEA ROAD NO.42 TO 46 (PONTLLIW)	2022/23
LLANSAMLET	CEFN ROAD GLAIS	2022/23
LOUGHOR LOWER	CLARE COURT	2022/23
LOUGHOR UPPER	DAN Y BRYN ROAD	2022/23
MORRISTON	PLEASANT STREET - 14 TO 43	2022/23
MYNYDDBACH	GELLI GWYN ROAD (EVEN SIDE)	2022/23
NEWTON	CLIFFLANDS CLOSE	2022/23
OYSTERMOUTH	CASTLE ROAD - REMAINDER	2022/23

## Highway maintenance programme of works 2020—2025

PENDERRY	CEFN Y MAES - HEOL KALVIN	2022/23
PENLLERGAER	GORSEINON ROAD - SERVICE ROAD BY CAR SALES	2022/23
PENYRHEOL	FRAMPTON ROAD - NOS 141 - 191	2022/23
PONTARDDULAIS	GWYNFRYN ROAD	2022/23
SKETTY	PASTORAL WAY	2022/23
ST. THOMAS	WALLACE ROAD - FROM GRENFELL PARK ROAD TO DUPREE ROAD	2022/23
TOWNHILL	GWENT GARDENS	2022/23
UPLANDS	AYLESBURY ROAD	2022/23
WEST CROSS	HEATHWOOD ROAD	2022/23

WARD NAME	ROAD NAME	PROGRAMME YEAR
BISHOPSTON	BISHOPSTON ROAD / VENSLAND	2023/24
BONYMAEN	VARIOUS	2023/24
CASTLE	PARK TERRACE (HOUSES SIDE)	2023/24
CLYDACH	NEWTON ROAD - NO'S 1 - 11	2023/24
COCKETT	MAES Y PARC	2023/24
DUNVANT	GLAN DULAIS	2023/24
FAIRWOOD	CEFN DRAW	2023/24
GORSEINON	LIME STREET NO'S. 42 - 72	2023/24
GOWERTON	HILL STREET	2023/24
KILLAY NORTH	BRON Y BRYN (ODD SIDE)	2023/24
KINGSBRIDGE	QUEENS AVENUE	2023/24
LANDORE	VERNON STREET	2023/24



## Highway maintenance programme of works 2020—2025

LLANSAMLET	Y GWENYDD	2023/24
LOUGHOR LOWER	VAUGHN PLACE	2023/24
LOUGHOR UPPER	WHITLEY ROAD	2023/24
MAYALS	CURLEW CLOSE	2023/24
MORRISTON	CWRT YR AERON	2023/24
MORRISTON	TREGARNE CLOSE ESTATE (SECTIONS)	2023/24
MYNYDDBACH	HEOL GWELL	2023/24
NEWTON	HIGHPOOL CLOSE	2023/24
PENDERRY	MYNYDD NEWYDD ROAD NO'S 5 - 81	2023/24
PENYRHEOL	STATION ROAD	2023/24
PONTARDDULAIS	GLANANT ROAD (SECTIONS)	2023/24
SKETTY	MILLFIELD CLOSE	2023/24
ST. THOMAS	VARIOUS LOCAIONS	2023/24
TOWNHILL	MAYHILL ROAD NO'S. 40 - 84	2023/24
UPLANDS	MIRADOR CRESCENT (EVEN SIDE)	2023/24
WEST CROSS	SOUTHLANDS DRIVE	2023/24

WARD NAME	ROAD NAME	PROGRAMME YEAR
BISHOPSTON	BISHOPSTON ROAD	2024/25
CASTLE	WILLIAM STREET	2024/25
CLYDACH	RAMSEY ROAD (ODD SIDE)	2024/25
COCKETT	LLWYN HELYG	2024/25
DUNVANT	PENCOED	2024/25
FAIRWOOD	CILONNEN ROAD	2024/25

## Highway maintenance programme of works 2020—2025

GORSEINON	WEST STREET SECTIONS	2024/25
GOWERTON	TALBOT GREEN	2024/25
LANDORE	ESSEX TERRACE	2024/25
LLANSAMLET	LAN CARREG BICCA	2024/25
LOUGHOR LOWER	GLEBE ROAD (SECTIONS)	2024/25
LOUGHOR UPPER	HEOL CAE COPYN (SECTIONS)	2024/25
MAYALS	SOUTHERN DOWN AVENUE	2024/25
MORRISTON	TREGARNE CLOSE ESTATE (SECTIONS)	2024/25
MYNYDDBACH	MOUNT CRESCENT (SECTIONS)	2024/25
PENDERRY	THE CRESCENT / CHERITON CRESCENT	2024/25
PENNARD	BEAUFORT DRIVE (SECTIONS)	2024/25
PENYRHEOL	HEOL Y NANT LAS	2024/25
PONTARDDULAIS	COED BACH ROAD / GWYNFRYN ROAD	2024/25
SKETTY	LLWYN MAWR ROAD (SECTIONS)	2024/25
WEST CROSS	SILVER CLOSE	2024/25

# Highway maintenance programme of works 2020—2025

## Public Lighting Schemes

WARD NAME	ROAD NAME	PROGRAMME YEAR
Dunvant	Bro Dedwydd	2020/21
Fforestfach	Denver Road	2020/21
Garngoch	Swansea Road	2020/21
Gowerton	William Banwen Close	2020/21
Killay	Hafan Y Don	2020/21
Kingsbridge	Maes Y Coed	2020/21
Landore	Glandwr Crescent	2020/21
Landore	A4067 Liberty Stadium	2020/21
Llangyfelach	Heol Pentre Felin (Clasemont Road to Y Llwyni)	2020/21
Murton	Lady Housty Avenue	2020/21
Sketty	Coed Celyn Road	2020/21
Sketty	Cory Street	2020/21
Townhill	Townhill Road to Paradise Park	2020/21

## Highway maintenance programme of works 2020—2025

WARD NAME	ROAD NAME	PROGRAMME YEAR
Clydach	Heol Dywyll	2021/22
Cockett	Cwmbach Road	2021/22
Dunvant	Cae Crwn	2021/22
Gowerton	Parkwood	2021/22
Killay	Wimmerfield Close	2021/22
Kingsbridge	Crud Yr Awel	2021/22
Landore	Sharpsburg Place	2021/22
Landore	Davies Street	2021/22
Llangyfelach	Swansea Road	2021/22
Loughor	Clos Rhandir	2021/22
Penderry	Eagles Place, Blaen Y Maes	2021/22
Pennard	Deepslade Close	2021/22
Penyrheol	Heol Dylan	2021/22
Sandfields	Henrietta Street	2021/22
Sandfields	George Street	2021/22
Sandfields	St Helens Crescent	2021/22

## Highway maintenance programme of works 2020—2025

WARD NAME	ROAD NAME	PROGRAMME YEAR
Brynmill	Catherine Street	2022/23
Cockett	Mcritchie Place	2022/23
Glais	Cefn Road	2022/23
Gorseinon	Gwalia Crescent	2022/23
Gowerton	Gorwydd Road	2022/23
Killay	Bron Y Bryn	2022/23
Killay	Woodcote	2022/23
Kingsbridge	Highfield	2022/23
Loughor	Claire Court	2022/23
Morrison	Pleasant Street	2022/23
Mynyddbach	Gelli Gwyn Road	2022/23
Newton	Clifflands Close	2022/23
Oystermouth	Castle Road	2022/23
Sketty	Pastoral Way	2022/23
West Cross	Heathwood Road	2022/23
	Schemes identified from the structural testing programme	2022/23

## Highway maintenance programme of works 2020—2025

WARD NAME	ROAD NAME	PROGRAMME YEAR
Castle	Park Terrace	2023/24
Cockett	Maes Y Parc	2023/24
Dunvant	Glan Dulais	2023/24
Gowerton	Hill Street	2023/24
Llansamlet	Y Gwenydd	2023/24
Loughor	Vaughn Place,	2023/24
Loughor	Whitley Road	2023/24
Mayals	Curlew Close	2023/24
Morrison	Cwrt Yr Aeron	2023/24
Penderry	Mynydd Newydd Road, Caerethin	2023/24
Portmead	Millfield Close	2023/24
Uplands	Mirador Crescent	2023/24
West Cross	Southlands Drive	2023/24

WARD NAME	ROAD NAME	PROGRAMME YEAR
Gowerton	Talbot Green,	2024/25
Landore	Earl Street, Hafod	2024/25
Mayals	Southern Down Avenue	2024/25
Pennard	Beaufort Drive, Kittle	2024/25
Penyrheol	Heol Nantlais	2024/25
Sandfields	William Street	2024/25
West Cross	Silver Close	2024/25

# Highway maintenance programme of works 2020—2025

## Drainage Schemes

WARD NAME	ROAD NAME	PROGRAMME YEAR
Pennard	Southgate Road	2020/21
Bishopston	Withy Park, Bishopston	2020/21
Clydach	Waverly Park	2020/21
Kingsbridge	Swansea Road	2020/21
Kingsbridge	Belgrave Road, Gorseinon	2020/21
Gowerton	Glanmorfa, Gowerton	2020/21
Cwmbwrla	Brynhyfrhyd Road	2020/21
Penyrheol	Pen Cae Crwn Road	2020/21
Penclawdd	Osborne Terrace	2020/21
Llangyfelach	Swansea Road	2020/21
Newton	Manselfield Road	2020/21
Cockett	Victoria Road	2020/21
West Cross	Mumbles Road	2020/21
Gorseinon	Princess Street	2020/21
Gorseinon	Argyll Avenue	2020/21
Gowerton	Elba Estate	2020/21
Penclawdd	The Promenade	2020/21
Pennard	Southgate Road	2020/21
Various	Watercourse Improvement Works	2020/21
Various	Gulley Repair Works	2020/21
Various	Highway Drainage Improvement Works	2020/21

## Highway maintenance programme of works 2020—2025

WARD NAME	ROAD NAME	PROGRAMME YEAR
St Thomas	Pentrechwyth Road	2021/22
Morrison	Waun Road	2021/22
Gower	Cheriton	2021/22
Lower Loughor	A484 Bypass	2021/22
Morrison	A4067 Bypass	2021/22
Various	Watercourse Improvement Works	2021/22
Various	Gulley Repair Works	2021/22
Various	Highway Drainage Improvement Works	2021/22

WARD NAME	ROAD NAME	PROGRAMME YEAR
Various	Watercourse Improvement Works	2024/25
Various	Gulley Repair Works	2024/25
Various	Highway Drainage Improvement Works	2024/25

WARD NAME	ROAD NAME	PROGRAMME YEAR
Various	Watercourse Improvement Works	2022/23
Various	Gulley Repair Works	2022/23
Various	Highway Drainage Improvement Works	2022/23

WARD NAME	ROAD NAME	PROGRAMME YEAR
Various	Watercourse Improvement Works	2023/24
Various	Gulley Repair Works	2023/24
Various	Highway Drainage Improvement Works	2023/24



# Highway maintenance programme of works 2020—2025

## Structure Schemes

Ward	Scheme Location	Scheme Detail	Year
Various	Various	Principal Bridge Inspections	2020/21
Llansamlet	Nant-y-Ffin Rail Bridge	Railtrack Agreement	2020/21
Morrison	Chemical Road Bridge	Railtrack Agreement	2020/21
Llangyfelach	Felindre Road Bridge	Railtrack Agreement	2020/21
Lower Loughor	Loughor Bridge	Gantry Maintenance	2020/21
Lower Loughor	Loughor Bridge	Annual Bridge wash-down	2020/21
Various	Various Locations	Reactive Works	2020/21
Pontardulais	Parlas Bridge	Maintenance Painting Works	2020/21
St. Thomas	Baldwins Bridge	Concrete Repairs	2020/21
Clydach	Graig y Pal Bridge	Scour / Masonry Repairs	2020/21
Dunvant	Dunvant Road Culvert	Masonry Arch Investigation	2020/21
St. Thomas	Sidings Bridge	Maintenance Painting Works	2020/21
Mawr	Rhyd-y-Pandy Bridge	Underpinning / Scour Works	2020/21
Castle	45 Mount Pleasant	Retaining Wall Repairs	2020/21
Dunvant	Dunvant Culvert	Parapet Replacement	2020/21
Penclawdd	Church Row Culvert	Culvert Replacement	2020/21
Gowerton	Cefn Gorwydd Farm	Retaining Wall Repairs	2020/21

