

## Cyngor

Rydych dan wŷs trwy hyn i ddod i gyfarfod **Cyngor Dinas a Sir** i'w gynnal yn Siambr y Cyngor, Neuadd y Ddinas, Abertawe ar Dydd Iau, 26 Mawrth 2020 am 5.00 pm.

Cynigir trafod y materion canlynol:

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 - 15**  
Cymeradwyo a llofnodi cofnodion y cyfarfod(ydd) blaenorol fel cofnod cywir
4. **Ymatebion ysgrifenedig i gwestiynau a ofynnwyd yng Nghyfarfod Cyffredinol Diwethaf y Cyngor.** **16 - 18**
5. **Cyhoeddiadau'r Aelod Llywyddol.**
6. **Cyhoeddiadau Arweinydd y Cyngor.**
7. **Cwestiynau gan y Cyhoedd.**  

Rhaid i'r cwestiynau ymwneud â materion ar ran agored agenda'r cyfarfod, ac ymdrinnir â hwy o fewn 10 munud.  
(Cynghorir Aelodau'r cyhoedd i gyflwyno cwestiynau ysgrifenedig, cyn y cyfarfod. Bydd ymatebion ysgrifenedig yn cael eu darparu.)
8. **Cynllun Cydraddoldeb Strategol 2020/24.** **19 - 128**
9. **Trefniadau Derbyn 2021-2022.** **129 - 178**
10. **Datganiad Polisi Tâl 2020/2021.** **179 - 202**
11. **Presenoldeb o bell mewn cyfarfodydd a darpariaethau brys.** **203 - 209**
12. **Goddefab ar gyfer absenoldeb cynghorydd - Pob Cynghorydd.** **210 - 212**
13. **Dyddiadur Cyrff y Cyngor 2020-2021.** **213 - 226**
14. **Penodi Cadet yr Arglwydd Faer.** **227 - 228**
15. **Cwestiynau gan y Cynghorwyr.** **229 - 234**

**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.

**Cyfarfod nesaf:** Dydd Iau, 23 Ebrill 2020 ar 5.00 pm



**Huw Evans**  
**Pennaeth Gwasanaethau Democrataidd**  
**Neuadd y Ddinas,**  
**Abertawe.**

**Dydd Mercher, 18 Mawrth 2020**

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

# Agenda Item 3.



City and County of Swansea

## Minutes of the Council

Council Chamber - Guildhall, Swansea

Thursday, 5 March 2020 at 5.00 pm

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

### Councillor(s)

C Anderson  
P M Black  
M C Child  
J P Curtice  
N J Davies  
A M Day  
P Downing  
C R Doyle  
M Durke  
V M Evans  
W Evans  
E W Fitzgerald  
R Francis-Davies  
S J Gallagher  
L S Gibbard  
F M Gordon  
K M Griffiths  
T J Hennegan  
C A Holley  
P R Hood-Williams

### Councillor(s)

B Hopkins  
D H Hopkins  
L James  
Y V Jardine  
J W Jones  
M H Jones  
P K Jones  
S M Jones  
E J King  
E T Kirchner  
M A Langstone  
A S Lewis  
M B Lewis  
R D Lewis  
W G Lewis  
C E Lloyd  
P Lloyd  
I E Mann  
P M Matthews  
P N May

### Councillor(s)

H M Morris  
D Phillips  
C L Philpott  
S Pritchard  
A Pugh  
J A Raynor  
C Richards  
K M Roberts  
M Sherwood  
R V Smith  
A H Stevens  
R C Stewart  
D G Sullivan  
M Sykes  
M Thomas  
G D Walker  
L V Walton  
T M White

### Officer(s)

Huw Evans  
Tracey Meredith  
Phil Roberts  
Ben Smith  
Gareth Borsden

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

### Apologies for Absence

Councillor(s): J E Burtonshaw, C R Evans, J A Hale, D W Helliwell, O G James, L R Jones, B J Rowlands, P B Smith, G J Tanner, L G Thomas, W G Thomas and L J Tyler-Lloyd

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

The Chief Legal Officer gave advice regarding the potential personal and prejudicial interests that Councillors and / Officers may have on the agenda. Advice was also given as to predetermination and predisposition.

She reminded Councillors and Officers that the “Disclosures of Personal and Prejudicial Interests” sheet should only be completed if the Councillor / Officer actually had an interest to declare. Nil returns were not required. Councillors and Officers were also informed that any declarable interest must be made orally and in writing on the sheet.

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

- 1) Councillors C Anderson, J P Curtice, M Durke, K M Griffiths, W G Lewis, P N May, A Pugh and T M White declared a Personal Interest in Minute 127 “Medium Term Financial Planning 2021/22 - 2023/24”;
- 2) Councillors M Durke, T J Hennegan, C A Holley, P R Hood-Williams, K M Griffiths, M B Lewis, R D Lewis, C E Lloyd, P Lloyd, P N May, R V Smith and G D Walker declared a Personal Interest in Minute 128 “Revenue Budget 2020/2021”;

Note: Councillor Chris A Holley had been granted dispensation to Stay, Speak, Vote and make oral and written representations in respect of issues involving Adult Social Services.

- 3) Councillors P M Black, M Durke, K M Griffiths, W G Lewis, P N May and T M White declared a Personal Interest in Minute 129 “Capital Budget & Programme 2019/20- 2024/25”;
- 4) Councillor T J Hennegan declared a Personal Interest in Minute 130 “Housing Revenue Account (HRA) - Revenue Budget 2020/21”;
- 5) Councillor T J Hennegan declared a Personal Interest in Minute 131 “Housing Revenue Account – Capital Budget and Programme 2019/20 - 2023/24”;
- 6) Councillors P N May and C Richards declared a Personal Interest in Minute 132 “Statutory Resolution - Resolutions to be Made in Accordance with the Regulations in the Setting of the Council Tax 2020/2021”;
- 7) Councillors C A Holley and P N May declared a Personal Interest in Minute 133 “The Capital Strategy 2019/20- 2024/25”;
- 8) Councillor P N May declared a Personal Interest in Minute 134 “Treasury Management Strategy Statement, Prudential/Treasury Indicators, Investment Strategy and Minimum Revenue Provision Policy Statement 2020/21”;



- 9) Councillors A M Day, C A Holley, K M Griffiths and P N May declared a Personal Interest in Minute 135 "Nomination of Lord Mayor and Deputy Lord Mayor Elect 2020-2021";
- 10) Councillors M C Child, J W Jones and M H Jones declared a Personal and Prejudicial Interest in Minute 135 "Nomination of Lord Mayor and Deputy Lord Mayor Elect 2020-2021" and withdrew from the meeting prior to its discussion.

**121. Minutes.**

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

- 1) Ordinary Meeting of Council held on 23 January 2020.

**122. Written Responses to Questions asked at the Last Ordinary Meeting of Council.**

The Chief Legal Officer submitted an information report setting out the written responses to questions asked at the last Ordinary Meeting of Council.

**123. Announcements of the Presiding Member.**

**1) Condolences**

**i) Former Councillor John Miles**

The Presiding Member referred with sadness to the recent death of former Councillor John Miles. Former Councillor Miles served the Tâl-y-Bont and Pontarddulais Electoral Wards for 17 years. Former Councillor Miles served the:

- City & County of Swansea 4 May 1995 to 3 May 2012.

**ii) Haydn Tanner, Husband of Councillor Gloria Tanner**

The Presiding Member referred with sadness to the recent death of Haydn Tanner, husband of Councillor Gloria Tanner. The funeral will be at 12.30 on 11 March 2020 at Swansea Crematorium.

All present stood as a mark of sympathy and respect.

**2) Filming, Recording and Photography at Council Meetings**

The Presiding Member stated that under the Authority's "Filming, Recording and Photography at Council Meetings" Policy (adopted on 24 November 2011), he had allowed a film crew from Amazon News Media to film this Council Meeting.

**3) Councillor Paulette B Smith**

The Presiding Member wished Councillor P B Smith best wishes for her operation today and for a speedy recovery.

**4) Billy Evans, Husband of Councillor V Mandy Evans**

The Presiding Member wished Billy Evans, husband of Councillor V M Evans best wishes during his period of illness.

**5) Great British Market Awards 2020**

The Presiding Member stated that the Swansea Indoor Market had been voted the Best Indoor Market in the Great British Market Awards 2020. The awards run by the National Association of Market Authorities (NAMBA) helps celebrate and promote the excellent markets throughout Britain.

He thanked Lisa Wells and the Swansea City Centre Management Team for their efforts with the Swansea Indoor Market.

**6) International Women's Day, 8 March 2020**

The Presiding Member welcomed the fact that so many Councillors were wearing something purple today as a celebration of the forthcoming International Women's Day on Sunday, 8 March 2020. International Women's Day is a global day celebrating the social, economic, cultural and political achievements of women.

**7) Review of the Electoral Arrangements for the City and County of Swansea**

The Presiding Member stated that the Local Democracy and Boundary Commission for Wales (LDBCW) published their Final Recommendations report in relation to their Review of the Electoral Arrangements for the City and County of Swansea on 3 March 2020. There is now a 6 week window for anybody to make representations. Representations should be emailed to the Local Government Democracy Team on [lgdtmailbox@gov.wales](mailto:lgdtmailbox@gov.wales)

Their Final Recommendations are available at [www.ldbc.gov.wales](http://www.ldbc.gov.wales)

He asked that should Councillors have any questions about the Final Recommendations, they should liaise with the Head of Democratic Services.

**8) Lord-Lieutenant for West Glamorgan**

The Presiding Member thanked and congratulated Byron Lewis for his work as Lord-Lieutenant for West Glamorgan 2008-2020. Byron Lewis retired from the Office of Lord Lieutenant of West Glamorgan on the 14 February 2020.

Louise Fleet, a former High Sheriff for West Glamorgan (2017-2018) and former employee of this Authority takes on the role of Lord-Lieutenant of West Glamorgan on 16 March 2020. Louise is a Justice of the Peace, appointed to the Swansea Bench in 1993. Louise has a significant wider background including a number of leadership roles and has recently retired from a senior role in the Wales Audit Office as Performance Specialist.

He congratulated Louise on her forthcoming role as Lord-Lieutenant of West Glamorgan.

**9) Corrections / Amendments to the Council Summons**

**i) Item 9 “Revenue Budget 2020-21”**

Page 40, Recommendations 1 & 2. Delete the reference to “2019/20” in both recommendations and replace with “2020/21”.

**ii) Item 13 “Statutory Resolution - Resolutions to be Made in Accordance with the Regulations in the Setting of the Council Tax 2020/2021”**

Page 152, Recommendation (5). Delete the reference to “Grovesend & Waugron” and Replace with “Grovesend & Waungron”.

**124. Announcements of the Leader of the Council.**

**1) Financial Support for Swansea Residents / Businesses with Flood Damage to their Property**

The Leader of the Council thanked Officers of the Authority and Councillor Mark Thomas (Environment & Infrastructure Management Cabinet Member) for their excellent work during the recent flooding within Swansea.

He stated that the Council had already provided support to around 35 residents who needed support with making applications for Welsh Government’s emergency assistance payments for people whose homes have been damaged by the recent storms.

He had determined to award additional financial support by using the Council’s discretion under the Local Government Finance Act 1992 to reduce the net Council Tax payable for homes that were flooded as a result of the recent storms to nil, for a six month period from the date of the flooding. Residents whose homes were flooded to the extent that they had to move out, may be entitled to a full exemption from Council Tax until they can move back in for up to a maximum period of up to 12 months. People in that situation should contact the Council Tax Section, or their Local Councillor.

For business properties, a similar provision exists to help those affected by the floods. Under the Local Government Finance Act 1988 Act, Authorities have powers to grant relief of up to 100% to a ratepayer who is experiencing hardship if the ratepayer would sustain hardship if the Authority did not award

relief and it is reasonable for the authority to do so, having regard to the interests of local taxpayers.

**Note:** Councillor E W Fitzgerald asked that all relevant information relating to monies that is available for those affected by the recent flooding be circulated to all councillors.

The Section 151 Officer stated that he would circulate the information to all Councillors.

**2) Coronavirus**

The Leader of the Council provided an update on the Coronavirus and reassured Councillors that the Authority was working closely with all relevant agencies.

**3) Launch of Shaping Swansea**

The Leader of the Council stated that the “Shaping Swansea” event launch took place on 4 March 2020. The event was an opportunity for the Authority to outline its ideas to investors and developers. He was seeking a £1 billion redevelopment of seven sites, on top of existing projects, to make Swansea more of a 21st Century City.

**4) Meeting with Secretary of State for Wales**

The Leader of the Council stated that he had met with the Secretary of State for Wales, Simon Hart, MP and had highlighted the key Swansea projects.

**125. Public Questions.**

A number of questions were asked in relation to items on the agenda. Those questions requiring a written response are outlined below.

Susie Jewell asked a question in relation to Minute 137 “Councillors’ Questions” - Question 12:

- a) *“How much of the £55 million pounds budget for the centre of excellence in digital technology here in Swansea is earmarked for the gathering, collation and examination of human environmental safety data? How does the public access this information?”*

The Leader of the Council stated that a written response would be provided.

**Note:** The Leader of the Council reminded Ms Jewell of the offer to meet that he made at Council on 26 November 2019 in order to discuss 5G. He reiterated the offer and stated that it would be followed up with an email reminder.

## 126. Technical Budget Presentation

The Section 151 Officer gave a technical presentation relating to the following budget reports:

- i) Medium Term Financial Planning 2021/22 to 2023/24;
- ii) Revenue Budget 2020/2021;
- iii) Capital Budget & Programme 2019/20-2024/25;
- iv) Housing Revenue Account (HRA) Revenue Budget 2020/21;
- v) Housing Revenue Account (HRA) Capital Budget and Programme 2019/20 - 2023/24;
- vi) Capital Strategy 2019/20 - 2024/25;
- vii) Treasury Management Strategy Statement, Prudential / Treasury Indicators, Investment Strategy and Minimum Revenue Provision Policy Statement 2020/21.

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

Following the technical questions, the Leader gave a general political overview of the budget situation followed by a political presentation of the budget reports referred to above.

Councillors asked political questions of the Leader of the Council. The Leader and relevant Cabinet Members responded accordingly.

## 127. Medium Term Financial Planning 2021/22 – 2023/24.

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 2021/22 to 2023/24 be approved as the basis for future service financial planning.

**Note:** Councillor C A Holley asked the Section 151 Officer for further information relating to the Mutual Investment Model which was referred to in Paragraph 2.11 of the report.

The Section 151 Officer stated that a written response would be provided.

## 128. Revenue Budget 2020/2021.

The Section 151 Officer stated that Councillors C A Holley, E W Fitzgerald, J W Jones & M H Jones had submitted a budget amendment.

**Amendment**

Councillor C A Holley proposed an amendment. The amendment was seconded by Councillor E W Fitzgerald. The amendment being:

- "1) *£1m of the anticipated balance of contingency fund at outturn is held back at year end for 2019-20 and transferred to General Reserves at year end outturn and in the Statement of Accounts; thus ensuring the overall impact on the General Reserve balance is neutralised over the two years;*
- 2) *The budget requirement be consequently reduced by £1m as a result of drawing £1m from General Reserves and that the following base budget proposals for 2020-21, totalling £260,000 new spending also be removed:*
- |  |                 |
|--|-----------------|
| ➤ <i>Human Rights Funding</i>                          | <i>£50,000</i>  |
| ➤ <i>Community Engagement Fund</i>                     | <i>£60,000</i>  |
| ➤ <i>Free Wi-Fi in Commercial Areas</i>                | <i>£50,000</i>  |
| ➤ <i>Additional Funding for Digital Transformation</i> | <i>£100,000</i> |
- 3) *The total sum required for the budget requirement for 2020-21 be reduced by £1,260,000;*
- 4) *The total sum required for financing for 2020-21 be reduced by a corresponding £1,260,000, by reducing the total sum raised by Council Tax by equal amount;*
- 5) *The Band D Council Tax for 2020-21 and all subsequent Council Tax calculations for the Statutory Resolution be amended to substitute a Council Tax at Band D of £1,392.62, representing a 3.56% increase."*

Following debate, the amendment was put to the vote. The amendment was not supported and did not become part of the substantive recommendation.

The debate commenced on the original budget as outlined within the report.

**Resolved that:**

- 1) The Revenue Budget for 2020/21 as detailed in Appendix A to the report be approved.
- 2) A Budget Requirement and Council Tax Levy for 2020/21 as detailed in Section 9 of the report be approved.

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

The Section 151 Officer submitted a report which proposed a revised capital budget for 2019/20 and a capital budget for 2020/21 - 2024/25.

**Resolved that:**

- 1) The revised capital budget for 2019/20 and a capital budget for 2020/21 - 2024/25 as detailed in Appendices A, B C, D, E, F and G of the report be approved.

**130. Housing Revenue Account (HRA) Revenue Budget 2020/21.**

The Section 151 Officer submitted a report which proposed a Revenue Budget for 2020/21 and a rent increase for properties within the Housing Revenue Account (HRA).

**Resolved that:**

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

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

The Section 151 Officer and Director of Place submitted a joint report which proposed a revised Capital Budget for 2019/20 and a Capital Budget for 2020/21 - 2023/24.

**Resolved that:**

- 1) The transfers between schemes and the revised budgets for schemes in 2019/20 be approved;
- 2) The budget proposals for 2020/21 - 2023/24 be approved;
- 3) Where individual schemes in Appendix B are programmed over the 4 year period described in this report, then these are committed and approved and that their financial implications for funding over subsequent years be approved.

**Note:** Councillor E W Fitzgerald asked for a full site and unit breakdown of costs associated with the More Homes Strategy. Councillor A S Lewis stated that a written response would be provided.

**132. Statutory Resolution – Resolutions to be Made in Accordance with the Regulations in the Setting of the Council Tax 2020/2021.**

The Section 151 Officer submitted a report which outlined a number of statutory resolutions to be made in accordance with the Regulations in the setting of the Council Tax 2020-2021.

**Resolved that:**

- 1) The statutory resolutions as set out below be noted and adopted;
- 2) It be noted that at its meeting on 27 November 2019 the Council calculated the following amounts for the year 2020/2021 in accordance with Regulations made under Section 33(5) of the Local Government Finance Act 1992 (as amended):

a) 91,923 being the amount calculated by the Council, in accordance with Regulation 3 of the Local Authorities (Calculation of Council Tax Base) (Wales) Regulations 1995, as amended, as its Council Tax base for the year;

b) Parts of the Council's Area:

|                                     |       |
|-------------------------------------|-------|
| Bishopston                          | 1,986 |
| Clydach                             | 2,661 |
| Gorseinon                           | 3,319 |
| Gowerton                            | 1,972 |
| Grovesend & Waungron                | 426   |
| Ilston                              | 327   |
| Killay                              | 2,148 |
| Llangennith, Llanmadoc and Cheriton | 508   |
| Llangyfelach                        | 947   |
| Llanrhidian Higher                  | 1,626 |
| Llanrhidian Lower                   | 341   |
| Llwchwr                             | 3,446 |
| Mawr                                | 762   |
| Mumbles                             | 9,822 |
| Penllergaer                         | 1,437 |
| Pennard                             | 1,482 |
| Penrice                             | 426   |
| Pontarddulais                       | 2,340 |
| Pontlliw and Tircoed                | 1,039 |
| Port Eynon                          | 433   |
| Reynoldston                         | 300   |
| Rhossili                            | 190   |
| Three Crosses                       | 715   |
| Upper Killay                        | 589   |

being the amounts calculated by the Council, in accordance with Regulation 6 of the Regulations, as the amounts of its Council Tax base for dwellings in those parts of its area to which special items relate;



- 3) The following amounts be now calculated by the Council for the year 2020/2021 in accordance with Section 32 to 36 of the Local Government Finance Act 1992:
- (a) £754,648,943 being the aggregate of the amounts which the Council estimates for the items set out in Sections 32(2)(a) to (d) of the Act;
  - (b) £284,811,933 being the aggregate of the amounts which the Council estimates for the items set out in Sections 32(3)(a), 32(3)(c) and 32(3a) of the Act;
  - (c) £469,837,010 being the amount by which the aggregate at (3)(a) above exceeds the aggregate at 3(b) above, calculated by the Council, in accordance with Section 32(4) of the Act, as its budget requirement for the year;
  - (d) £338,980,555 being the aggregate of the sums which the Council estimates will be payable for the year into its Council Fund in respect of redistributed non-domestic rates, and revenue support grant less discretionary Non Domestic Rate relief;
  - (e) £1,423.54 being the amount at (3)(c) above less the amount at (3)(d) above, all divided by the amount at (2)(a) above, calculated by the Council, in accordance with Section 33(1) of the Act, as the basic amount of its Council Tax for the year;
  - (f) £1,582,010 being the aggregate amount of all special items referred to in Section 34(1) of the Act;
  - (g) £1,406.33 being the amount at (3)(e) above less the result given by dividing the amount at (3)(f) above by the amount at (2)(a) above, calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no special items relate;
  - (h) Parts of the Council's Area:

|                                     |          |
|-------------------------------------|----------|
| Bishopston                          | 1,432.51 |
| Clydach                             | 1,449.74 |
| Gorseinon                           | 1,444.33 |
| Gowerton                            | 1,423.50 |
| Grovesend & Waungron                | 1,423.94 |
| Ilston                              | 1,421.33 |
| Killay                              | 1,415.64 |
| Llangennith, Llanmadoc and Cheriton | 1,421.88 |
| Llangyfelach                        | 1,431.67 |
| Llanrhidian Higher                  | 1,487.88 |
| Llanrhidian Lower                   | 1,414.13 |
| Llwchwr                             | 1,431.83 |

Minutes of the Council (05.03.2020)  
Cont'd

|                      |          |
|----------------------|----------|
| Mawr                 | 1,492.94 |
| Mumbles              | 1,464.32 |
| Penllergaer          | 1,414.68 |
| Pennard              | 1,461.74 |
| Penrice              | 1,433.85 |
| Pontarddulais        | 1,455.94 |
| Pontlliw and Tircoed | 1,433.07 |
| Port Eynon           | 1,420.19 |
| Reynoldston          | 1,448.00 |
| Rhossili             | 1,423.70 |
| Three Crosses        | 1,448.57 |
| Upper Killay         | 1,438.59 |

being the amounts given by adding to the amount at (3)(g) above the amounts of the special items relating to dwellings in those parts of the Council's area mentioned above divided in each case by the amount at (2)(b) above, calculated by the Council, in accordance with Section 34(3) of the Act, as the basic amounts of its Council Tax for the year for dwellings in those parts of its area to which one or more special items relate.

(i) Parts of the Council's Area:

|                                   | Band   | Band     | Band     | Band     | Band     | Band     | Band     | Band     | Band     |
|-----------------------------------|--------|----------|----------|----------|----------|----------|----------|----------|----------|
|                                   | A      | B        | C        | D        | E        | F        | G        | H        | I        |
|                                   | £      | £        | £        | £        | £        | £        | £        | £        | £        |
| Bishopston                        | 955.00 | 1,114.17 | 1,273.34 | 1,432.51 | 1,750.85 | 2,069.19 | 2,387.51 | 2,865.02 | 3,342.53 |
| Clydach                           | 966.49 | 1,127.57 | 1,288.66 | 1,449.74 | 1,771.91 | 2,094.07 | 2,416.23 | 2,899.48 | 3,382.73 |
| Gorseinon                         | 962.88 | 1,123.37 | 1,283.85 | 1,444.33 | 1,765.29 | 2,086.26 | 2,407.21 | 2,888.66 | 3,370.11 |
| Gowerton                          | 949.00 | 1,107.16 | 1,265.33 | 1,423.50 | 1,739.84 | 2,056.17 | 2,372.50 | 2,847.00 | 3,321.50 |
| Grovesend & Waungron              | 949.29 | 1,107.51 | 1,265.72 | 1,423.94 | 1,740.37 | 2,056.81 | 2,373.23 | 2,847.88 | 3,322.53 |
| Ilston                            | 947.55 | 1,105.48 | 1,263.40 | 1,421.33 | 1,737.18 | 2,053.04 | 2,368.88 | 2,842.66 | 3,316.44 |
| Killay                            | 943.76 | 1,101.05 | 1,258.35 | 1,415.64 | 1,730.23 | 2,044.82 | 2,359.40 | 2,831.28 | 3,303.16 |
| Llangennith, Llanmadoc & Cheriton | 947.92 | 1,105.90 | 1,263.89 | 1,421.88 | 1,737.86 | 2,053.83 | 2,369.80 | 2,843.76 | 3,317.72 |
| Llangyfelach                      | 954.44 | 1,113.52 | 1,272.59 | 1,431.67 | 1,749.82 | 2,067.97 | 2,386.11 | 2,863.34 | 3,340.57 |
| Llanrhidian Higher                | 991.92 | 1,157.24 | 1,322.56 | 1,487.88 | 1,818.52 | 2,149.16 | 2,479.80 | 2,975.76 | 3,471.72 |
| Llanrhidian Lower                 | 943.42 | 1,100.65 | 1,257.89 | 1,415.13 | 1,729.61 | 2,044.08 | 2,358.55 | 2,830.26 | 3,301.97 |
| Llwchwr                           | 954.55 | 1,113.64 | 1,272.74 | 1,431.83 | 1,750.02 | 2,068.20 | 2,386.38 | 2,863.66 | 3,340.94 |
| Mawr                              | 995.29 | 1,161.17 | 1,327.06 | 1,492.94 | 1,824.71 | 2,156.47 | 2,488.23 | 2,985.88 | 3,483.53 |
| Mumbles                           | 976.21 | 1,138.91 | 1,301.62 | 1,464.32 | 1,789.73 | 2,115.13 | 2,440.53 | 2,928.64 | 3,416.75 |
| Penllergaer                       | 943.12 | 1,100.30 | 1,257.49 | 1,414.68 | 1,729.06 | 2,043.43 | 2,357.80 | 2,829.36 | 3,300.92 |
| Pennard                           | 974.49 | 1,136.91 | 1,299.32 | 1,461.74 | 1,786.57 | 2,111.41 | 2,436.23 | 2,923.48 | 3,410.73 |
| Penrice                           | 955.90 | 1,115.21 | 1,274.53 | 1,433.85 | 1,752.49 | 2,071.12 | 2,389.75 | 2,867.70 | 3,345.65 |
| Pontarddulais                     | 970.62 | 1,132.40 | 1,294.17 | 1,455.94 | 1,779.48 | 2,103.03 | 2,426.56 | 2,911.88 | 3,397.20 |
| Pontlliw and Tircoed              | 962.04 | 1,122.39 | 1,282.73 | 1,443.07 | 1,763.75 | 2,084.44 | 2,405.11 | 2,886.14 | 3,367.17 |
| Port Eynon                        | 946.79 | 1,104.59 | 1,262.39 | 1,420.19 | 1,735.79 | 2,051.39 | 2,366.98 | 2,840.38 | 3,313.78 |

Minutes of the Council (05.03.2020)  
Cont'd

|                                     |        |          |          |          |          |          |          |          |          |
|-------------------------------------|--------|----------|----------|----------|----------|----------|----------|----------|----------|
| Reynoldston                         | 965.33 | 1,126.22 | 1,287.11 | 1,448.00 | 1,769.78 | 2,091.56 | 2,413.33 | 2,896.00 | 3,378.67 |
| Rhossili                            | 949.13 | 1,107.32 | 1,265.51 | 1,423.70 | 1,740.08 | 2,056.46 | 2,372.83 | 2,847.40 | 3,321.97 |
| Three Crosses                       | 965.71 | 1,126.66 | 1,287.62 | 1,448.57 | 1,770.48 | 2,092.38 | 2,414.28 | 2,897.14 | 3,380.00 |
| Upper Killay                        | 959.06 | 1,118.90 | 1,278.75 | 1,438.59 | 1,758.28 | 2,077.97 | 2,397.65 | 2,877.18 | 3,356.71 |
|                                     |        |          |          |          |          |          |          |          |          |
| All other parts of the Council area | 937.55 | 1,093.81 | 1,250.07 | 1,406.33 | 1,718.85 | 2,031.37 | 2,343.88 | 2,812.66 | 3,281.44 |

being the amounts given by multiplying the amounts at (3)(g) and (3)(h) above by the number which, in the population set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of the categories of dwellings listed in the different valuation bands;

- 4) It be noted that for the year 2020/2021 the Police and Crime Commissioner for South Wales have stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwelling shown below:

|   | Band   | Band   | Band   | Band   | Band   | Band   | Band   | Band   | Band   |
|---|--------|--------|--------|--------|--------|--------|--------|--------|--------|
|   | A      | B      | C      | D      | E      | F      | G      | H      | I      |
|   | £      | £      | £      | £      | £      | £      | £      | £      | £      |
| The Police and Crime Commissioner for South Wales | 181.81 | 212.11 | 242.41 | 272.72 | 333.32 | 393.92 | 454.53 | 545.43 | 636.34 |

- 5) Having calculated the aggregate in each case of the amounts at (3)(l) and (4) above, the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby sets the following amounts as the amounts of Council Tax for the year 2020/21 for each of the categories of dwelling shown below:

|                                   | Band     | Band     | Band     | Band     | Band     | Band     | Band     | Band     | Band     |
|-----------------------------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
|                                   | A        | B        | C        | D        | E        | F        | G        | H        | I        |
|                                   | £        | £        | £        | £        | £        | £        | £        | £        | £        |
| Bishopston                        | 1,136.81 | 1,326.28 | 1,515.75 | 1,705.23 | 2,084.17 | 2,463.11 | 2,842.04 | 3,410.45 | 3,978.87 |
| Clydach                           | 1,148.30 | 1,339.68 | 1,531.07 | 1,722.46 | 2,105.23 | 2,487.99 | 2,870.76 | 3,444.91 | 4,019.07 |
| Gorseinon                         | 1,144.69 | 1,335.48 | 1,526.26 | 1,717.05 | 2,098.61 | 2,480.18 | 2,861.74 | 3,434.09 | 4,006.45 |
| Gowerton                          | 1,130.81 | 1,319.27 | 1,507.74 | 1,696.22 | 2,073.16 | 2,450.09 | 2,827.03 | 3,392.43 | 3,957.84 |
| Grovesend & Waungron              | 1,131.10 | 1,319.62 | 1,508.13 | 1,696.66 | 2,073.69 | 2,450.73 | 2,827.76 | 3,393.31 | 3,958.87 |
| Ilston                            | 1,129.36 | 1,317.59 | 1,505.81 | 1,694.05 | 2,070.50 | 2,446.96 | 2,823.41 | 3,388.09 | 3,952.78 |
| Killay                            | 1,125.57 | 1,313.16 | 1,500.76 | 1,688.36 | 2,063.55 | 2,438.74 | 2,813.93 | 3,376.71 | 3,939.50 |
| Llangennith, Llanmadoc & Cheriton | 1,129.73 | 1,318.01 | 1,506.30 | 1,694.60 | 2,071.18 | 2,447.75 | 2,824.33 | 3,389.19 | 3,954.06 |
| Llangyfelach                      | 1,136.25 | 1,325.63 | 1,515.00 | 1,704.39 | 2,083.14 | 2,461.89 | 2,840.64 | 3,408.77 | 3,976.91 |

Minutes of the Council (05.03.2020)  
Cont'd

|                                     |          |          |          |          |          |          |          |          |          |
|-------------------------------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| Llanrhidian Higher                  | 1,173.73 | 1,369.35 | 1,564.97 | 1,760.60 | 2,151.84 | 2,543.08 | 2,934.33 | 3,521.19 | 4,108.06 |
| Llanrhidian Lower                   | 1,125.23 | 1,312.76 | 1,500.30 | 1,687.85 | 2,062.93 | 2,438.00 | 2,813.08 | 3,375.69 | 3,938.31 |
| Llwchwr                             | 1,136.36 | 1,325.75 | 1,515.15 | 1,704.55 | 2,083.34 | 2,462.12 | 2,840.91 | 3,409.09 | 3,977.28 |
| Mawr                                | 1,177.10 | 1,373.28 | 1,569.47 | 1,765.66 | 2,158.03 | 2,550.39 | 2,942.76 | 3,531.31 | 4,119.87 |
| Mumbles                             | 1,158.02 | 1,351.02 | 1,544.03 | 1,737.04 | 2,123.05 | 2,509.05 | 2,895.06 | 3,474.07 | 4,053.09 |
| Penllergaer                         | 1,124.93 | 1,312.41 | 1,499.90 | 1,687.40 | 2,062.38 | 2,437.35 | 2,812.33 | 3,374.79 | 3,937.26 |
| Pennard                             | 1,156.30 | 1,349.02 | 1,541.73 | 1,734.46 | 2,119.89 | 2,505.33 | 2,890.76 | 3,468.91 | 4,047.07 |
| Penrice                             | 1,137.71 | 1,327.32 | 1,516.94 | 1,706.57 | 2,085.81 | 2,465.04 | 2,844.28 | 3,413.13 | 3,981.99 |
| Pontarddulais                       | 1,152.43 | 1,344.51 | 1,536.58 | 1,728.66 | 2,112.80 | 2,496.95 | 2,881.09 | 3,457.31 | 4,033.54 |
| Pontlliw                            | 1,143.85 | 1,334.50 | 1,525.14 | 1,715.79 | 2,097.07 | 2,478.36 | 2,859.64 | 3,431.57 | 4,003.51 |
| Port Eynon                          | 1,128.60 | 1,316.70 | 1,504.80 | 1,692.91 | 2,069.11 | 2,445.31 | 2,821.51 | 3,385.81 | 3,950.12 |
| Reynoldston                         | 1,147.14 | 1,338.33 | 1,529.52 | 1,720.72 | 2,103.10 | 2,485.48 | 2,867.86 | 3,441.43 | 4,015.01 |
| Rhossili                            | 1,130.94 | 1,319.43 | 1,507.92 | 1,696.42 | 2,073.40 | 2,450.38 | 2,827.36 | 3,392.83 | 3,958.31 |
| Three Crosses                       | 1,147.52 | 1,338.77 | 1,530.03 | 1,721.29 | 2,103.80 | 2,486.30 | 2,868.81 | 3,442.57 | 4,016.34 |
| Upper Killay                        | 1,140.87 | 1,331.01 | 1,521.16 | 1,711.31 | 2,091.60 | 2,471.89 | 2,852.18 | 3,422.61 | 3,993.05 |
|                                     |          |          |          |          |          |          |          |          |          |
| All other parts of the Council area | 1,119.36 | 1,305.92 | 1,492.48 | 1,679.05 | 2,052.17 | 2,425.29 | 2,798.41 | 3,358.09 | 3,917.78 |

**133. The Capital Strategy 2019/20- 2024/25.**

The Section 151 Officer submitted a report which sought approval of the Capital Strategy which informs the four year capital programme which was presented for approval.