## Highway maintenance programme of works 2020—2025

Ward	Scheme Location	Scheme Detail	Year
Various	Various	Principal Bridge Inspections	2021/22
Llansamlet	Nant-y-Ffin Rail Bridge	Railtrack Agreement	2021/22
Morrison	Chemical Road Bridge	Railtrack Agreement	2021/22
Llangyfelach	Felindre Road Bridge	Railtrack Agreement	2021/22
Lower Loughor	Loughor Bridge	Gantry Maintenance	2021/22
Lower Loughor	Loughor Bridge	Annual Bridge Wash-down	2021/22
Various	Various	Underwater Diving Inspections	2021/22
Various	Various Locations	Reactive Works	2021/22
Landore	White Rock Bridge	Maintenance Painting	2021/22
Landore	Morfa Cable Stay Footbridge	Surfacing / Waterproofing Repairs	2021/22
Dunvant	Ddol Road Bridge	Bridge Replacement	2021/22
Mawr	Pont Llechart Bridge	River Training Works Repairs	2021/22
Gower	Cartersford Bridge	Masonry Arch Repairs	2021/22
Llansamlet	A4067 Felin Fran Railway Bridge	Expansion Joint Replacement	2021/22
Lower Loughor	Loughor Bridge	Waterproofing Repairs	2021/22
Clydach / Mawr	Pont-y-Lon Bridge	Bridge Replacement	2021/22
Castle	Trafalgar Footbridge	Maintenance Painting	2021/22

## Highway maintenance programme of works 2020—2025

Ward	Scheme Location	Scheme Detail	Year
Various	Various	Principal Bridge Inspections	2022/23
Llansamlet	Nant-y-Ffin Rail Bridge	Railtrack Agreement	2022/23
Morrison	Chemical Road Bridge	Railtrack Agreement	2022/23
Llangyfelach	Felindre Road Bridge	Railtrack Agreement	2022/23
Lower Loughor	Loughor Bridge	Gantry Maintenance	2022/23
Lower Loughor	Loughor Bridge	Annual Bridge Wash-down	2022/23
Various	Various Locations	Reactive Works	2022/23
Lower Loughor	Loughor Bridge	Deck Drainage Maintenance	2022/23
Llansamlet	Clarion Close	Maintenance Painting	2022/23
Llansamlet	White Gates Bridge	Steel Parapet Repairs	2022/23
Castle	Marina Sail Bridge	Surfacing Repairs	2022/23
Kingsbridge	Llewitha Bridge	Deck Waterproofing	2022/23
Killay North	Olchfa School Footbridge	Maintenance Painting	2022/23
Pontardulais	Parlas Bridge	River Training Works Repairs	2022/23
Llansamlet	A4067 Felin Fran Railway Bridge	Maintenance Painting	2022/23
Morrison	Ynystawe Road Bridge	Expansion Joint Renewal	2022/23

## Highway maintenance programme of works 2020—2025

Ward	Scheme Location	Scheme Detail	Year
Various	Various	Principal Bridge Inspections	2023/24
Llansamlet	Nant-y-Ffin Rail Bridge	Railtrack Agreement	2023/24
Morrison	Chemical Road Bridge	Railtrack Agreement	2023/24
Llangyfelach	Felindre Road Bridge	Railtrack Agreement	2023/24
Lower Loughor	Loughor Bridge	Gantry Maintenance	2023/24
Lower Loughor	Loughor Bridge	Annual Bridge Wash-down	2023/24
Various	Various	Underwater Diving Inspections	2023/24
Various	Various Locations	Reactive Works	2023/24
Kingsbridge	Stafford Common Footbridge	Maintenance Painting	2023/24
Llangyfelach	Melyn Llan Bridge	River Training Wall Repairs	2023/24
Morrison	Wychtree Underpass	Maintenance Painting	2023/24
Kingsbridge	Llewitha Bridge	Maintenance Painting	2023/24
Kingsbridge	Stafford Common Footbridge	Surfacing / Waterproofing	2023/24
Llansamlet / Morrison	A4067 Ynystawe River Bridge	Maintenance Painting	2023/24

## Highway maintenance programme of works 2020—2025

Ward	Scheme Location	Scheme Detail	Year
Various	Various	Principal Bridge Inspections	2024/25
Llansamlet	Nant-y-Ffin Rail Bridge	Railtrack Agreement	2024/25
Morrison	Chemical Road Bridge	Railtrack Agreement	2024/25
Llangyfelach	Felindre Road Bridge	Railtrack Agreement	2024/25
Lower Loughor	Loughor Bridge	Annual Bridge Wash-down	2024/25
Lower Loughor	Loughor Bridge	Gantry Maintenance	2024/25
Various	Various	Reactive Works	2024/25
Sketty	Swansea University Footbridge	Maintenance Painting	2024/25
Morrison	Tircanol Bridge	Maintenance Painting	2024/25
Penyrheol	Waungron 1 Bridge	Concrete Repairs	2024/25
Llansamlet	Tawe Road Bridge	Concrete Repairs	2024/25
Penderry	Pont Cadle Bridge	Underpinning / Scour Works	2024/25
Lower Loughor	Loughor Bridge	Replace Bridge Bearings	2024/25
Castle	Marina Sail Bridge	Maintenance Painting	2024/25

# Highway maintenance programme of works 2020—2025

## Timing of Works

The above programmes are scheduled based on current knowledge. However they may be revised depending on a number of factors not limited to:

- Co-ordination with utility companies
- Funding shortfalls or surpluses
- Technical difficulties and/or emergency situations
- Unforeseen weather conditions
- However, the Authority is confident that the majority of schemes currently funded will be undertaken by 2020

## Procurement and method of delivery

The majority of maintenance works are carried out by the Swansea Highways Partnership (SHP) which is made up of a consortium of Alun Griffiths Contractors and Hanson together with an in-house DSO.

Specialist works are procured by spot or annual tendering as required.

# Agenda Item 15.



## Report of the Cabinet Member for Better Communities

Cabinet – 19 March 2020

### Members Community Budget – Updated Guidance

<b>Purpose:</b>	To update and amend the criteria for delivery of the Community Budget scheme to reflect the ability to apply for an additional Capital allocation.
<b>Policy Framework:</b>	Council Budget
<b>Consultation:</b>	Access to Services, Finance and Legal
<b>Recommendation(s):</b>	It is recommended that Cabinet:  1) Approve the revised guidance relating to community budgets – Revenue and Capital
<b>Report Author:</b>	Geoff Bacon
<b>Finance Officers:</b>	Paul Roach/Jeff Dong
<b>Legal Officer:</b>	Tracey Meredith
<b>Access to Services:</b>	Rhian Millar

#### 1. Introduction

- 1.1 The current scheme was adopted by Cabinet on 28th May 2013 and subsequently amended by Cabinet on 19th November 2015 and 19th October 2017. This scheme is intended to support delivery of small local measures that are a priority for individual Councillors and their local community but are not funded by other Council budgets. Furthermore, it is intended to help deliver the Council's strategic objectives.

As part of the scheme, a sum of money has been divided equally between all 72 elected Councillors to use on supporting initiatives within their Ward.

The Community budget provides each Councillor with a budget currently set at £10,000 per annum (as at 20/21 financial year). There is no minimum amount a Councillor may spend on funding.

## 1.2 What is included within Community Budgets?

Councillors can allocate funding to any scheme (providing it is legal, complies with the Council's constitution and the Council's policies and procedures) and can be used to:

- a) Initiate or support community projects
- b) Improve health and wellbeing
- c) Improve Council owned land and/or public rights of way
- d) Improve community services or facilities in a local area
- e) Address safety issues in the local community
- f) Contribute towards the Council's costs in facilitating local events or markets
- g) Produce leaflets and information promoting the local area (but not promoting individual businesses and/or organisations)
- h) Provide grants/donations to Community groups supporting wider community engagement or services, however, only a maximum of £3,000 per organisation. In addition there would be an overall cap of £15,000 over a 5 year term per councillor. Donations up to £100 in exceptional cases where such donations would have a wider benefit to ward residents. .NB: Councillors will not be reimbursed for payments for goods purchased from their personal accounts. Contribute towards the Minor Works Budget; (details are outlined below in 1.3)
- i) Create or enhance an asset, subject to all future revenue costs as a result of the acquisitions being met
- j) Provision of match funding to support or extend projects of the types outlined above that are part funded from other sources.
- k) To support capital funding as identified in accordance with paragraph 2.1 below

Please note the above list is not exhaustive.

## 1.3 What is the Minor Works Budget?

Councillors with Council housing in their Ward can identify and/or approve schemes proposed by Area Housing Managers, including work carried out on Housing Land only, such as:

- a) Fencing
- b) Gulley clearance
- c) Repairs to paths
- d) Provision of barriers and/or security works
- e) Additional lightening
- f) Additional car parking
- g) Improving open spaces
- h) Installing community facilities and/or areas; seating
- i) Garden areas
- j) Allotments



#### 1.4 What is not included within Community Budgets?

Councillors are not able to allocate funding for:

- a) A scheme that is not legal and does not adhere to the Council's constitution, policies and procedures;
- b) Providing grants/monies to any commercial organisation or any individual or organisation whose principles conflict with those of the Council;
- c) Supporting any kind of political activity.
- d) Purchase and maintenance of equipment.

In addition, support to community groups to fund ongoing day to day running expenses is not recommended except in exceptional circumstances and to assist in short term challenges

#### 1.5 How are requests made?

Any request or queries should be directly to the nominated officer Jayne Hunt. Email: [Jayne.Hunt@swansea.gov.uk](mailto:Jayne.Hunt@swansea.gov.uk) Tel: 07814107623 or alternatively, the Council has set up a simple process to log requests from Councillors which automatically logs the request and detail and provides a reference number. Details are available at:

<https://www.swansea.gov.uk/staffnet/councillorconsent>

#### 1.6 How will work be carried out?

In the first instances, it is proposed that all "works" will still be issued via the Council in house teams but these services will have to continue to demonstrate that it can deliver the scheme and also ensure its communication is improved. To enable this to take place, a dedicated officer has been appointed to administer the scheme.

All costs of delivery of a scheme including any costs for design and TRO's will be included thus providing visibility for members.

A simplistic approval process is in place and members are to ensure they and the Council are protected.

Where this has not previously been adopted or where a replacement is required after the expiry of the "commuted sum" period, then any "replacement" items would be counted as a new application under these revised arrangements.

Attention is drawn to the fact that officers and members will need to ensure compliance with all of the Council's financial and contract procedure rules and therefore **approval must be secured prior** to making any commitment of funding to any organisation. No approval will be given retrospectively for any reason.

Attention is drawn to the fact the cumulative spend needs to be taken into account when determining compliance with CPRs and the triggering of any formal procurement process

#### **1.7 Future revenue costs**

Care must be taken not to allow schemes to generate a significant amount of future revenue burden without making appropriate budget adjustment.

“Grants or works” should not normally result in a disproportionate increased ongoing revenue burden for the Council. As such a simplistic, cumulative, threshold of £100 per year is for all the “works” undertaken by a Ward Member in their term and if annual costs exceed that, a discussion will be held with members before scheme commences, e.g. an equivalent contribution would be made by the ward member to cover an agreed period by way of a commuted sum for a period of 5 years e.g. £500.