**Resolved that:**

- 1) The Capital Strategy be approved.

**134. Treasury Management Strategy Statement, Prudential/Treasury Indicators, Investment Strategy and Minimum Revenue Provision Policy Statement 2020/21.**

The Section 151 Officer submitted a report which recommended the Treasury Management Strategy Statement, Prudential Indicators, Investment Strategy and Minimum Revenue Provision Policy Statement for 2020/21.

**Resolved that:**

- 1) The Treasury Management Strategy and Prudential Indicators (Sections 2-7 of the report) be approved;
- 2) The Investment Strategy (Section 8 of the report) be approved;
- 3) The Minimum Revenue Provision (MRP) (Section 9 of the report) be approved.

**135. Nomination of Lord Mayor and Deputy Lord Mayor Elect 2020-2021.**

The Head of Democratic Services submitted a report which sought to nominate the Lord Mayor Elect and Deputy Lord Mayor Elect 2020-2021 in order to enable the arrangements for the Inauguration of the Lord Mayor and Deputy Lord Mayor event to proceed.

He reminded Councillors that a number of Councillors all had exactly the same length of service and in line with the Lord Mayor and Deputy Lord Mayor Protocol, the Head of Democratic Services had drawn lots on 20 September 2018, in order to establish the order of the Term of Office of the four Councillors. The outcome of the draw led to the four Councillors being considered in the following order: Councillors M C Child, M H Jones, A M Day and L G Thomas.

**Resolved** that:

- 1) Councillor Mark C Child be nominated as Lord Mayor Elect 2020-2021;
- 2) Councillor Mary H Jones be nominated as Deputy Lord Mayor Elect 2020-2021.

**136. Scrutiny Dispatches – Quarterly Impact Report.**

The Chair of the Scrutiny Programme Committee submitted an information report setting out the Scrutiny Dispatches - Quarterly Impact Report.

**137. Councillors' Questions.**

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

Thirteen (13) Part A 'Supplementary Questions' were submitted. The relevant Cabinet Member(s) responded by way of written answers contained in the Council Summons.

No supplementary questions required a written response.

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

Four (4) Part B 'Questions not requiring Supplementary Questions' were submitted.

The meeting ended at 8.50 pm

**Chair**

# Agenda Item 4.



## Report of the Chief Legal Officer

Council – 26 March 2020

### Written Responses to Questions asked at the Last Ordinary Meeting of Council

The report provides an update on the responses to Questions asked during the Extraordinary Meeting of Council on 5 March 2020.

#### For Information

#### 1. Introduction

- 1.1 It was agreed at Council on 8 April 2010 that a standing item be added to the Council Summons entitled “Written Responses to Questions Asked at the Last Ordinary Meeting of Council”.
- 1.2 A “For Information” report will be compiled by the Democratic Services Team collating all written responses from the last Ordinary Meeting of Council and placed in the Agenda Pack;
- 1.3 Any consequential amendments be made to the Council Constitution.

#### 2. Responses

- 2.1 Responses to questions asked during the last ordinary meeting of Council are included as Appendix A.

**Background Papers:** None

**Appendices:** Appendix A (Questions & Responses)

**Providing Council with Written Responses to Questions asked at Council  
5 March 2020**

|   |  |
|---|--|
| 1 | <p><b>Councillor E W Fitzgerald</b></p> <p><b>In relation to Minute 124 “Announcements of the Leader of the Council”.</b></p> <p>That all relevant information relating to monies that is available for those affected by the recent flooding be circulated to all Councillors.</p> <p><b>Response of the Section 151 Officer</b></p> <p>Information circulated to all Councillors on 6 March 2020.</p>  |
| 2 | <p><b>Councillor C A Holley</b></p> <p><b>In relation to Minute 127 “Medium Term Financial Planning 2021/22 – 2023/24”.</b></p> <p>Asked the Section 151 Officer for further information relating to the Mutual Investment Model which was referred to in Paragraph 2.11 of the report.</p> <p><b>Response of the Section 151 Officer</b></p> <p>The Welsh Government now have a strategic partner for the Mutual Investment Model (MIM) and will be seeking to maintain progress in developing a first package of schemes to fund and deliver on the ground. The Council does not, as yet, have any schemes that we would be looking to be included in the early MIM packages but this is always under review.</p> <p>There is a wealth of technical information on the MIM model provided directly by Welsh Government and the main link is as follows:</p> <p><a href="https://gov.wales/mutual-investment-model-infrastructure-investment">https://gov.wales/mutual-investment-model-infrastructure-investment</a></p> |
| 3 | <p><b>Councillor E W Fitzgerald</b></p> <p><b>In relation to Minute 129 “Capital Budget &amp; Programme 2019/20-2024/25”.</b></p> <p>Asked for a full site and unit breakdown of costs associated with the More Homes Strategy.</p> <p><b>Response of the Cabinet Member for Homes, Energy &amp; Service Transformation</b></p> <p>As you will be aware the project is still under construction but I thought it might be helpful to provide you with a copy of the previous report approved by Cabinet on the 21st June 2018 using the following link:-</p> <p><a href="https://democracy.swansea.gov.uk/ieListDocuments.aspx?CId=124&amp;MIId=7936&amp;Ver=4&amp;LLL=0">https://democracy.swansea.gov.uk/ieListDocuments.aspx?CId=124&amp;MIId=7936&amp;Ver=4&amp;LLL=0</a></p>  |

I also recall that the report was discussed in detail at a pre decision scrutiny on the 19<sup>th</sup> June and detailed costs were provided for this session. The council is still on target to deliver the scheme against these original costs and I would of course be happy to report back to Scrutiny / Cabinet once the scheme is complete.

In addition I am sure you will appreciate these are not basic standard homes but state of the art, highly energy efficient properties and I would be more than happy to invite Scrutiny members to attend the site and see the work in progress and speak to our excellent Housing and Building Services team who are delivering such an exciting project receiving national praise and recognition. If you wish for me to arrange this I can link in with officers for an appropriate date.



# Agenda Item 8.



## Report of the Cabinet Member for Resilience & Strategic Collaboration

Council – 26 March 2020

### Strategic Equality Plan 2020-24

|                                    |  |
|------------------------------------|--|
| <b>Purpose:</b>                    | To adopt a Strategic Equality Plan containing the Council's Equality Objectives for 2020/24 in line with the requirements set out by the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 |
| <b>Policy Framework:</b>           | Strategic Equality Plan 2016-20.   |
| <b>Consultation:</b>               | Access to Services, Finance, Legal.  |
| <b>Recommendation(s):</b>          | It is recommended that:<br><br>1) The Strategic Equality Plan 2020/24 is adopted.  |
| <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 a general duty under the Equality Act 2010 to consider how to eliminate discrimination and positively contribute to a fairer society through advancing equality and good relations in their day-to-day activities
- 1.2 The Council also has an obligation under the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 to publish a revised Strategic Equality Plan and Objectives by 1<sup>st</sup> April 2020. Prior to publishing, the Council is also required to consider the relevant information that is held and is needed and to engage with relevant stakeholders.

## 2. Methodology for developing the Strategic Equality Plan

### 2.1 Sources of evidence and information

2.1.1 Work commenced in 2019/20 on the revision of the Council's Equality Objectives and Strategic Equality Plan (SEP) for 2020/24. The starting point was a review and drawing together of existing evidence, reviewing best practice from across Wales and applying recent learning from Swansea to draft provisional Strategic Equality Objectives. The following were primary sources of information and evidence:

- **Equality and Human Rights Commission - *Is Wales Fairer?* Report**  
*Is Wales Fairer?* 2018 identifies the key inequalities in Wales in the areas of Education, Work, Living Standards, Health, Justice and Personal Security and Participation. It offered a framework for analysis to identify and address the most pressing and persistent equality challenges facing Wales and to identify and shape initial draft Strategic Equality Objectives.

- **Swansea Council Equalities Scrutiny Inquiry**

This landmark review aimed to understand how the Council could better implement its equalities duties in Swansea. An extensive engagement programme collected evidence between October 2018 and March 2019.

The evidence gathering activities undertaken included:

- Overview of subject and Q&A with Cabinet Member for Better Communities (People) and Chief Legal Officer
- Consideration of relevant key policies, strategies and documentation including Swansea's Equality Plan and the Equality Impact Assessment screening process
- Question and Answer session with individual Directors and the Strategic Organisational Development and Human Resources Manager
- Departmental staff representatives.
- Equality and Human Rights Commission
- Equalities Community/Partner Groups including Carers, BME Forum, Young People through the Big Conversation, LGBT Forum, Disability Liaison Group, Joining the Jots Team, Veterans and 50+ Forum
- Survey of Council staff.

The Report's recommendations were accepted at Cabinet on October 2019 and, as a result, the recommendations were fully incorporated into the SEP subject to further engagement.

It has been widely suggested by participants that this recent extensive engagement exercise is utilised as a foundation for engagement regarding the Strategic Equality Objectives and Plan to avoid duplicating information and respect the views so recently expressed by key stakeholders.

- **Swansea Council's Corporate (Well-being) Plan**

This plan sets out Swansea Council's well-being objectives and the steps we will take to achieve them. Many of these steps already address

equality and diversity issues. The close correlation between the new Equality and Well-being Objectives as set out in the Corporate Plan is evident as we pursue closer integration between the two sets of plans and objectives and the steps to meet them.

- **Swansea Public Services Board Local Well-being Plan**  
This document sets out Local Well-being objectives such as Stronger Communities with a sense of pride and belonging with steps that align with equality and diversity priorities for Swansea.
- **Previous Strategic Equality Plans and Reviews**  
We looked at what worked and what could be improved in previous Strategic Equality Plans and Reviews.
- **The Well-being of Future Generations Act (Wales) 2015**  
Swansea Council applied the sustainable development principle's five ways of working to develop a Strategic Equality Plan that helps create a more equal, prosperous, healthier Swansea of cohesive communities with a vibrant culture and thriving Welsh language.
- **The Social Services and Well-being Act (2014)**  
This legislation seeks to improve the well-being of people who need care and support and carers who need support. The West Glamorgan Regional Partnership's Area plan and Population Assessment has influenced the development of the Strategic Equality Objectives.
- **The Foundational Economy Approach**  
Swansea Council is committed to exploring opportunities for prosperity offered by the Foundational Economy and ensuring all groups in society benefit from Wales becoming the first country in the world to embrace the foundational economy approach. This focuses on developing the local provision and procurement of the goods and services that we all need. Swansea is the first local authority in Wales to have successfully bid for Welsh Government's 'Foundational Economy Challenge Fund' to improve local supplier development.
- **Swansea Equalities Statistics Review 2020**  
The Council collated an evidence base of statistical information relating to protected characteristics in a Swansea context. The commentary and analysis helps us understand the diversity of Swansea's population, how it has changed and (as far as possible) how it may develop in the future. This information is attached at Appendix D.

## **2.2 Engagement and Consultation**

- 2.2.1 The engagement and consultation process involved all stakeholders at each stage of the Strategic Equality Plan's development.

- **Stage 1 – pre-consultation engagement and evidence**  
The process used the extensive engagement work undertaken as part of the Equalities Scrutiny Inquiry and its recommendations as a foundation for the involvement process. This and other pre-consultation engagement and evidence was used to draft broad objectives as a starting point for discussion.
- **Stage 2 – consultation on draft Equality Objectives**  
The draft Strategic Equality Objectives were shared with the public and with stakeholders so they could replace, remove, change and add so we could make sure the right objectives for Swansea were identified. The engagement also enabled more detailed information on actions relating to the objectives to be collected so that in line with the National Principles for Public Engagement people could be genuinely involved at the earliest stage and throughout the process. The Council also engaged with over 100 intermediaries so that they could encourage their service users, members and staff to respond. Drop-in sessions and events were arranged and promoted via social media.
- **Stage 3 – consultation on draft Strategic Equality Plan**  
The information gathered through consultation was used to draft the Strategic Equality Objectives and draft Strategic Equality Plan. The document was then open to the public and stakeholders so that comments and views could be taken into account and improvements made.

2.2.2 A separate and draft consultation report outlining this process is attached at Appendix C.

### 3. Equality Objectives and Strategic Equality Plan

3.1 Six Equality Objectives were identified following the review of information and evidence and after engagement with the public and stakeholders:

- **Education:** *Ensure an inclusive learning experience and that gaps in levels of attainment and other post-education outcomes are narrowed.*
- **Work:** *Reduce pay gaps and create a more inclusive workforce that is more reflective of Swansea's diverse communities.*
- **Living standards:** *Tackle poverty and help support independent living.*
- **Health:** *Seek to promote good physical and mental health and reduce health inequalities through the provision of sport, culture and leisure opportunities and a healthy built and natural environment.*
- **Fairness, dignity and respect:** *Ensure that people and communities have their rights respected and feel safe from violence and abuse.*

- **Participation:** *Improve how we engage with and involve people and communities in matters that are important to them and in decisions that we make.*

3.2 A brief summary of the Strategic Equality Plan:

- Section 1 - outlines the purpose of the plan in terms of meeting our obligations under the Equality Act.
- Section 2 - describes the demographic profile of Swansea based on the latest available information.
- Section 3 - contains a summary of how we developed our Equality Objectives through three main stages. Sets out each Equality Objective including the steps the Council will take to deliver them
- Section 4 - A fuller list of the sources that we used to identify evidence and develop the plan

3.3 A copy of the Strategic Equality Plan 2020/24 is attached at Appendix A.

#### **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 The Strategic Equality Plan 2020-24 was screened for relevance for an EIA. The screening determined that a full EIA was necessary. The EIA has indicated that the Plan would have a positive impact on people with protected characteristics, as well as other positive impacts on equality.

4.4 Our approach to equality seeks to recognise the impact of intersectionality where people who share more than one protected characteristic are at risk of multiple disadvantage, inequity, discrimination, harassment and victimisation.

4.5 The promotion and use of the Welsh Language is not included within the Equality Act, and is instead covered by the requirements set out in the Welsh Language Measure 2011. However, we have included a consideration of the Welsh Language alongside the wider protected characteristics in terms of our approach to equality. The impact on the

Welsh Language is examined in our Equality Impact Assessments (EIA) used during the process of Council decision making.

- 4.6 The Welsh Government are currently consulting on the commencement of the socio-economic duty within the Equality Act (2010). This will require public bodies, when taking strategic decisions to have due regard to reducing the inequalities in outcome that result from socio-economic disadvantage. We have built upon our consideration of socio-economic disadvantage and equality outlined in our second Strategic Equality Plan 2016-20. Tackling poverty continues to be one of our Corporate Well-being Objectives and our Equality Impact Assessment (EIA) process has incorporated a number of equality-related issues such as poverty and social exclusion and children's rights.
- 4.7 We are continuing to embed Children's Rights into key Council policies, plans and practice. We became the first Council to embed the UNCRC into our Policy Framework and have developed a Children & Young People's Rights Scheme, which sets out our arrangements to ensure compliance with the due regard duty.
- 4.8 We are also continuing to explore steps towards Swansea becoming a Human Rights City and how we could embed the UN Convention on the Rights of Persons with Disabilities and the UN Convention on the Elimination of Discrimination Against Women in the same way as with the UN Convention of the Rights of the Child.
- 4.9 This year the Council was awarded a Silver Award by charity Chwarae Teg in their Fairplay Employer scheme. We want Swansea Council to be a workplace where everybody is able to achieve their full potential regardless of their gender. We've been working on policies and initiatives to promote gender equality in partnership with leading gender equality charity Chwarae Teg. The FairPlay Employer benchmark will support us to deliver gender equality in our business, giving us the benefits of a truly balanced workforce.

## **5. Financial Implications**

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

## **6. Legal Implications**

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

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

- 7.1 The sustainable development principle's five ways of working were applied to develop the Strategic Equality Plan that helps create a more equal, prosperous, healthier Swansea of cohesive communities with a vibrant culture and thriving Welsh language.

- 7.1.1 *Long term – The importance of balancing short-term needs with the need to safeguard long-term needs.* While the Strategic Equality Plan has a four-year focus. It is written taking into account the impact our actions will have on improving life and reducing inequalities experienced by future generations.
- 7.1.2 *Prevention – How acting to prevent problems occurring or getting worse may help public bodies meet their objectives.* The Strategic Equality Objectives are intended to address priority areas in order to stop inequalities getting worse but also address root cause of unfairness so discrimination and inequity can be avoided in the future.
- 7.1.3 *Integration – Considering how our well-being objectives may impact upon each of the well-being goals, on other objectives or the objectives of other public bodies.* We have avoided unnecessary duplication wherever possible and aimed to integrate and apply the findings and evidence of existing recent equalities work. There is a close correlation between the Council’s Well-being and Equality Objectives. There is close alignment between many of the steps to deliver both the Council’s Well-being and Equality Objectives as we pursue integration, seek to improve well-being and strive towards a more equal Swansea and a more equal Wales.
- 7.1.4 *Collaboration – Acting in collaboration with any other person (or with other parts of the Council) that could help us meet our well-being objectives.* We have engaged with services across the Council and our partners to best use our skills and relationships to engage with a variety of audiences in different ways.
- 7.1.5 *Involvement – The importance of involving people with an interest in achieving the well-being goals and ensuring that those people reflect the diversity of the area that the body serves.* We have tried to involve people that reflect the diversity of our community including those with protected characteristics. In particular we have applied the National Principles of Public Engagement and Children’s participation Standards in planning and implementing engagement.
- 7.2 The Act also places a duty on Swansea Council to maximise its contribution to each of the national well-being goals. We do this by illustrating in the SEP how each Equality Objective correlates with the Council’s Well-being Objectives, which contribute to the national goals.

**Background Papers:** None

**Appendices:**

- Appendix A Strategic Equality Plan 2020-24.
- Appendix B Equality Impact Assessment.
- Appendix C Draft Consultation Report
- Appendix D Swansea Equalities Statistics Review 2020

# **City and County of Swansea Strategic Equality Plan 2020-2024**

**City and County of Swansea  
Dinas a Sir Abertawe**



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## Section 1

### Purpose of the Strategic Equality Plan

This is our third Strategic Equality Plan (SEP) 2020-24 which has been developed to describe how we will continue to aim to meet our commitment to equality and how we will meet legal obligations contained with the Equality Act 2010.

It builds upon the achievements made within our second SEP 2016-20, but has also been reviewed to embed our commitment to equality in the Council's core business. 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 refreshed Corporate Plan will be published during 2020/21. There will be closer alignment between many of the steps to deliver both the Council's Well-being and Equality Objectives as we pursue integration, seek to improve well-being and strive towards a more equal Swansea and a more equal Wales.

Our current Corporate Plan 2018-22, prioritises six well-being objectives;

- 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 approach that we have taken to our Strategic Equality Plan (SEP) 2020-24 is to develop an equality lens to all of our core business and decision making, rather than the development of separate priorities, steps and actions.** This aims to ensure equality is at the centre of everything we do. Our approach to equality has also been informed by our values – people focus, working together and innovation and our principles – sustainability and prevention, aiming to ensure that we focus on actions which can make a difference to people. We also have a key role to play in relation to equality as a Council, but also in a community leadership role by supporting key partners to promote equality and eliminate discrimination, harassment and victimisation.

# The Legislative Duty and Context

## The Public Sector Equality Duty

The Public Sector Equality Duty (PSED), introduced under the Equality Act 2010 ('the Act'), is made up of a general equality duty, supported by specific duties.

## The General Equality Duty

The aim of the general equality duty is to ensure that public authorities and those carrying out a public function consider how they can positively contribute to a fairer society through advancing equality and good relations in their day-to-day activities. In exercising their functions, public bodies are required to have due regard to the need to

- (i) Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited under the Act.
- (ii) Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it.
- (iii) Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

The Act explains that having due regard for advancing equality of opportunity in the second aim involves:

- Removing or minimising disadvantages suffered by people due to their protected characteristics
- Taking steps to meet the needs of people from protected characteristic groups where these are different from other people
- Encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low

The Act describes fostering good relations in the third aim as tackling prejudice and promoting understanding between people who share a protected characteristic and those who do not. Meeting the duty may involve treating some people more favourably than others, as long as this does not contravene other provisions within the Act.

## The Specific Duties

In addition to meeting the general duty to have due regard to the need to eliminate discrimination, to advance equality of opportunity and to foster good relations, listed public bodies are required to meet very detailed specific duties to demonstrate compliance with the general duty

The Welsh Government introduced the 'Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011' setting out the requirements for Wales as follows:

- Setting Equality Objectives and publishing a Strategic Equality Plan.
- Engaging with people in relation to the protected characteristics.

- Collecting and publishing information relevant to compliance with the General Duty.
- Carrying out Equality Impact Assessments of relevant policies and practices.
- Annual publishing of employment monitoring information.
- Promoting knowledge and understanding amongst employees of the Equality Act.
- Addressing unfair pay differences.
- Establishing relevant conditions to meet the general duty in procurement process.
- Reviewing progress on the Strategic Equality Plan and associated Equality Objectives.

### **Who is protected under the Equality Act 2010?**

The Equality Act 2010 protects people from discrimination, victimisation and harassment on the basis of the following characteristics:

- Age
- Disability
- Gender reassignment
- Pregnancy and maternity
- Race
- Religion or belief (or non-belief)
- Sex
- Sexual orientation
- Marriage and civil partnerships

It is against the law to discriminate against someone because of their protected characteristic. This is the term used in the Equality Act 2010 to identify the types of things that affect how people are treated and can mean people may experience discrimination.

### **Intersectionality**

Our approach to equality seeks to recognise the impact of intersectionality where people who share more than one protected characteristic are at risk of multiple disadvantage, inequity, discrimination, harassment and victimisation. The impact of intersectionality may vary and it is difficult to quantify, however it is important to recognise the concept in terms of developing policy and practice, promoting equality and addressing discrimination, harassment and victimisation.

### **Welsh Language**

The promotion and use of the Welsh Language is not included within the Equality Act, and is instead covered by the requirements set out in the Welsh Language Measure 2011. The Welsh Language Measure 2011 places an obligation on public sector to conform to a set of 'Standards' and to treat the Welsh and English languages on the basis of equality. The Welsh Language Standards annual report will be maintained as a stand-alone document and subject to annual scrutiny to ensure outcomes are

delivered. However, we have included a consideration of the Welsh Language alongside the wider protected characteristics in terms of our approach to equality. The impact on the Welsh Language is examined in our Equality Impact Assessments (EIA) used during the process of Council decision making.

### **Socio-Economic (Poverty) Duty**

The Welsh Government are currently consulting on the commencement of the socio-economic duty within the Equality Act (2010). This will require public bodies, when taking strategic decisions to have due regard to reducing the inequalities in outcome that result from socio-economic disadvantage. We have built upon our consideration of socio-economic disadvantage and equality outlined in our second SEP 2016-20. Tackling poverty continues to be one of our Corporate well-being objectives and our Equality Impact Assessment (EIA) process has incorporated a number of equality-related issues such as poverty and social exclusion and children's rights.

### **United Nations Convention on the Rights of the Child (UNCRC)**

We are continuing to embed Children's Rights into key Council policies, plans and practice. We became the first Council to embed the UNCRC into our Policy Framework and have developed a Children & Young People's Rights Scheme, which sets out our arrangements to ensure compliance with the due regard duty. We have continued to incorporate the UNCRC within the Strategic Equality for Plan for Schools, Child and Family Services Participation Strategy, the Corporate Parenting Strategy, the Early Years Strategy, the Healthy and Sustainable Pre-School Scheme, the Play Sufficiency Assessment, Young People's Service plans and Swansea's Public Service Board's Well-Being Plan.

### **Human Rights City and other United Nations Conventions on Rights**

We are also continuing to explore steps towards Swansea becoming a Human Rights City and how we could embed the UN Convention on the Rights of Persons with Disabilities and the UN Convention on the Elimination of Discrimination Against Women in the same way as with the UN Convention of the Rights of the Child.

We have also continued to raise awareness of the Human Rights Principles for Older Persons and the Human Rights Declaration more broadly. The Ageing Well Engagement Plan has incorporated human rights principles. The review of the 50+ Network to develop a Big Conversation forum for those that are 50+ has enabled us to make explicit links to human rights and ensure that citizens that are 50+ are engaged in a more meaningful mechanisms to have a voice on issues that impact on their lives. We have also continued to implement the steps in Swansea's Wellbeing Plan action plan to meet one of our key partnership objectives – Live Well, Age Well and ensure activity is aligned to Ageing Well work. Swansea's Public Services Board have endorsed the principles and actions set out in the Dublin Declaration on Age-Friendly Cities and Communities in Europe and supports the development of a Human Rights City approach in Swansea

## **Equality Impact Assessments (EIAs)**

We continue to use our comprehensive Equality Impact Assessments (EIA) process, which not only takes into account the Welsh Language, poverty and the United Nations Convention on the Rights of the Child (UNCRC), but also the needs of carers and community cohesion. Our focus has been on ensuring that the process remains user-friendly, effective and workable for colleagues across the Council. Colleagues have access to a series of on-line tools and guidance from early screening of equality implications to completing a full EIA. The Access to Services Team continue to co-ordinate dedicated EIA. Our Equality and Engagement protocol (to ensure that EIAs are tracked and monitored through the Council's reporting and decision making process) continues to be very useful in ensuring that equality issues are considered and addressed where needed.

## **Scrutiny Inquiry Panel – Equalities**

Equality was identified as an important topic for scrutiny and was agreed as a topic for in-depth scrutiny by the Scrutiny Programme Committee. The primary focus for the inquiry was to examine how the Council was meeting and embedding the requirements under the Equality Act 2010 (Public Sector Equality Duty for Wales) and to explore how the Council was meeting its duties in terms of; eliminating unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act, advancing equality of opportunity between people who share a protected characteristic and those who do not and fostering good relations between people who share a protected characteristic and those who do not.

The review was an in-depth process conducted over an 18 month period and included a comprehensive consultation process with people from protected characteristics and key stakeholders. Overall, the inquiry concluded that the Council was meeting its duties under the Equality Act 2010 (and the Public Equality Duty for Wales 2011). Many areas of good practice were identified throughout the inquiry, but the Panel also identified a number of areas for improvement. The recommendations from this inquiry are built into our SEP 2020-24 and outlined in the steps and actions we will take.

## **Chwarae Teg's FairPlay Employer scheme**

This year we were awarded a Silver Award by charity Chwarae Teg in their Fairplay Employer scheme <https://chwaraeteg.com/projects/fairplay/>. We want Swansea Council to be a workplace where everybody is able to achieve their full potential regardless of their gender. We've been working on policies and initiatives to promote gender equality in partnership with leading gender equality charity Chwarae Teg. The FairPlay Employer benchmark will support us to deliver gender equality in our business, giving us the benefits of a truly balanced workforce.

## The Well-being of Future Generations

In accordance with the Well-being of Future Generations Act (Wales) 2015, Swansea Council is committed to carrying out sustainable development in order to improve social, economic, environmental and cultural well-being in Swansea. Applying the Sustainable Development Principle means we must 'act in a manner which seeks to ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs'. The sustainable development principle is expressed through five ways of working. Swansea Council has used these ways of working to develop this Strategic Equality Plan.

1. *Long term – The importance of balancing short-term needs with the need to safeguard long-term needs.*

While the Strategic Equality Plan has a four-year focus. It is written taking into account the impact our actions will have on improving life and reducing inequalities experienced by future generations.

2. *Prevention – How acting to prevent problems occurring or getting worse may help public bodies meet their objectives.*

The Strategic Equality Objectives are intended to address priority areas in order to stop inequalities getting worse but also address root cause of unfairness so discrimination and inequity can be avoided in the future.

3. *Integration – Considering how our well-being objectives may impact upon each of the well-being goals, on other objectives or the objectives of other public bodies*

We have avoided unnecessary duplication wherever possible and aimed to integrate and apply the findings and evidence of existing recent equalities work. There is a close correlation between the Council's Well-being and Equality Objectives. There is close alignment between many of the steps to deliver both the Council's Well-being and Equality Objectives as we pursue integration, seek to improve well-being and strive towards a more equal Swansea and a more equal Wales.

4. *Collaboration – Acting in collaboration with any other person (or with other parts of the Council) that could help us meet our well-being objectives.*

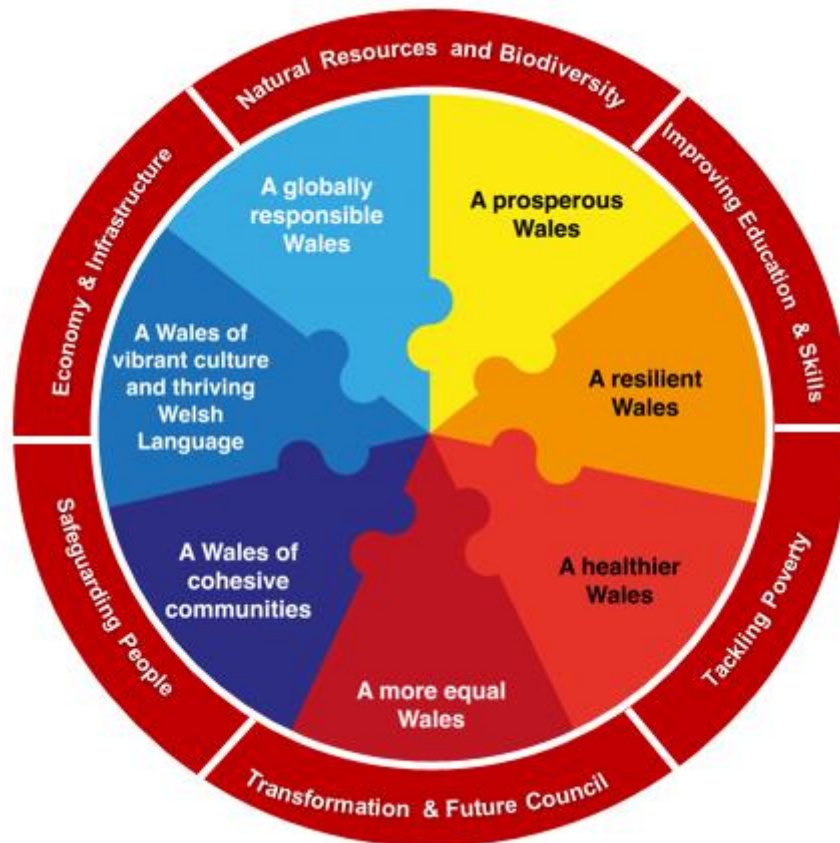
We have engaged with services across the Council and our partners to best use our skills and relationships to engage with a variety of audiences in different ways. In addition, we have aligned partnership working by involving PSB partners in the engagement process.

5. *Involvement – The importance of involving people with an interest in achieving the well-being goals and ensuring that those people reflect the diversity of the area that the body serves.*

We have tried to involve people that reflect the diversity of our community including those with protected characteristics. In particular we have applied the National

Principles of Public Engagement and Children’s participation Standards in planning and implementing engagement.

The Act also places a duty on Swansea Council to maximise its contribution to each of the national well-being goals (shown as the jigsaw pieces below). We do this by incorporating the goals into our corporate Well-being Objectives (shown as the red segments below) and therefore into decision making throughout our organisation including the development of this Strategic Equality Plan.



**Swansea Council’s Corporate Well-being Objectives and relationship to the Seven National Well-being Goals**

Our Strategic Equality Objectives help to create a more equal, prosperous, healthier, globally responsible Swansea of cohesive communities with a vibrant culture and thriving Welsh language.

## Section 2

### About Us

#### Demographic profile

Swansea is the second largest city in Wales and the regional centre of South West Wales. Key statistics about people living in the City and County of Swansea are outlined below:

- Swansea's population (as at June 2018) is 246,500, almost 8% of the population of Wales, with a population density of 638 people per sq. km.
- Its population structure is relatively typical, but shows a pronounced spike in the 19-22 age groups, linked to the presence and intake of university students to Swansea.
- Between 2005 and 2015, the population increased by 13,000 people (5.7%), with most of the recent growth via international migration.
- Significant population growth over this decade recorded in the proportions aged 20-29 and upper age groups, with an additional 1,200 people (+23.7%) aged 85 and over.
- Swansea's population is projected to grow by 21,600 (9.0%) by 2039, the third highest projected growth rate in Wales, with an increase of 18,400 (+39.8%) in those aged 65 and over.
- Life expectancy at birth in Swansea now stands at 78.0 years (males) and 82.4 (females). Over the last ten years, life expectancy has increased by around 2 years for both males and females.
- 105,300 households live in Swansea (2015), with an average household size of approximately 2.23 people. 36,500 (34.3%) are single adult households, increasing by 2,600 in the last five years.
- Census estimates suggest a non-white ethnic population of around 14,300 – 6.0% of Swansea's total population (2011). Chinese and Bangladeshi are the largest non-white ethnic groups (total: 4,000).
- The proportion (aged 3+) in Swansea able to speak Welsh decreased to 11.4% (26,300) in the ten years to 2011, but is increasing amongst under 16s.
- Swansea has a key role within the South West Wales sub-region as a service sector-focussed economy with a high proportion of public sector jobs.