Where this has not previously been adopted or where a replacement is required after the expiry of the “commuted sum” period, then any “replacement” items would be counted as a new application under these revised arrangements.

Officers will ensure compliance with all the Council’s financial and contract procedure rules and therefore approval must be secured prior to making any commitment of funding to any organisation.

#### **1.8 How will grants be paid to third party Organisation’s?**

Where grants are made in line with this guidance to third parties, bank details must be provided for an electronic transfer, or a cheque to be generated. The bank details needed would be the name of the group or organisation, address, bank account number and sort code. The bank account must be in the name of the group or organisation applying for funding.

A brief description of what the money is for would also be required. Cash will not be provided.

#### **1.9 The nominated officer’s role in Community Budgets**

The nominated officer will be the Councillors’ direct link into the scheme and the approval process.

Council officers will confirm that any application complies with the terms and conditions of the scheme. Officers will ensure that proposed schemes are linked into the wider community engagement and existing work programmes to avoid duplication.

In addition, the nominated officer will regularly inform members of their up-to-date position on outstanding schemes, spend and amount of remaining budget on a quarterly basis.

### **1.10 Will a Councillor need to provide reasons to allocate funds?**

To ensure a successful application, each Councillor should (if requested) provide reasons as to why any allocation of funds will help a local scheme, activity or project. Any scheme, activity or project will need to show it specifically benefits the well-being of the local community or its own environment or economy.

Details of Councillor spending will be published on the City and County of Swansea internet site on a quarterly basis.

### **1.11 What rules apply to spending Community Budgets?**

As the monies within Community Budgets are public money then the same rules apply as would apply to any other Council spending. This means that any scheme will still need to comply with the Council's Constitution, financial rules, and contract procedure rules.

Councillors must adhere to the Councillor's Code of Conduct when making decisions on how to allocate their Community Budget.

Councillors must consider and identify any potential conflicts of interest in relation to any proposals, which they wish to support.

Any queries on potential conflicts of interest or Code of Conduct should be referred to the Monitoring Officer.

### **1.12 Work undertaken by private groups/organisations**

Where a scheme is being assisted by a contribution / donation from the community budget and this is being procured outside of the authority then ward members must insist that (depending on the value of the works/services) the organisation obtain either four detailed quotes or appropriately advertise the requirement. A timescale for completion of the work should be included in the quote. The Council should also be invited to give one of these quotes. If you are in any doubt about the competition requirements specified within the Council's Contract Procedure Rules then please seek advice from the Council's procurement team.

Councillors must ensure that the company/ organisation/school must comply with the council's procurement process and follow Council's policies on Health and safety, pay policy, etc. although they can commission the council to carry out this on their behalf. Quotes for works to be undertaken must include all costs, e.g. Quotes for highways work including TROs. Payment will be paid on completion of the work providing it is up to a satisfactory standard.

**1.13 If an asset is created or enhanced can its ownership be transferred from the Council?**

Assets created or enhanced under the Community Budget must remain under Council ownership unless it has been agreed as a specific decision in relation to an agreed community transfer in line with the appropriate policy.

**1.14 Can a Councillor pool their funds?**

Yes, Councillors can elect to pool their funds where there is more than one Councillor in a ward. If there are sufficient funds, it benefits the community and is not illegal, then the funds can be allocated to any individual project or group within each financial period (April to March) each year.

A Councillor does not have to pool their funds if they do not want to. Councillors cannot pool funds across different wards unless the scheme/work is in fact being delivered across both wards, e.g. Joint funding of highway works which bridge ward boundaries; a community event which crosses ward boundaries or joint use of community facilities.

**1.15 Can a Councillor carry forward any unspent Community Budget?**

Any unspent monies from a Councillors Community Budget will automatically be carried forward to the next financial period if it is within the Councillor's term. Work scheduled for the 5<sup>th</sup> year of a term of office must be confirmed in the 4<sup>th</sup> year (i.e. before the 5<sup>th</sup> financial year). This will enable the appropriate department to include schemes in their schedules for the following year.

If money is committed to a scheme during the financial year but the scheme has not commenced, then the commitment will be honoured and a completion date be given to the Councillor. However, please note that any money not spent by the end of the Councillor's term of office will be lost and there are no exceptions to this rule

The final deadline for committing Donations to groups can still be made provided they are made by the end of the financial year immediately preceding the next council election. If an election takes place outside of the normal cycle the cut-off date will be 6 weeks before the date of the election.

**1.16 What happens to the Community Budget upon a Councillor leaving the Authority during the financial period?**

The budget is based on 5-year term and is £50k in total and current Councillors can spend it as and when required. If a change in a Councillor takes place, the remaining balance would be made available to the new

Councillor. If the Community Budget has been committed, no further monies will be advanced to the new Councillor until the next term of office.

**1.17 Can members of the public find out how much each Councillor has spent and on what?**

Yes. The Council will publish information regarding each Councillors Community Budget on a quarterly basis. This will include declarations of interest from Councillors in relation to any applications. The Council's internet site will include a section on Community Budgets.

**1.18 Can a Councillor spend his/her Community Budget during Pre-election period?**

During the pre-election period, the normal behaviours around a Council and Councillors' activities become more restricted. The Council is not able to show or give any impression of showing any support, bias or favouritism to any candidate for election of Councillor or any political party. The Council must remain neutral and impartial.

Councillors will need to exercise caution in the use of their Community Budgets leading up to an election. Councillors will be able to identify any appropriate scheme up to and including the end of the financial year prior to the election i.e. 31<sup>st</sup> March prior to a May election.

**1.19 What happens if there is a dispute about the scheme?**

Hopefully, most situations will be clear as to what is permitted and what isn't assisted by this guidance. If there is a disagreement between a Ward Councillor and the nominated officer, and a solution cannot be found the matter would be escalated for determination by the Cabinet Member and the Director of Place. If the matter cannot be resolved, then the final decision will be made by the Monitoring Officer on the grounds of compliance with appropriate legislation.

**2. Financial Implications**

All expenditure that can be directly attributed to the acquisition of, creation of or subsequent expenditure on items of property, plant and equipment or the acquisition of rights over certain longer-term intangible benefits is capitalised as an asset (capital expenditure). These items will provide benefits to the authority for several years.

**2.1 Capital Allocation**

As part of the normal budget setting process Council or Cabinet may identify a capital allocation to form part of the overall community budget scheme. If such an allocation is made the following principles would apply:

- The eligibility criteria in place would be the same as set out for revenue funding in paragraphs 1.2 to 1.4 above. In addition they would need to satisfy the criteria for capital projects as set out in the council's financial procedure rules. I.e. the work is intended to "add" to the asset such as new equipment or maintain the longevity of an asset by replacing something that already exists. Acquisition of assets or donations are not permitted from this budget
- As the project will be capital in nature the minimum scheme value would be £20,000
- There would be a cap on the amount that can be drawn from a capital budget of a maximum of £30,000 **per ward** per year. The capital contribution cannot represent more than 80% of the total costs of the scheme with the balance being derived from other sources which could include grant, revenue community budget allocation or wider community donations
- No more than 2 such schemes can be approved for a single ward in any financial year i.e. one or two scheme drawing a maximum of £30,000
- Once the budget has been fully committed no further schemes can be considered until a new allocation is made. A deadline or series of deadline may be declared to allow a phasing approach to bid consideration
- In year one of the scheme projects would be eligible provided they have not physically commenced on site
- Any capital budget remaining at the end of the council term will be rolled over to the next cycle and added to any new amounts allocated
- Decisions as to eligibility for each submitted scheme would be delegated to the leader, Cabinet member for Better Communities, and Director of Place. In the event of the scheme being submitted in one of the respective wards then the deputy leader would sit on the panel
- In the event of more approved bids that the remaining money available the panel could decide to "ration" the approval on pro rata basis
- As the schemes are likely to be larger than normal community budget projects a deadline will be set for final submission and approval of schemes 1 year prior to the end of the municipal term

### **3. Legal Implications**

- 3.1 There are no additional legal implications over and above those set out in this report.

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

- 4.1 An Equality and Impact Assessment screening form was completed and included in the previous Cabinet report on 19<sup>th</sup> November 2015. Changes included in this guidance do not affect the outcome of the initial screening process, which concluded that while a full EIA report is not required for the

Community Budget itself, individual schemes will be screened in their own right as per the corporate process (Appendix B).

**Background Papers:**

Cabinet Report: Members Community Budget, 28th May 2013

Cabinet Report: Members Community Budget, 19th November 2015

Cabinet Report: Members Community Budget, 19<sup>th</sup> October 2017

**Appendices:**

Appendix A: Catalogue of Schemes

Appendix B: EIA Screening Form

Appendix C: Members' Community Budgets

## **A guide to the cost of highway works**

Below is a guide to the cost of the more common requests for the provision of highway works (as of April 2016). It is intended to help members when considering such issues in their area.

Costs quoted are approximate and do not include fees involved with the design and implementation of the scheme or the cost of any legal procedures involved unless stated.

It should also be noted that all costs will be site specific and that this listing should only be used to give an outline to the costs which can be expected. In particular the impact of traffic management and location of statutory undertakers apparatus may significantly impact on the pricing of any scheme.

### **Pedestrian facilities**

Zebra crossing (including high friction surfacing on approaches if required) typically costs between £18,000-£28,000 with electrical supply and lighting changes accounting for a significant element in the variance in the cost.



Divided zebra crossing (including high friction surfacing on approaches if required) typically costs between £25,000-£35,000.



Puffin crossing (including high friction surfacing on approaches if required) typically costs between £25,000-£35,000.





**Toucan crossing (including high friction surfacing on approaches) typically costs between £25,000 - £35,000.**



**A typical pedestrian refuge, including electrical works and all other associated works, costs between £5,000-£7,000. Refuges allow pedestrians to cross one stream of traffic at a time. They are useful where the concentration and number of pedestrians is fairly low. By narrowing the road, they reduce speeds, but the road needs to be wide enough to allow for a suitable refuge and the safe passage of vehicles and cycles.**



## Footways

Pedestrian safety and comfort can be enhanced by providing or improving footways on the pedestrian network. The introduction of a missing footway link may encourage more people to walk. The highway needs to be wide enough to allow for a suitable footway and safe passage of traffic. The provision of dropped kerbs and tactile surfacing may also be appropriate.



To construct a new footway using standard bituminous materials typically costs approximately £150 per metre, with kerbing/edgings costing approximately £70 per metre.



A shared use cycleway/footway will be similar to a standard footway. However, it will be of greater width and will require additional signing and possibly changes to the street lighting.

## Parking controls

### Parking restrictions

Parking restrictions, the cost of formulating the proposals, the consultation and the progression of the associated legal traffic orders is the larger proportion of the total cost of introducing parking controls. Typically this can cost around £3,000 per site. The cost of the yellow lines and associated road signs account for a much smaller proportion of the total scheme.



### Residents Parking and Disabled Bays

The costs of developing the proposals, the surveys of the site to ensure it meets Council policies and the formal consultation and the progression of the associated legal traffic orders again is the larger proportion of the total cost of introducing such schemes. Again the markings and signing required do not form the substantive element of the cost which can be up to £5,000 per site.

### White lining



White lining costs up to £1 per metre. Hatching as shown above costs approximately £10 per metre squared. Removal of white lines costs between £12 and £36 per metre depending on the method required. Road studs cost around £15 each.

## Signs



To erect a warning or regulatory sign on a new sign post costs between £200 and £350, dependant on size.

To erect a directional sign on new posts typically cost between £400 and £700, dependant on size. If any sign requires external illumination then an approximate further £1,000 can be added to the cost for ducting, connection to the electricity supply and lighting unit.