- Economic activity and employment in Swansea is close to equivalent Wales rates, but below UK rates.
- A relatively high proportion of residents (aged 16-64) with higher level qualifications (NVQ 3+) live in Swansea, but also those with no qualifications.

## **What do we know about people in Swansea with protected characteristics**

*Is Wales Fairer 2018?* concluded that there were significant gaps in the data in Wales that make it difficult to understand the experiences of people sharing protected characteristics. Although there are gaps in the data, we can draw on information from the Census, the Annual Population Survey, Welsh Government statistics and local research and information to identify some key characteristics for groups of people sharing protected characteristics.

### **Disability**

- According to the Census 2011, almost a quarter of Swansea residents had a long term health problem or disability (day-to-day activities limited 'a lot' or 'a little'), at approximately 55,700 people or 23.3% of the total; slightly above the Wales average (22.7%). Amongst people of working age (16-64), around 27,000 in Swansea had a long-term health problem or disability, 17.4% of the working age population in 2011 (Wales 16.9%).
- Economic activity is significantly lower for people who are disabled. In Swansea, the economic activity rate for working age people who are EA core (defined by the Equality Act 2010) or WL (work limiting) disabled (defined by Census) was 54.0% (March 2019), whilst for those not disabled the figure was 79.8%. The employment rate was also lower, at 48.7% for disabled people compared to 74.9% for those not disabled. The unemployment rate is higher for people aged 16-64 who are disabled (9.8%) than not disabled (6.1%).
- The latest Welsh Government figures report that 1,220 people in Swansea were on registers with learning disabilities (March 2019), of whom 1,092 (89.5%) were living in community placements and 128 (10.5%) in residential establishments. For those in community settings, 57% of all people on registers were living with parents or family. At March 2019, 19.1% of all people registered with learning disabilities in Swansea were aged under 16, 72.3% were aged between 16 and 64, and 8.6% were aged 65 and over.
- In Swansea, 2,547 people were registered with physical or sensory disabilities as at March 2019. Of this total around 56% were registered with a visual impairment, of whom 744 were severely sight impaired and 679 sight impaired. Of the remainder without visual disability, 510 people (45.4%) had a physical disability only, with 385 people hard of hearing and 229 deaf.

## Race

- The largest ethnic group in Swansea is White, with 94.0% of residents (224,700 people) belonging to this ethnic group (2011 Census) and the remaining 6.0% of residents from a non-white ethnic group. In 2011, the largest non-white ethnic groups in Swansea were Chinese (2,052 people, 0.9%) and Bangladeshi (1,944, 0.8%), followed by Other Asian, African and Arab.
- More recent (2017) ONS research indicated that around 19,000 people in Swansea (approx. 8% of the total population) were from a non-white ethnic group in 2016. A further 7,000 people were in the category 'All Other White', therefore an estimated 26,000 people (around 11% of the Swansea population in 2016) were non- 'White British'.
- The Annual Population Survey (APS) 2018 estimates that 17,100 people aged 16+ in Swansea (8.4% of the total) were from an ethnic minority group (95% confidence interval: +/-2.3 %-points).
- In January 2019, 11.2% of the total number of pupils aged 5 or over at maintained schools in Swansea identified as non-White, which is higher than the equivalent figure in both the Census and previous research estimates. The highest proportions within this figure are Any Other Ethnic Group (including Arab, at 2.8% of all pupils in 2019) and Bangladeshi (2.0%).
- 2011 Census data also reveals that 77.7% of Swansea's population (approx. 185,700 people) were born in Wales, with 14.1% born in England and 1.0% born in Scotland or Northern Ireland. In 2011, around 17,200 Swansea residents (7.2% of the total) were born outside the UK, with individual country totals over a thousand being Poland (1,345), China (1,249) and India (1,105).

## Marriage and civil partnership

- The Census 2011 reported that almost 44% of adults (aged 16+) in Swansea were married, slightly below equivalent proportions in Wales and England & Wales, with corresponding higher proportions single. Figures for other categories are relatively close to the Wales average.
- The latest survey-based estimates of marital status for 2018 suggest that 35.6% of adults in Wales are single (England & Wales 35.0%), with 48.2% of adults in Wales married (England & Wales 50.4%). An estimated 8.2% in Wales are divorced (E&W 8.0%) and 7.9% are widowed (E&W 6.4%). In both these categories, the proportions are higher for females than males.
- From the data that is available (2014-2016), the number of opposite-sex marriages taking place in Swansea has averaged 1,226 per year. In 2014 (from March), 2015

and 2016, the annual number of same sex marriages occurring in Swansea was 25, 44 and 52 respectively.

### **Pregnancy and Maternity**

- In 2018 there were 2,366 babies born to residents in Swansea, almost identical to the 2017 figure (+2). Swansea's Crude Birth Rate of 9.6 (live births per 1,000 people in 2018) is currently lower than that of Wales (10.0) and England & Wales (11.1). The pattern is broadly repeated in the General Fertility Rate, with 50.8 live births per 1,000 women in Swansea aged 15-44 in 2018 (Wales 56.3, England & Wales 59.1).

### **Gender Re-assignment**

- There are no official statistics on gender re-assignment at local or national level, from survey or administrative sources. However, EHRC research (2012) estimated that just under one per cent of the population nationally would be part of this protected group.
- The 2021 Census topic consultation in 2015 identified a need amongst a number of data users for information about gender identity for policy development and service planning (e.g. for the provision of health services), and for information on those with the protected characteristic of gender reassignment as set out in the Equality Act 2010.
- The Office for National Statistics (ONS) are now recommending the inclusion of a gender identity question in the 2021 Census that collects information on those whose gender is different from their sex assigned at birth. Research and testing has shown that it would be acceptable and would have minimal effect on overall response and respondent burden. The proposed question will be voluntary, only asked of persons aged 16 years and over and will include a "prefer not to say" response option. The first outputs from the 2021 Census in England and Wales are due to be published in 2022.

### **Sexual Orientation**

- Although there is some official data on sexual orientation or identity, there is no official local data. (Local Authority level). In addition, although there are official sources produced by the UK government (ONS) there are some concerns about whether this data reflects the true size of the population as a result of under reporting or non-disclosure.
- Research from the Office of National Statistics (ONS) 2017 suggests that over the last five years, the proportion of the UK population identifying as lesbian, gay or bisexual (LGB) has increased from 1.5% in 2012 to 2.0% in 2017. During this time period the proportion of the UK household population identifying as LGB has

increased from 1.5% in 2012 to 2.0% in 2017 and the proportion in Wales increased by 0.7%,

- Research from the ONS 2017 showed that the percentage of people identifying as lesbian, gay or bisexual (LGB) in Wales was 2%, similar for England (2.1%), Scotland (1.9%), but higher than Northern Ireland 1.2%. The research also showed that males (2.3%) were more likely to identify as LGB than females (1.8%) and people aged 16 to 24 years were most likely to identify as LGB (4.2%) during the time period for the research.
- In the Census White Paper, published December 2018, ONS recommended the inclusion of a sexual identity question in the 2021 Census with the following response categories: Heterosexual or straight; Gay or lesbian; Bisexual; Other sexual orientation (write in); Prefer not to say. The first outputs from the 2021 Census are due to be published in 2022.

### **Religion or belief**

- The only source of local data on religion is the 2011 Census. The Census question in England and Wales (*'What is your religion?'*) asks about religious affiliation; that is how people connect or identify with a religion, irrespective of actual practice, belief or belonging. Therefore, in Census outputs and analysis, religion is a measure of identity rather than other aspects.
- The Census 2011 shows that Christianity is the predominant religion in Swansea (131,451 people, representing 55.0% of the Census total population). The total number of people in Swansea with a non-Christian religion (Buddhist, Hindu, Jewish, Muslim, Sikh and Other religion) was 8,530; 3.6% of all people.
- Of the listed religion categories, 5,415 people (2.3%) stated their religion as Muslim, making this the most common religion after Christianity. The only other minority religions with more than 500 people in Swansea in 2011 were Buddhist (856, 0.4%) and Hindu (780, 0.3%). The Census 2011 also showed that 34.0% held no religious beliefs and 7.5% did not answer or state a belief.
- The total number of people in Swansea expressing Christian religious identity fell over that ten years by around 27,000 or 17%. Between the 2001 and 2011 Census, the estimated number of people in Swansea with a non-Christian religion increased from 3,758 (1.7% of the population) to 8,530; an overall increase of around 4,800 people (+127%).
- The largest estimated increases in the population of minority religious groups between 2001 and 2011, albeit sometimes from a relatively low base, were Muslim (+3,248 people or 150%); Other religion (+595 or 133%); Hindu (+498 or 177%); Buddhist (+317 or 59%) and Sikh (+125 or 82%). However, once again these large

increases can be viewed in the context of the potential 2001 Census undercount, with proportionately greater effects on some hard-to-count groups.

## Section 3

### How We Developed Our Equality Objectives

The engagement and consultation process involved all stakeholders at each stage of the Strategic Equality Plan's development. Full details of the feedback that shaped our Strategic Equality Objectives and the three stage methodology adopted can be read in our Engagement Report.

#### Stage 1

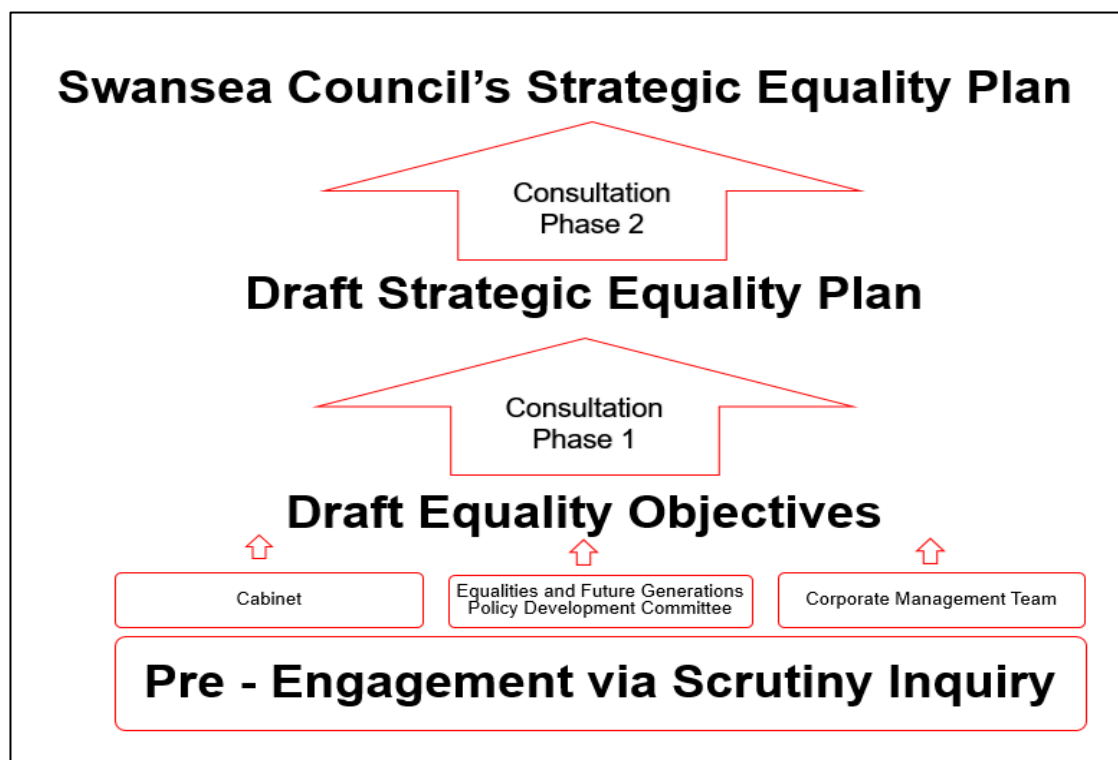
The process used the extensive engagement work undertaken as part of the Equalities Scrutiny Inquiry and its recommendations as a foundation for the involvement process. Pre-engagement evidence was used to draft broad objectives as a starting point for discussion.

#### Stage 2

The draft Strategic Equality Objectives were shared with the public so they could replace, remove, change and add so we could make sure the right objectives for Swansea were identified. The engagement between 4 November and 6 December 2019 also enabled more detailed information on actions relating to the objectives to be collected so that in line with the National Principles for Public Engagement people could be genuinely involved at the earliest stage and throughout the process.

#### Stage 3

The information gathered via formal consultation was used to draft the Strategic Equality Objectives and draft Strategic Equality Plan. The document was then open to the public for a further 4 week period so that comments could be taken into account and improvements made.



## Our Equality Objectives

Our Strategic Equality Objectives were informed by *Is Wales Fairer 2018?* and the wider evidence base about equality, local research and information, our consultation process and the findings from a review into equality by our Scrutiny Inquiry Panel.

In this section, we have outlined why the draft Strategic Equality Objectives have been selected, links to our Corporate Plan and Well-being Objectives and the steps we will consider to make a positive difference. A separate action plan will be produced to outline the actions we will take in taking steps to meet our Equality Objectives.

### **1. Education: Ensure an inclusive learning experience and that gaps in levels of attainment and other post-education outcomes are narrowed.**

#### **Why is this a Strategic Equality Objective**

Although gaps in attainment for boys, children on free school meals (FSM) and children with additional learning needs (ALN) have narrowed, we know from *Is Wales Fairer 2018?* that gaps in attainment for older children on FSM and children and young people with ALN persist. Attainment of children with some impairments such as a hearing impairment, has worsened. The research also shows that children and young people on FSM and children and young people with ALN are also more likely to experience higher rate of school exclusion. Children with more than one protected characteristic such as ALN and experiencing other aspects of inequality such as living in poverty are at risk of multiple disadvantage and poor outcomes.

Our consultation on our Strategic Equality Objectives suggested that we should ensure that there is adequate funding for schools and good levels of support for children and young people with ALN and children and young people who are looked after (LAC). Our consultation also suggested that we should work to address the impact of poverty in schools and other learning environments. Specific mention was made of reducing the cost of school uniforms and supporting families to feed their children in the school holidays.

Evidence from *Is Wales Fairer 2018?* also indicated that BME children are also more likely to experience lower levels of educational attainment than White British Children during their early years. The research also shows that ethnic minorities and disabled people are under-represented in apprenticeships. Our consultation on our Strategic Equality Objectives suggested that we should support the provision of more Apprenticeships / vocational and lifelong learning opportunities

*Is Wales Fairer 2018?* also told us that traditional gender roles, norms and stereotypes are continuing to affect educational attainment and subject choices. Our consultation on our Strategic Equality Objectives also told us we should tackle gender stereotyping in sporting activities and provide more training and raise greater awareness of equality issues for both teachers and learners. Our Scrutiny Panel's Inquiry into equality recommended that we support teachers and learners to tackle issues around gender stereotyping in schools, particularly in relation to sporting

activities. Our consultation on our Strategic Equality Objectives also told us that we should support a culture of listening, sharing and caring within learning environments.

## **Links to our Corporate Plan**

Education and Skills, Economy and Infrastructure and Tackling Poverty

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

- Work with our Health partners to ensure that, through our Early Years Strategy and Flying Start, 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.
- Continue to narrow the gaps in attainment and well-being for all children and young people particularly for those on FSM, children and young people with ALN, LAC, from some BME groups and boys.
- Raise vocational aspirations and skill levels in the workplace, contributing to the development of ambitious, skilled young people and adults by providing apprenticeships.
- Identify those young people who are most at risk of becoming NEET (not in employment, education or training) and provide them (and their families) with the personal support they require to remain engaged with education, employment and training.
- Develop independent learning skills for lifelong learning to reflect the changing nature of work and to support well-being, creativity and reduce social isolation.
- Continue to encourage schools to support the UNICEF Rights Respecting Schools initiative as part of our commitment to the UNCRC, develop young citizens to respect rights, understand responsibilities and to be globally aware and responsible citizens.
- Work with teachers and learners to tackle issues around gender stereotyping in schools, particularly in relation to sporting activities.
- Support schools and other learning environments to promote a greater awareness of equality and diversity issues in schools.
- 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, carbon reduction and progressive improvement to access to infrastructure in schools.



## **2. Work: Reduce pay gaps and create a more inclusive workforce that is more reflective of Swansea's diverse communities.**

### **Why is this a Strategic Equality Objective**

We know from *Is Wales Fairer 2018?* that women continue to earn less than men on average. Gender pay gaps are narrower in Wales than in England mainly because average hourly earnings of male full-time employees are much lower in Wales. The research suggested that bullying and sexual harassment remain widespread in the workplace, although a lack of survey evidence means that it is difficult to quantify this. Research from *Is Wales Fairer 2018?* also suggested that around 7 out of 10 mothers have had a negative, or possibly discriminatory experience during pregnancy or maternity leave, or on returning from maternity leave.

As a major employer in the area, we are continuing to work towards reducing our gender pay gap and recorded a reduction of 2% to 5.7% in April 2019, compared to the previous year. We are continuing to review our recruitment and employment policies, including work on the gender pay gap for senior management roles and the gender balance in the take up of apprenticeship opportunities. Our consultation on our Strategic Equality Objectives suggested that we should continue to support work on reducing the gender pay gap and addressing gender inequality in the workplace as both a major employer in the area and in a community leadership role through partnership working.

Although unemployment rates have fallen in the UK, Wales and Swansea for young people aged 16–24 yrs, they still have one of the highest rate of unemployment. In Wales, the rate of youth unemployment in 2019 was 12.6%. Insecure employment is around twice as high as average for those aged 16–24 yrs and has increased for this age group.

Evidence from *Is Wales Fairer 2018?* also shows us that the employment rate and economic activity rate is significantly lower for disabled people. In Swansea, the economic activity rate for working age people who were disabled (defined by the Equality Act and the Census) was 54.0% in March 2019, compared to 79.8% who were not disabled. The employment rate for disabled people was 48.7% compared to 74.9% who were not disabled and the unemployment rate was 9.8% and 6.1% respectively. The research also suggested that disabled people were less likely to be in managerial and professional work than other people and were more likely to have lower incomes. Disabled people were also less likely than others to take up apprenticeships.

Our consultation on the Strategic Equality Objectives suggested that we should continue to review recruitment policies and seek to increase workforce diversity. Our consultation also told us that we should review pay, training and work experience consider a work life balance and the provision of mental health and staff support services. Our Scrutiny Panel's Inquiry into equality identified a number of recommendations that we should consider as an employer including; a review of our recruitment and selection policy, a review of training opportunities, improvement to ways in which we collect personal data about staff (including protected

characteristics) and the provision of more training and other ways to challenge negative views and attitudes and promote positive messages to staff.

### **Links to our Corporate Plan**

Economy and Infrastructure, Tackling Poverty and Transformation and Future Council

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

- In our role as an employer, complete the review of Recruitment and Selection Policy as a matter of urgency. This should include looking at better promotion of staff vacancies and apprenticeships to different groups, consider advertising these more carefully to promote representation of BME, disabled people, LGBT community, veterans and women in male dominated roles (and vice-versa).
- Review training opportunities to ensure they are fit for purpose. Including:
  - a) Ensure better uptake of equality related training amongst staff, especially front facing staff.
  - b) Ensure middle managers have completed training and are encouraging staff to do so.
  - c) Developing training with equality groups where possible.
  - d) Ensure the opportunities to do these are repeated regularly particularly around unconscious bias, using alternative formats and making a reasonable adjustment.
  - e) Smarter working with others to meet our duty well by investigating sharing some training and consultation activities with other large organisations and/or procure jointly to improve economies of scales.
- Collect better data on our workforce and develop better resources to encourage staff to give their personal data for example based upon a toolkit by Stonewall 'what it has got to do with you'. Report on 'pay gaps such as disability and BAME, as well as gender, in future.
- Develop an Internal communications rolling programme led by the Equalities and Future Generations Policy Development Committee / Strategic Equality Group to promote training, challenge negative views or attitudes and provide positive messages to staff and Members.
- Embed equality and diversity into service delivery through a network of Equality Representatives appointed in each service.
- Continue to strengthen the Welsh language service and language services generally offered by the Council by providing basic language training for front-line staff.

### **3. Living standards: Tackle poverty and help support independent living.**

#### **Why is this a Strategic Equality Objective**

We know from *Is Wales Fairer 2018?* that poverty in Wales has increased; a quarter of adults and a third of children in Wales are now living in poverty. Poverty and deprivation are both higher in Wales than in other nations in the UK. The research also tells us that welfare reforms have also placed more people at risk of poverty, particularly women, some ethnic minorities and disabled people. Disabled people, lone parents and some ethnic minorities are more likely to live in poverty and experience severe material deprivation than non-disabled people. Welfare reform, benefit sanctions and the delay in the payment of universal credit has also increased the number of people in absolute poverty, homelessness and a reliance on food banks. Our consultation on our Strategic Equality Objectives suggested that we should review the support for disabled people (including people with hidden disabilities) and ensure that they have equal opportunities. Our Scrutiny Panel's Inquiry into equality recommended that we explore supporting more opportunities for disabled adults, including the development of our social enterprise base.

The latest Welsh Index of Multiple Deprivation (WIMD 2019) was published by the Welsh Government in November 2019. In Swansea, the WIMD 2019 shows that Swansea has an above average proportion of its Lower Super Output Areas (LSOAs) featuring in the most deprived 10% in Wales, with 17 (11.5%) of its 148 LSOAs in the 191 (10%) most deprived. Although the number of LSOAs in Swansea with the 10% most deprived LSOAs in Wales has fallen slightly from 18 in 2014 to 17 in 2019, the proportion of Swansea LSOAs in the most deprived 30% in Wales has increased to over 30% (46 of its 148 LSOAs). Our consultation on our Strategic Equality Objectives suggested that we should continue our work to tackle poverty and mitigate the impacts of poverty by supporting greater community engagement and capacity building.

Evidence from *Is Wales Fairer 2018?* also tells us that problems dealing with rough sleeping and the 'hidden homeless' e.g. people sleeping on friends sofas are also increasing. We also know from the research that there is a shortage in the number of accessible and adaptable homes available for disabled people and delays in getting existing homes adapted. The research also tells us that data from Local Authorities about accessible and adaptable housing is generally poor. Our consultation on our Strategic Equality Objectives suggested that we should explore how we make other places in the community more accessible and make it easier for disabled people and older people to get around. Our consultation also suggested that we should review our support for homeless people and explore ways to increase the number of affordable homes.

We also know from *Is Wales Fairer 2018?* that there is an increasing number of unpaid carers who are experiencing difficulties with their caring responsibilities. The research shows that caring responsibilities are disproportionately falling on women and it is usually unpaid. Our consultation on our Strategic Equality Objectives also suggested that we should explore ways in which we can support carers and our Scrutiny Panel's Inquiry into equality recommended that we complete our Carers strategy as a matter of urgency.

## **Links to our Corporate Plan**

Economy and Infrastructure, Tackling Poverty and Transformation and Future Council

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

- Continue to implement the revised Poverty Strategy and ensure that tackling poverty is everybody's business. To 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.
- Create employment & training opportunities for the long-term unemployed and economically inactive through community benefit clauses in contracts.
- Support individuals to overcome their barriers to employment through co-ordinated person-centred employability support.
- Support 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.
- Through a Getting It Right for Every Child programme, 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.
- 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 well-being and 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 energy efficiency measures in social housing.

- Work with others to provide sustainable, accessible and low carbon transport and infrastructure providing improved and cheaper connectivity and mobility.
- Implement the local development plan (LDP) that supports the regeneration of Swansea and promotes sustainable communities.
- Promote Digital Inclusion and access online services by providing citizens with lifelong learning opportunities to undertake free computer courses and training.
- 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.
- Review the Council's approach to procurement to secure local economic and community benefits, in line with sustainable development principles.
- Provide a range of preventative and family support services, such as the Families First programme.
- Raise awareness of the availability of Disabled Facilities Grants (DFGs) particularly in terms of disabled children and young people.
- Complete the Carers Strategy as a matter of urgency.
- Develop further opportunities for disabled adults, including looking at expanding our social enterprise base.

#### **4. Health: Seek to promote good physical and mental health and reduce health inequalities through the provision of sport, culture and leisure opportunities and a healthy built and natural environment.**

##### **Why this is a Strategic Equality Objective**

We know from *Is Wales Fairer 2018 ?* that there is a lower average life expectancy of people living in deprived areas, particularly for men. In Swansea, the life expectancy of men living in the most deprived areas is 12 years lower than the life expectancy of men living in the most affluent areas of Swansea. The gap is even greater in relation to living in good health, free from disability or a life limiting illness. The research also shows us that there are also inequalities in relation to mental health as men in Wales were over four times more likely than women to die by suicide

The evidence from *Is Wales Fairer 2018 ?* tells us that disabled people experience more difficulty accessing health and mental health services than others. The research also identifies barriers to accessing health services for people from ethnic minorities or for whom English is an additional language Gypsy, Roma and Traveller families continue to experience difficulties in accessing quality health services.

Our consultation on our Strategic Equality Objectives suggested that we should support the improvement of mental health services, inclusion within leisure opportunities (including affordable leisure opportunities) and removing barriers to participation. Our consultation also suggested we should explore ways to promote community well-being, keeping fit and healthy and using the natural environment to promote health and well-being.

Participation in family and community life is a key determinant of health and well-being. We know from *Is Wales Fairer 2018 ?* that loneliness, isolation and a reduced sense of belonging are some of the most significant issues facing particular groups, including older people, disabled people, carers, new parents, lesbian, gay, bisexual or transgender people, and people from some ethnic minorities (this list is not exhaustive).

##### **Links to our Corporate Plan:**

Safeguarding, Tackling Poverty, Natural Resources & Bio-Diversity and Transformation and Future Council

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

- 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.
- Improve, expand and diversify leisure, cultural and heritage facilities and infrastructure to help boost the economy, promote tourism to improve health and well-being, promote community cohesion and provide economic benefits.

- Manage and protect Swansea's green spaces, coastline, beaches and parks for recreation and play, to encourage tourism, protect the environment and support health and well-being.
- Build on the legacy of Swansea's bid to be UK City of Culture by active participation in Culture 21 Pilot programme. This will include using culture to promote intercultural dialogue and respect for cultural diversity and help address key challenges.
- Provide art, culture and heritage opportunities in order to boost skills, confidence, self-esteem, aspiration and health and well-being
- Support initiatives that will increase Swansea's urban tree cover, improve awareness and understanding of our natural environment (including opportunities for schoolchildren) to improve access and learning about the natural environment in order to promote health and well-being.
- Improve access to and maintain the quality of our parks and greenspaces. Continue with the delivery of wildflower planting and management and engage with local communities to encourage volunteering and to support them with enhancing and maintaining their local greenspaces and wildlife sites to improve health and well-being.
- Develop policies and plans to improve green infrastructure in deprived areas as a health equality action.
- Continue with Active Young People Interventions across all schools / communities in order to increase participation in sport and physical activity, included targeted interventions to those in areas of deprivation.
- Undertake a range of equality-focused activities at the Glynn Vivian Art Gallery, Swansea Museum, Dylan Thomas Centre and Swansea's libraries working with groups such as children & young people, disabled people, BME and LGBT communities.
- Continue with The Passport to Leisure scheme, which allows for discounted entry/tickets at our venues (including the Freedom Leisure sites and Plantasia) and some external ones too.
- Raise awareness of Cultural Services and identify any barriers to participation via engagement with key equality groups, such as the BME Sports Forum.
- Support Improvements to access public transport by bus for disabled and older people, as well as families with young children.
- Improve access to the infrastructure around pavements, roads and parking provision for disabled and older people, as well as families with young children. Review current consultation with local access groups to improve physical access to buildings and services.

## **5. Fairness, dignity and respect: Ensure that people and communities have their rights respected and feel safe from violence and abuse.**

### **Why is this a Strategic Equality Objective**

We know from *Is Wales Fairer 2018 ?* that women and girls are continuing to experience high levels of violence and discrimination, including sexual harassment in the work place and sexist bullying in schools. The research also tells us that lesbian, gay, bisexual and transgender people and ethnic minority children are also at risk of bullying. Our consultation on our Strategic Equality Objectives suggested that we should continue to support the prevention of violence, discrimination and bullying. Feedback from the consultation also suggested that we explore ways in which community cohesion can be increased and the use of other community safety measures to address the problem. Mentions were also made of raising awareness of promoting Human Rights and organisational commitments to eradicate discrimination, harassment and bullying in the work place and wider communities. Our Scrutiny Panel's Inquiry into equality also recommended that we explore leading positive campaigns celebrating Swansea's diversity and zero tolerance for discrimination..

**Links to our Corporate Plan:** Safeguarding, Transformation and Future Council

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

- Continue to ensure that safeguarding is 'everyone's business' across the Council, within schools, with partners, and through West Glamorgan Safeguarding Board. Undertake a range of work focused on hate crime, modern slavery, protection of vulnerable people, radicalisation and extremism and wider, emerging issues, such as County Lines, Modern Slavery, Human Trafficking, Bullying in Schools, Hate Crimes, and the Prevent strategy.
- Work with partners to raise awareness around Violence Against Women, Domestic Abuse and Sexual Violence (VAWDASV) and put in place effective and timely interventions and support.
- Continue to implement the Community Cohesion Delivery Plan to promote cohesive and inclusive communities in Swansea.
- Continue to implement a Hate Crime Strategy and increase understanding of hate crime and awareness of how to report it amongst staff and key partners
- Lead positive campaigns celebrating Swansea's diversity and zero tolerance for discrimination.



## **6. Participation: Improve how we engage with and involve people and communities in matters that are important to them and decisions that we make.**

### **Why this is a Strategic Equality Objective**

*Is Wales Fairer 2018 ?* tells us more people with protected characteristics need to be involved in matters which are important to them and decisions that the Council make. The research indicates that there are clear data gaps that make it difficult to understand the experiences of people sharing all protected characteristics. Councils also need to improve the data they collect about people with protected characteristics who participate in local decision making. Our consultation on our Strategic Equality Objectives also suggested that we need to improve our reach and process of involving people in decision making including young people and those people with protected characteristics. The consultation also suggested that we should explore a range of community engagement approaches and consultation, including co-production.

Our Scrutiny Panel's Inquiry into equality identified a number of recommendations about how we could improve the way in which we engage with and involve people in decision making. The recommendations included establishing a high-level cross Council Strategic Equality Group, improving our equality forums, developing the role of Councillor Champions for equality and developing the role of our Staff Equality representatives. Recommendations also included supporting the development of community hubs across the Council, reviewing and developing the Council's website to make it more accessible, developing more easy-read and plain English resources and building upon our Co-production Strategic Framework and piloting a corporate approach to co-production. The Scrutiny Panel also recommended that we explore becoming a Human Rights city and how we could embed the UN Convention on the Rights of Persons with Disabilities and the UN Convention on the Elimination of Discrimination Against Women in the same way as with the UN Convention of the Rights of the Child. Ensure these Conventions are reflected in the Council's new SEP 2020.

**Links to our Corporate Plan:** Transformation and Future Council

### **The steps we will take to meet this objective**

- Continue to implement a whole Council approach to the United Nations Convention on the Rights of the Child (UNCRC), to meet our commitments contained within the Children and Young People's Rights Scheme
- 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.

- 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.
- 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.
- 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 a revised Consultation & Engagement Strategy, ensuring that consultation and engagement is inclusive and undertake awareness raising activities.
- Build upon the development of a Corporate Co-production Strategy with inclusion of a Toolkit for use by staff across the authority.
- Progress the Live Well, Age Well Forum and focus on priorities identified for exploration and discussion as matters that are important to those ageing well within Swansea.
- Promote “SMART” working with our equality forums, ensuring they all have clear terms of reference, work plans and schedules. Ensure better engagement with Council departments and Councillor Champions. Facilitate the establishing of Women’s and Inter-Faith Consultative Forums.
- Clarify and further promote the role of Councillor Champions, ensure better engagement with consultative forms and establish links with the Strategic Equality Group.
- Clarify the Equality Staff Representative role, including the expectations of them in their role, ensuring those nominated are able to regularly take part in co-ordinating meetings and training and that they are linked to a wider knowledge base/support network for advice, guidance and support
- Support the continued development of community hubs across the Council area ensure that all staff involved have full equalities training.

- Address the significant issues with the Council website, key aspects should be developed co-productively. Consider use of more 'hover over' facilities for key words where pictures are shown. Be mindful of problems with PDFs/tables for screen readers.
- Develop more easy read and plain English resources.
- Continue steps towards Swansea becoming a Human Rights City; explore how we could embed the UN Convention on the Rights of Persons with Disabilities and the UN Convention on the Elimination of Discrimination Against Women in the same way as with the UN Convention of the Rights of the Child.