A village nameplate on two new posts costs up to £350 plus traffic management costs to allow for installation..

## Traffic Calming and 20 mph limits and zones

Lowering speed limits alone may not have the desired effect. Currently, the Government advises that 20mph speed limits should be self-enforcing. Thus in many locations it is often necessary to install traffic calming measures to ensure that speeds are no greater than 24mph. Listed below are a number of components and their associated costs which need to be considered when designing schemes such as these.



Full gateway or entry treatment, including signs, lines and coloured high friction surfacing. This is often used to signify the start of any restriction and is particularly important where traffic speeds are not naturally reduced, such as at a junction. Additionally it may be advantageous to include rumble strips or dragon's teeth at these locations which alert the driver to a change in the driving environment. Dragons teeth provide a visual change and narrowing of the road. Rumble strips change the sound and feel of the car, however the noise generated often make these unsuitable in proximity to housing. This type of feature typically costs around £4,500. This cost will rise if any electrical work to the signs is required.



## Road Humps (sleeping policemen)



Road humps are used to stop people speeding up rather than slow them down. They need to be accompanied by slowing features at each end of a run of humps. They are suitable for residential areas but are not acceptable on bus routes. Effectiveness

decreases as spacing increases. Typically these will be placed at 100m to 120m centres as excessive distances both reduce their effectiveness and also lead to patterns of acceleration and braking. Cost per hump about £2100.

## Speed Cushions



Raised rectangular areas. There can be one, two or three, depending on the width of the road. Like humps they are most suitable for built up areas where there is an established need to slow traffic. They do not slow speeds to the same extent as humps but do give emergency vehicles and buses a smoother ride and consequently can be used on bus routes. Typically they are located at 50m to 70m centres. Each cushion costs approximately £1200.

## Speed Tables



Similar to road humps but longer and with a flattened top, sometimes used to give pedestrians a level crossing between footways. They can also be used throughout a junction. This is especially useful where there are a lot of pedestrians. If they are long enough, they provide a smoother ride for buses than humps and consequently can be used on public transport routes. These measures are often used in conjunction with humps or cushions to create a traffic calmed area. At a cost of around £6,000 each they are quite expensive.

## Interactive Signs



These detect the speed of oncoming traffic using a radar device. If a set threshold is exceeded, a sign indicating a specific hazard or speed limit is triggered. The approximate cost is £5,000, however this is dependent on the location of an electrical supply.



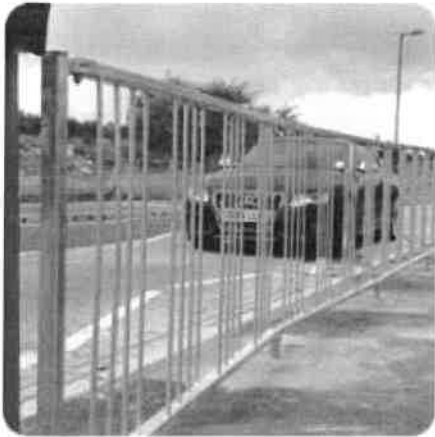
### Mini roundabouts

Equal priority in all directions can slow traffic. Ideally, there needs to be a reasonably large flow on all arms for this to be effective. However roundabouts can make some turns easier which can lead to rat-running. They can be expensive and may also need works to slow traffic down on the approach to the roundabout. A typical mini-roundabout (without re-surfacing of the carriageway) with signing, lining, street lighting costs between £4,000 and £7,000 with an additional £5000 per splitter island, if required.



Localised widening or construction of footway can narrow the road and slow traffic. They reduce crossing distance and improve visibility for pedestrians crossing the road. Placed alternately they provide chicanes which can be effective in slowing traffic. Roads can be narrowed to such an extent that only single file traffic is allowed. They can also be used to provide sheltered parking. These measures are suitable for use in urban or rural locations, as initial slowing features and as part of gateway features. Single lane build outs are not suitable for roads with high traffic flows. The cost of a set of chicanes will be approximately £4,000 to £6000 but will be dependent on both electrical and drainage work requirements. \* see note below

## Other highways works



Pedestrian guard rail typically costs around £3,000 which would cover a 10m length.



Standard dropped kerbs (1 side only) typically costs £600-£800.

Bollards cost between £150 and £350 each. The £150 would typically be the cost of a wooden verge bollard with the higher cost covering a more substantive protective bollard.



Carriageway roundel costs up to £35 dependant on size and speed limit.

## One Way Roads





These can be used to control the circulation of traffic but often lead to faster speeds as there is no opposing flow. Traffic can increase on other roads so there needs to be a suitable route for traffic travelling in the other direction. One way streets can attract new traffic so overall traffic may not decrease. The cost of these systems is entirely site specific but is unlikely to be less than £10,000 and may be considerably more.

### **Litter bins and Grit bins**

Supply and installation of litter bin including 3 years maintenance costs:

- Duo bin - £1,620
- Quad bin - £2,050

Supply and installation of dog waste bin including 3 years maintenance costs:

- 40 litre capacity - £1,260
- 60 litre capacity - £1,350

Supply and installation of 0.5 tonne capacity grit bin including 3 years maintenance costs:

- £335

### **Public Lighting**

Supply and install 1No. lighting column linked to City and County of Swansea public lighting network and including 25 year energy costs:

- £1460

Supply and install 1No. lighting column linked to Western Power Distribution supply network and including 25 year energy costs:

- £2,050

## **Bus shelters**

Supply and installation of 2 bay cantilever bus shelter with Polycarbonate upper and lower panels:

- £2,700 - £3,200

Supply and installation of 2 bay cantilever bus shelter with Polycarbonate upper and solid lower panels:

- £2,800 - £3,400

Supply and installation of 2 bay enclosed bus shelter with Polycarbonate upper and solid lower panels:

- £4,300

In addition to the above purchase and installation costs, all shelters shall be subject to a maintenance charge for a 5 year period costing a further £1,135

The above maintenance charge covers the following:

- 3 No. Replacement Polycarbonate panels - £495 total
- 1 No. power wash cleaning per annum - £280 total
- Final year power wash and paint - £360 total

It should also be noted that any repairs due to vandalism over and above 3 No. polycarbonate panels shall be charged to individual Ward's Community Charge allocation.

# Equality Impact Assessment Screening Form – Appendix B

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

## Section 1

Which service area and directorate are you from?

Service Area: Corporate Property

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"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(b) Please name and describe below

#### Members Community Budget

The scheme is intended to support delivery of small local measures that are a priority for individual Councillors and their local community but are not funded by other Council budgets.

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

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

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

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

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

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

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

YES

NO

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

If yes, please provide details below

# Equality Impact Assessment Screening Form – Appendix B

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

High risk <input type="checkbox"/> (H)	Medium risk <input type="checkbox"/> (M)	Low risk <input checked="" type="checkbox"/> (L)
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**Q6 Will this initiative have an impact (however minor) on any other Council service?**

Yes       No      **If yes, please provide details below**  
 The delivery of schemes will often involve the internal contracting arm of the Authority

**Q7 HOW DID YOU SCORE?**  
*Please tick the relevant box*

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

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

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

A full EIA report is not required for the community budget itself, individual schemes will be screened in their own right, as per the corporate process.

**Section 2**

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

<b>Screening completed by:</b>
Name: Geoff Bacon
Job title: Head of Property Services
Date: 18/02/20
<b>Approval by Head of Service:</b>
Name: Geoff Bacon
Position: Head of Corporate Property
Date: 18/02/20

## **MEMBERS' COMMUNITY BUDGETS**

### **1. Purpose of the Community Budget**

The current scheme was adopted by Cabinet on 28th May 2013 and subsequently amended by Cabinet on 19th November 2015 and 19th October 2017 and March 2020. This scheme is intended to support delivery of small local measures that are a priority for individual Councillors and their local community but are not funded by other Council budgets. Furthermore, it is intended to help deliver the Council's strategic objectives.

As part of the scheme, a sum of money has been divided equally between all 72 elected Councillors to use on supporting initiatives within their Ward.

The Community budget provides each Councillor with a budget of £10,000 to spend per year.

### **2. What are the financial thresholds?**

Councillors are allocated £10,000 per councillor per year (£50,000 for 5-year term of office).

There is no minimum amount a Councillor may spend on funding.

### **3. How will the successful scheme receive the funds?**

Bank details must be provided for an electronic transfer, or a cheque to be generated. The bank details needed would be the name of the group or organisation, address, bank account number and sort code. The bank account must be in the name of the group or organisation applying for funding. A brief description of what the money is for would also be required. Cash will not be provided. (Any queries contact the nominated officer Jayne Hunt. E mail [Jayne.Hunt@swansea.gov.uk](mailto:Jayne.Hunt@swansea.gov.uk) Tel: 07814107623)

### **4. What Community Budgets can be used for?**

Councillors can allocate funding to any scheme (providing it is legal, complies with the Council's constitution, policies and procedures) and it can be used to:

- a. Initiate or to support community projects;
- b. Improve health and wellbeing;
- c. Improve Council owned land and/or public rights of way;
- d. Improve community services or facilities in a local area;
- e. Address safety issues in the local community;
- f. Contribute towards the Council's costs in facilitating local events or markets;
- g. Produce leaflets and information promoting the local area (but not promoting individual businesses and/or organisations);

- h. Provide grants/donations to Community groups supporting wider community engagement or services, however, only a maximum of £3,000 per organisation. In addition, there would be an overall cap of £15,000 over a 5-year term per councillor.
- i. Donations for cross-council initiatives e.g. relevant city centre event up to £100 in exceptional cases where such donations would have a wider benefit to ward residents.  
NB: Councillors will not be reimbursed for payments for goods purchased from their personal accounts
- j. Contribute towards the Minor Works Budget; (details are outlined below in section 5)
- k. Create or enhance an asset subject to all future revenue costs as a result of the acquisitions being met.
- l. Provision of match funding to support or extend projects of the types outlined above that are part-funded from other sources.
- m. To support capital funding

Please note that the above list is not exhaustive.

#### **5. What is the Minor Works Budget?**

Councillors with Council housing in their Ward can identify and/or approve schemes proposed by Area Housing Managers, including work carried out on Housing Land only, such as:

- a. Fencing;
- b. Gulley clearance;
- c. Repairs to paths;
- d. Provision of barriers and/or security works;
- e. Additional lighting;
- f. Additional car parking;
- g. Improving open spaces;
- h. Installing community facilities and/or areas; seating;
- i. Garden areas;
- j. Allotments

#### **6. What Community Budgets cannot be used for?**

Councillors are not able to allocate funding for:

- a. A scheme that is not legal and does not adhere to the Council's constitution, policies and procedures;
- b. Providing grants/monies to any commercial organisation or any individual or organisation whose principles conflict with those of the Council;
- c. Supporting any kind of political activity.

In addition, support to community groups to fund ongoing day-to-day running expenses is not recommended except in exceptional circumstances and to assist in short-term challenges.

## **7. How will work be carried out?**

In the first instances, it is proposed that all "works" will still be issued via the Council in-house teams. These services must continue to demonstrate that it can deliver the scheme and ensure its communication is improved. To enable this to take place, a dedicated officer has been appointed to administer the scheme. (The nominated officer is Jayne Hunt. E mail [Jayne.Hunt@swansea.gov.uk](mailto:Jayne.Hunt@swansea.gov.uk) Tel 07814107623)

- a. A catalogue of schemes will be made available to members. This will include all costs associated with a scheme and show a minimum to maximum cost per scheme e.g. If bollards are to be erected it could depend on site. Council will also indicate what schemes it would not be interested in bidding for.
- b. All costs of delivery of a scheme including any costs for design and e.g. TRO's must be included thus providing visibility for members. A breakdown of costs and a completion date must also be included in quotes.
- c. When payment for a scheme is made then members should be advised as soon as possible.
- d. Jayne Hunt will regularly inform members of their up-to-date spend and amount of remaining budget.
- e. A simplistic approval process is in place to ensure members and the Council are protected.