## Section 4

### Sources informing the Strategic Equality Plan

We began by drawing together existing evidence, reviewing best practice from across Wales and applying recent learning from Swansea to draft Strategic Equality Objectives. To prepare initial draft equality objectives many sources were taken into account. These included:

- **Equality and Human Rights Commission - Making Wales Fairer Report** This October 2018 Report aimed to assess how Wales was performing on Equality and Human Rights. The report provides valuable data and evidence across six domains including; education, health, living standards; justice and security, work; and participation and compared outcomes for groups in areas such as pay gaps, educational attainment, and experiences of hate crime. It offered a framework for analysis that helped us identify initial draft Strategic Equality Objectives.
- **Swansea Council Equalities Scrutiny Inquiry** This landmark review aimed to understand how the Council could better implement its equalities duties in Swansea. An extensive engagement programme collected evidence between October 2018 and March 2019. The evidence gathering activities undertaken included:
  - a. Overview of subject and Q&A with Cabinet Member for Better Communities (People) and Chief Legal Officer
  - b. Consideration of relevant key policies, strategies and documentation including Swansea's Equality Plan and the Equality Impact Assessment screening process
  - c. Question and Answer session with individual Directors and the Strategic Organisational Development and Human Resources Manager
  - d. Departmental staff representatives.
  - e. Equality and Human Rights Commission
  - f. Equalities Community/Partner Groups including Carers, BME Forum, Young People through the Big Conversation, LGBT Forum, Disability Liaison Group, Joining the Jots Team, Veterans and 50+ Forum
  - g. Survey of Council staff.

The Report's recommendations were accepted at Cabinet on October 2019, as a result, it would make sense to consolidate these recommendations within the SEP subject to further engagement. It has been widely suggested by participants that this recent extensive engagement exercise is utilised as a foundation for engagement regarding the Strategic Equality to avoid duplicating information and respect the views so recently expressed by key stakeholders.

- **Swansea Council's Corporate (Well-being) Plan** This document sets out Swansea Council's Well-being Objectives and the steps we will take to achieve them. Many of these steps already address equality and diversity issues.

- **Swansea Public Services Board Local Well-being Plan** This document sets out Local Well-being objectives such as Stronger Communities with a sense of Pride and belonging with steps that align with equality and diversity priorities for Swansea.
- **Previous Strategic Equality Plans and Reviews** We looked at what worked and what could be improved in previous Strategic Equality Plans and Reviews.
- **The Well-being of Future Generations Act (Wales) 2015** Swansea Council applied the sustainable development principle's five ways of working to develop a Strategic Equality Plan that helps create a more equal, prosperous, healthier Swansea of cohesive communities with a vibrant culture and thriving Welsh language.
- **The Social Services and Well-being Act (2014)** This legislation seeks to improve the well-being of people who need care and support and carers who need support. The West Glamorgan Regional Partnership's Area plan and Population Assessment has influenced the development of the Strategic Equality Objectives.
- **The Foundational Economy Approach** Swansea Council is committed to exploring opportunities for prosperity offered by the Foundational Economy and ensuring all groups in society benefit from Wales becoming the first country in the world to embrace the foundational economy approach. This focuses on developing the local provision and procurement of the goods and services that we all need. Swansea is the first local authority in Wales to have successfully bid for Welsh Government's 'Foundational Economy Challenge Fund' to improve local supplier development.
- **Swansea Equalities Statistics Review 2020** Swansea Council's Strategic Delivery Unit has collated an evidence base of statistical information relating to protected characteristics in a Swansea context. The commentary and analysis helps us understand the diversity of Swansea's population, how it has changed and (as far as possible) how it may develop in the future.
- **Children's Commissioner** We are continuing to work with the Children's Commissioner to promote Children's Rights and provide opportunities for children and young people to participate in decision making and ensuring that their voices are heard.
- **Older People's Commissioner** We are also continuing to work closely with the Older Person's Commissioners Office and Swansea University to develop participation and engagements opportunities for people aged 50 yrs and support on-going work and campaigns such as #EverydayAgeism etc.

## **Section 5**

### **Monitoring and Evaluation**

Following Council adoption and publication of the SEP 2020, the next steps will involve working with services across the Council to identify the actions which will be taken to implement the steps within the plan. The delivery of the SEP 2020 will be assessed on an annual basis through an Annual Review of Equality and Diversity. The delivery of the SEP 2020 will also be assessed through the Scrutiny Process and the Equality and Future Generations Policy Development Committee which will identify areas for policy review and development.

## 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:             | Strategic Delivery Unit |
| Directorate:              | Resources               |

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

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

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

Strategic Equality Plan 2020 - 2024

**(c) It was initially screened for relevance to Equality and Diversity on: ADD DATE**

This is Swansea Council's third Strategic Equality Plan each has been screened and a full EIA was prepared.

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

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

**(e) Lead Officer**

**Name Richard Rowlands**

**Job title. Strategic Performance Manager**

**Date 10 Feb 2020**

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

**Name: Lee Wenham**

**Date:**

## Section 1 – Aims (See guidance):

Briefly describe the aims of the initiative:

### What are the aims?

- To ensure the Council meets its legislative requirements under the new Public Sector Equality Duty (Equality Act 2010).
- To set Equality Objectives, which are evidence-based and focused on achieving positive outcomes for the community.
- To demonstrate and further progress our commitment to the diversity agenda.

### Who has responsibility?

All services in executing their service plans, Access to Services Team, Executive Board, Chief Executive, Equality Member Champions, Cabinet, Leader.

### Who are the stakeholders?

Everyone who lives and works in Swansea and utilises Council services, as well as visitors to the area. The Council has legislative duties as an employer as well as a service provider; therefore, the SEP is relevant to staff as well as the wider community.

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

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

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



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

In terms of the whole population of Swansea, the Council’s Research and Information Unit keep colleagues up to date with statistical/data updates and have developed equality profiles by ward areas to inform service areas.

In addition, an evidence base has been developed to inform the SEP’s development – this has drawn together local information based on each of the protected and other characteristics. The plan also heavily draws the key themes of ‘Is Wales Fairer?’ a report published by the Equality and Human Rights Commission. The report is attached to this EIA as an appendix for information.

Swansea Council; Scrutiny Panel’s Equalities and Future Generations Panel conducted an extensive 18 month inquiry into Equalities ‘How can the Council improve how it is meeting and embedding the requirements under the Equality Act 2010 (Public Sector Equality Duty for Wales 2011)’. This undertook extensive engagement with stakeholders in Swansea including experts as well as groups representing protected and people with lived experience.

Customer monitoring across the Council varies by department – many undertake profiling to inform their services, and where necessary these processes are being updated to reflect the legislative changes contained within the Equality Act 2010.

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

The evidence base which collates up to date information on each of the protected characteristics will be published in full alongside the Strategic Equality Plan.

In addition, we will continue to utilise new information sources to ensure objectives are evidence-based and relevant.

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

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

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

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

The Strategic Equality Plan meets a statutory duty under the Equalities Act 2010 and Public Sector Equality Duty. Due to the nature of the SEP, its whole focus is on the promotion of equality and elimination of discrimination. Therefore, its aim is to have a positive impact on all groups – particularly as we have a legal duty to set equality objectives for all protected characteristics. Equality objectives must also be evidence-based and focused on the achievement of real outcomes and results, so there is a real emphasis on making positive changes.

The Welsh Language has been marked as 'positive' as the plan identifies important actions that support the Welsh language. However it should be noted that the Welsh Language is also addressed in greater depth separately via our Welsh Language Scheme.

#### **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?**

For this SEP, we have utilised information collected throughout the life of the previous plan (e.g. service specific feedback). We have drawn on the EHRC 'Is Wales Fairer Report?'

Most importantly the Equalities and Future Generations Committee's extensive 2018 and 2019 inquiry was based on extensive engagement and research. This included People with lived experience and groups representing protected characteristics.

We have also held informal drop-in sessions, collected feedback via on-line surveys and email, face-to-face meetings and involved people at Equality events including Hate Crime Awareness Week Event and UNCRC Anniversary Celebration. All of the information gathered will be used by services to improve actions in their service plans and delivery relating to Equalities. Further information on this engagement can be identified in the Engagement Report which will be published alongside the Strategic Equality Plan.

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

The feedback received from our engagement work has been summarised and is detailed in our Engagement Plan.

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

The engagement activities have been iterative from the earliest stage of planning rather than via a traditional consultation at the end of the process. This included pre-engagement work via the Equalities Scrutiny Inquiry. A consultation on the Equality Objectives and a consultation on the Strategic Equality Plan which was written based on this feedback.

Much of the consultation engagement reiterated the feedback received via the Scrutiny Inquiry and vindicated the adoption of the Scrutiny Inquiry Recommendations within the Steps of the Strategic Equality Plan.

However it should be noted much of the specific feedback received was service specific or action related rather than strategic. As a result the information will be used by services help them to implement the Strategic Equality Plan rather than appear explicitly in the high level plan. Many changes have been to better reflect engagement feedback which can be seen in the evolution of the Plan.

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

In future, we will review how we can further integrate the input of stakeholders into the development of the Strategic Equality Plan.

We will ensure feedback is provided to those who participated in the engagement process.

**Section 5 – Other impacts:**

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

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

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

The whole essence of equality legislation (and therefore the SEP) is to address these impacts and have a positive effect. The Plan will be developed with the help of our services links across different communities and in collaboration with colleagues from across the Council and the Equality Representatives.

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

- We have linked the SEP to key Council activities such as UNCRC and children's rights and tackling poverty.
- We have worked via services to reach people representative of both our communities and the protected characteristics covered by the legislation.
- We have undertaken a series of engagement activities to ensure as many people as possible are given the opportunity to have their say on both the Plan and Equality Objectives.
- Equalities is included in new service planning templates so it is fully integrated in the way we do business.

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

By its very nature, we would hope that the equality objectives would have a positive impact, particularly as community cohesion is explicitly included.

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

While the Strategic Equality Plan does not relate to Welsh Language legislation, we have engaged with Welsh speakers during its development. Many of the Steps relate directly to the promotion and support of the Welsh language. The SEP is published in 3 different versions bilingually – the full plan plus easy-read versions.

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

Continue to seek out opportunities for meeting individuals/groups/colleagues to ensure ongoing communication and opportunities for feedback.

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

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

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

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

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

*affect children. This particularly applies to budget, policy and law makers.*

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

The consultation included engagement with over 100 children at the UNCRC Anniversary event. The SEP as with all Swansea Council Plans addresses article 3 of UNCRC. The SEP is a key mechanism by which UNCRC will continue to be embedded in Council services via the Steps and reported via the annual review of the plan's implementation.

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

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

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

**Monitoring arrangements:** Legislation requires that the Plan is reviewed on an annual basis and progress towards the Equality objectives is reported.

**Actions:** An annual review of the Strategic Equality Plan will report on the Plan's implementation.

## **Section 8 – Outcomes:**

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

Outcome 1: Continue the initiative – no concern

Outcome 2: Adjust the initiative – low level of concern

Outcome 3: Justify the initiative – moderate level of concern

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

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

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

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

**On completion, please follow this 3-step procedure:**

1. Send this EIA report and action plan to the Access to Services Team for feedback and approval – [acesstoservices@swansea.gov.uk](mailto:acesstoservices@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 |
|--|---|--|---|----------|
| Publish supplementary report on evidence base. Utilise new information sources to ensure objectives are evidence-based and relevant.         | Strategic Delivery Unit's Research Team   | May 2020<br>Then on-going updates to Evidence base underpinning the Plan | The supplementary Report will be published alongside the Plan. New information sources will be utilised as they become available. |          |
| Ensure feedback is provided to those who participated in the engagement process  | Strategic Delivery Unit   | May 2020   | We will publish an Engagement Report alongside the SEP and distribute to all those who left contact details                       |          |
| Continue to seek out opportunities for meeting individuals/groups/colleagues to ensure ongoing communication and opportunities for feedback. | Access to Services Via the Equality representatives and service based contacts with individuals/groups/colleagues | 2024   | Access to services records  |          |
| Annual review reports  | Strategic Delivery Unit   | Annually   | Publication   |          |

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

## Swansea Council Strategic Equality Objectives (Appendix C)

### Engagement Report

March 2020

#### 1. Introduction

1.1 Swansea Council has a responsibility under the Equalities Act 2010. The Equality Act 2010 brought together and replaced many existing anti-discrimination laws into a single Act.

This Act places a general duty on the Council to

- (i) Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited under the Act.
- (ii) Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it.
- (iii) Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

1.2 The Council is also subject to a specific Public Sector Equality Duty. This requires the Council to:

- To set equality objectives
- To produce and review a Strategic Equality Plan
- To engage with people in relation to the protected characteristics
- To review the Plan and Objectives

Equality Objectives help the Council prioritise areas of inequality requiring urgent action. They are used to form a four year Strategic Equality Plan which is reviewed and reported on annually.

1.3 Protected Characteristics set out in the Equalities Act 2010 include

- Age
- Disability
- Gender Reassignment
- Pregnancy and maternity
- Race
- Religion or belief (or non-belief)
- Marriage and civil partnerships
- Sex
- Sexual Orientation

However in Swansea when addressing equality and diversity issues, we also consider socio-economic disadvantage, the Welsh language and impact on unborn future generations. This ensures a holistic approach to meeting people's needs.

- 1.4 This report aims to detail how Swansea Council worked with, citizens, staff, councillors, subject experts and leaders and those with lived experience to develop a Strategic Equality Plan for Swansea 2020 to 2024. This feedback helps the Council make sure we focus on the right objectives for Swansea. The engagement process starts from the first step of the process so people can really make a difference. The views of our citizens matter and impacted the plan's development at every stage.

## **2. Sources**

- 2.1 We started by drawing together existing evidence, reviewing best practice from across Wales and applying recent learning from Swansea to draft Strategic Equality Objectives. To prepare initial draft equality objectives many sources were taken into account. These included:

- 2.2 **Equality and Human Rights Commission –‘Is Wales Fairer?’ (2018) Report**

This October 2018 Report aimed to assess how Wales was performing on Equality and Human Rights. The report provides valuable data and evidence across six domains including; education, health, living standards; justice and security, work; and participation and compared outcomes for groups in areas such as pay gaps, educational attainment, and experiences of hate crime. It offered a framework for analysis that helped us identify initial draft Strategic Equality Objectives.

- 2.3 **Swansea Council Equalities Scrutiny Inquiry**

This landmark review aimed to understand how the Council could better implement its equalities duties in Swansea. An extensive engagement programme collected evidence between October 2018 and March 2019. The evidence gathering activities undertaken included:

- a. Overview of subject and Q&A with Cabinet Member for Better Communities (People) and Chief Legal Officer
- b. Consideration of relevant key policies, strategies and documentation including Swansea's Equality Plan and the Equality Impact Assessment screening process



- c. Question and Answer session with individual Directors and the Strategic Organisational Development and Human Resources Manager
- d. Departmental staff representatives.
- e. Equality and Human Rights Commission
- f. Equalities Community/Partner Groups including Carers, BME Forum, Young People through the Big Conversation, LGBT Forum, Disability Liaison Group, Joining the Jots Team, Veterans and 50+ Forum
- g. Survey of Council staff.

The Report's recommendations were accepted at Cabinet on October 2019, as a result, it would make sense to consolidate these recommendations within the SEP subject to further engagement. It has been widely suggested by participants that this recent extensive engagement exercise is utilised as a foundation for engagement regarding the Strategic Equality to avoid duplicating information and respect the views so recently expressed by key stakeholders.

### **2.3 Swansea Council's Corporate (Well-being) Plan**

This document sets out Swansea Council's well-being objectives and the steps we will take to achieve them. Many of these steps already address equality and diversity issues.

### **2.4 Swansea Public Services Board Local Well-being Plan**

This document sets out Local Well-being objectives such as Stronger Communities with a sense of Pride and belonging with steps that align with equality and diversity priorities for Swansea.

### **2.5 Previous Strategic Equality Plans and Reviews**

We looked at what worked and what could be improved in previous Strategic Equality Plans and Reviews.

### **2.5 The Well-being of Future Generations Act (Wales) 2015**

Swansea Council applied the sustainable development principle's five ways of working to develop a Strategic Equality Plan that helps create a more equal, prosperous, healthier Swansea of cohesive communities with a vibrant culture and thriving Welsh language.

*Involvement* – We have tried to involve people that reflect the diversity of our community including those with protected characteristics. In particular we have applied the National Principles of Public Engagement and Children’s participation Standards in planning and implementing engagement.

*Integration* - We have avoided unnecessary duplication wherever possible and aimed to integrate and apply the findings and evidence of existing recent equalities work. There is a close correlation between the Council’s Well-being and Equality Objectives. There is close alignment between many of the steps to deliver both the Council’s Well-being and Equality Objectives as we pursue integration, seek to improve well-being and strive towards a more equal Swansea and a more equal Wales.

We have engaged with services across the Council and our partners to best use our skills and relationships to engage with a variety of audiences in different ways. In addition, we have aligned partnership working by involving PSB partners in the engagement process.

*Collaboration* – We have engaged with services across the Council and our partners to best use our skills and relationships to engage with a variety of audiences in different ways.

*Long term* – While the Strategic Equality Plan has a four year focus. It is written taking into account the impact our actions will have on improving life and reducing inequalities experienced by future generations.

*Prevention* – The Strategic Equality Objectives are intended to address priority areas in order to stop inequalities getting worse but also address root cause of unfairness so discrimination and inequity can be avoided in the future.

## 2.6 **The Social Services and Well-being Act (2014)**

This legislation seeks to improve the well-being of people who need care and support and carers who need support. The West Glamorgan Regional Partnership’s Area plan and Population Assessment has influenced the development of the Strategic Equality Objectives.

## 2.7 **The Foundational Economy Approach**

Swansea Council is committed to exploring opportunities for prosperity offered by the Foundational Economy and ensuring all groups in society benefit from

Wales becoming the first country in the world to embrace the foundational economy approach. This focuses on developing the local provision and procurement of the goods and services that we all need. Swansea is the first local authority in Wales to have successfully bid for Welsh Government's 'Foundational Economy Challenge Fund' to improve local supplier development.

## 2.8 Swansea Equalities Statistics Review 2020

Swansea Council's Strategic Delivery Unit has collated an evidence base of statistical information relating to protected characteristics in a Swansea context. The commentary and analysis helps us understand the diversity of Swansea's population, how it has changed and (as far as possible) how it may develop in the future.

## 3. Methodology

- 3.1 The engagement and consultation process involved all stakeholders at each stage of the Strategic Equality Plan's development.

### Stage 1

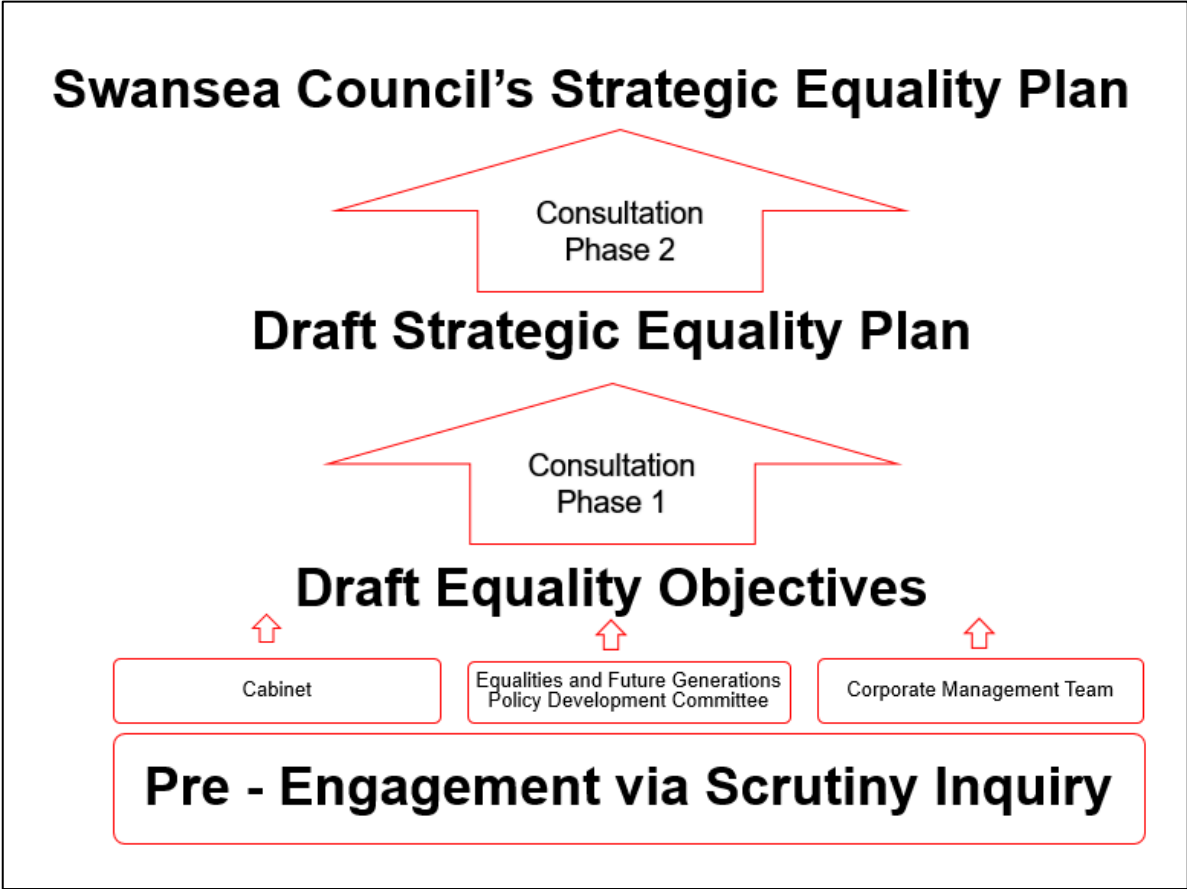
The process used the extensive engagement work undertaken as part of the Equalities Scrutiny Inquiry and its recommendations as a foundation for the involvement process. Pre-engagement evidence was used to draft broad objectives as a starting point for discussion.

### Stage 2

The draft Strategic Equality Objectives were shared with the public so they could replace, remove, change and add so we could make sure the right objectives for Swansea were identified. The engagement between 4 November and 6 December 2019 also enabled more detailed information on actions relating to the objectives to be collected so that in line with the National Principles for Public Engagement people could be genuinely involved at the earliest stage and throughout the process.

### Stage 3

The information gathered via formal consultation was used to draft the Strategic Equality Objectives and draft Strategic Equality Plan. The document was then open to the public for a further 4 week period so that comments could be taken into account and improvements made.



3.2 A key way we used resources effectively to reach out to different people (including those with protected characteristics) was to tool up our contacts who work with communities and enable them to raise the engagement by 'piggybacking' on existing meetings using existing relationships. Our contacts across Swansea Public Services Board were particularly important in ensuring the reach of our engagement activity.

We contacted over 100 intermediaries so that they could encourage their service users, members and staff to respond, these included:

| <b>Protected characteristic</b> | <b>Examples of intermediaries contacted</b>   |
|---------------------------------|---|
| Age                             | Aging Well-Network<br>Children's Participation Team<br>Children's Commissioner's Office<br>Older People's Commissioner's Office |
| Disability                      | Disability Liaison Group<br>West Glamorgan People First<br>RNIB   |
| Gender Reassignment             | Transform Cymru   |

|                                    |   |
|------------------------------------|---|
| Pregnancy and maternity            | Early Years Group   |
| Race                               | EYST  |
| Religion or belief (or non-belief) | Interfaith Forum  |
| Marriage and civil partnerships    | Swansea LGBT  |
| Sex                                | Chwarae Teg   |
| Sexual Orientation                 | Stonewall Cymru   |
| Socio-economic disadvantage        | Poverty Forum Contacts  |
| Welsh language                     | Welsh Language Champion Network<br>Welsh Language Commissioner's Office |
| Future Generations                 | Future Generations Commissioner's Office<br>Swansea Schools             |

3.3 We offered a wide variety of ways that people could 'have their say' to encourage a diverse response from people to reflect the diversity of our community.

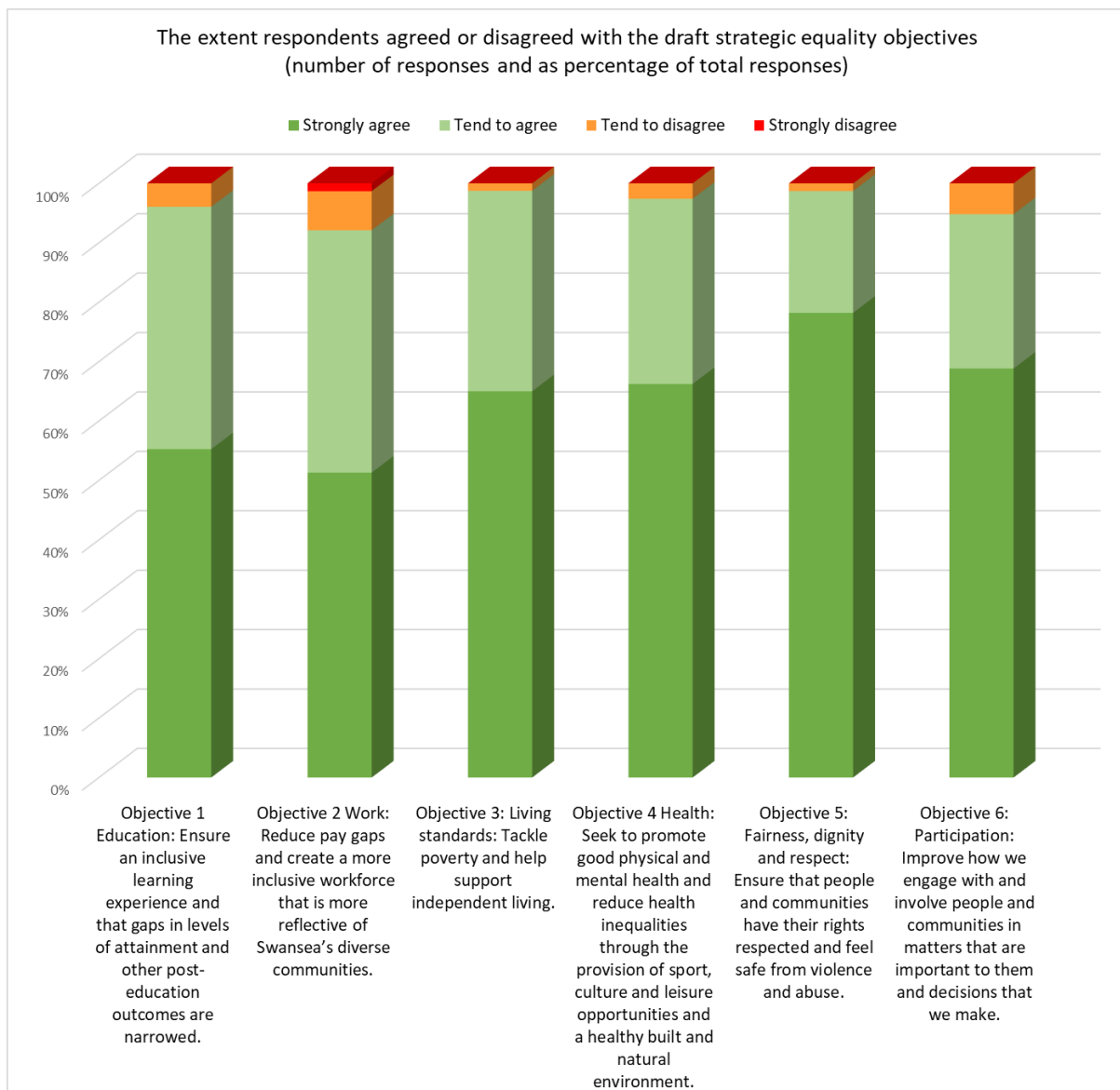
Mechanisms employed included:

- A 'train the trainer' style workshop to enable advocates to promote discussion and participation with people, groups and communities they represent, serve and work with. This was a well-attended session and included councillors.
- Working with Councillors to ensure they were fully briefed and able to encourage their constituents to respond and raise the topic as an item at any community meetings they attended. The Equalities and Future Generations Policy Development Committee helped shape the Equality Objectives and Strategic Equality Plan. All councillors were sent a link to the questionnaire and some participated in the 'train the trainer' event.
- Working with the Councils Equality Representatives Network to ensure all council services were actively engaged and encouraged service users to share their views.
- The Council's Disability Liaison Group and LGBT group also gave members opportunities to raise their views.
- Providing advocates with Resources and Materials included a presentation and tools that could be adapted for use in meetings etc. promotional materials and suggested activities.

- Three sessions were arranged for the public to ask questions and record their views at Swansea Central Library and the rurally located Clydach Library. This included access to paper, oral and digital mechanisms to record views with 1-2-1 support available from staff where required.
- Events included promotional activity at a Hate Crime Awareness Week Event at Swansea Waterfront Museum. Over 100 children shared their views at Swansea's UNCRC Ten Year Celebration Event where an activity stand encouraged pupils to give their views. West Glamorgan People First also created opportunities for their members to share their views at their events.
- Social media (Facebook and Twitter) was used to promote engagement activity and resources.
- Have Your Say - Council's consultation webpage, this page hosted an online questionnaire in a range of languages and formats.
- Hard copies of the consultation were available in libraries across Swansea and civic centres to include those for whom digital exclusion is an issue.
- Easy Read and Screen Reader Friendly versions of our consultation ensured that a wider variety of people were able to give their views.
- Translation of our consultation into Welsh, Albanian, Arabic, Urdu, Farsi, Mandarin and Tigrinya made participation accessible to a wider group of people.

#### **4. Consultation Phase 1 Questionnaire Responses**

- 4.1 In total, 104 responses were received commenting on the Strategic Equality Objectives. 87 of these responses were received online. While 17 responses were collected via West Glamorgan People First in Easy Read paper format.
- 4.2 Analysis of the online questionnaire found that on average 90% of respondents strongly agreed or tended to agree with the draft Strategic Equality Objectives. (It should be noted not all respondents answered all questions).



### 4.3 Key themes responding to request for actions and comments relating to Objective 1

**Education:** Ensure an inclusive learning experience and that gaps in levels of attainment and other post-education outcomes are narrowed.

#### Apprenticeships / vocational and lifelong learning

- Apprenticeships,
- Vocational qualifications
- Include an all-age focus on learning.
- Lifelong learning.
- Vocational qualifications

### **Funding / SEN Funding and support**

- Adequate funding for SEN / ethnic minority teaching support.
- WG Funding to support objectives
- Better funding and training for teachers to spot children's needs earlier.
- No education cuts
- Avoid school closures

### **Pupil support**

- Adequate pupil support for those who need it.
- More teachers.
- Further support for LAC children.

### **Tackling Poverty**

- Less restrictive uniform policies to help poor parents.
- Support families to feed their children (FSM) during school holidays.
- Reduced poverty

### **No positive discrimination**

- No positive discrimination.
- Avoid disadvantaging the majority of pupils at the expense of benefiting a few.

## **4.4 Key themes responding to request for actions and comments relating to Objective 2**

**Work:** Reduce pay gaps and create a more inclusive workforce that is more reflective of Swansea's diverse communities.

### **Recruitment and workforce diversity**

- Seek a commitment from employers for positive discrimination
- Set commitments and targets on workforce diversity and report progress – seek a commitment from employers to do similar
- Encourage blind recruitment practices.
- Review recruitment strategy.
- Workforce needs to reflect the diversity of the community and targets for this need to be set.
- Elected members and senior managers also need to be representative.
- Lower barriers to employment based on protected characteristics
- Better measurement of workforce characteristics.
- Promote equality forums
- Employ people based on ability.



### **Work-life balance**

- More flexible working.
- Better work-life balance.

### **Pay and wages**

- Better pay and training for lower paid staff
- Review pay and development opportunities.
- Set appropriate pay grades for similar work
- Pay should be based on the work done and what can be afforded.
- Pay disabled people on the NEAT team the minimum wage.

### **Training and work experience**

- Consider internal secondments first before external recruitment
- Consider offering paid work experience.
- Managers needing to listen to their staff
- Support to access training
- Provide training and improve staff communication to all staff.
- Need to improve the quality of teaching

### **Employment and work**

- Promote the development of social enterprises to tender for Council work.
- Increase economic development and tackle poverty.
- Provide job opportunities
- Providing work incentives

### **Mental health / staff support**

- Mental health / well-being support for staff.
- Support staff returning to work from sickness / disability.

### **Gender inequality / pay gaps**

- Tackle gender inequality.
- Address the gender pay gap
- Reduce pay gaps.

## **4.5 Key themes responding to request for actions and comments relating to Objective 3**

**Living standards:** Tackle poverty and help support independent living.

### **Supporting carers**

- Better understanding of the role carers play

- Support carers.
- Review the current charging policy for social services support – impact on unpaid carers.

### **Tackling Poverty**

- Tackle poverty and alignment to the Tackling Poverty Strategy.
- Tackle in-work poverty
- Tackle child poverty
- Raising awareness about poverty
- Improve pay.
- Attract well-paid jobs
- Tackle welfare fraud and ensure it provides a basic standard of living.
- Reduce the cost of public transport
- Pilot a universal basic income. Improve education

### **Tackling homelessness**

- Tackle homelessness and lack of housing
- Tackle anti-social behaviour from tenants

### **Community engagement and capacity building**

- Support the Foundational economy.
- Development bank to support community / co-operative enterprises.
- Using planning to ensure sufficient community services.
- Better community engagement in decision-making
- Increased community recreation and development

### **Support for independent living**

- More supported living accommodation
- Provide support to ensure independent living
- Provide support to ensure independent living, especially those who need more care
- Support people with learning disabilities to be independent.
- Team around the Family approach
- Provide assurances that supported living is safe.
- People making a contribution to the help and support they receive
- Accessible buildings
- Tackle the loneliness affecting older people

#### **4.6 Key themes responding to request for actions and comments relating to Objective 4**

**Health:** Seek to promote good physical and mental health and reduce health inequalities through the provision of sport, culture and leisure opportunities and a healthy built and natural environment.

##### **Improving mental health support**

- More mental health support.
- Improve mental health in the workplace.
- Improve mental health provision
- Improve mental health and well-being.
- Addressing mental health issues, particularly in young people

##### **Inclusion in leisure opportunities**

- Opportunities / childcare for mothers with young children to do sport.
- Promote culturally sensitive services to bring people from different backgrounds together
- Promote active lifestyles from an early age.
- A source of information on different sports / leisure.
- Consider inclusion for people with disabilities, mental health issues and carers.
- Have warm swimming pool water in at least one place, e.g. for people with disabilities.

##### **Affordable leisure**

- More sporting / leisure offers for people on low incomes.
- More affordable leisure facilities
- Affordable access to leisure
- More free community events.
- Free youth facilities
- Keep facilities and promote a balanced lifestyle.

##### **Community well-being**

- Environmental education in schools.
- Reusing and reducing waste.
- Growing more food locally.
- Good housing
- The council as an enabler for communities to develop opportunities themselves.
- No sales of playing fields.
- Use planning to block fast food outlets.
- More indoor exercise facilities and exercise equipment in public places.

- Close pubs early.
- More education on healthy living.
- Improved and cheaper public transport
- Make parks and open spaces safer.
- More volunteer opportunities at leisure facilities
- Better housing and living standards.

### **Investing in leisure**

- More funding for leisure services
- Invest in outdoor facilities
- Invest in the natural environment and facilities
- More investment in green spaces.
- Stop staff reductions

### **4.7 Key themes responding to request for actions and comments relating to Objective 5.**

**Fairness, dignity and respect:** Ensure that people and communities have their rights respected and feel safe from violence and abuse.

### **Prevention**

- Preventative services, such as Play and Youth Services
- Youth clubs and activities
- Prevention
- Information, advice and assistance
- Education for people of all ages

### **Community Cohesion and Human Rights**

- Community cohesion
- Education and community events
- Human Rights
- Events and community cohesion
- Religious tolerance
- British values
- Brexit and impact on community cohesion
- Show how all departments are contributing to the UNCRC and other commitments

### **Community Safety**

- More Police funding
- Reopen youth clubs
- More Police
- More Policing

- Deal with drugs
- Neighbourhood Watch
- Tackling crime and making young people more resilient.
- Deal with tenancy complaints
- Work to tackle domestic violence

### **Organisational commitment**

- Trade Union recognition
- Staff training
- A visible organisational commitment to inclusion
- Gender equality

## **4.8 Key themes responding to request for actions and comments relating to Objective 6.**

**Participation:** Improve how we engage with and involve people and communities in matters that are important to them and decisions that we make.

### **Co-production**

- Co-production
- Increase co-production and provide staff training on it

### **Involving young people**

- More involvement for disabled children
- Involve young people more
- Refer to participation standards in the Strategic Equality Plan

### **Community engagement**

- Community engagement in decision making
- Elected Members to lead on community engagement and consultation
- Improve engagement
- Different means of Community engagement
- More awareness raising to encourage engagement
- Cost of engagement not worth the gain
- Community engagement
- Run regular surveys for the public
- Need feedback from consultations
- Translations in other languages
- Make decisions and stand by them
- Use a variety of different media to engage

## **Staff volunteering**

- Staff paid volunteering with third sector
- Paid staff volunteering
- Staff empowerment

### **4.9 Summary of Responses to Actions**

This feedback in response to the question ‘What actions do you think we need to take to deliver this objective in Swansea?’ has been used to identify the steps and will be taken in to account by services when developing and delivering action plans.

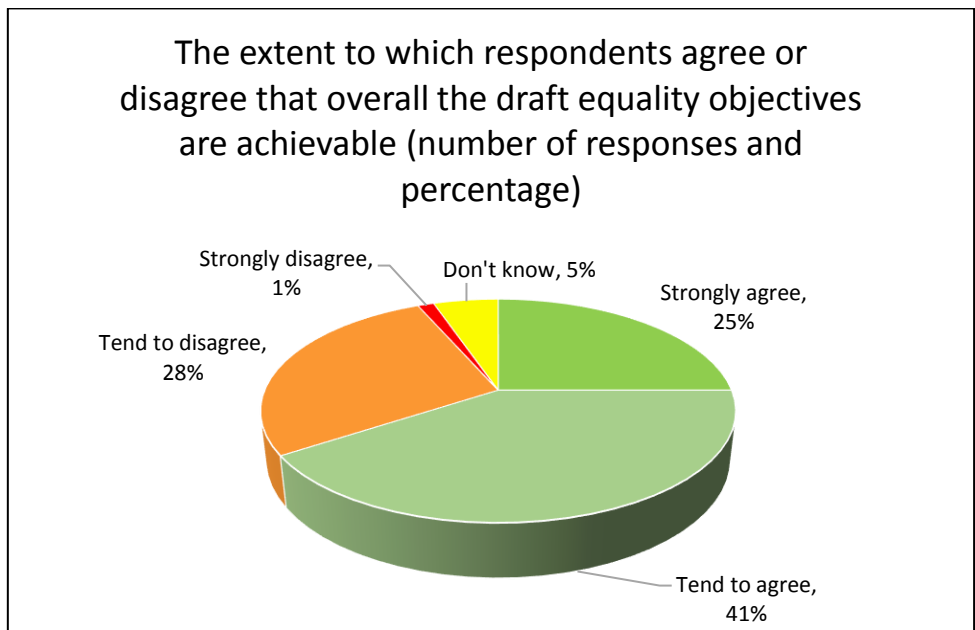
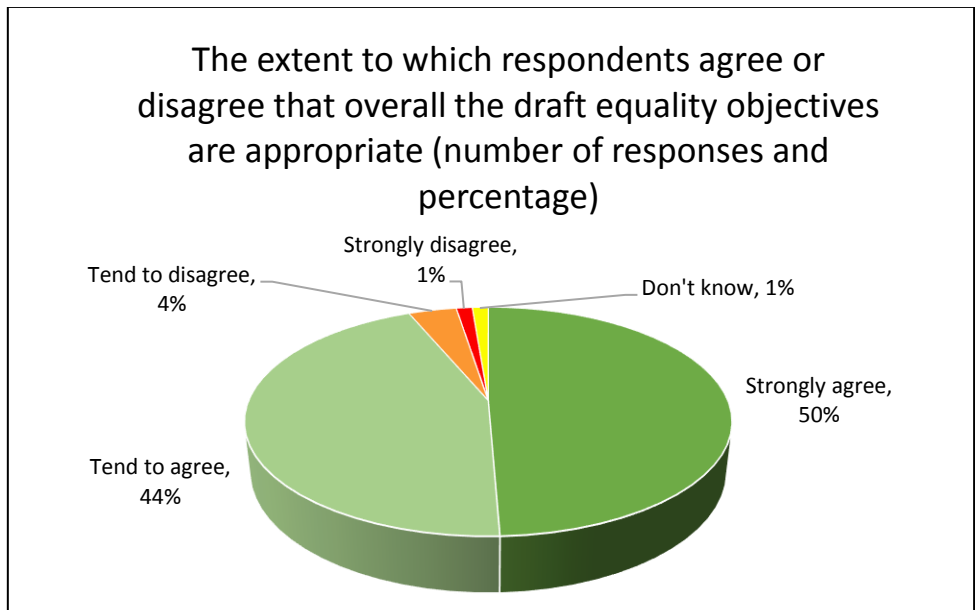
### **4.10 Other Equality Objectives for Swansea**

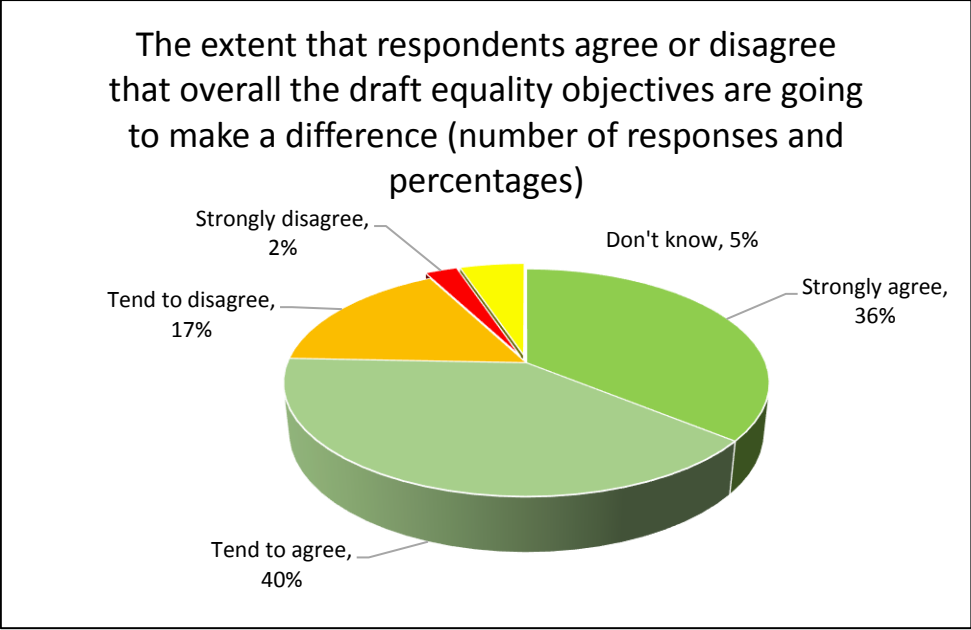
Respondents were asked if ‘there is anything else you feel should be an equality objective for Swansea?’ 16 responses were submitted which made a range of suggestions that included specific focus on:

- Better physical accessibility
- Making linkages to safeguarding explicit
- Good governance
- Improving diverse participation (staff and councillors)
- A focus on discrimination and hate crime
- UNCRC
- Natural environment
- Welsh language
- Equality of opportunity for all
- Preventative services.

All comments have been assessed to ensure they are either addressed via the final Strategic Equality Objectives, are used to develop steps or impact the development of actions by services where appropriate.

**4.11 The Extent to which the Strategic Equality Objectives are Achievable, Appropriate and Make a Difference.**





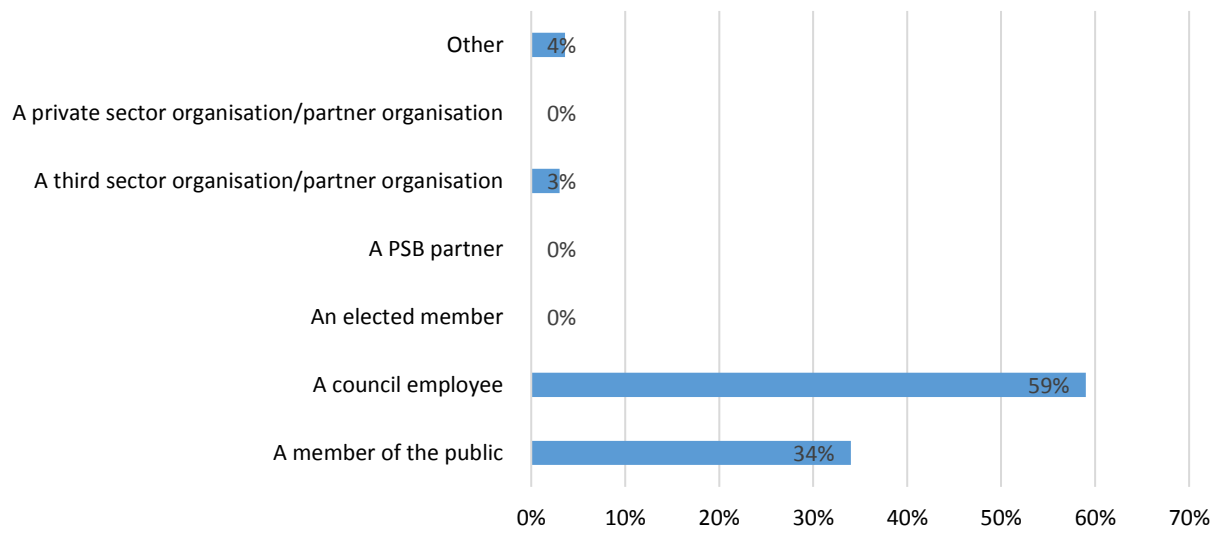
Over 76% of respondents agreed that overall the draft equality objectives would make a difference. It was reassuring that 94% of respondents agreed that the draft equality objectives were appropriate. Incorporating the consultation feedback should improve the achievability and extent that the final Strategic Equality Plan makes a difference.

**4.12 Respondent Profile**

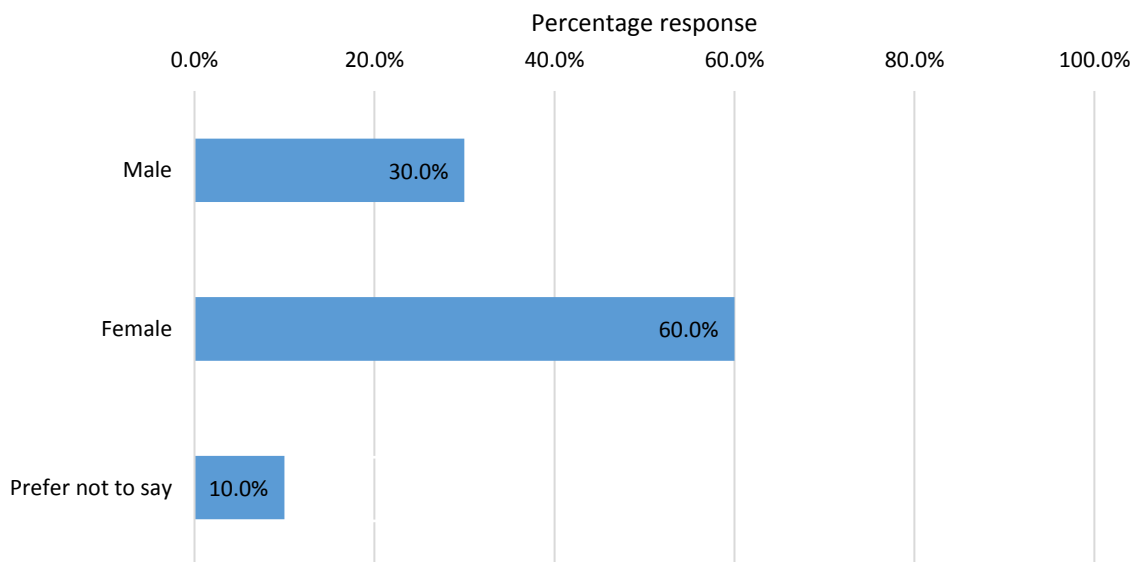
The tables below demonstrate the profile of respondents in particular by protected characteristic.



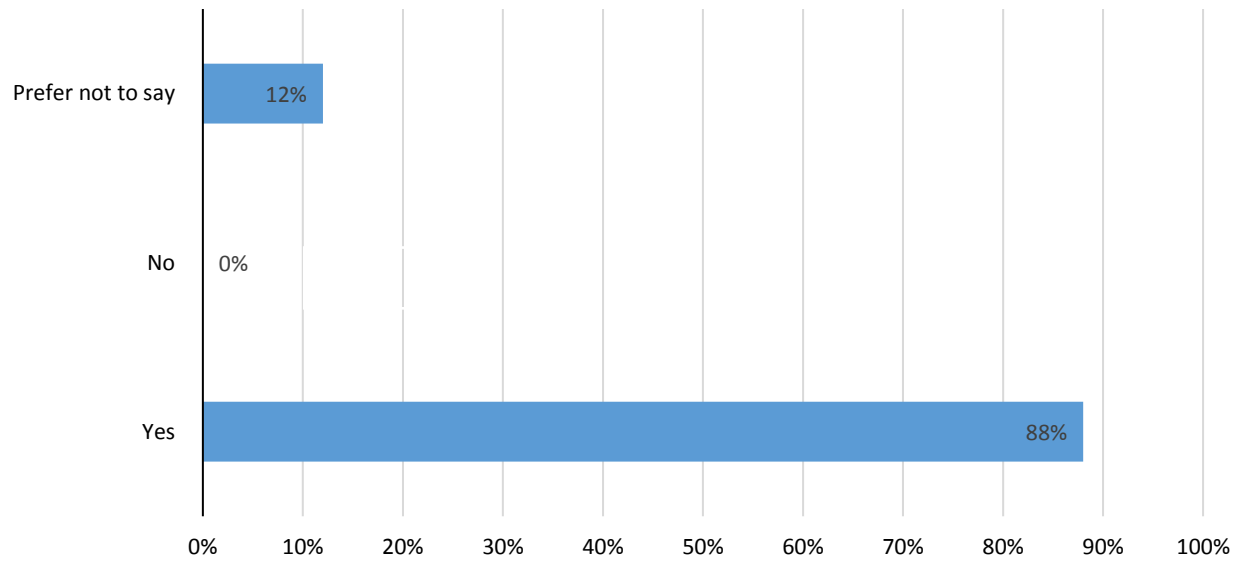
### Questionnaire respondents identified as completing the questionnaire as...



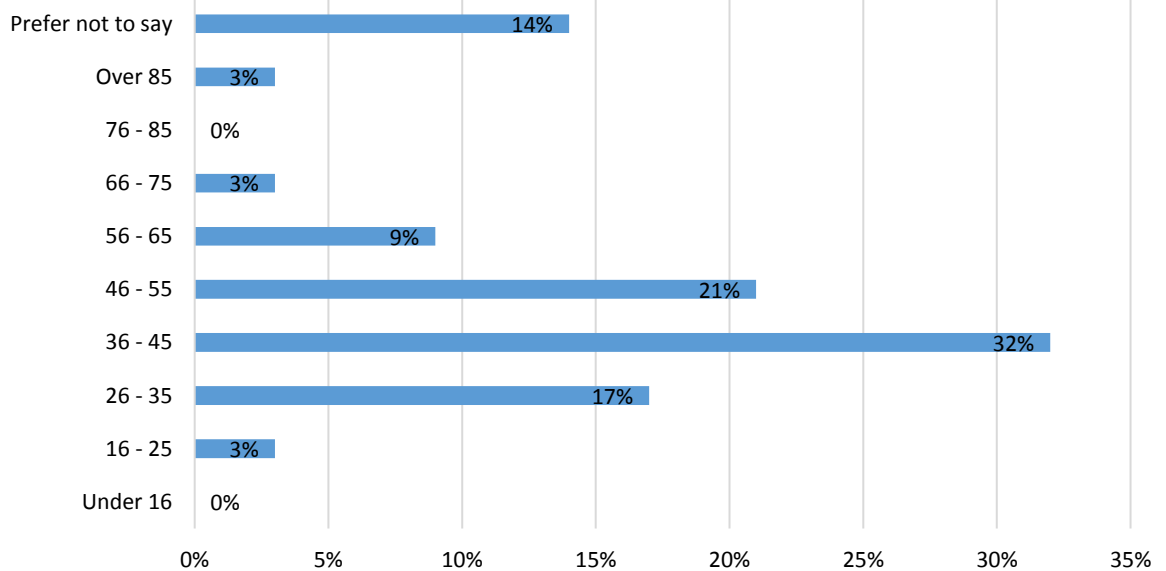
### Are you?

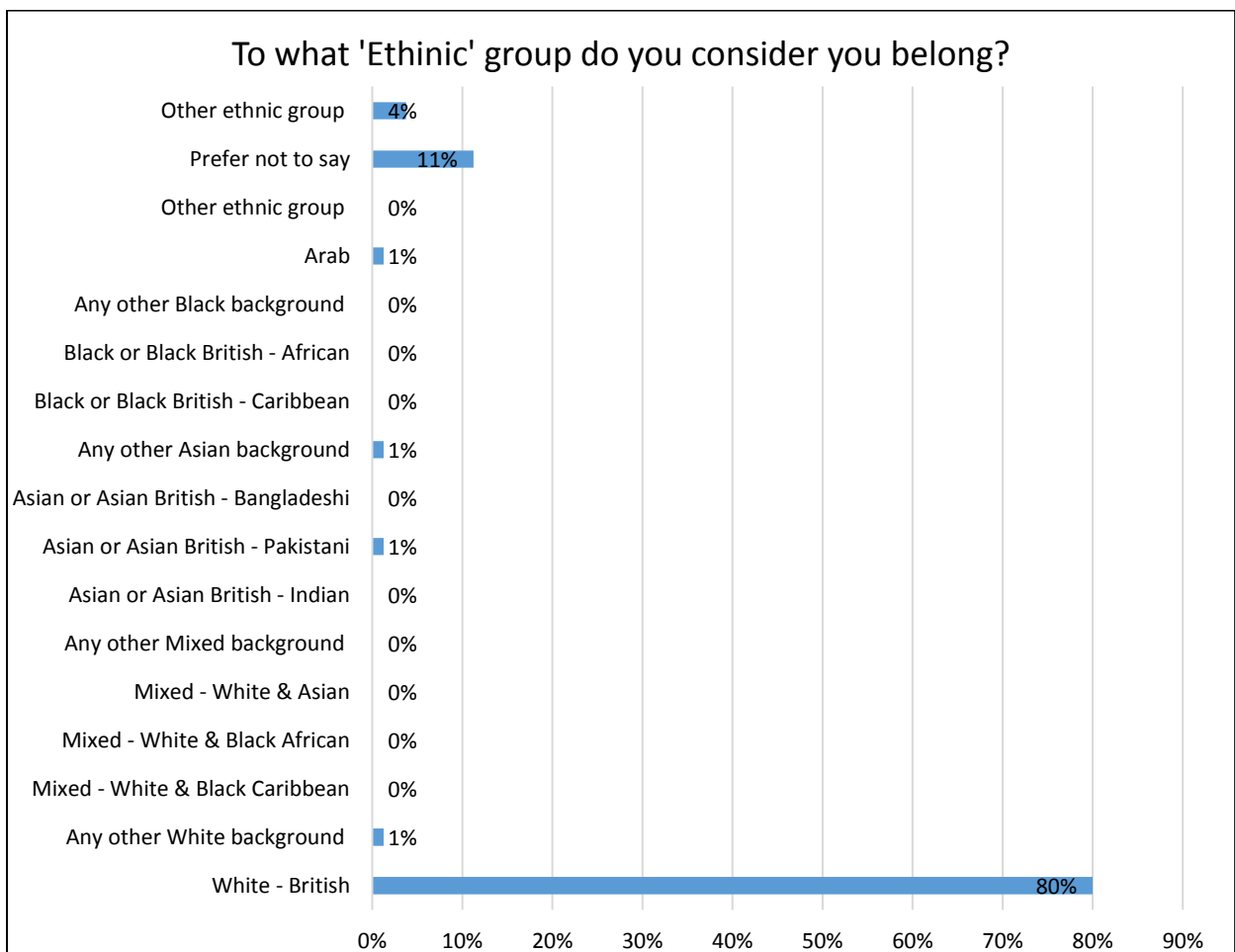
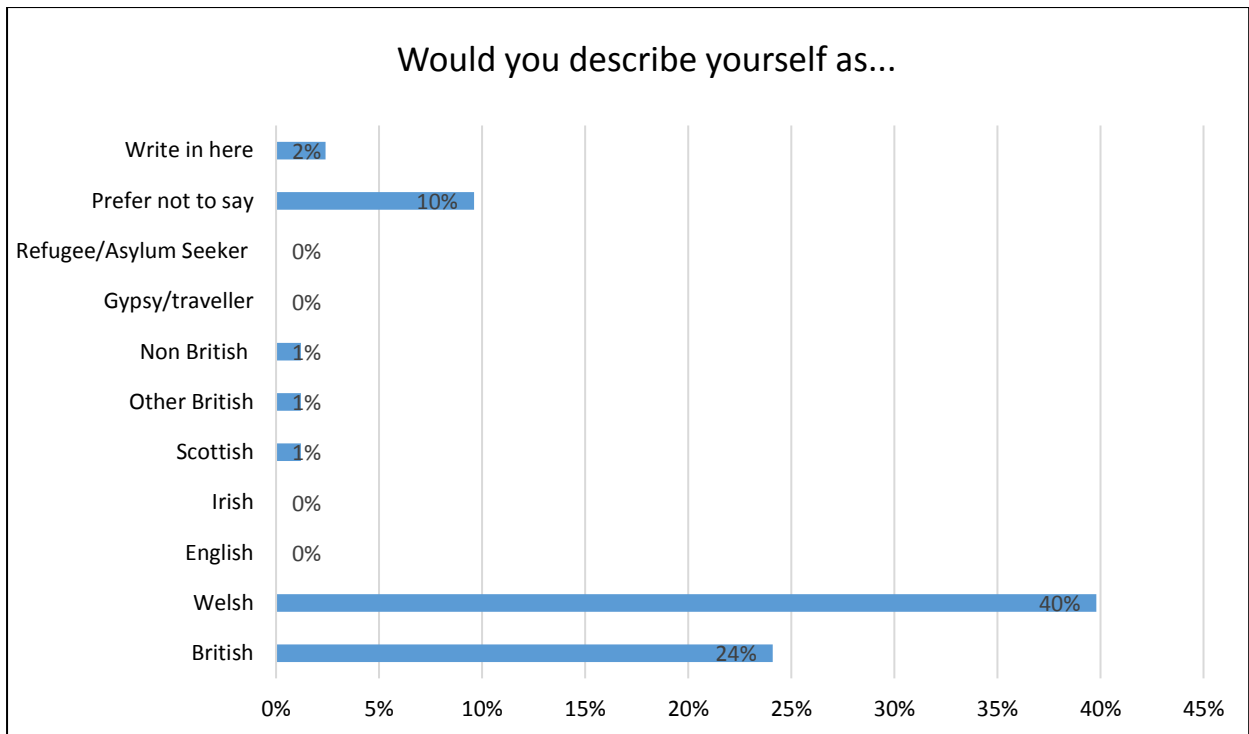


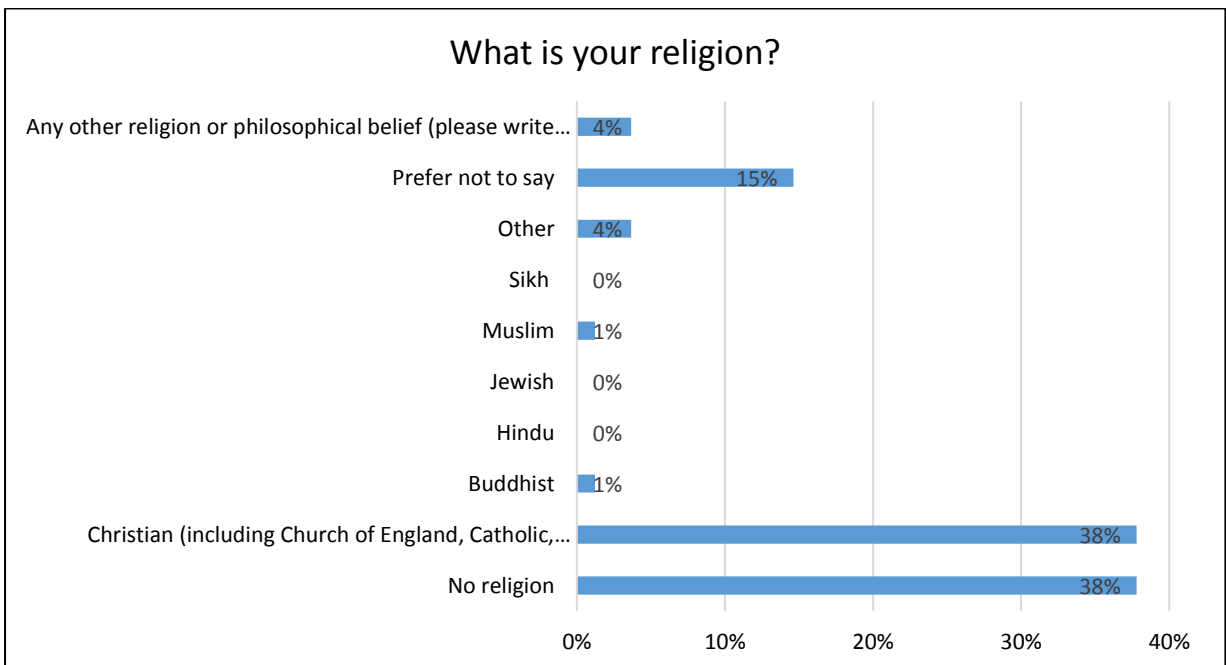
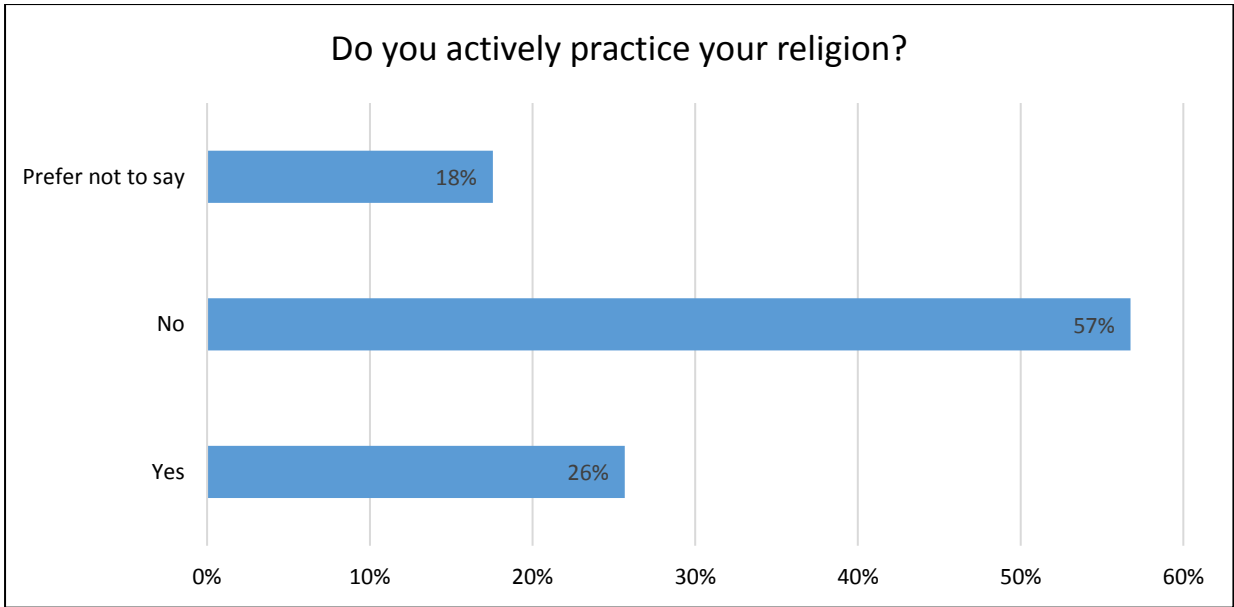
### Is your gender the same as that which you were assigned at birth?