One of the most controversial issues of the existing schemes is the cost applied to cover a future revenue burden. The current scheme places a simplistic, cumulative, threshold of £100 per year for all the "works" undertaken by a Ward Member in their term. If there are unforeseen additional costs, then the ward member must be contacted immediately.

Care must be taken not to allow the scheme to generate a significant amount of future revenue burden without making appropriate budget adjustment.

- a. "Grants or works" should not normally result in a disproportional increased ongoing revenue burden for the Council. As such a simplistic, cumulative, threshold of £100 per year is for all the "works" undertaken by a Ward Member in their term and if annual costs exceed that, a discussion will be held with members before scheme commences, e.g. an equivalent contribution would be made by the ward member to cover an agreed period by way of a commuted sum for a period of 5 years e.g. £500.
- b. Where this has not previously been adopted or where a replacement is required after the expiry of the "commuted sum" period, then any "replacement" items would be counted as a new application under these revised arrangements.
- c. Officers will ensure compliance with all the Council's financial and contract procedure rules and therefore approval must be secured prior to making any commitment of funding to any organisation.

**8. What if it's unclear whether the Community Budget can be used or not?**

Councillors will make their recommendation on the spending of the Community Budget to the nominated officer. The nominated officer is Ms Jayne Hunt. E mail [Jayne.Hunt@swansea.gov.uk](mailto:Jayne.Hunt@swansea.gov.uk) Tel 07814107623.

**9. Does the nominated officer have a role in Community Budgets?**

The nominated officers will be the Councillors' direct link into the scheme and the approval process.

Jayne Hunt will regularly inform members of their up-to-date spend and amount of remaining budget.

Council officers will confirm that any application complies with the terms and conditions of the scheme. Officers will ensure that proposed schemes are linked into the wider community engagement and existing work programmes to avoid duplication.

**10. Will a Councillor need to provide reasons to allocate funds?**

To ensure a successful application, each Councillor should (if requested) provide reasons as to why any allocation of funds will help a local scheme, activity or project. Any scheme, activity or project will need to show it specifically benefits the well-being of the local community or its own environment or economy.

Details of Councillor spending will be published on the City and County of Swansea internet site on a quarterly basis.

**11. What rules apply to spending Community Budgets?**

As the monies within Community Budgets are public money then the same rules apply as would apply to any other Council spending. This means that any scheme will still need to go through the usual and appropriate procurement method. All Councillors will need to comply with the Council's Constitution, financial rules, and contract procedure rules.

Councillors must adhere to the Councillor's Code of Conduct when making decisions on how to allocate their Community Budget.

Councillors must consider and identify any potential conflicts of interest in relation to any proposals which they wish to support.

Any queries on potential conflicts of interest or Code of Conduct should be referred to the Monitoring Officer.



## **12. Work undertaken by private companies/organisations**

Where donations are provided to third party groups based in "council assets e.g. schools, Members must obtain four detailed quotes and a timescale for completion of the work should be included in the quote. The Council should also be invited to give one of these quotes. The company/ organisation must comply with the council's procurement process and follow Council's policies on Health and safety, pay policy, etc. Quotes for works to be undertaken must include all costs, e.g. Quotes for highways work including TROs. Payment will be paid on completion of the work providing it is up to a satisfactory standard.

## **13. If an asset is created or enhanced can its ownership be transferred from the Council?**

No. Any asset created or enhanced under the Community Budget must remain under Council ownership unless it has been agreed as a specific decision in relation to an agreed community transfer in line with the appropriate policy.

## **14. Can a Councillor pool their funds?**

Yes, Councillors can elect to pool their funds where there is more than one Councillor in a ward. If there are sufficient funds, it benefits the community and is not illegal then the funds can be allocated to any individual project or group within each financial period (April to March) each year.

A Councillor does not have to pool their funds if they do not want to.

Councillors cannot pool funds across different wards unless the scheme/work is in fact being delivered across both wards, e.g. Joint funding of highway works which bridge ward boundaries; a community event which crosses ward boundaries or joint use of community facilities.

## **15. Can a Councillor carry forward and unspent Community Budget?**

Any unspent monies from a Councillors Community Budget will automatically be carried forward to the next financial period if it is within the Councillor's term. Work scheduled for the 5<sup>th</sup> year of a term of office must be confirmed in the 4<sup>th</sup> year (i.e. before the 5<sup>th</sup> financial year). This will enable the appropriate department to include schemes in their schedules for the following year.

If money is committed to a scheme during the financial year but the scheme has not commenced, then the commitment will be honoured and a completion date be given to the Councillor.

However, please note that any money not spent by the end of the Councillor's term of office will be lost.

The final deadline for committing Donations to groups can still be made provided they are made by the end of the financial year immediately preceding the next council

election. If an election takes place outside of the normal cycle the cut-off date will be 6 weeks before the date of the election.

**16. What happens to the Community Budget upon a Councillor leaving the Authority during the financial period?**

The budget is based on 5-year term and is £50k in total and current Councillors can spend it as and when required. If a change in a Councillor takes place, the remaining balance would be made available to the new Councillor. If the Community Budget has been committed no further monies will be advanced to the new Councillor until the next term of office.

**17. Can members of the public find out how much each Councillor has spent and on what?**

Yes. The Council will publish information regarding each Councillors Community Budget on a quarterly basis. This will include declarations of interest from Councillors in relation to any applications. The Council's internet site will include a section on Community Budgets.

**18. Can a Councillor spend his/her Community Budget during Purdah?**

Purdah is the period between the notice of the election and the actual date of the election.

During this period, the normal behaviours around a Council and Councillors' activities become more restricted. The Council is not able to show or give any impression of showing any support, bias or favouritism to any candidate for election of Councillor or any political party. The Council must remain neutral and impartial.

Councillors will need to exercise caution in the use of their Community Budgets leading up to an election. Councillors will be able to identify any appropriate scheme up to and including the end of the financial year prior to the election i.e. 31<sup>st</sup> March prior to a May election.

**19. What happens if there is a dispute about the scheme?**

Hopefully most situations will be clear as to what is permitted and what isn't assisted by this guidance. If there is a disagreement between a ward Councillor and the nominated officer and a solution cannot be found the matter would be escalated for determination by the Cabinet Member and the Director of Place. If the matter cannot be resolved, then the final decision will be made by the Monitoring Officer on the grounds of compliance with appropriate legislation.

**20. Capital Allocation**

As part of the normal budget setting process Council or Cabinet may identify a capital allocation to form part of the overall community budget scheme. If such an allocation is made the following principles would apply:

- The eligibility criteria in place would be the same as set out for revenue funding in paragraphs 1.2 to 1.4 above. In addition they would need to satisfy the criteria for capital projects as set out in the council's financial procedure rules. I.e. the work is intended to "add" to the asset such as new equipment or maintain the longevity of an asset by replacing something that already exists. Acquisition of assets or donations are not permitted from this budget
- As the project will be capital in nature the minimum scheme value would be £20,000
- There would be a cap on the amount that can be drawn from a capital budget of a maximum of £30,000 **per ward** per year. The capital contribution cannot represent more than 80% of the total costs of the scheme with the balance being derived from other sources which could include grant, revenue community budget allocation or wider community donations
- No more than 2 such schemes can be approved for a single ward in any financial year i.e. one or two scheme drawing a maximum of £30,000
- Once the budget has been fully committed no further schemes can be considered until a new allocation is made. A deadline or series of deadline may be declared to allow a phasing approach to bid consideration
- In year one of the scheme projects would be eligible provided they have not physically commenced on site
- Any capital budget remaining at the end of the council term will be rolled over to the next cycle and added to any new amounts allocated
- Decisions as to eligibility for each submitted scheme would be delegated to the leader, Cabinet member for Better Communities, and Director of Place. In the event of the scheme being submitted in one of the respective wards then the deputy leader would sit on the panel
- In the event of more approved bids that the remaining money available the panel could decide to "ration" the approval on pro rata basis
- As the schemes are likely to be larger than normal community budget projects a deadline will be set for final submission and approval of schemes 1 year prior to the end of the municipal term

# Agenda Item 16.



## Report of the Cabinet Member for Investment, Regeneration & Tourism

Cabinet – 19 March 2020

### Proposed Lease of Coed Gwilym Park to Clydach Community Council under the Community Asset Transfer Policy

<b>Purpose:</b>	To seek approval to negotiate and agree Heads of Terms and enter into a lease with Clydach Community Council for Coedgwilym Park, including the immediate management of community use and secondary hires and lettings.
<b>Policy Framework:</b>	Asset Management Plan 2017-2021 Community Asset Transfer Policy 2017
<b>Consultation:</b>	Legal, Finance, Property and Access to Services.
<b>Recommendation(s):</b>	It is recommended that:  1) Having considered the verbal report outlining the response to the public open space statutory consultation process approves the proposed disposal of the land and notes the financial and operational implications;  2) Subject to the approval of recommendation 1 authority is delegated to the Director of Place to negotiate and settle the terms of the proposed lease (and thereafter any required Deeds of Variation) and authority is delegated to the Chief Legal Officer to finalise the legal documentation;  3) Agrees, in principle, the long-term ambitions and phased programme of improvements proposed by Clydach Community Council;  4) Authorises the Director of Place to agree the phased programme subject to gateway and milestone reviews, funding, access, contract and any other required approvals and procedures being satisfied.
<b>Report Author:</b>	Sue Reed
<b>Finance Officer:</b>	Paul Roach
<b>Legal Officer:</b>	Debbie Smith
<b>Access to Services Officer:</b>	Rhian Millar

## **1. Background**

It is Clydach Community Council's intention to take on the running, and enter into a 125 year lease for Coed Gwilym Park. Under the proposals, the Community Council will manage the park on very much a similar basis initially to current operations, and will upgrade the park and make relevant changes using a phased approach as detailed within the report. The Community Council would work with other groups who regularly use the park in the way of a 'Friends of Park' constituted group.

- 1.1 Coedgwilym Park is an area of approx. 35,000Sq.m. It currently has two enclosed play areas (one of which is older and more dilapidated than the other), a bowls green, two full size football pitches and accompanying changing rooms, two tennis courts and a multi-use games area.
- 1.2 The Park is owned by Swansea Council and is maintained by Parks Operations from within the Waste Management service. The Pitch lettings function is provided by Cultural Services.
- 1.3 The Park is home to Clydach Cricket & AFC, Clydach Sports FC, FC Clydach & Bowls clubs.
- 1.4 All clubs currently pay a permit fee to the Authority for all matches played at Coedgwilym, on a self-Management basis and the Parks service provides a prepared playing surface and are responsible for the changing room building, utilities and upkeep. Day to day cleaning is undertaken by the self managing clubs as listed above.
- 1.5 It is also home to the Swansea Canal Society who hire out kayaks and canoes from the on-site boating house.
- 1.6 Clydach Heritage Centre is also on the park's grounds, and is open mainly on weekends for short periods, showing the history of Clydach from the late 1700's to date.

## **2. Proposal**

- 2.1 Clydach Community Council have submitted a request to take on full repairing, maintaining and service provision of all elements within the Park demise, with a vision to develop and upgrade park and improve facilities using a phased approach.
- 2.2 The Friends of the Park (FOP) is a constituted group made up of a number of representatives from groups who regularly use the park, including the Community Council. In order to develop a formal arrangement between the proposed new leaseholder (Community Council), an agreement between the Community Council and the FOP group as a 'memorandum of understanding' will be created setting out how the two bodies will work alongside each other for the benefit of all users of the Park. It may be necessary for the lease to the Community

Council to permit some subletting to various groups to ensure that obligations and responsibilities are clear and legally documented. The Council would need to retain control on who the Community Council is able to sublet to in the interest of retaining public access. Ultimate day to day decisions will be taken by Clydach Community Council, with approval from the Council on any future changes

2.3 The Community Council would place an emphasis on volunteers to help maintain the park and would ensure proper insurances and training is in place for this.