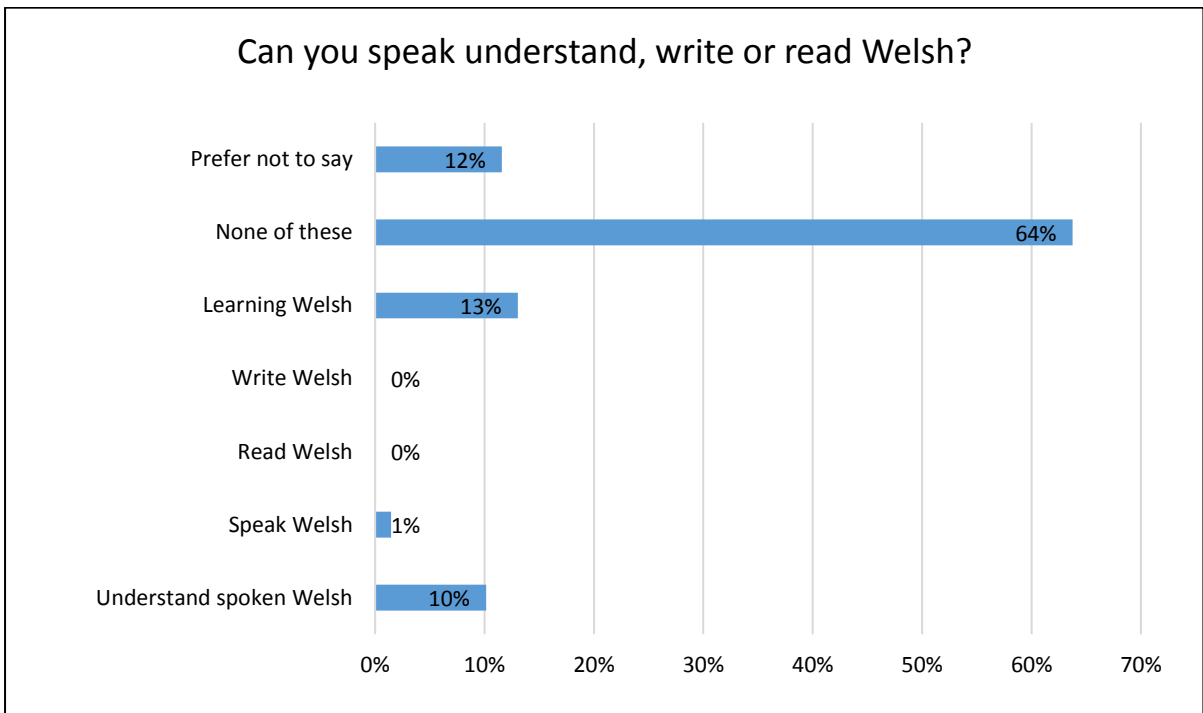
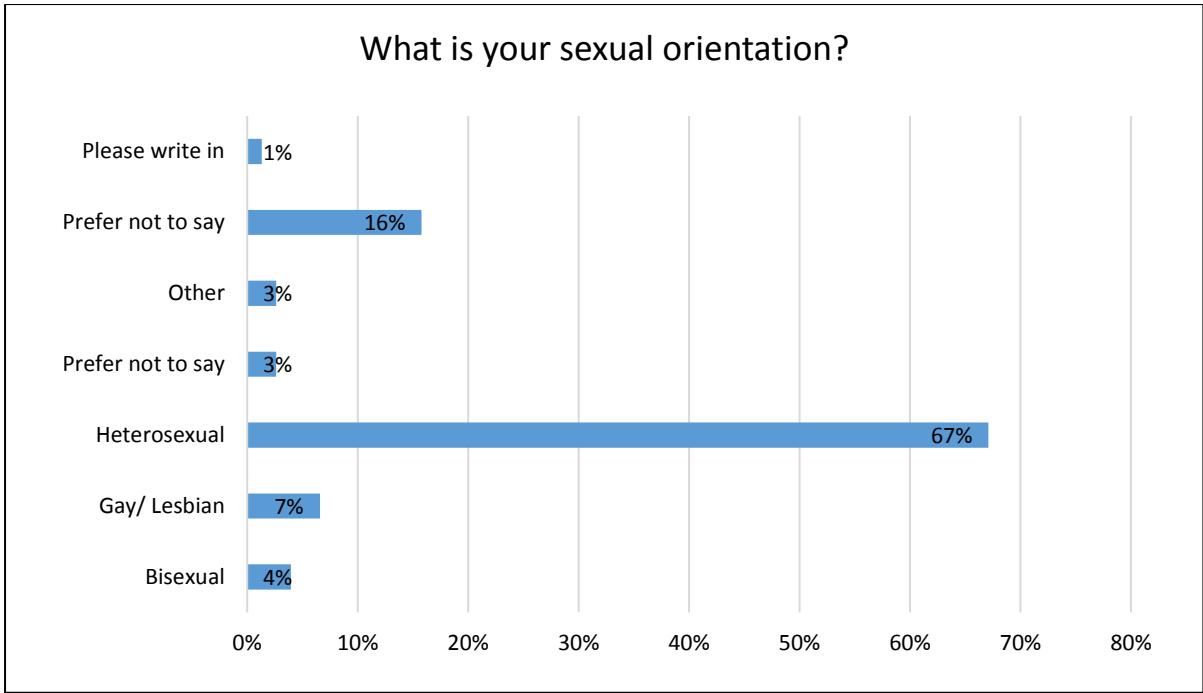


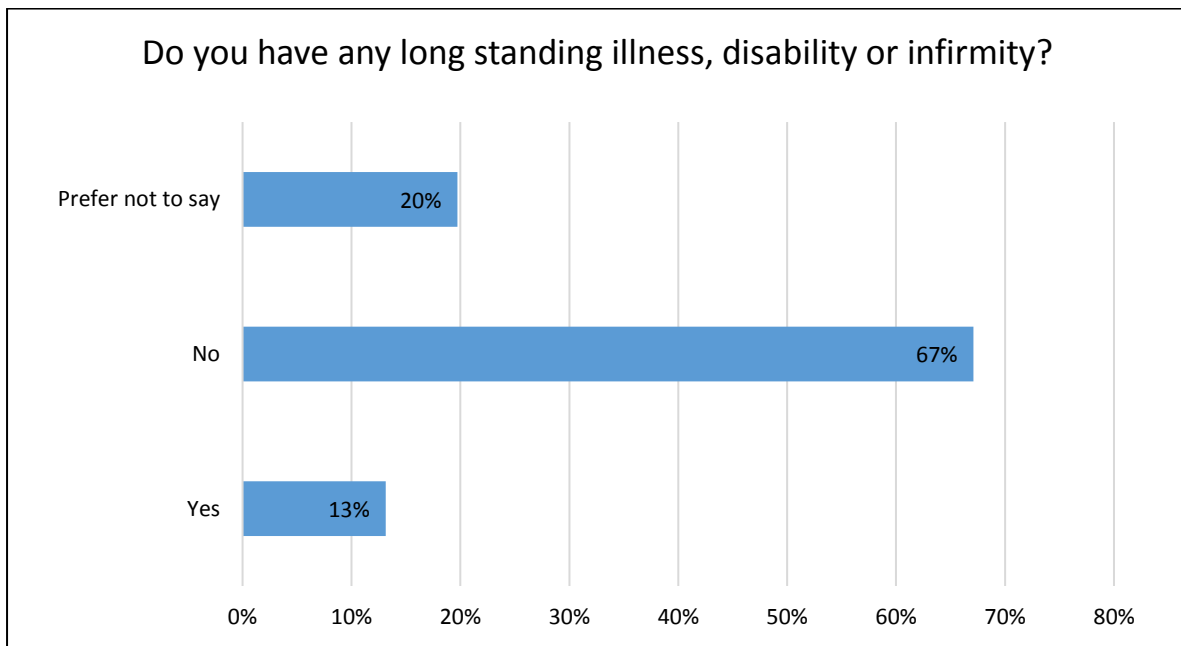
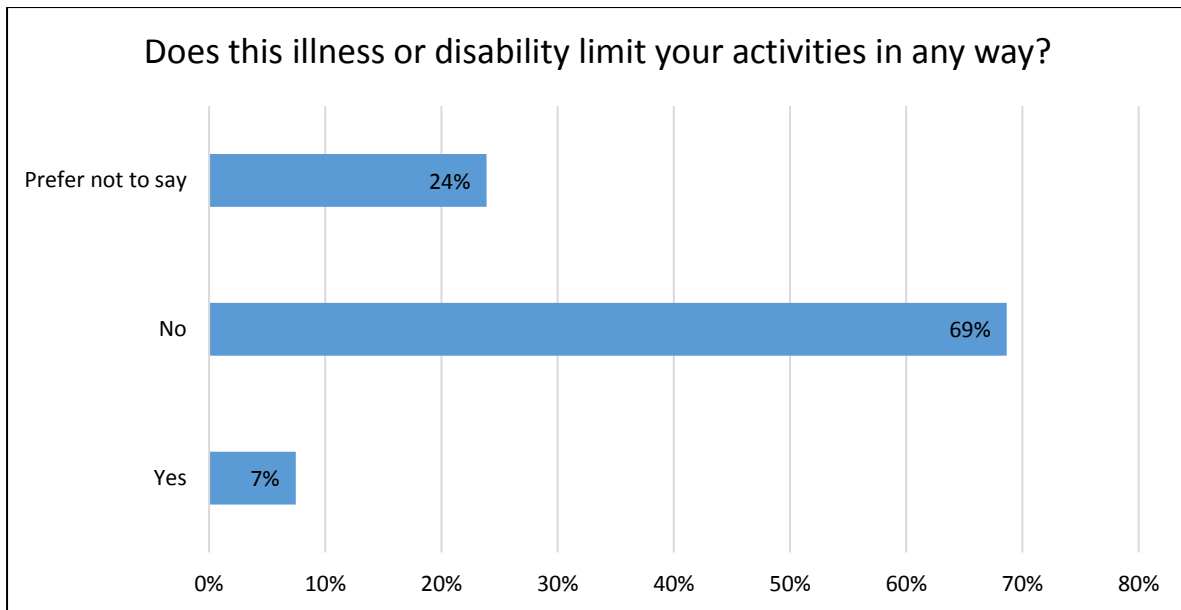
### How old are you?











## 5. Consultation Phase 1 Specific Feedback

### 5.1 Easy Read Responses

A significant number of responses using the Easy Read resources were received via West Glamorgan People First and Your Voice Advocacy (17 questionnaires in total).

All of these responses agreed with the draft Equality Objectives apart from significant concerns tending to and strongly disagreeing with Objective 3: Living Standards – Tackling poverty and help support independent living. This concern centred around fears of isolation and insufficient funding and the limited capacity of some vulnerable people. “Some people should not and cannot live alone, even with help”.

It was agreed unanimously that collectively the draft Strategic Equality Objectives were the right ones for Swansea and with the exception of one ‘don’t know’ it was agreed that they could be achieved. However while it was agreed that the draft Strategic Equality Objectives could make a difference, this was caveated with the observation that this assumed funds were allocated and implementation was correct.

Actions suggested included the key themes:

### **Objective 1 – Education**

- Improvements to the physical accessibility of schools
- Increased investment in more help and support (teaching assistants, etc)
- Training in identification of hidden disabilities
- Increased use of Easy Read formats at all levels of education
- Stopping bullying
- Faster diagnosis to enable support at the earliest stage

### **Objective 2 - Work**

- Educate employers that all people have something to offer
- Improved access to public transport and support workers
- Work shadowing and placements for people with disabilities
- Support for learning disabilities in workplaces

### **Objective 3 - Living Standards**

- Loneliness can be a problem
- More access to suitable accommodation adapted for people’s needs
- Empty houses should be used for the homeless
- Help with direct payments and how to deal with finances
- Promote independent living skills and provide support where appropriate
- Not everyone can or should live on their own

### **Objective 4 – Health**

- Make sure culture and sport is accessible and affordable

- Opportunities for sport and culture should be physically accessible and by public transport
- More support and facilities for people with physical and learning disabilities (e.g. hoists, trained staff)
- Promote healthy activities and how people can participate
- Healthy food in canteens etc.

### **Objective 5 – Justice and Personal Safety**

- More police, PSCOs, help centres
- More dropped kerbs in pavements
- More support workers
- Educate people how they should be treated and where to get help
- More coproduction

### **Objective 6 - Participation**

- Provide interpreters
- More support workers to help with transportation to events
- More funding for 'nothing for us' without us groups
- More community centres and places to meet and discuss
- Widely advertise opportunities
- Improve physical accessibility of buildings

### **Suggestions for additional Strategic Equality Objectives included**

- More accessibility for wheelchairs in all places
- More events for disabled people
- More work for people with disability

## **5.2 UNCRRC Event Feedback from Under 16's**

Over 130 ideas, comments and actions were collected at the United Nations Convention of the Rights of the Child Celebration event at Swansea Waterfront attended by Swansea schools and colleges.

The key themes identified from the English, Welsh and pictorial feedback are summarised below.

### **Objective 1 – Education**

- No gender stereotyping in sporting activities
- More funding resources for schools



- Listening, sharing and caring

## **Objective 2 - Work**

- -

## **Objective 3 - Living Standards**

- Helping the homeless
- Having safe, caring and secure families
- Making places more accessible and making it easier for people (especially disabled and older people) to get around
- People with disabilities (including hidden disabilities) should have equal opportunities
- Helping people with disabilities

## **Objective 4 – Health**

- Protecting trees and the environment
- Needing to keep fit and healthy

## **Objective 5 – Justice and Personal Safety**

- No Bullying and racism

## **Objective 6 - Participation**

- Everyone should be given a voice and respected
- Stop Brexit
- More involvement from young people, e.g. youth council

## **6. Consultation Phase 2**

### **6.1 Responses**

A final consultation was undertaken between 7<sup>th</sup> February and 3<sup>rd</sup> March 2020, on the Draft Strategic Equality Plan and Equality Objectives Consultation. This consultation was the final stage of an extensive engagement process and aimed to ensure that the final presentation of content provided by our citizens, services and experts satisfied stakeholder needs. In total, 142 responses were received relating to the whole process. The full Strategic Equality Plan draft or Easy Read version had been read by 84% of respondents.

A presentation was made to the Disability Liaison Group on 7 February 2020 to introduce the final stage of consultation. Many of the DLG members had taken

part in the earlier stages of engagement . This invited feedback via a workshop and answered questions from the group. Key issues raised are included below.

## 6.2 Comments relating to draft Steps within the Equality Objectives

The Single Equality Plan was considered to cover all the issues required by 66% of respondents. Eight respondents detailed issues they felt should be covered by the plan which included the UNESCO Learning City status, plans to overcome language barriers, poverty faced by Asylum seekers, homelessness, modern day slavery, historic institutional racism, protection of religious freedom, dominance of the car and anticipatory duties within the Equality Act 2010.

## 6.3 Key themes relating to Objective 1

**Education:** Ensure an inclusive learning experience and that gaps in levels of attainment and other post-education outcomes are narrowed.

- 4Site Learning programme
- Adult learning for non-English speakers & ESOL
- Lifelong learning & Education for leisure
- Invest in special needs
- Fit for purpose schools that meet children's needs
- Combat prejudice about hidden disabilities in schools
- Take an intersectional whole person approach rather than label kids
- Concern over mixed ability classes
- Reflect new curriculum emphasis

## 6.4 Key themes relating to Objective 2

**Work:** Reduce pay gaps and create a more inclusive workforce that is more reflective of Swansea's diverse communities.

- Help all people gain skills to work
- Support all protected characteristics in recruitment
- Training for employees
- wage increases
- work with other employers
- disabled people not included in NEET figures
- Supported apprentices

## 6.5 Key themes relating to Objective 3

**Living standards:** Tackle poverty and help support independent living.

- Link between disability and poverty
- Reduce rents
- Protection for private tenants
- Low cost activities to combat loneliness
- Local housing rather than student accommodation
- Support Asylum seeker campaigns
- Ensure homes have suitable playspace indoor and outdoors.

## 6.6 Key themes relating to Objective 4

**Health:** Seek to promote good physical and mental health and reduce health inequalities through the provision of sport, culture and leisure opportunities and a healthy built and natural environment.

- Improve parks and green space
- Avoid over commercialisation of public 'free' areas
- Improve pedestrian experience
- Affordable leisure opportunities for all
- Provision for 12-18 group including young disabled people
- Occupational therapy focused on older people

## 6.7 Key themes relating to Objective 5.

**Fairness, dignity and respect:** Ensure that people and communities have their rights respected and feel safe from violence and abuse.

- Apply to all
- Tackle hate crime
- Respect of religion
- Embed in schools
- UN Disability Rights Charter

## 6.8 Key themes relating to Objective 6.

**Participation:** Improve how we engage with and involve people and communities in matters that are important to them and decisions that we make.

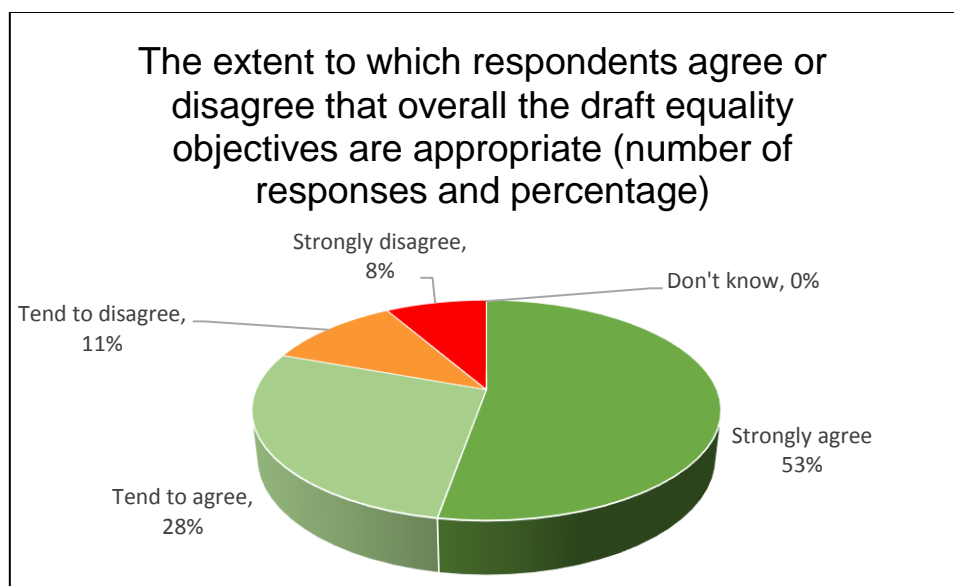
- Learning culture in UNESCO Learning City
- Capacity for consultation
- Overcome lack of confidence, literacy learning styles as barriers
- Appropriate English and Welsh
- Invite all to join an engagement database
- Avoid Nimbyism
- More time could be given for consultation
- View people as assets

## 6.10 Additional Comments on the Draft Equality Plan

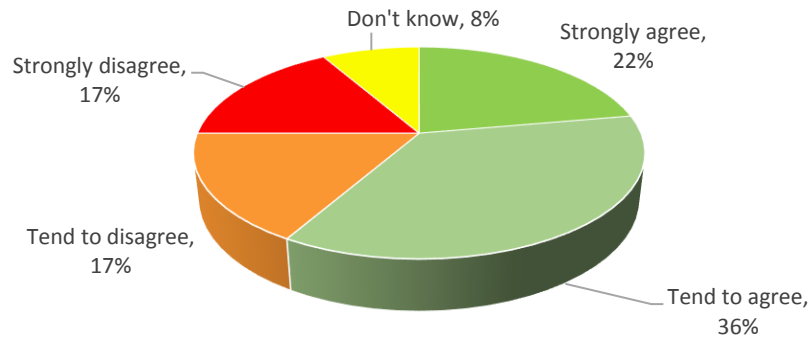
Respondents were asked if they had 'any additional comments on the Strategic Equality Plan?' 13 responses were submitted which made a range of suggestions that included specific focus on:

- The need for a summary/Easy Read version
- A long term approach to engagement
- Working with representative groups via channels like the BAME Hub
- Adpting a multi lingual approach at all stages of consultation
- Concern the Plan is strategic rather than operational
- Addressing Homelessness, modern day slavery and substance misuse

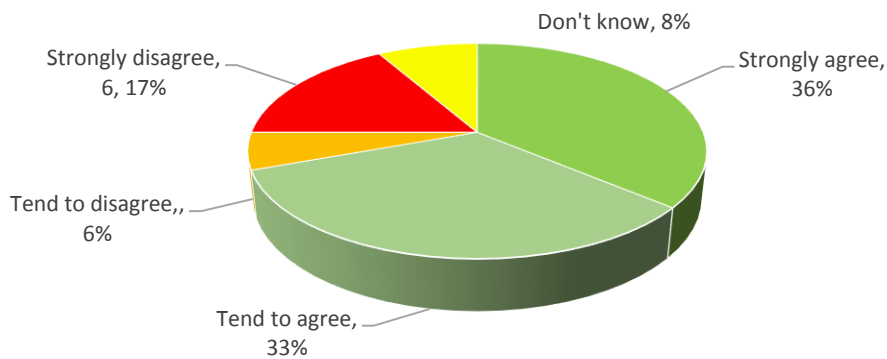
## 6.11 The Extent to which the Strategic Equality Objectives are Achievable, Appropriate and Make a Difference.



The extent to which respondents agree or disagree that overall the draft equality objectives are achievable (number of responses and percentage)



The extent that respondents agree or disagree that overall the draft equality objectives are going to make a difference (number of responses and percentages)



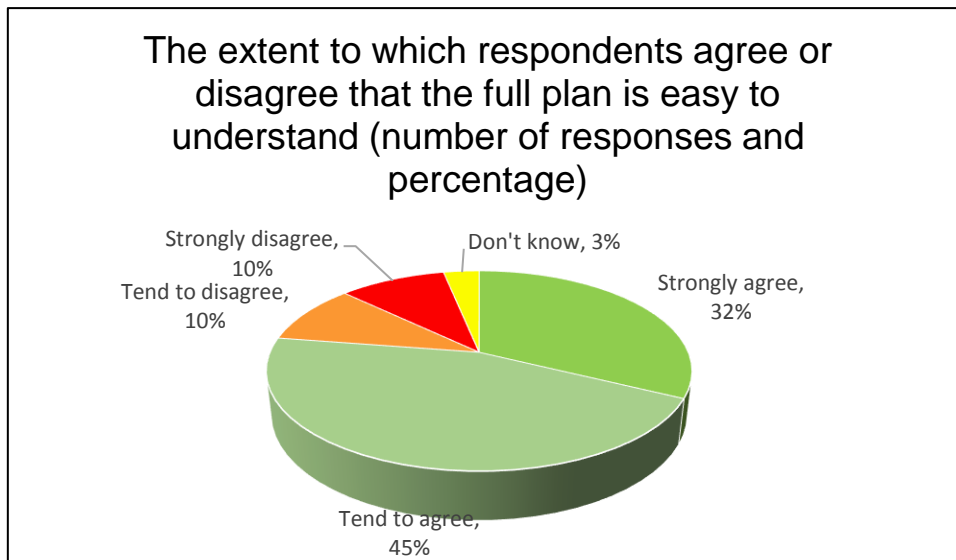
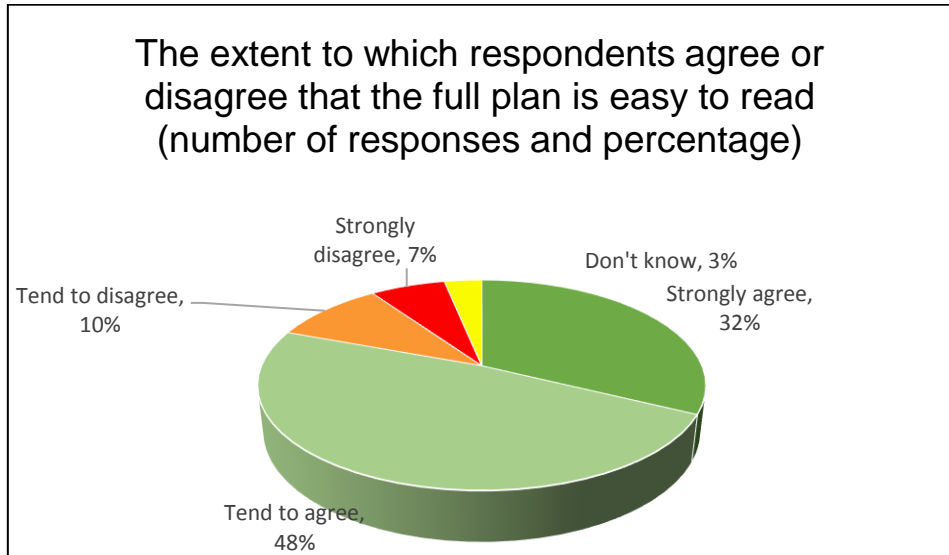
The questionnaire found 81% of respondents agreed that the draft equality objectives were appropriate. In response to concerns raised by 34% of respondents over achievability, a Next Steps section has been included in the final version of the plan. This sets out how the plan is to be implemented and monitored. It was agreed that overall the draft equality objectives would make a difference for the people of Swansea by 69% of respondents.

Respondents explained that they disagreed with these statements for reasons that include,

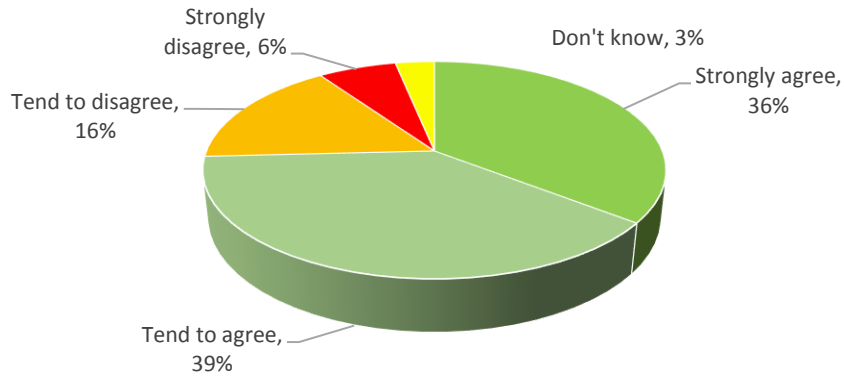
- austerity
- high costs and low budgets
- capacity and resource availability
- lack of actions or SMART targets
- slow pace of change tackling poverty over 60 years

- perceived unfairnesses
- limited support for languages other than English and Welsh

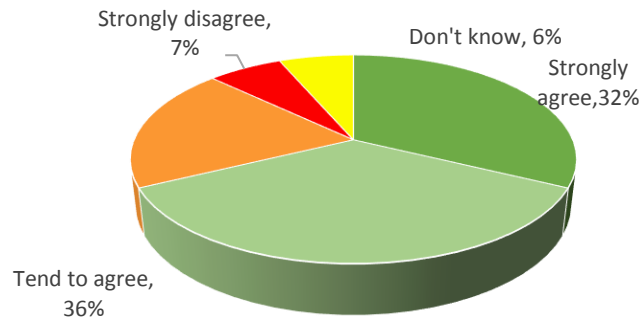
**6.13 The extent to which the Strategic Equality Plan is easy to read, understand, is well laid out, informative and an appropriate length.**



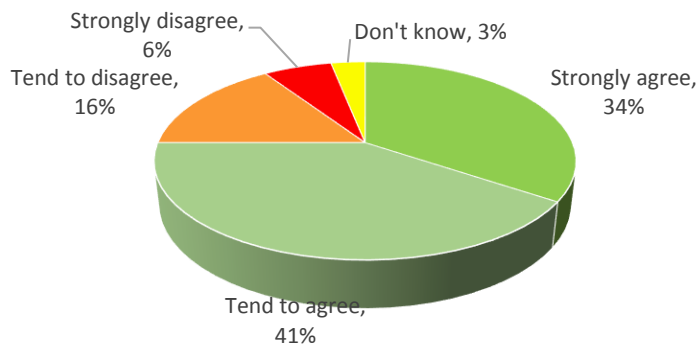
The extent that respondents agree or disagree that the plan is well laid out (number of responses and percentages)



The extent to which respondents agree or disagree that the full plan is an appropriate length (number of responses and percentage)

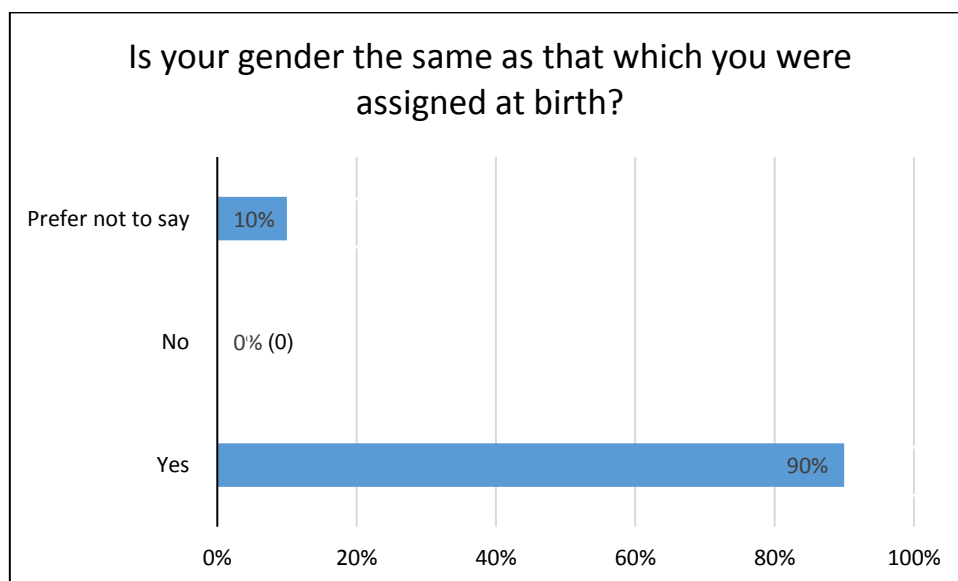
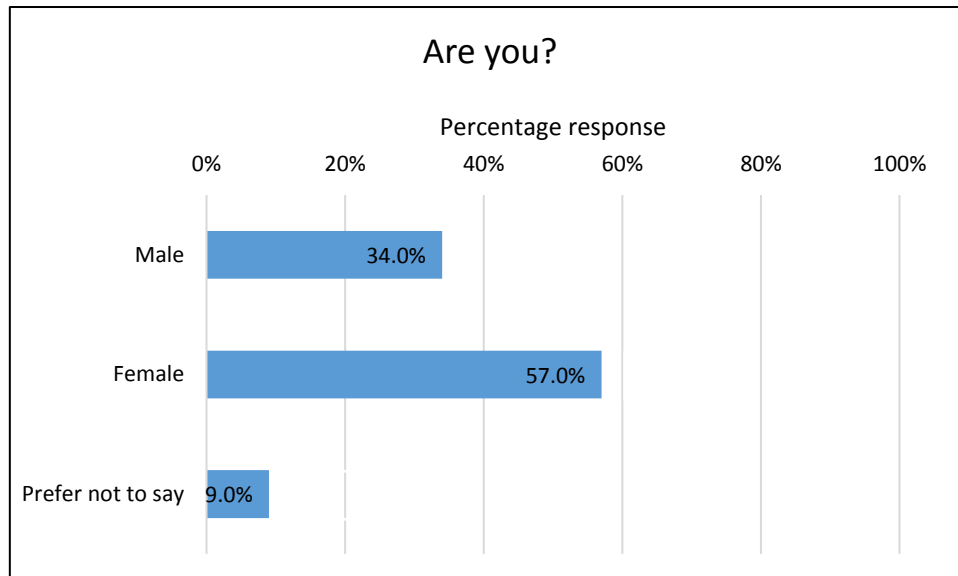


The extent to which respondents agree or disagree that the full plan is informative (number of responses and percentage)

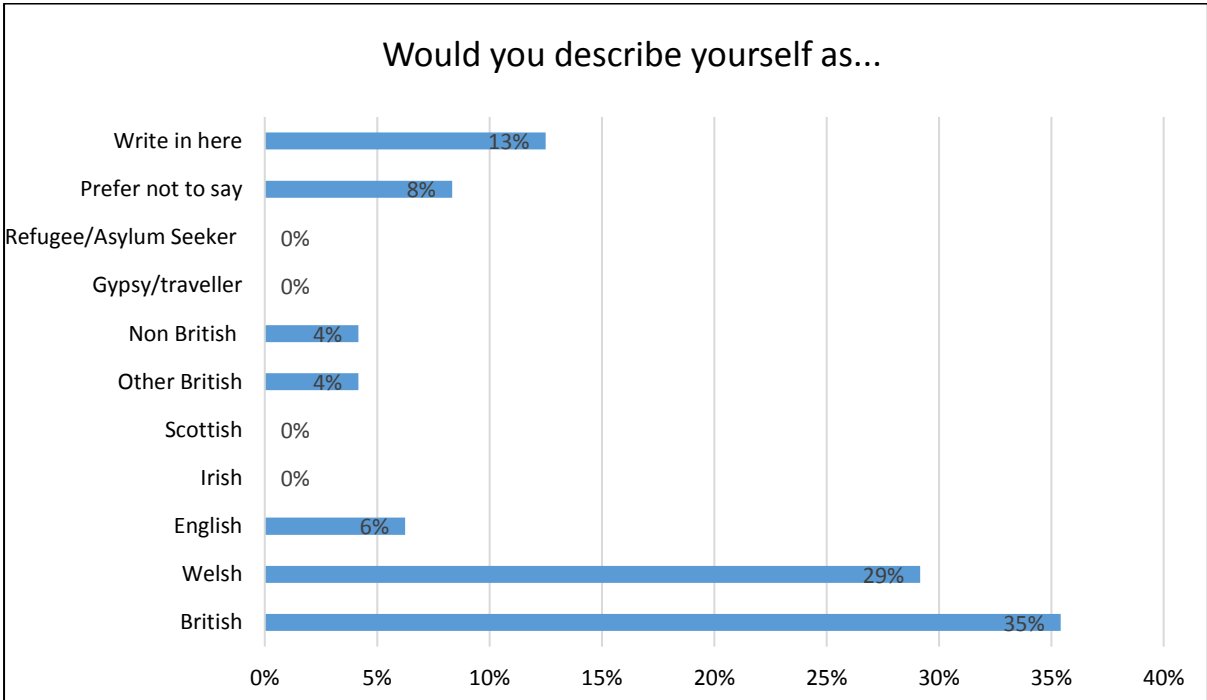
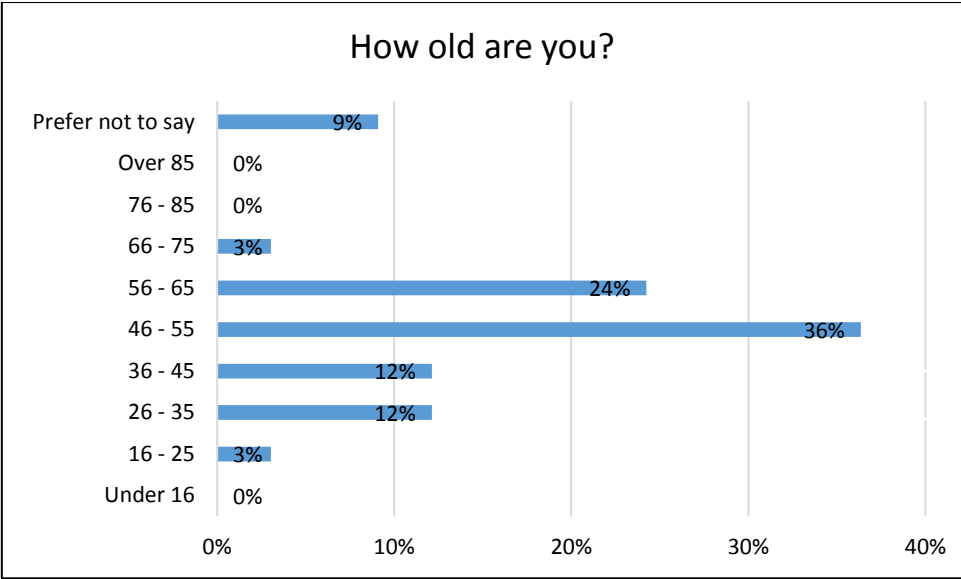


## 6.12 Respondent Profile

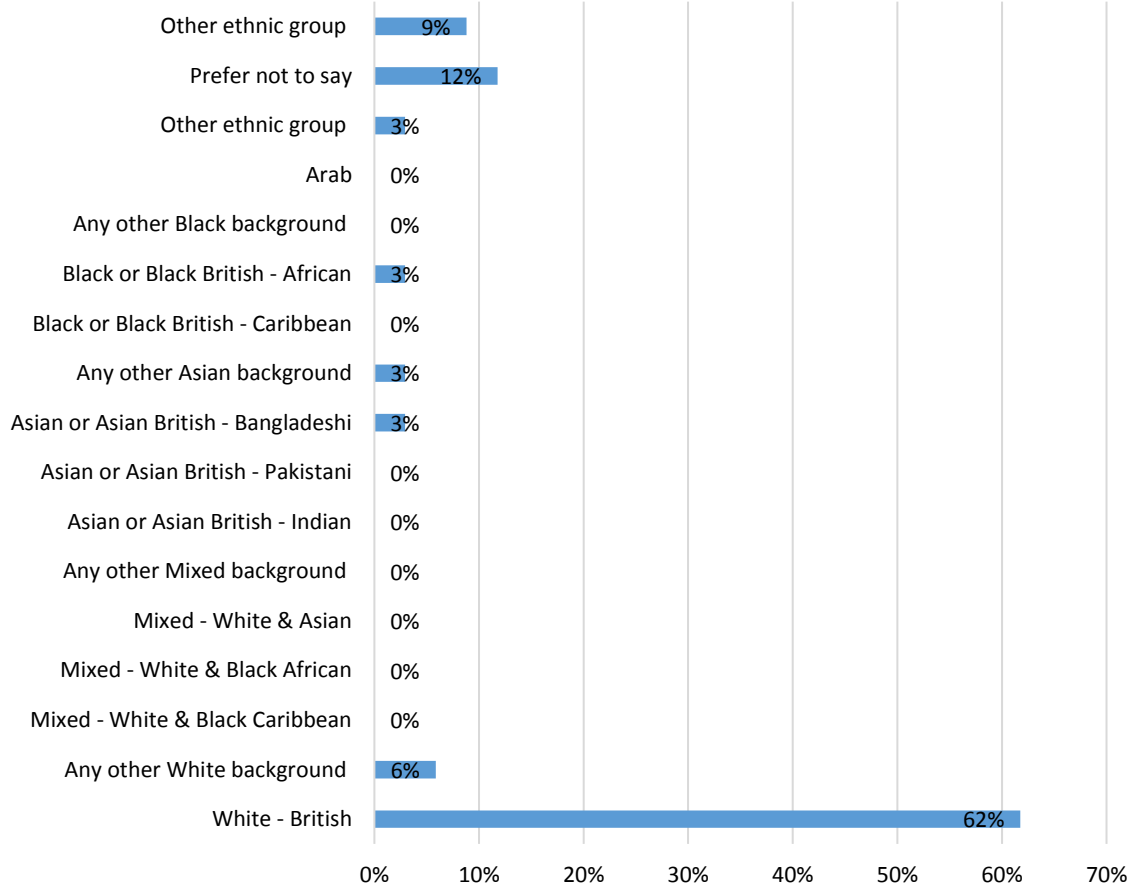
The tables below demonstrate the profile of respondents in particular by protected characteristic.



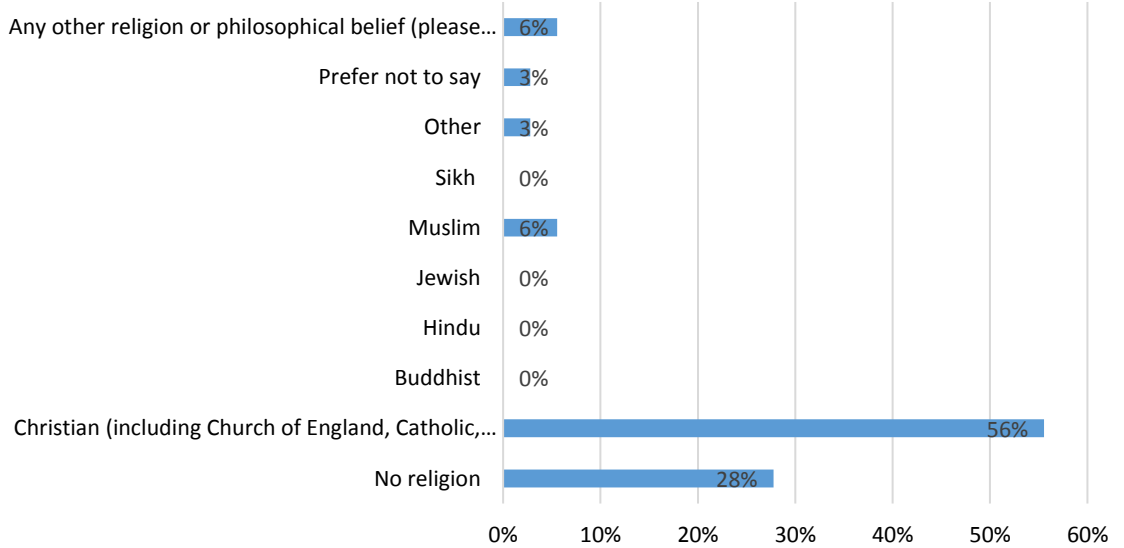


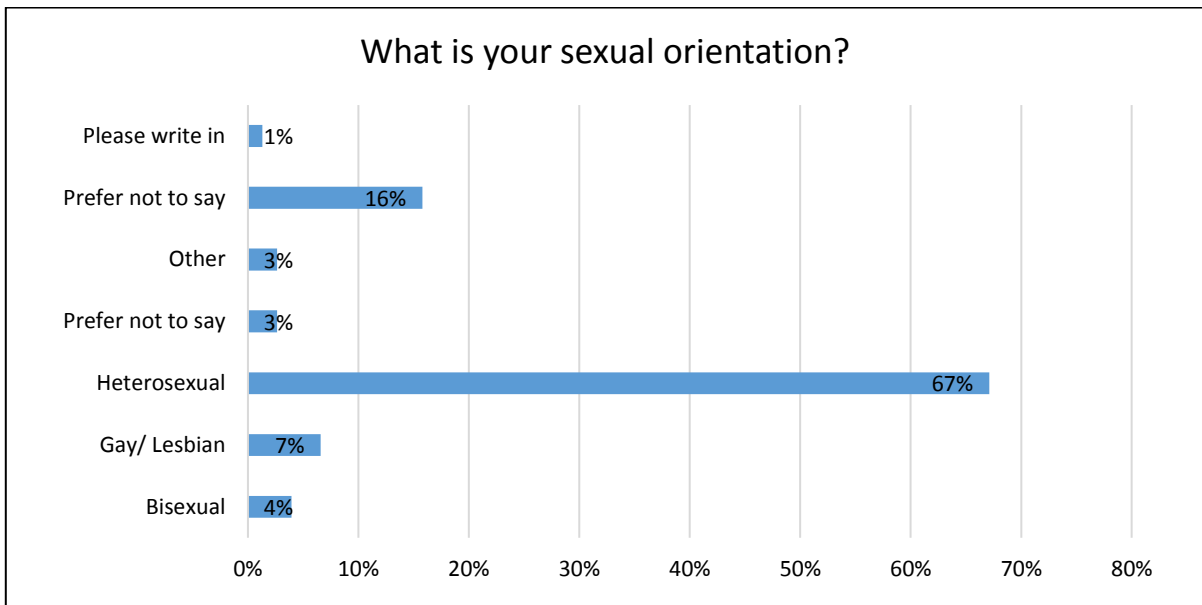
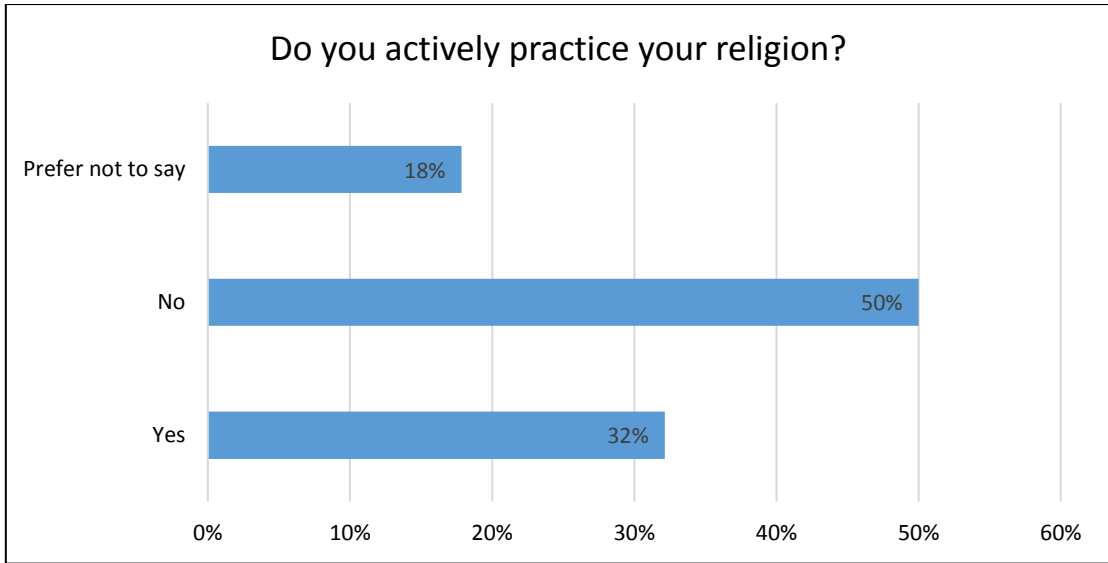


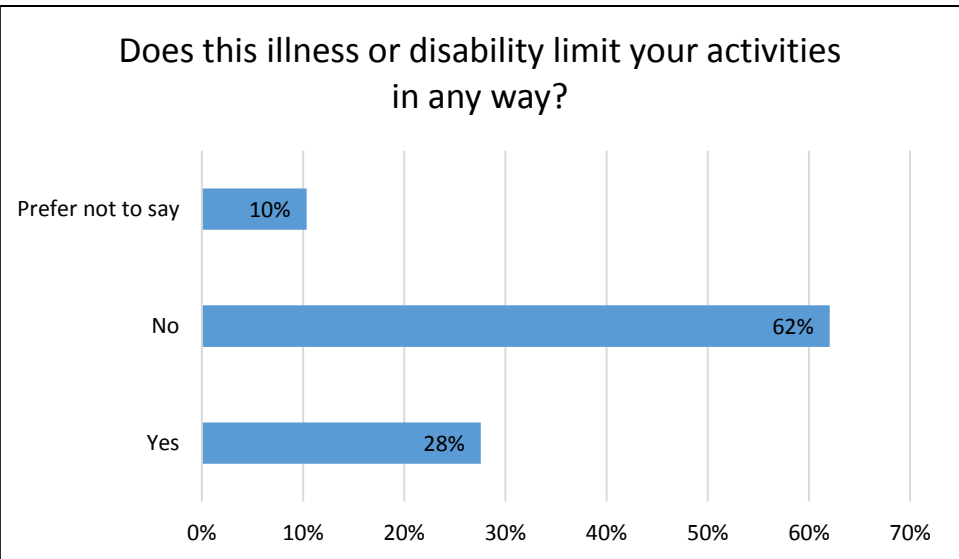
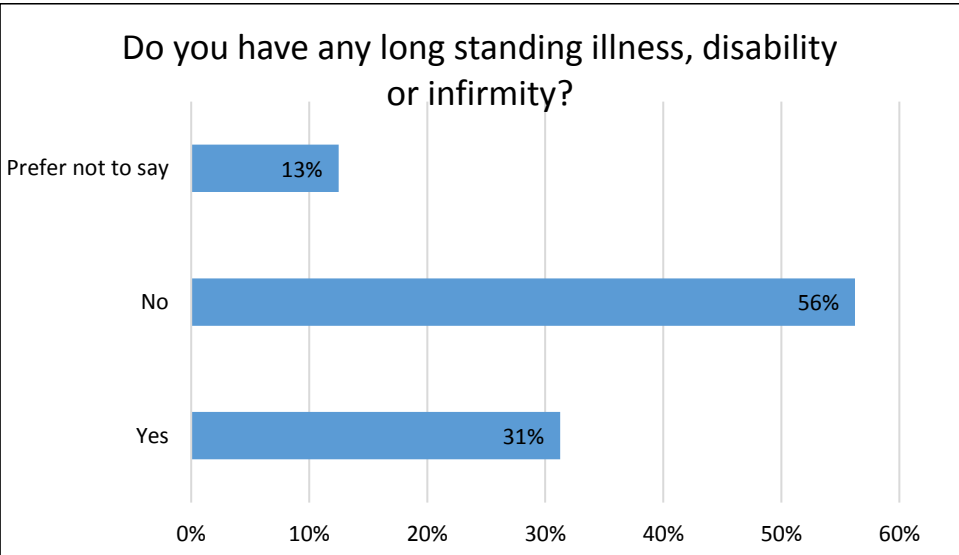
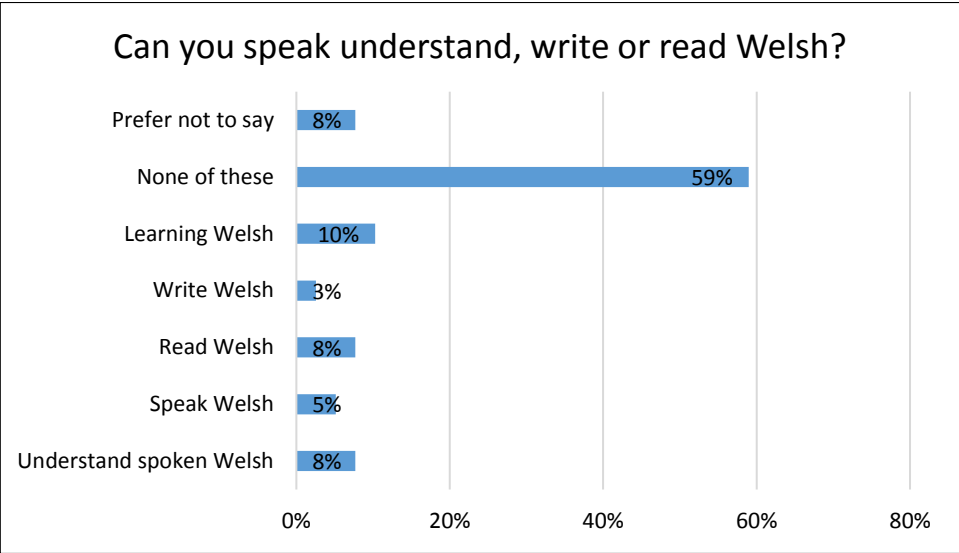
### To what 'Ethnic' group do you consider you belong?



### What is your religion?







### 6.13 Our Response

Many changes have been made as a result of feedback relating to the Strategic Equality Plan. We are grateful and value the opinion of everyone who has helped improve the Plan.

In addition to specific feedback on the objectives and steps, several key themes were common to many responses regarding the objectives and their draft steps.

- Many of the comments raised excellent points but were action orientated and operational rather than strategic in nature. As a result, these comments will be shared with the council services implementing the Strategic Equality Plan so they can be considered as service level actions and influence the planning of service delivery.
- A large number of comments referenced areas partially or entirely beyond the scope of the Strategic Equality Plan. Many issues such as national austerity are beyond the remit of the plan, other areas where equality is important are also driven by other policies, strategies, plans and legislation eg public transport.
- It was also common that suggestions were already covered elsewhere within the Strategic Equality Plan at high level in keeping with the strategic nature of the plan (although perhaps not in the detail or section of preference).
- Some issues raised relating to the broader structure of the Plan were considered in depth at the first Phase of consultation. While there are positive features recommending the adoption of alternative approaches to the selection of Strategic Equality Objectives, the structure adopted satisfies the majority of respondents and expectations set out in formal guidance. In particular, the adoption of the EHRC 'Is Wales Fairer' approach was challenged for example in order to place greater emphasis on rights, access and safety by highlighting them as specific objectives. This approach along with other suggestions has merit and was explored, however on balance it was felt delivery of the objectives could be best achieved via the EHRC format with close link to corporate and service planning.
- There are other areas where the agenda is developing and is likely to gain momentum and clarity over the next four years eg a Human Rights City approach, new curriculum. The importance of such areas is recognised but is not addressed in depth within the 2020 Plan although it is expected that implementation plans at service level and the Annual Review will address emerging priorities.
- Some comments related to regional and partnership working, this is important and collaboration and integration are key ways of working adopted by the

Council. However this plan is primarily focused on corporate cross council actions that underpin regional and partnership working. Swansea Council embraces its role as a community leader in promoting equality but specific programmes, projects etc are detailed at an operational rather than at this strategic level.

- The iterative engagement approach is positive in ensuring a genuine, blank page approach to writing this document and engaging citizens from the earliest part of the process. However, the three stage approach could be confusing for citizens. we have learned many lessons about ways to improve engagement as a result of the process from optimising the use of translations to the timing of engagement opportunities.

## EQUALITIES STATISTICS REVIEW: January 2020

### Introduction

This document looks at a series of key equalities indicators for the City and County of Swansea, presenting the latest available statistics and providing some commentary and analysis on what the data shows. One of its main purposes is to understand the diversity of Swansea's population, how it has changed and (as far as is possible) what may happen in future. By focusing on the protected characteristics described in the Equality Act 2010, this will also inform and support the Council's Strategic Equality Plan for 2020-24.

Accompanying this review is a separate data file containing a range of worksheets with the latest statistics associated with (most of) the protected characteristics.

The document considers the following characteristics listed in the Equality Act:

1. Age
2. Disability
3. Gender reassignment
4. Marriage and civil partnership
5. Pregnancy and maternity
6. Race
7. Religion or belief
8. Sex
9. Sexual orientation.

An overall summary table showing the latest key population indicators is on page 2, with the following information included in separate chapters for each characteristic (as far as available):

- An outline of relevant **data sources** available for the characteristic
- A summary of the available **key statistics** for Swansea and national comparisons
- Any **local variations** within Swansea, for example via Census data
- An indication of **change over time** (from the data sources used)
- Potential **future trends**, where possible to identify
- **Conclusion** – an overall summary of what the data is saying and key messages.

This is the first edition of the Equalities Statistics Review; it is planned that updated information and any new data sources and will be added to future versions of the review and data file.

*If you would like any additional statistical information about the characteristics of Swansea's population, or have any other queries regarding these statistics, please contact:*

**Swansea Council - Information, Research and GIS**

Tel: 07970 610583. E-mail: [research@swansea.gov.uk](mailto:research@swansea.gov.uk)

Strategic Delivery Unit, Resources Directorate, Civic Centre, Swansea, SA1 3SN.



**Table 1 (Summary): Key indicators of population by protected characteristics, Swansea and Wales**

| Characteristic:                      | Description                                   | Swansea | Wales | Reference population                | Source and date  |
|--------------------------------------|---|---------|-------|-------------------------------------|--|
| Age                                  | 0 to 15 years                                 | 17.0%   | 17.9% | All people<br>(Swansea:<br>246,500) | Mid-year population estimates 2018, Office for National Statistics (ONS) |
|                                      | 16 to 64                                      | 63.5%   | 61.3% |                                     |  |
|                                      | 65 and over                                   | 19.5%   | 20.8% |                                     |  |
|                                      | 85 and over                                   | 2.6%    | 2.6%  |                                     |  |
| Disability                           | With long-term health problem or disability   | 23.3%   | 22.7% | All people                          | 2011 Census, ONS   |
|                                      | Equalities Act Core or Work-limiting disabled | 26.2%   | 24.0% | Working age (16-64)                 | Annual Population Survey 2018-19, ONS                                    |
|                                      | Registered disabled: with Learning disability | 0.5%    | 0.4%  | All people                          | LA registers (March 2019), Welsh Government                              |
|                                      | Physical/sensory disability                   | 1.0%    | 1.7%  |                                     |  |
|                                      | Disability benefit claimants                  | 11.8%   | 11.2% | All people                          | DWP, August 2018 <sup>3</sup>  |
| Marital and civil partnership status | Single  | 36.7%   | 33.5% | People aged 16 & over               | 2011 Census, ONS   |
|                                      | Married                                       | 43.8%   | 46.6% |                                     |  |
|                                      | Same-sex civil partnership                    | 0.2%    | 0.2%  |                                     |  |
|                                      | Separated                                     | 2.3%    | 2.2%  |                                     |  |
|                                      | Divorced                                      | 9.5%    | 9.7%  |                                     |  |
|                                      | Widowed <sup>4</sup>                          | 7.7%    | 7.9%  |                                     |  |
| Pregnancy & maternity                | Conception rate                               | 67.2    | 71.8  | R / 1,000 fem 15-44                 | ONS conceptions and births including rates, 2018 <sup>5</sup>            |
|                                      | Fertility rate (GFR)                          | 50.8    | 56.3  |                                     |  |
|                                      | Crude birth rate                              | 9.6     | 10.0  | R / 1,000 p                         |  |
| Race - population by ethnic group    | White - British                               | 91.5%   | 93.2% | All people                          | 2011 Census, ONS   |
|                                      | White - Other                                 | 2.5%    | 2.4%  |                                     |  |
|                                      | Mixed/multiple ethnic grp                     | 0.9%    | 1.0%  |                                     |  |
|                                      | Asian/Asian British                           | 0.6%    | 0.6%  |                                     |  |
|                                      | Black/Black British                           | 0.7%    | 0.4%  |                                     |  |
|                                      | Other ethnic group                            | 0.7%    | 0.3%  |                                     |  |
| Religion                             | Christian                                     | 55.0%   | 57.6% | All people                          | 2011 Census, ONS   |
|                                      | Non-Christian religion <sup>6</sup>           | 3.6%    | 2.7%  |                                     |  |
|                                      | No religion                                   | 34.0%   | 32.1% |                                     |  |
|                                      | Not stated                                    | 7.5%    | 7.6%  |                                     |  |
| Sex                                  | Male  | 49.9%   | 49.3% | All people                          | Mid-year estimates 2018, ONS   |
|                                      | Female  | 50.1%   | 50.7% |                                     |  |

**Notes:**

1. Please refer to following chapters for more complete footnotes for the individual data sources.
2. Due to the lack of local data, statistics are not included in the above table for gender reassignment and sexual orientation.
3. DWP disability benefits represents the sum of the following benefit types: Disability Living Allowance, Attendance Allowance (for people aged 65+) and Personal Independence Payment (which since 2013 has replaced DLA for new claimants aged 16-64). This is August 2018 data with rates derived from mid-2018 population estimates (ONS).
4. The 'Widowed' marital status category also includes surviving same-sex civil partner.
5. Conception, fertility and birth rate statistics are expressed as rates: a.) The Conception rate and Fertility (GFR) is the number of live births per 1,000 females aged 15 to 44; b.) The Crude Birth Rate is the number of live births per 1,000 population of all ages.
6. In this table, 'Non-Christian religion' represents the sum of the categories: Buddhist; Hindu; Jewish; Muslim; Sikh; Other religion.



## 1. Age

The Equality and Human Rights Commission (EHRC) notes that this characteristic relates to... 'A person belonging to a particular age (for example 32 year olds) or range of ages (for example 18 to 30 year olds).'

### Data sources

- Population data by age is produced every year by the Office for National Statistics (ONS) and is available from national to small area level. The data is fundamental for demographic analysis, and widely used for resource targeting, service planning and as a denominator for population-based indicators. It is a robust national statistic.
- The latest local authority (LA) level annual mid-year estimates of population (ONS), by single and aggregated years of age, are for 2018. These were published on 26 June 2019. The population estimates are calculated by taking the decennial Census as a benchmark (last in 2011) and using annual birth and death registrations data, together with estimated flows from internal migration (moves to/from elsewhere within the UK) and international migration (to/from outside the UK).
- Small area estimates (e.g. wards, Super Output Areas) tend to follow several months later; therefore the latest data (also for mid-2018) was published in October 2019.
- Official trend-based LA-level population projections, including by age, are currently published by Welsh Government at approximately three-yearly intervals. The latest (2014-based) projections (and variants) were produced in 2016, with the next set (2018-based) scheduled for early 2020.

### Key statistics

- ONS' latest mid-year population estimate for the City & County of Swansea (for 2018) is 246,500; the second highest population of the 22 Welsh LAs and almost 8% of the Wales total (3,138,600).
- Within the Swansea population total, 42,000 are children aged 0-15 (17.0% of the total, lower than Wales 17.9% and the UK 19.0%); 156,400 (63.5%) are of working age (16-64 years) (Wales 61.3%, UK 62.7%); and 48,000 (19.5%) are aged 65+ (Wales 20.8%, UK 18.3%).
- The median age of Swansea's population (the age at which half the population is older and half is younger) is 39.6 years (2018); below equivalent figures for Wales (42.5) and the UK (40.1). In part this due to a higher proportion of resident students and other people aged 15-29.
- Table 2 summarises the 2018 estimates by selected age group in Swansea, Wales and UK. Further detailed breakdowns are available in worksheet 1a of the data file.

**Table 2:** Population estimates by age (mid-2018)

| People aged: | Swansea        | % of total | Wales %    | UK %       |
|--------------|----------------|------------|------------|------------|
| 0-4          | 12,600         | 5.1        | 5.4        | 5.9        |
| 5-15         | 29,400         | 11.9       | 12.6       | 13.1       |
| 16-24        | 34,700         | 14.1       | 11.0       | 10.7       |
| 25-44        | 61,200         | 24.8       | 23.8       | 26.1       |
| 45-64        | 60,500         | 24.6       | 26.4       | 25.8       |
| 65-74        | 25,700         | 10.4       | 11.5       | 10.0       |
| 75+          | 22,300         | 9.0        | 9.3        | 8.3        |
| <b>Total</b> | <b>246,500</b> | 100        | <b>100</b> | <b>100</b> |

Source: Mid-Year Estimates 2018 (rounded), Population Estimates Unit, ONS. © Crown Copyright 2019.

## Local variations

- Within Swansea, population estimates by age (2018) show the highest concentration of children (aged 0-15) in the wards of Townhill (27.1%) and Penderry (25.5%); partly due to recent higher birth rates in the areas. Proportions for Penllergaer, Llansamlet, Pontarddulais, Lower Loughor and Gorseinon are also above 20%; possibly reflecting recent housing development and the presence of young families.
- Uplands, Castle, Killay North and Oystermouth have the lowest proportions aged 0-15; the first three being areas with more of a young adult profile (e.g. aged 16-24) including students.
- Uplands and Castle are also the only wards in Swansea where over 75% of their population are of working age (16-64); whilst this figure is under 50% in Newton and Mayals.
- For the population aged 65+, the highest proportions are resident in the south-west Swansea and Gower areas; with the lowest figures in the city and surrounding urban areas.
- Population statistics by broad age group for all wards in Swansea are in the data file – sheet 1c.

## Change over time

- Swansea's total population has grown by an estimated 17,000 in 25 years (1993-2018), and by 12,300 alone (+5.3%) in the last ten years (2008-2018).
- The picture differs for each of the broad age groups: for children (aged 0-15) the net increase between 2008 and 2018 has been relatively minor (+800 or 1.9%); whilst the working age (16-64) population increase has also been proportionately low (+5,100 or 3.3%).
- In overall terms, the largest increase in these ten years has been in the 65+ age group, up by 6,500 (+15.5%). The large and increasing proportion aged over 65 is mainly due to two factors; firstly improvements in mortality rates mean people are living longer; and secondly the ageing on of the large 'baby boom' cohort born after the Second World War.
- The population aged 85 and over in Swansea is estimated to have increased by 16.2% (+900) over the ten years to 2018, to around 6,500 people. The number aged 90 and over has risen more sharply in percentage terms, by 39.7% (+700) to 2,300.
- However, the median age of Swansea's population has remained relatively static in the last ten years (-0.2 years from 2008), whilst increasing in Wales (+1.6 years) and the UK (+1.0).

## Future trends

- The latest official population projections (Welsh Government) estimate that the total population of Swansea may rise to 255,400 by 2029 and to 262,900 by 2039. These trend-based projections show projected outcomes based on a set of assumptions around births, deaths and migration.
- Projected impacts differ by age in these figures, with overall change in the number of children (aged 0-15) negligible over this period. Projected growth in the working age population (aged 16-64) is also limited; with an estimated total increase of 1,600 (+1.1%) between 2019 and 2029.
- However, by far the greatest levels of anticipated growth to 2029 is in the older population (aged 65+); with the figures projecting an increase of around 8,200 (+16.5%) to 57,900.
- Variant projections are also produced which show the effect of changing these assumptions; for example, whilst the principle projection for children (0-15) indicates a minor reduction between 2019 and 2029, at -0.6%, in the variant projections the change varies from -7.8% (-3,200 approx.) to +3.5% (+1,500). These scenarios are included in the data file – worksheets 1d and 1e.

- However, these figures should not be viewed as a prediction. They are projections based on a set of estimates and assumptions, in effect using 2009-2014 base data. There are many social, economic and political factors (often unforeseeable) which will ultimately have a cumulative impact on future population change.

## **Conclusion**

- Swansea has the second highest population of Wales' local authorities, the fifth highest population density, and a growing total population – averaging over 1,000 additional people per year during the last ten years.
- In terms of age profile, Swansea currently has a higher proportion (than the Wales and UK average) of young people aged 16-24, in part reflecting the high number of resident students, but slightly lower proportions aged 0-15 and 45-74.
- Over the last ten years, most of Swansea's population growth has been in the number of people aged 65 and over; a trend which the current official population projections suggest will continue in the next ten years.
- However, revised local authority population projections (2018-based) are due to be published in early 2020, based on revised component data and assumptions, which may change the level of projected population change in Swansea and its impact on particular age groups.

## 2. Disability

*'A person has a disability if she or he has a physical or mental impairment which has a substantial and long-term adverse effect on that person's ability to carry out normal day-to-day activities.'* (EHRC)

### Data sources

- There is no clear, single data source that fully covers the definition of disability used in the Equality Act; however, a number of proxy measures can be used to provide a picture.
- Census data is available on 'activity-limiting health problems or disabilities' – defined in the 2011 Census as *a long-term health problem or disability that limits a person's day-to-day activities, and has lasted, or is expected to last, at least 12 months.*
- As with many Census variables, further breakdowns or cross-tabulations are possible by age (e.g. working age, 16-64) and other population characteristics. The Census can also provide data at a very local level, and related data on general health and people providing unpaid care.
- More recent local authority level estimates of disability are also available via ONS' Annual Population Survey (APS). The sample survey asks people aged 16-64 about their economic activity and reasons for inactivity. As with the Census, respondents self-evaluate and so data is not based on medical assessment. The APS data estimates the number of people who have a disability either based on the Equalities Act definition ('EA core disabled'), or those who have a long term disability or health problem which affects the work that they can do – 'work-limiting (WL) disabled' (providing an indication of how many people in the workforce are disabled).
- Summary statistics of people with physical or sensory disabilities (including sight and hearing impairment), and learning disabilities (by accommodation type and age), are published annually by Welsh Government. The registers of people with physical or sensory disabilities include all persons registered under Section 29 of the National Assistance Act 1948. However, registration is voluntary and will only include people who access local authority services; so the figures will represent an underestimate of the numbers of people with physical or sensory disabilities.
- Data is also regularly updated on claimants of disability-related benefits administered by the Department of Work and Pensions (DWP); namely Disability Living Allowance (DLA), Attendance Allowance (AA – for people aged 65+) and Personal Independence Payment (PIP – which since 2013 has replaced DLA for new claimants aged 16-64). The data counts the number of people with a disability or health condition who need help with their personal care or have supervision needs, and/or have difficulty getting around.
- However, benefits data is subject to change for reasons related to its administration and there are limitations in its use for analytical purposes. The number of disability benefit claimants will not necessarily reflecting all those with a disability; there will be people who feel they do not need assistance with personal care or mobility and therefore do not apply, and others will have their claim turned down because their disability is not considered severe enough.

### Key statistics

- In the 2011 Census, almost a quarter of Swansea residents had a long term health problem or disability (day-to-day activities limited 'a lot' or 'a little'), at 55,718 people or 23.3% of the total; slightly above the Wales average of 22.7% and even more above England & Wales (E&W) at 17.9%. Amongst people of working age (16-64), 26,988 had a long term health problem or disability, 17.4% of Swansea's working age population in 2011 (Wales 16.9%, E&W 13.0%).