2.4 Within the submitted business plan, the community council holds at least one event each year at the park, with income dedicated to the park's upkeep. It sets out that;

- a. No changes are made to any existing agreements with the Canal Society, Heritage Centre or Bowls Club. The agreements would need to be reviewed to ensure that each group continues to fully manage their buildings and areas and that no liability rests with the Community Council. On balance, the cost of maintaining these areas, especially the bowling green would prove expensive.
- b. The phased approach would be as follows;
  - i. Install Signage at entrance to park, changing rooms and play areas. This would need to be sufficient to prevent claims. Advice would be sought from OVW (One Voice Wales) and Community Council Insurance Company.
  - ii. Carry out initial repairs to pot holes / make areas safe. The handover would also need to ensure the park is fit for purpose and certified. The same applies to trees, with a tree survey being carried out.
  - iii. Install CCTV

2.5 The successful implementation of the plan and long-term leaseholding and associated management of the Park by Clydach Community Council will provide the following benefits;

- Community cohesion through the ownership, involvement and interest in local facilities.
- Partnership working with the community in managing and safeguarding valuable community assets.
- Investment in modern, fit for purpose facilities which the Authority is not in a position to provide.
- Increased access to local formal and informal sporting and recreational opportunities.
- Access to funding opportunities not available to the Local Authority.

2.6 There are large aspects of the park, including football pitches, bowls, canal society and heritage that are currently operated under a self management principle and works well. This future arrangement seeks to

take that responsibility to the next stage, further opening up opportunities as outlined above

### **3. Property Implications**

- 3.1 To enable the Community Council and its partners to confidently invest in the facilities without fear of the useful life of those investments being cut short and to give the parties involved the ability to apply for grant funding for the maximum number of grants available a 125 year lease is considered appropriate in this case.
- 3.2 The lease will require the Park to remain as a public open space, maintain the current facilities to a high standard, forbid any changes to the current lease / licence agreements that are already in place without the Local Authority's permission and also not allow any alterations / changes to the facilities at the Park without Local Authority consent.
- 3.3 Given the above terms a peppercorn rent for the length of the term is considered appropriate and to be best value given the proposed use. The current use of the land makes any more financially viable use of the land extremely unlikely and, even if it were possible, it would probably be outweighed by the well-being benefits of the current proposal.
- 3.4 As the land is deemed to be public open space a statutory consultation process will be commenced and will conclude prior this report being considered by Cabinet. The response to the statutory consultation will be collated and a verbal report presented to Cabinet in order that Cabinet can have regard to any objections raised, prior to making any decision on whether it is appropriate to dispose of the land on the terms outlined within this report.
- 3.5 The above mentioned terms are non-negotiable so cabinet approval is sought for these terms and to then authorise the Director of Place to negotiate and settle the other detailed terms of the proposed lease (and thereafter any required Deeds of Variation) and to instruct the Chief Legal Officer to finalise the legal documentation.

### **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.

- 4.2 Our Equality Impact Assessment process ensures that we have paid due regard to the above.
- 4.3 An EIA Screening Form has been completed with the agreed outcome that a full EIA report was not required. The reasons for this were:
- 4.4 The community council will improve and enhance the facility provision in Coedgwilym Park to enable them to further develop opportunities for the local community. There will be no change in provision or opportunity than at present as the Park will remain fully open to the public as it is now. The only change to current provision is that the Community Council will have the responsibility for the areas within the demises. Casual usage will not change or be adversely affected, and in the long term is anticipated to increase.

## **5. Financial Implications**

- 5.1 Agreement of a long term lease to the Community Council would preclude the Authority from the possibility of the future sale and capital receipts from this site.
- 5.2 The current annual costs for the Parks service in relation to Coedgwilym park are;
- Grounds maintenance of football and cricket pitches - £11,938 which includes grass cutting, pitch maintenance and renovations, shrub pruning, tennis courts maintenance, sweep car park, flower provision, cut hedges etc.
  - Site is litter picked 3 x weekly at an approx. cost - £2,826
  - Play equipment is inspected 4 x annually - £130
  - Estimate of repairs and play bark replacement annually - £500
- 5.3 The average annual income to the Authority from permit fees for all sports is £3,500
- 5.4 There will be an annual loss of income to the Authority of up to £3,500 as the clubs will cease to pay a permit fee to play matches as part of the lease agreement.
- 5.5 There will be additional financial income to the Authority from Clydach Community Council paying an annual figure of up to £5,000 to the Authority for the cutting of grass and hedges initially whilst they investigate the purchasing of machinery.
- 5.6 Therefore there will be a net saving to the Authority of approximately £11,500 per annum. This will be set against current savings targets within the MTFP
- 5.7 In agreeing this proposal, it must be noted that expenditure budgets for maintenance and income targets for permits sit across two different Departments. In agreeing this report and transferring income and



expenditure to the leaseholder, adjustment must be made between Departments to ensure that new budgets reflect the future arrangements before savings are made.

- 5.8 There will be no additional long term revenue or capital financial commitment required by the Authority for any new facilities provided by the Community Council, as this will be the responsibility of the Community Council from the date of the lease.
- 5.9 The Authority has received an outline business case from Clydach Community Council which includes their form of organisation and the proposed community benefits.

## **6. Legal Implications**

- 6.1 Section 123 of the Local Government Act 1972 and the Council's Land Transaction Procedure Rules set out in the constitution apply to this disposal. Under s123 LGA 1972 a local authority has the power to dispose of land held by it in any manner it wishes provided that the local authority achieves the best consideration that can reasonably be obtained except where the disposal is for a short tenancy (less than 7 years) or the local authority has the consent of the Welsh Ministers. Under the Council's constitution the responsibility of determining in what manner the land will be disposed of in order to obtain best consideration lies with the Director of Place.

Under the General Disposal Consent (Wales) Order 2003 the Welsh Ministers have issued a general consent for disposals of land under s123 for less than best consideration. This allows a local authority to dispose of land for less than best consideration if it considers that the disposal will contribute to the promotion or improvement of the economic, social or environmental well-being of its area and the extent of the undervalue is no more than £2m.

- 6.2 There are specific powers and requirements for the disposal of land held by a local authority for planning purposes, housing, allotments, open space and school playing fields.

Where the land is deemed open space, the Council is required under s123 to advertise the disposal of the land in the local newspaper for two consecutive weeks and to give full and proper consideration to any objections. 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.

In order to dispose of land which is currently playing fields the local authority must comply with The Playing Fields (Community Involvement in Disposal Decisions) (Wales) Regulations 2015. The Council must before making a decision to dispose of a playing field, or any part of a playing field, publish on two consecutive weeks in at least one local

newspaper a notice of the disposal and display a copy in at least one place on or near the playing field to which the disposal relates, and, in any event, at each official entrance to the playing field, for not less than 6 weeks. Copies of the notice and details of the disposal also need to be sent to a number of organisations as set out in the regulations.

The requirements contained in the regulations do not apply where:

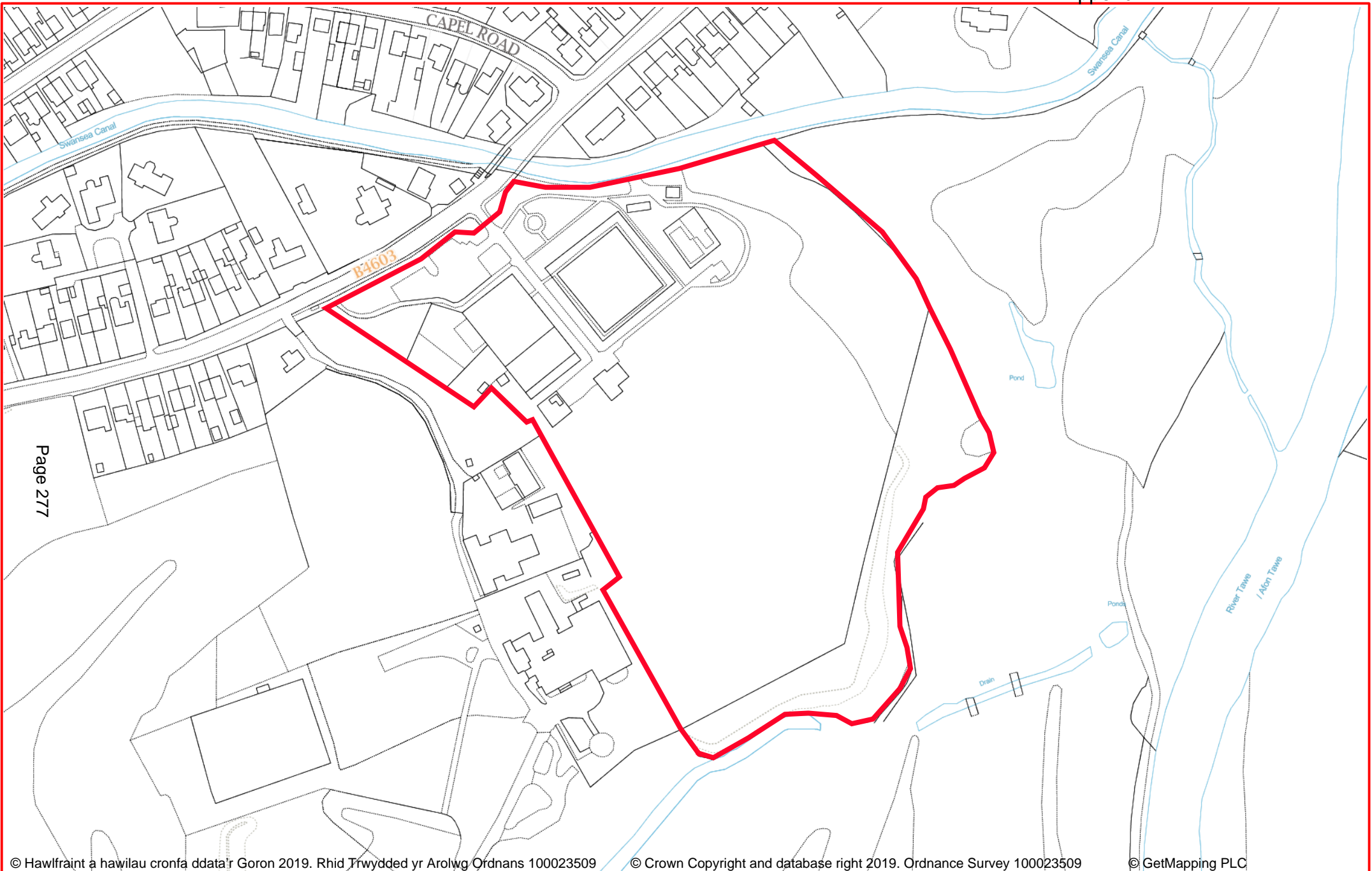
1. The proposed decision to dispose relates to the grant of an interest in the playing field, or any part of the playing field, that does not have an adverse impact on the use of the playing field as a sports or recreational facility by the public;
  2. The playing field is to be retained as a sports or recreational facility for use by the public and the disposal is to be made to a local authority or a body whose aims or objectives include the promotion of sporting or recreational activities.
- 6.3 The property has not been advertised on the open market. The Council's constitution specifies that if there has been no marketing of the Land or only one person has indicated an interest to purchase there can be no such disposal of land except where it is determined by the Director of Place or his nominee that there is only one party who could acquire the interest because of the physical, legal or other characteristics of the land and that it is appropriate to sell by private treaty. In this particular case the land is public open space/playing fields for community use and consequently is of limited interest to the market generally. Therefore, the Director of Place is satisfied that the characteristics of the land dictate that there is realistically only one party who would be interested in acquiring this land and that it is prudent and appropriate to sell by private treaty."
- 6.4 The lease documentation will contain all the relevant provisions to protect the Council's interest.

**Background papers:** None

**Appendices:**

Appendix A – Plan

Appendix B – EIA Screening Form



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Cyngor **Abertawe**  
**Swansea** Council

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

Coed Gwliym Park, Clydach

Scale: 1:2500  
Date: 06/02/2019  
Created by: Lewis.Hinds

Appendix A

# Equality Impact Assessment Screening Form – Appendix B

**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: Cultural Services

Directorate: Place

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

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

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

To seek approval to negotiate and agree Heads of Terms and enter into a lease with Clydach Community Council for Coedgwilym Park, including the immediate management of community use and secondary hires and lettings

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

Direct front line  
service delivery

(H)

Indirect front line  
service delivery

(M)

Indirect back room  
service delivery

(L)

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

Because they  
need to

(H)

Because they  
want to

X (M)

Because it is  
automatically provided to  
everyone in Swansea

(M)

On an internal  
basis  
i.e. Staff

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

### 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**

There will be no direct change to the facilities on offer to members of the public and users of the park, other than new signage replacing Swansea Council with Clydach Community Council, actual fact local people will have more say in what

## Equality Impact Assessment Screening Form – Appendix B

they would like to see in the park due to the fact of it been a local community council who hold regular community meetings in the locality.

**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 X (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 X (L)
---	---	-------------------

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

X Yes       No      **If yes, please provide details below**  
 Parks Operations currently undertake the maintenance of the park and have therefore been part of the discussions with the community council in relation to the lease of Coedgwilym Park.

**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.**

It is the Community Council's intention to take on the running, and enter into a 125 year lease for Coed Gwilym Park. Under the proposals, the Community Council will manage the park on very much a similar basis as the Council currently, and will upgrade the park and make relevant changes using a phased approach. The Community Council would work with other groups who regularly use the park in the way of a 'Friends of Park' constituted group, who will be able to access grant funding for further improvements to the facility.

**Section 2**

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

<b>Screening completed by:</b>	
Name: Sue Reed	
Job title: Community, Partnership & Destination Development Manager	
Date: 31/01/2020	
<b>Approval by Head of Service:</b>	
Name: Tracey McNulty	
Position: Head of Cultural Services	
Date: 17/2/2020	Page 279

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

# Agenda Item 17.



## Report of the Cabinet Member for Care, Health & Ageing Well

Cabinet – 19 March 2020

### **FPR7 – Integrated Care Fund Capital Approval 2019/2020**

<b>Purpose:</b>	To approve the ICF capital funding for Swansea Council and to comply with Financial Procedure Rule 7 (Capital Programming and Appraisals) to commit and authorise a scheme to the Capital Programme.
<b>Policy Framework:</b>	Social Services and Wellbeing (Wales) Act 2014 Financial Procedure Rule No. 7
<b>Consultation:</b>	Access to Services, Finance, Legal.
<b>Recommendation(s):</b>	It is recommended that:  1) The schemes outlined in this report and their financial implications are noted and are added to the Council's capital programme.
<b>Report Authors:</b>	Lucy Friday/Jane Whitmore
<b>Finance Officers:</b>	Jayne James / Ben Smith
<b>Legal Officer:</b>	Debbie Smith
<b>Access to Services Officer:</b>	Rhian Millar

#### 1. Introduction

- 1.1. Welsh Government has provided Integrated Care Fund (ICF) to Local Authorities and the Health Board since 2014/2015 to build on effective working across health, the 3<sup>rd</sup> sector, social services and housing to improve the planning and provision of integrated services. The scheme has a focus on integrated working to help avoid unnecessary hospital admissions, or inappropriate admission to residential care, as well as preventing delayed discharges from hospital. This has included both capital and revenue funding.

- 1.2. Welsh Government confirmed that Capital ICF funding allocated for a 3 year Programme up to 2020/21. The amount of capital funding confirmed over this period has been set as follows for the West Glamorgan Region.

Discretionary Funding (Smaller schemes under £100k)	£188,109
Strategic Funding (Larger schemes over £100k)	£3,378,800
<b>Total Capital Funding</b>	<b>£3,566,909</b>

- 1.3. As part of the allocation process, all applications are approved via a multi-agency panel and endorsed by Regional Partnership Board. All funds are claimed via the regional Health Board

## 2. Swansea Council Proposed Works

**A list of the capital schemes for Swansea Council are listed in section 5.** These include proposals from Adult Services, Child & Family Services and Housing Departments.

- 2.1. Included within the Swansea Council allocation of funding is the MCP North Hub scheme of which funds for year 1 of the programme were drawn down in 18/19. This allocation totalled £396,096 agreed to be carried forward to 19/20 in order to appropriately manage delays in the purchase of the relocation site.

## 3. Main Capital programme and Discretionary Capital Schemes:

- 3.1. Expressions of interest were invited from all West Glamorgan partners and the applications were reviewed in a multi-agency panel. The recommendations for the discretionary schemes have been approved by Programme Team members in line with the ICF guidance. The Main and Discretionary Capital Programme, is detailed in section 5.1.
- 3.2. The schemes were submitted to Welsh Government in two rounds of applications. First round submissions approved via the multi-agency panel on the 8<sup>th</sup> April 2019 and the second round on 3<sup>rd</sup> July 2019.
- 3.3. Of these submissions the first round DCP applications received ministerial approval on the 23<sup>rd</sup> July 19 and the 2<sup>nd</sup> round in November 2019.
- 3.4. The timescales for the capital proposals has presented a challenge given the late approval of proposals by WG. Although the guidance includes indicative allocations for the years 2019-20 and 2020-21 in order to enable regions to plan and programme manage ICF capital on a strategic basis; the 2019/20 funding must be incurred during the 2019/20 financial year. Some of the 2019-20 schemes will not be fully delivered by 31 March 2020

and WG have agreed that unspent funding can be offset against in-year Disability Facilities Grant scheme spend which will enable the ICF grant to be drawn down for delivery during 2020-21.

#### **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. Project Leads for the individual schemes will follow the Equality Impact Assessment process from the commencement of their work, including any required consultation and engagement.

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

5.1. It is proposed that the following schemes outlined in the table are added to the Council's Capital Programme



ICF Schemes		18/19 Award £	19/20 Award £	20/21 Award £	Total £
<b>Relocation of North Hub</b> <i>North Hub based within Gorseinon Hospital relocated to Community Equipment Stores site, Morriston. Grant funding used to secure site (19/20) and completion of building works (20/21)</i>	MCP	£396,096 <i>Carried forward to 19/20</i>		£638,000	£1,034,096
<b>Hub and Spoke Edge of Care Service</b> <i>Secure and refurbish site appropriate for A registered children's home that can support up to 4 adolescents per night and is available to offer families a minimum of 1200 spaces per annum.</i>	MCP		£500,000	£0	£500,000
<b>Supported living in rural Swansea for people with varying needs</b> <i>The proposal is for the development of two bespoke supported living blocks of flats on the same site in a rural area of Swansea.</i>	MCP		£906,397	£0	£906,397
<b>Acacia Road ADAPT Conversion</b> <i>Conversion of former respite unit into 2 large family homes, a fully adapted 4 bedroom and 3 bed fully accessible home, to meet the needs of families and children with complex needs, both with G/F bedrooms and bathrooms. Adding to the very short supply of larger adapted accommodation</i>	MCP		£188,307	£0	£188,307
<b>Inclusive Digital Communities</b> <i>Investment in digital equipment for the roll out of day services inter-generational programme pilot. Therapy pets / dolls also to be purchased</i>	DCP		£5,433	£0	£5,433
<b>Swansea Community Equipment Service and Community Alarms</b> <i>Investment in additional delivery vehicles to support timely delivery of required equipment facilitating hospital discharge</i>	DCP		£90,000	£0	£90,000

<b>Swansea/Neath-Port Talbot Community Equipment Service</b> <i>Investment in additional assistive equipment and beds to support anticipated increased demand via regional Hospital to Home programme</i>	DCP		£92,676	£0	£92,676
<i>Building works to exterior area of Bonymaen House which will allow additional ambulance parking/visitor parking</i>					
<b>Early Help Family Support Locality Hubs</b> <i>To support the development of locality based early help hubs that are able to provide a variety of family support services from across multi-agencies.</i>	MCP		£100,000	£650,000	£750,000
<b>Totals</b>			<b>£396,096</b>	<b>£1,882,813</b>	<b>£1,288,000</b>
					<b>£3,566,909</b>

5.2. A number of the proposals have the potential to realise ongoing revenue savings for the Council

5.3. All of the schemes are 100% grant funded and do not restrict the ability of the Council to make savings in the future. The grant must be claimed in each year otherwise it will be lost. Some of the 2019-20 schemes will not be fully delivered by 31 March 2020 and WG have agreed that unspent funding can be offset against in-year Disability Facilities Grant scheme spend which will enable the ICF grant to be drawn down for delivery during 2020-21.

## 6. Legal Implications

6.1. From April 2016, there was a requirement under Part 9 of the Social Services and Well-being (Wales) Act for the establishment of a statutory Regional Partnership Board (RPB). A report requesting approval of the establishment of the RPB Board and its membership was approved by the 3 Local Authority Cabinets and the Health Board in July 2016. The Western Bay Regional Partnership Board leads on the planning and use of the funding, as well as ensuring delivery, to maximise outcomes for people and the effective and efficient use of resources.

6.2. WG ICF guidance states 'Regional partnership boards must put in place a Written Agreement to provide assurance that robust processes are in place to manage the effective delivery of ICF capital and revenue funds'. This has been completed and signed by the Chief Executive of ABMU and countersigned by the Finance Director and endorsed by Regional Partnership Board members.

6.3. The Authority has followed the terms and conditions laid out in the guidance. It must also ensure that it complies with the terms and conditions attached to any offer of grant funding.

**7. IT/Systems Implications**

7.1. There are no IT/systems implications.

**8. Property Implications**

8.1. Corporate Property have been consulted in respect of proposals affecting Council owned buildings.

**Background Papers:** None

**Appendices:** None

# Agenda Item 18.



## Report of the Cabinet Member for Economy and Strategy

Cabinet – 19 March 2020

### School Improvement - Future Working Arrangements

<b>Purpose:</b>	To give notice to leave the regional school improvement service - ERW
<b>Policy Framework:</b>	Welsh Government model for regional school improvement services. Corporate priorities 2018-2022
<b>Consultation:</b>	CMT
<b>Recommendation(s):</b>	It is recommended that:  1) Cabinet agrees in principle to a new model for school improvement based on the City Deal footprint.  2) Cabinet agrees to withdraw from the current consortium arrangement via ERW by 1 April 2021 and agrees to serve notice in writing to each of the other Authorities by 31 March 2020.  3) Discussions are held with City Deal partner Councils and the Welsh Government to agree the future collaboration arrangements for school improvement.
<b>Report Author:</b>	Nick Williams
<b>Finance Officer:</b>	Ben Smith
<b>Legal Officer:</b>	Tracey Meredith
<b>Access to Services Officer:</b>	Rhian Millar

#### 1. Introduction

- 1.1 In February 2011, the then Minister for Education and Skills set out 20 priorities for rapidly transforming standards of achievement in Wales in his speech 'Teaching makes a difference'. One of the priorities the Minister identified was about the structural management and leadership of education in Wales. He included the following direction to local authorities (LAs):

*“We will expect LAs to participate in consortia arrangements, including shared consortium services, or suffer financial penalties, including the withdrawal of Better Schools Funding. The consortia will identify system leaders, who will support and challenge the professional learning communities, which will have a focus on literacy and numeracy.”*

As a consequence, LAs had to formalise their various existing informal arrangements for working together into the four regional consortia that exist now. For Mid and South West Wales the previous SWAMWAC model, originally designed to address the new arrangements for teachers' workload, was the identified footprint for future collaboration between the councils. That footprint had been a less formal collaboration with limited functions, particularly in relation to the distribution of funding. It is difficult to find any logical or evidence-based argument set out at that time for this collaboration footprint to be the right footprint for the consortium based approach going forward.

- 1.2 Since its inception, ERW has struggled to function as an effective consortium. It has experienced a number of challenges.
  - The sheer size and diversity of the geographical area of the ERW footprint has presented operational and organisational difficulties
  - There have been several changes of political and managerial leadership and it has failed to exercise strategic and policy grip
  - There have been some difficult issues with staffing and management which have damaged relationships between partners and demoralised staff
  - Over the past two years some of the partners have become increasingly disengaged with the arrangements and the performance of the organisation. Neath and Port Talbot Council intends to leave ERW on 31 March 2020
  - School improvement has in many ways become compartmentalised and divorced from the broader learning and skills agenda. It has focussed on specific performance measures based almost exclusively on the traditional lines of attainment and attendance within schools, divorced from economic ambition
- 1.3 Attempts have been made to resolve these difficulties and these have met with partial success. However, the problems persist and a long term solution now seems unattainable without radical structural change to the approach.
- 1.4 The Welsh Government is in the process of setting out a new direction for regional working by local councils and as such this would seem to be an appropriate moment at which to consider the most effective way forward for school improvement services in Mid & South West Wales. The message from Welsh Government has been relatively clear; collaboration is a requirement but the form of that collaboration is not

mandated. It is for the councils themselves to agree how this will be done.

## **2. Background**

- 2.1 The characteristics of the six LAs that comprise ERW reflect the specific language, culture and needs of their individual communities; it is not a homogenous area. The economic ambitions are based on the Growing Mid Wales and Swansea Bay City Deal strategies leading to strong collaboration between Powys and Ceredigion and an equally powerful collaboration between Carmarthenshire, Neath Port Talbot, Pembrokeshire and Swansea. These are well-established and successful partnerships with a strong track record of delivery.
- 2.2 There has been a growing feeling amongst the ERW members that the issues of economic development and skills need better and more structured co-ordination at regional level. There has been an increasing recognition that a whole education approach is required with school improvement at its core and this is reinforced by the introduction and rollout of the new Curriculum for Wales. A single comprehensive approach is required to address the skills requirements for the key sectors that are the focus for the economic ambitions of the Swansea Bay City deal.
- 2.3 There is a real opportunity therefore to bring a renewed focus to the school improvement function across the South West Wales area.
- 2.4 There must however be a smooth transition that ensures that the current support given to schools causing concern continues uninterrupted across the whole region. Arrangements will need to be made specifically to continue the support in Powys and Pembrokeshire.
- 2.5 The Joint Working Agreement for ERW requires that unless there is the agreement of all partners no member can leave without serving 12 months' notice of their intended departure. Whilst every attempt will be made to secure universal agreement there is no guarantee that it will be achieved and therefore it is now essential that notice is served on each of the other authorities before the end of March 2020.

## **3. Finance**

- 3.1 With regards to finance, in 2018/2019, ERW had a turnover of £67.5m; of this, £60.8m is delegated directly to schools and LAs via Pupil Development Grant (PDG) and Regional Consortium School Improvement Grant (RCSIG) formulae (in Swansea's case all of the PDG funding and over 95% of RCSIG funding is delegated directly to schools). The remaining £6.6m is targeted at a range of school improvement activities across the current ERW region.

- 3.2 Over and above this funding, LAs were expected to maintain their school improvement capacity at a total of 58 challenge advisers and a financial threshold of £5.3m, of which were expected to fund a service to the value of £1.3m. This is funded from core LA funding.
- 3.3 The 6 LA's contribute £250,000 to the cost of the ERW central team of which Swansea's contribution is £69,900. A new structure was agreed by Joint Committee (JC) in October 2019, a further review by the six LA Directors will be presented to JC in March 2020 for 2020-2021 financial year. If this is agreed, this will still result in Swansea contributing a further one off £45,000. This is unachievable in a period of continued financial pressures and uncertainty for Swansea's core budget.
- 3.4 Schools, officers, governors and members question the value of ERW in terms of value for money and impact in Swansea. Swansea has a strong education system. Long standing duplication and inequity in the ERW structure have not been satisfactory addressed despite ongoing challenge from LA officers.
- 3.5 Clause 15.2 of the ERW agreement states that for a withdrawing authority ... "i will indemnify the other Authorities against any Loss to the other Authorities arising directly out of the consequences of its withdrawal from this Agreement". That would need to be quantified in due course by agreement with those other authorities.
- 3.6 ERW has a significant accumulated pension deficit recorded in its last accounts and it would be expected a share of those liabilities would either fall to the Council on exit or pass to successor regional arrangements. Equally, however, there would be a share of ERW assets and those at last balance sheet date exceeded pension fund deficit liabilities.
- 3.7 The authority would remain liable for residual contribution costs and redundancies, if any, as set out in section 6.4

#### **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.

An EIA screening has been undertaken (Appendix A), there are no immediate Equality Implications in relation to this report. We are asking for Council's agreement to service notice from ERW by 31 March 2021. There will be no immediate change to service delivery from a service users perspective and any changes will be subject to a separate EIA.

## **5. Financial Implications**

- 5.1 There will be an additional one-off unbudgeted LA contribution required of £45k for 2020-21. The detailed wider implications remain uncertain. There will be future financial liabilities falling to each LA in respect of any resulting redundancy costs following future structural changes to the regional collaboration model.

## **6. Legal Implications**

- 6.1 Clause 15 of the Agreement to constitute a Joint Committee provides for withdrawal and indemnity for consequences of withdrawal.
- 6.2 The Agreement provides that any authority may withdraw from the agreement by giving notice in writing to each of the other authorities to expire 12 months from the end of the Financial Year in which the notice is given. Therefore, notice has to be given by the end of this financial year.
- 6.3 As this is a voluntary withdrawal each authority has agreed that, in the event that it gives notice of withdrawal to other authorities, it will indemnify the other authorities against any loss arising directly out of the consequences of its withdrawal.
- 6.4 The authority withdrawing shall remain liable for their contribution calculated to the date upon which its notice expires including any costs of redundancy directly attributable to the withdrawal of that authority as per clause 15.4 of the agreement which ranges from 100% in the first 2 years after withdrawal to 40% in the 5<sup>th</sup> year after withdrawal.
- 6.5 Any staffing implications arising from the withdrawal from ERW will be dealt with under the appropriate procedures.

### **Background Papers:**

None

### **Appendices:**

Appendix A – EIA

Appendix B – Letter of notice of withdrawal



# Equality Impact Assessment Screening Form – Appendix A

**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: Place

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

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

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

### School Improvement - Future Working Arrangements

This EIA is in relation to the proposal to move a new model for school improvement based on the City Deal footprint in the future. To allow the Council to explore this we must terminate our current consortium arrangement via ERW by 1 April 2021. This requires the serving of notice to leave by 31 March 2020.

We are asking for Council's agreement to service notice from ERW by the 31<sup>st</sup> March. There will be no immediate change to service delivery from a service users perspective and any change will be subject to a separate EIA

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

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

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

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

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

	High Impact (H)	Medium Impact (M)	Low Impact (L)	Don't know (H)
Children/young people (0-18) →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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"/>

## Equality Impact Assessment Screening Form – Appendix A

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**

We will be working with all ERW partners over the next few months to obtain agreement for our departure and finalise the details of the future arrangements.

**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.**

There are no immediate Equality Implications. We are asking for Council's agreement to service notice from ERW by the 31<sup>st</sup> March. There will be no immediate change to service delivery from a service users perspective and any changes will be subject to a separate EIA

## Section 2

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

<b>Screening completed by:</b>
Name: Rhian Millar
Job title: Access to Services Manager
Date: 3.3.2020
<b>Approval by Head of Service:</b>
Name: Nick Williams
Position: Director of Education
Date: 3.3.2020

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

Councillor Ellen Ap Gwynn  
Chair  
ERW Joint Committee  
C/o Leader's Office  
Ceredigion Council

Dear Ellen

I am writing formally to give notice of Swansea Council's intention to withdraw from ERW with effect from 31 March 2021 under Clause 15.1 of the Joint Committee Agreement dated 16 July 2014.

We have identified a range of issues with the existing arrangements for regional school improvement work in South West and Mid Wales region.

The main concerns are:

- The sheer size and diversity of the geographical area of the ERW footprint has presented operational and organisational difficulties
- There have been several changes of political and managerial leadership and it has failed to exercise strategic and policy grip
- There have been some difficult issues with staffing and management which have damaged relationships between partners and demoralised staff

We have concluded that the above can be rectified though by working to a new footprint and model for regional school improvement.

Please be assured we will work collaboratively with all the other local authorities involved to ensure a smooth transition to a new footprint and model.

We will also continue to work to ensure that the current support given to schools across the ERW region continues this next financial year.

I am also sending copies of this letter to the Leaders of Carmarthenshire, Pembrokeshire, Powys and Neath Port Talbot.

Yours sincerely

**Councillor Rob Stewart**  
**Leader of Swansea Council**

# Agenda Item 19.



## Report of the Chief Legal Officer

Cabinet – 19 March 2020

### Exclusion of the Public

<b>Purpose:</b>	To consider whether the Public should be excluded from the following items of business.	
<b>Policy Framework:</b>	None.	
<b>Consultation:</b>	Legal.	
<b>Recommendation(s):</b>	It is recommended that:	
<b>1)</b>	The public be excluded from the meeting during consideration of the following item(s) of business on the grounds that it / they involve(s) the likely disclosure of exempt information as set out in the Paragraphs listed below of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007 subject to the Public Interest Test (where appropriate) being applied.	
	<b>Item No's</b>	<b>Relevant Paragraphs in Schedule 12A</b>
	20	14 & 16
	21-23	14
<b>Report Author:</b>	Democratic Services	
<b>Finance Officer:</b>	Not Applicable	
<b>Legal Officer:</b>	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
<b>12</b>	<b>Information relating to a particular individual.</b>
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 12 should apply. Their view on the public interest test was that to make this information public would disclose personal data relating to an individual in contravention of the principles of the Data Protection Act. Because of this and since there did not appear to be an overwhelming public interest in requiring the disclosure of personal data they felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p>
<b>13</b>	<b>Information which is likely to reveal the identity of an individual.</b>
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 13 should apply. Their view on the public interest test was that the individual involved was entitled to privacy and that there was no overriding public interest which required the disclosure of the individual's identity. On that basis they felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p>
<b>14</b>	<b>Information relating to the financial or business affairs of any particular person (including the authority holding that information).</b>
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 14 should apply. Their view on the public interest test was that:</p> <ul style="list-style-type: none"> <li>a) Whilst they were mindful of the need to ensure the transparency and accountability of public authority for decisions taken by them in relation to the spending of public money, the right of a third party to the privacy of their financial / business affairs outweighed the need for that information to be made public; or</li> <li>b) Disclosure of the information would give an unfair advantage to tenderers for commercial contracts.</li> </ul> <p>This information is not affected by any other statutory provision which requires the information to be publicly registered.</p> <p>On that basis they felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p>

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



# Agenda Item 20.

By virtue of paragraph(s) 14, 16 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

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# Agenda Item 22.

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