- APS data for the period ending March 2019 suggests that 40,700 people in Swansea aged 16-64, 26.2% of the total, are EA core or WL disabled – higher than figures for Wales (24.0%) and the UK (20.7%). In Swansea, as nationally, the proportion is higher for females (32.3%) than males (20.4%). In the survey, an estimated 111,700 (72.0%) people in Swansea aged 16-64 are not disabled (Wales 75.2%; UK 78.6%).
- A higher number and proportion of people aged 16-64 in Swansea are EA core disabled (39,100 / 25.2%) than WL disabled (29,900 / 19.2%).
- Economic activity is significantly lower for people who are disabled. In Swansea, the economic activity rate for working age people who are EA core or WL disabled stood at 54.0% (March 2019), whilst for those not disabled the figure was 79.8%. The employment rate is also lower, at 48.7% for disabled people against 74.9% for those not disabled. The unemployment rate is higher for people aged 16-64 who are disabled (9.8%) than not disabled (6.1%).
- The latest Welsh Government figures report that 1,220 people in Swansea were on registers with learning disabilities (March 2019), of whom 1,092 (89.5%) were living in community placements and 128 (10.5%) in residential establishments. For those in community settings, 57.0% of all people on registers were living with parents or family. At March 2019, 19.1% of all people registered with learning disabilities in Swansea were aged under 16, 72.3% were aged between 16 and 64, and 8.6% were aged 65 and over.
- In Swansea, 2,547 people were registered with physical or sensory disabilities as at March 2019. Of this total around 56% were registered with a visual impairment, of whom 744 were severely sight impaired and 679 sight impaired. Of the remainder without visual disability, 510 people (45.4%) had a physical disability only, with 385 people hard of hearing and 229 deaf.
- At August 2018, 29,182 people in Swansea were claiming either Disability Living Allowance (DLA), Attendance Allowance (AA) or Personal Independence Payment (PIP), an estimated 11.8% of Swansea's total population at mid-2018, higher than Wales (11.2%) and Great Britain (7.9%).
- Whilst a relatively new benefit, more people are now claiming PIP in Swansea than DLA or AA. At 13,009 people (Aug-18) this represents 6.4% of the Swansea population aged 16+ (higher than Wales 5.4%, Great Britain 3.7%). In addition, 8,148 people claim DLA (3.3% of Swansea's total population, compared with Wales 3.8% and GB 2.8%) and 8,025 claim AA – 16.7% of the Swansea population aged 65+ (Wales 14.5%, GB 12.0%).
- The summary table 3 below provides an overview of the headline figures for these sources, with the footnotes illustrating their different purposes, definitions, timing and methodology.

**Table 3:** Disability indicators

| <b>Indicator:</b>                                 | Swansea | % of total | Wales % | national % |
|---|---------|------------|---------|------------|
| <b>Census:</b> l/t health/disability <sup>1</sup> | 55,718  | 23.3       | 22.7    | 17.9 (E&W) |
| Census: l/t h/dis. (working age) <sup>2</sup>     | 26,988  | 17.4       | 16.9    | 13.0 (E&W) |
| <b>APS:</b> EA core or WL disabled <sup>3</sup>   | 40,700  | 26.2       | 24.0    | 20.7 (UK)  |
| <b>WG:</b> LA reg - Learning disab. <sup>4</sup>  | 1,220   | 0.5        | 0.4     | n/a        |
| WG: LA reg - Phys/sens dis. <sup>5</sup>          | 2,547   | 1.0        | 1.7     | n/a        |
| <b>DWP benefits:</b> DLA+AA+PIP <sup>6</sup>      | 29,182  | 11.8       | 11.2    | 7.9 (GB)   |
| Disability Living Allowance <sup>7</sup>          | 8,148   | 3.3        | 3.8     | 2.8 (GB)   |
| Attendance Allowance <sup>8</sup>                 | 8,025   | 16.7       | 14.5    | 12.0 (GB)  |
| Personal Independence Payment <sup>9</sup>        | 13,009  | 6.4        | 5.4     | 3.7 (GB)   |

**Sources:** 1-2: 2011 Census, ONS (Note: working age % figures expressed as a proportion of people aged 16-64).

3: APS (Annual Population Survey), working age (16-64) estimates for period ending March 2019, ONS.

4-5: Local authority registers of people with disabilities, 31 March 2019 (Welsh Government) and mid-2018 population, ONS.

6-9: DWP disability benefits data, August 2018 and mid-2018 population estimates, ONS.

Note: Rates (%) for Swansea, Wales and national (UK, GB or England & Wales) expressed as a percentage of the relevant population in each case (mid-2018, except Census data).

## Local variations

- For areas within Swansea, local variations (e.g. by ward, Middle Super Output Area – MSOA) in disability indicators are only possible via Census and DWP benefits data. The APS and registered disability figures are only published at local authority level.
- In the 2011 Census, over 28% of all people in Bonymaen and Mynyddbach wards had a long-term health problem or disability, whilst this figure was under 15% in Killay North and Uplands (Swansea average 23.3%). For people of working age (16-64) only, the figures range from under 10% in Killay North, Newton and Uplands to over 26% in Townhill and Penderry (Swansea 17.4%).
- Local differences in claimant rates for DWP disability-related benefits can be seen at MSOA level. Looking at the proportion of the total population claiming either DLA, AA or PIP (August 2018), the figures range from under 7% in MSOAs Swansea 024 and 026 (Uplands and Brynmill areas) to over 15% in Swansea 019, 009, 014, 011 and 013 (the Townhill, Mynyddbach, Bonymaen, Penderry and Ravenhill areas).
- For the individual benefits, some subtle differences in patterns emerge. DLA is claimed by 4.8% of the total population in MSOAs Swansea 019 and 013 (Mynyddbach and Ravenhill); the highest AA claimant rates (population aged 65+) are 22.0% in Swansea 019 (Townhill) and 21.2% in Swansea 014 (Bonymaen); whilst PIP claimant rates (population aged 16+) are close to 12% in Swansea 019 and 011 (Townhill and Penderry). The local data (August 2018) for all areas is included in file sheet 2f.

## Change over time

- Whilst the definition has changed between Censuses, from Limiting Long-Term Illness (LLTI) in 2001 (*any long-term illness; health problem or disability which limits daily activities or work*), the data is considered by ONS to be broadly comparable. The number of people with a long term health problem or disability has increased slightly, from 55,233 in 2001 to 55,718 in 2011; however as a proportion of the total population this fell from 24.7% in 2001 to 23.3% in 2011.
- In the last ten years (2009-19), the total number of people on local authority registers with learning disabilities in Swansea has increased by 232 (+23.5%), whilst falling in Wales (-4.0%). Within this overall change, the number of placements in the community in Swansea has increased by 249 or 29.5%, whilst placements in residential establishments fell by 17 or 11.7%.
- In the same period, the total number of physically/sensory disabled persons on local authority registers in Swansea has fallen by 131 or 4.9%. Within this figure, there were increases in the numbers severely sight impaired, sight impaired, deaf and hard of hearing (by between 20-30%), but a large decrease in the number registered with a physical disability only (-507 or 49.9%).
- Whilst analysis of change over time in the number of people claiming disability benefits requires caution, due to changes in benefit types and eligibility, summing the number of DLA, AA and PIP claimants can provide a general indication. In the latest year (2017-18), the number of DLA, AA and PIP claimants in Swansea increased by 348 (+1.2%); for individual benefit types the number of DLA (especially) and AA claimants both fell, whilst numbers claiming PIP rose (+10.8%).

- However, over the longer term (2008 to 2018), the combined total number of claimants of all three benefits fell by 348 (-1.2%) with sharp falls in DLA claims (-58.6%) offset by the introduction of PIP in 2013, and a reduction in AA claims over the ten years (-18.6%).

### Future trends

- Predicting future trends around disability with any degree of certainty is inherently difficult, even more than for overall population projections. On the one hand, an ageing population and increasing proportion of people in the upper age groups would imply a greater risk of prevalence of disability and related conditions; however, medical advances and potential improvements in lifestyles may mitigate this to a certain extent.
- Empirical data or estimates of future trends in the population with a disability is currently limited. The 'Daffodil Cymru' portal, which recently became the responsibility of Social Care Wales, combines information from different research sources and population projections, to show predicted changes in health conditions and care needs in Wales over the coming decades. There are plans to develop it to provide more sophisticated projections and scenario modelling.
- The latest published outputs from Daffodil Cymru estimate the number of people in Swansea aged over 18 with a limiting long-term illness (the Census-based definition) increasing by around 5,900 (+19%) between 2017 and 2035 (data based on 2014-based population projections and Welsh Health Survey 2012 prevalence rates). However, the source data is rather dated now and so should currently be used with caution, if at all.

### Conclusion

- Disability data is perhaps the most complex of the protected characteristics to analyse, with no single source providing a comprehensive overview in line with the Equality Act (EA) definition. However, there are a number of indicators available which can provide a measure of disability including administrative (benefits, LA registers) and survey sources (Census, APS).
- The Census is probably the most relevant measure in terms of definition; although the usefulness of the source is compromised by the long gap between Censuses (the latest data is now nearly nine years old) and that it is based on self-assessment rather than any medical diagnoses.
- On the survey-based measures, around a quarter of Swansea's population can be considered disabled; with inter-Censal (2001-2011) trends being relatively unchanged, but more of an increase recently (between 2014 and 2019) in the APS estimates.
- For the administrative measures, numbers recorded (and percentages) are far lower; indicating that requests for assistance and the claiming of benefits is likely to be generally lower than need. The trend in the last ten years is mixed, with an overall drop in registered physically/sensory disabled people and DWP benefit claims (although rising in the latest year), but increases in people registered with learning disabilities (placed in the community) and people who are sight and hearing impaired.

### 3. Gender reassignment (Gender Identity)

*'The process of transitioning from one gender to another' (EHRC). The Equality Act 2010 specified that 'A person has the protected characteristic of gender reassignment if the person is proposing to undergo, is undergoing or has undergone a process (or part of a process) for the purpose of reassigning the person's sex by changing physiological or other attributes of sex.'*

#### Data sources

- Gender identity is considered a personal internal perception of oneself, and as such, the gender category with which a person identifies may not match the sex they were assigned at birth. In contrast, sex is biologically determined.
- No official statistics about people who are transgender are currently available at local or national level, from survey or administrative sources. However, earlier EHRC research (2012) estimated that less than one per cent of the population nationally had this protected characteristic.
- For some years ONS has been considering options for meeting the user requirement for these statistics, subject to public acceptability, privacy, respondent burden and data quality issues. Privacy concerns are especially relevant because people who have legally changed their sex from that assigned at birth are not obliged to reveal their gender history.
- In recent years, work has been undertaken by several national statistical agencies around gender identity and to capture trans or non-binary identities, considering issues of data methodology and question design. This work has tended to focus on the sex question and response categories in surveys.
- The 2021 Census topic consultation in 2015 identified a need amongst a number of data users for information about gender identity for policy development and service planning (e.g. for the provision of health services), and for information on those with the protected characteristic of gender reassignment as set out in the Equality Act 2010.
- ONS are now recommending the inclusion of a gender identity question in the 2021 Census that collects information on those whose gender is different from their sex assigned at birth. Research and testing has shown that it would be acceptable and would have minimal effect on overall response and respondent burden. The proposed question will be voluntary, only asked of persons aged 16 years and over and will include a "prefer not to say" response option.
- The first outputs from the 2021 Census in England and Wales are due to be published in spring-summer 2022.



## 4. Marriage and civil partnership

*'Marriage is a union between a man and a woman or between a same-sex couple.*

*Same-sex couples can also have their relationships legally recognised as 'civil partnerships'. Civil partners must not be treated less favourably than married couples (except where permitted by the Equality Act).'* (EHRC)

### Data sources

- The main local source of data on the marriage and civil partnership status of adults is the Census. Data is available for adults whose status is one of the categories: Single; Married; In a registered same-sex civil partnership; Separated (but still legally married or in a same-sex civil partnership); Divorced (or formerly in a same-sex civil partnership now legally dissolved); and Widowed (or surviving partner from a same-sex civil partnership). For the 2011 Census, the categories were amended to reflect the Civil Partnership Act 2004, which since December 2005 has enabled same-sex couples to obtain legal recognition of their relationship by forming a civil partnership.
- Survey-based estimates of people's marital status and living arrangements are also published annually by ONS; albeit for Wales and England & Wales (E&W) only. The estimates are calculated by applying the marital status and living arrangement distributions obtained from the Labour Force Survey (LFS) to mid-year population estimates.
- Annual statistics of the number of marriages by local authority area of occurrence are published (currently to 2016), broken down by type of ceremony (civil or religious) and the status and age of bride and groom. However, marriages may occur between non-resident(s) of that area.
- The Marriage (Same Sex Couples) Act 2013 was passed in July 2013, and the first marriages took place in March 2014. Annual data on same sex marriages (also by area of occurrence to local authority level) is currently available for the years 2014 to 2016.

### Key statistics

- The 2011 Census reported that almost 44% of adults (aged 16+) in Swansea were married, slightly below equivalent proportions in Wales and England & Wales, with corresponding higher proportions single. Figures for other categories are relatively close to the Wales average.

**Table 4:** Marital and civil partnership status, 2011 Census

| Marital and civil partnership status, 2011      | Swansea         | % of total | Wales %    | E&W %      |
|---|-----------------|------------|------------|------------|
| Single <sup>1</sup>                             | 72,496          | 36.7       | 33.5       | 34.6       |
| Married   | 86,481          | 43.8       | 46.6       | 46.6       |
| In a registered same-sex civil partnership      | 326             | 0.2        | 0.2        | 0.2        |
| Separated <sup>2</sup>                          | 4,484           | 2.3        | 2.2        | 2.6        |
| Divorced <sup>3</sup>                           | 18,719          | 9.5        | 9.7        | 9.0        |
| Widowed or surviving civil partner <sup>4</sup> | 15,121          | 7.7        | 7.9        | 7.0        |
| <i>Total population (aged 16 &amp; over)</i>    | <i>197, 627</i> | <i>100</i> | <i>100</i> | <i>100</i> |

Source: 2011 Census, Office for National Statistics. © Crown Copyright 2012.

Notes: Marital and civil partnership status classifies individuals according to their legal marital or registered same-sex civil partnership status as at census day, 27 March 2011.

1: Although the term 'single' is widely used to cover people in a number of states such as divorced or separated, in census results the term 'single' is used to refer only to someone who has never been married or in a registered same-sex civil partnership.

2: The category 'separated' includes people still legally married or still legally in a same-sex civil partnership.

3: 'Divorced' also includes people formerly in a same-sex civil partnership which is now legally dissolved.

4: Includes both people widowed and a surviving partner from a same-sex civil partnership.

- The latest survey-based estimates of marital status for 2018 suggest that 35.6% of adults in Wales are single (England & Wales 35.0%), with 48.2% of adults in Wales married (England & Wales 50.4%). An estimated 8.2% in Wales are divorced (E&W 8.0%) and 7.9% are widowed (E&W 6.4%). In both these categories, the proportions are higher for females than males.
- In the last three years that data is available (2014-2016), the number of opposite-sex marriages taking place in Swansea has averaged 1,226 per year. In 2014 (from March), 2015 and 2016, the annual number of same sex marriages occurring in Swansea was 25, 44 and 52 respectively.

### Local variations

- 2011 Census data at a ward level shows some spatial variations in marital status within Swansea, with over 50% of the adult population single in Uplands, Castle and Killay North wards, but under 20% in Mayals and Pennard. The pattern reverses for the proportion of adults who are married or in a registered same-sex civil partnership, at over 60% in Pennard, Mayals and Gower, but below 25% in Castle and Uplands.

### Change over time

- Changing patterns in marital status over the long-term can be seen from comparing results from the 2001 and 2011 Census. In Swansea, the number of people aged 16 and over who are single (never married or in a registered same-sex civil partnership) increased in absolute and percentage terms; from 53,741 (29.7%) in 2001 to 72,496 (36.7%) in 2011. However, the number of married people in Swansea, decreased by just over 4,000 over the ten years, and fell as a proportion (of all 16+) from 50.1% to 43.8% between Census dates.
- Over the ten years to 2016, the number of opposite-sex marriages occurring in Swansea averaged just over 1,100 per year. However, the general trend has been upward overall, with the annual total increasing by 160 or 14.7% between 2006 and 2016. Nationally, trends have been flatter; falling in Wales (-2.2%) and slightly increasing in England & Wales (+1.4%).
- In that ten years, there has also been an increase in the proportion of civil marriage ceremonies, rather than religious, rising from 58.2% of the Swansea total in 2006 to 78.4% in 2016.

### Future trends

- In recent years a greater proportion of the (growing) adult population are single, and there is little evidence to suggest this trend may change in the short-term.
- Changing patterns in the marital status of adults and the number of marriage and civil partnership ceremonies will always be led by wider societal changes. An indication might be provided by projecting forward recent trends against the backdrop of an increasing overall population, but this would be difficult to quantify with any certainty.
- ONS have previously produced national marital status projections on an ad hoc basis, most recently in 2010 (consistent with the 2008-based national population projections). In these, the proportion of the adult population of England & Wales who are married is projected to fall over the 2008-2033 period from approx. 49% to 42%; and the proportion of adults who are single (never married) is projected to increase from 35% to 43%. In these national projections, the numbers of both married and never-married adults is projected to rise, but far more for those never-married.

## Conclusion

- In common with many urban areas and university cities, Swansea currently has a higher proportion of single adults (never married or in a registered same-sex civil partnership) than equivalent national averages.
- Against the backdrop of a rising overall adult population, this picture and trend has been reinforced in recent years with a growth in adults who are not married or in a registered same-sex civil partnership (in simple terms the categories: never married, divorced and widowed) and a fall in the number of married adults.
- In Swansea, the annual number of marriages (opposite and same-sex) has been steadily increasing in recent years, in part against national trends. There is also an increasing proportion of civil rather than religious ceremonies, as elsewhere.
- The 2021 Census results will provide the next major benchmark of societal trends around marriage. In light of the Marriage (Same Sex Couples) Act 2013, the response categories for the marital status question will be reviewed. In 2022 therefore, local data on same-sex marital status will be available for the first time.
- In view of the Civil Partnerships, Marriages and Deaths (Registration etc.) Act 2019, which will make couples of the opposite sex eligible to form civil partnerships, ONS are considering the implications for 2021 Census outputs, plus other future statistics on civil partnership status, formation and dissolution.

## 5. Pregnancy and maternity

*'Pregnancy is the condition of being pregnant or expecting a baby. Maternity refers to the period after the birth, and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth, and this includes treating a woman unfavourably because she is breastfeeding.'* (EHRC)

### Data sources

- Statistics on conceptions, births and fertility are published by ONS, with further analysis and outputs produced by Welsh Government and Public Health Wales Observatory. These statistics are produced from established administrative systems.
- Conceptions data (numbers of conceptions and rates per 1,000 women aged 15 to 44) provides the best available estimate of the number of women who became pregnant in a year, by age of mother. The figures combine numbers of maternities (pregnancies that result in the birth of one or more children) and abortions using information recorded at birth registration and abortion notification, but do not include conceptions resulting in miscarriages or illegal abortions.
- However, conception and birth statistics do not count the same thing; not all conceptions result in a live birth, and some conceptions result in multiple births. Data for a given year will count different people, as a conception may not result in a birth until the following calendar year.
- Birth statistics represent births that occurred in an area in a year, but also include a very small number of late registrations from the previous year. The latest figures published are for 2018 calendar year. The figures are compiled from information supplied when births are registered as part of civil registration, which is a legal requirement.
- Rate statistics derived from the number of births and population estimates are also published, such as Crude Birth Rate (live births per 1,000 population), General Fertility Rate (live births per 1,000 women aged 15-44) and Age Specific Fertility Rates (ASFRs) within the 15-44 age range.
- The Total Fertility Rate (TFR) reflects the average number of live children that a group of women would bear if they experienced the age-specific fertility rates of the calendar year throughout their childbearing lifespan. The TFR provides a better measure by accounting for the size and age structure of the female population of childbearing age, which affects the number of births.
- Conception statistics are expressed in absolute terms or as rates – typically per 1,000 women of a given age group within ages 15 to 44 – and the percentage of conceptions leading to abortion.
- Birth statistics are also regularly published at a local geography level, such as Ward and Super Output Area, to enable localised analysis of trends in births and birth / fertility rates.

### Key statistics

- In Swansea, there were 3,126 conceptions to women of all ages in 2017, a small increase on 2016 (total 3,106). This represents a conception rate of 67.2 per 1,000 women (aged 15-44), lower than equivalent rates for Wales (71.8) and England & Wales (76.1). In 2017, there were 94 conceptions to females under-18 in Swansea, with an under-18 conception rate of 24.7 (per 1,000 females aged 15 to 17 years), higher than Wales (20.2) and England & Wales (17.9).
- In 2018 there were 2,366 babies born to residents in Swansea, almost identical to the 2017 figure (+2). Swansea's Crude Birth Rate of 9.6 (live births per 1,000 people in 2018) is currently lower than that of Wales (10.0) and England & Wales (11.1). The pattern is broadly repeated in the General Fertility Rate, with 50.8 live births per 1,000 women in Swansea aged 15-44 in 2018 (Wales 56.3, England & Wales 59.1).

- The Age Specific Fertility Rate (ASFR) figures reveal differences in rates by age. For women aged under 20, Swansea currently has higher fertility rates than the Wales and England & Wales averages, but the reverse (lower fertility rates) in age groups 20-34. For women aged 35-44, Swansea ASFRs are higher than Wales but lower than England & Wales.
- The latest (2018) Total Fertility Rate (TFR) figure for Swansea is 1.50 children, lower than equivalent figures for Wales (1.63) and England & Wales (1.70).

**Table 5:** Conceptions, births and fertility (2017-18)

| Indicator:   | Swansea | Rate       | Wales rate | E&W rate |
|--|---------|------------|------------|----------|
| Conceptions (2017) / rate per 1,000 <sup>1</sup>   | 3,126   | 67.2       | 71.8       | 76.1     |
| Change 2012-2017 (change in rate)                  | -115    | (-2.1)     | (-2.0)     | (-2.4)   |
| Live births (2018) / crude birth rate <sup>2</sup> | 2,366   | 9.6        | 10.0       | 11.1     |
| Change 2013-2018 (change in rate)                  | -122    | (-0.8)     | (-0.9)     | (-1.2)   |
| General fertility rate (GFR) <sup>3</sup>          |         | 50.8       | 56.3       | 59.1     |
| Total fertility rate (TFR) <sup>4</sup>            |         | 1.50       | 1.63       | 1.70     |
| Standardised mean age of mother <sup>5</sup>       |         | 30.4 years | 29.8       | 30.6     |

**Sources:** Conception Statistics, England and Wales, 2017, ONS. Birth Summary Tables, England and Wales 2018. ONS.

**Notes:**

- 1: Conceptions data combine information from registrations of births and notifications of legal abortions occurring to usual resident women. Rates are expressed per 1,000 women of a given age; for the total figure this refers to women aged 15-44.
- 2: Birth statistics represent births which occurred in the calendar year, but include a very small number of late registrations from the previous year. The Crude Birth Rate is the number of live births per 1,000 population of all ages.
- 3: The General Fertility Rate (GFR) is the number of live births per 1,000 females aged 15 to 44.
- 4: The Total Fertility Rate (TFR) is the average number of live children that a group of women would bear if they experienced the age-specific fertility rates of the calendar year in question throughout their childbearing lifespan.
- 5: The mean (average) age of mother has been standardised to eliminate the impact of changes in the distribution of the population by age. The figure is therefore calculated using fertility rates per 1,000 female population by single year of age. Rates are calculated using the ONS' mid-year estimates of population in the given year.

### Local variations

- Conception totals and rates are not currently published for geographies lower than local authority level.
- However, calendar year statistics on live births are published by ONS for local areas, including by ward and SOA, and from the associated small area mid-year population estimates it is possible to derive annual crude birth rates and general fertility rates (GFRs) for small areas.
- There is some variation in crude birth rates by ward within Swansea, with rates (2018) ranging from under 4.0 in Uplands, Pennard and Bishopston to 15.2 (Penderry) and 18.3 (Townhill).
- General fertility rates (GFRs) follow a broadly similar spatial pattern around the Swansea average; being highest in Townhill ward (81.1 live births per 1,000 women aged 15-44), Lower Loughor (70.8) and Mayals (70.7), and lowest in Uplands (11.7) and Killay North (20.3).

### Change over time

- Between 2012 and 2017, there has been a small overall decline in the number of conceptions in Swansea, by 115 (-3.5%), and associated rates – a fall of 2.1 points during this time.
- The number of live births in Swansea has fallen by a similar degree between 2013 and 2018, by 122 (-4.9%), with a corresponding fall in the crude birth rate from 10.4 (in 2013) to 9.6 (2018).
- The Total Fertility Rate (TFR) in Swansea has also fallen over this five-year period, by 0.12 (or 7.4%); slightly below equivalent falls in Wales (-0.17) and England & Wales (0.15).

- The standardised mean age of mother in Swansea has slowly increased over the last five years, from 29.6 years in 2013 to 30.4 in 2018; slightly higher than increases in Wales (+0.6 years) and England & Wales (+0.5 years).

### **Future trends**

- Projecting forward local trends from the recent past on a linear basis would provide an overly simplistic view. A wide range of social, economic and political factors may have considerable (cumulative) impacts on future trends in fertility and births, both nationally and locally.
- High level assumptions on future fertility rates (up to 25 years) are included within the methodology for ONS' national population projections (and ultimately reflected in local authority population projections), using recent trends in births and fertility. In the 2018-based projection, the long-term principal assumption for completed family size (or Total Fertility Rate / TFR) for the UK is 1.78 children per woman by mid-2043, lower than the previous 2016-based estimate (1.84 children). For Wales, the current (2018-based) principal assumption is lower, at 1.71 children. In the latest local authority projections (2014-based), the projected TFR for Swansea increases over the 25-year period from 1.61 to 1.72; this will be reviewed for the 2018-based local projections.

### **Conclusion**

- Recent conception rates, live birth rates and fertility rates in Swansea are below those for Wales and England & Wales, ultimately reflected in lower numbers of average children born to women in Swansea.
- Over the last five years, numbers of conceptions and births have fallen slightly, both in Swansea and nationally.
- In Swansea, fertility rates are above national averages for women aged under 20 and those over 35, but lower than average in the 20-34 age groups.
- There are considerable variations in birth and fertility rates within Swansea, with lower rates in areas with an older age profile or higher proportions of students, and higher rates tending to be in the less affluent urban wards or near areas of recent housing expansion.
- At a local level, it may be possible to estimate future area differences within Swansea by looking at planned new housing developments identified in the Local Development Plan monitoring process (new-build housing units, commitments and allocations).

## 6. Race

'Refers to the protected characteristic of race. It refers to a group of people defined by their race, colour, and nationality (including citizenship) ethnic or national origins.' (EHRC)

### Data sources

- The main source of detailed local data on population characteristics related to race, including ethnicity and national identity, is the Census. Other Census data variables can also be used to assist analysis in this context, for example country of birth, religion, language (other than English or Welsh) and passports held. Census data is available for local geographies, including ward.
- Prior to the 2011 Census, ONS published annual estimates of ethnicity at local authority level; however concerns about the methodology and data led to the releases being suspended.
- Local authority level estimates of population by country of birth and nationality are published bi-annually by ONS using data from the APS; however due to the sample base, estimates for specific country and nationality groups can be relatively small in local areas, with wide confidence intervals. Summary APS data on ethnic group (white/non-white, aged 16+ only) is also available.
- However, in 2017 ONS published research on a method for producing local authority level population estimates by country of birth, nationality and ethnic group (for mid-2016), using data from the Annual Population Survey (APS), the Census and mid-year population estimates. The accompanying data was published as research outputs rather than as official estimates.
- Other data sources which can show a picture and trends in population by ethnic group include the annual Schools Census in Wales, which records the ethnicity of pupils aged 5 and over.

### Key statistics

- In the 2011 Census, the largest ethnic group in Swansea is White, with 94.0% of residents (224,700 people) in this ethnic group and the remaining 6.0% of residents from a non-white ethnic group. The largest non-white ethnic groups in Swansea in 2011 were Chinese (2,052 people, 0.9%) and Bangladeshi (1,944, 0.8%), followed by Other Asian, African and Arab.

**Table 6:** Population by ethnic group, 2011 Census

| Ethnic group, 2011           | Swansea        | % of total | Wales %    | Eng & Wal % |
|------------------------------|----------------|------------|------------|-------------|
| White - British              | 218,655        | 91.5       | 93.2       | 80.5        |
| White - Other                | 6,042          | 2.5        | 2.4        | 5.5         |
| Mixed/multiple ethnic group  | 2,160          | 0.9        | 1.0        | 2.2         |
| Asian/Asian British: Indian  | 1,477          | 0.6        | 0.6        | 2.5         |
| Pakistani                    | 591            | 0.2        | 0.4        | 2.0         |
| Bangladeshi                  | 1,944          | 0.8        | 0.3        | 0.8         |
| Chinese                      | 2,052          | 0.9        | 0.4        | 0.7         |
| Other Asian                  | 1,739          | 0.7        | 0.5        | 1.5         |
| Black/Black British: African | 1,707          | 0.7        | 0.4        | 1.8         |
| Caribbean                    | 172            | 0.1        | 0.1        | 1.1         |
| Other Black                  | 104            | 0.0        | 0.1        | 0.5         |
| Other ethnic group: Arab     | 1,694          | 0.7        | 0.3        | 0.4         |
| Any other ethnic group       | 686            | 0.3        | 0.2        | 0.6         |
| <b>Total population</b>      | <b>239,023</b> | <b>100</b> | <b>100</b> | <b>100</b>  |
| <i>Total non-White</i>       | <i>14,326</i>  | <i>6.0</i> | <i>4.4</i> | <i>14.0</i> |

**Source:** 2011 Census, Office for National Statistics. © Crown Copyright 2012.

**Note:** The ethnic group statistics classify people according to their own perceived ethnic group and cultural background.

- 2011 Census data also reveals that 77.7% of Swansea's population (approx. 185,700 people) were born in Wales, with 14.1% born in England and 1.0% born in Scotland or Northern Ireland. In 2011, around 17,200 Swansea residents (7.2% of the total) were born outside the UK, with individual country totals over a thousand being Poland (1,345), China (1,249) and India (1,105).
- Recent (2017) ONS research estimated that around 19,000 people in Swansea (approx. 8% of the total population) were from a non-white ethnic group in 2016. A further 7,000 people were in the category 'All Other White', therefore an estimated 26,000 people (around 11% of the Swansea population in 2016) were non-'White British'.
- The 2016 estimates also indicated that around 24,000 people (approximately 10% of Swansea's total population) were not born in the UK, again higher than the 2011 Census figure.
- APS estimates for the 2018 calendar year suggest that 17,100 people aged 16+ in Swansea (8.4% of the total) were from an ethnic minority group (95% confidence interval: +/-2.3 %-points).
- In January 2019, 11.2% of the total number of pupils aged 5 or over at maintained schools in Swansea identified as non-White, which is higher than the equivalent figure in both the Census and 2016 research estimates. The highest proportions within this overall figure were Any Other Ethnic Group (including Arab, at 2.8% of all pupils in 2019) and Bangladeshi (2.0%).

### Local variations

- Local breakdowns of Swansea's population by ethnic group are only readily available from the 2011 Census. The largest ethnic minority populations in 2011 were in the urban wards of Castle (3,202), Uplands (2,091) and Sketty (1,323). Castle (20.2%) and Uplands (13.3%) were highest in percentage terms. The 2011 Census data also shows higher proportions of particular ethnic groups in certain areas; for example, Bangladeshi people in Castle, Landore and Uplands wards, and Arab people in the Castle and Sketty wards.
- At a ward level, the highest proportions of people born outside the UK (2011 Census) are in the wards of Castle (3,477 people, 21.9% of residents), Uplands (2,411 / 15.4%) and Sketty (1,489 / 10.4%). The lowest proportions are in Kingsbridge (1.7%) and Penclawdd (1.9%). In the Census, there are higher numbers of people born in specific non-UK countries residing in particular wards; for example in Castle, people born in Other Middle East, China and Bangladesh; in Uplands, people born in China and Other Middle East; in Sketty, people born in Other Middle East and India (note: in Census outputs 'Other Middle East' includes 14 country categories).

### Change over time

- Between the 2001 and 2011 Census, the estimated number of people in Swansea from a non-White ethnic group increased from 4,806 (2.2% of the population) to 14,326 (6.0%); an overall increase of around 9,500 (+198%). The number of people from White ethnic groups increased by 6,202 or 6.8%.
- The largest estimated increases in the population of non-white ethnic groups between 2001 and 2011 were African (+1,515 people or 789%), Chinese (+1,427 / 228%), Other Asian (+1,405 / 421%), Indian (+933 / 172%) and Bangladeshi (+929 / 92%). However, these large reported increases should be viewed in the context of a potential undercount in the 2001 Census figures, which would have proportionately greater effects on hard-to-count groups.
- There was also an increase in the 'Other-White' population of 1,387 or 40%, partly reflecting immigration from Eastern European states since 2001.



- Between the 2001 and 2011 Censuses, the number of people usually resident in Swansea who were born outside the UK increased by 9,274 or 116.5%.
- However, there are limitations to the direct comparisons possible between the 2001 and 2011 Census ethnicity statistics, due to changes made to the questionnaire and new or re-positioned ethnic group categories, e.g. Chinese, Arab and Gypsy or Irish Traveller.
- More recently, APS estimates suggest that the number of people aged 16+ in Swansea from non-white ethnic groups increased from 8,600 in 2011 (4.4% of all 16+) to 17,100 (8.4%) in 2018.
- Schools Census data reveals that between 2014 and 2019, the number of Swansea pupils from non-white ethnic groups increased from 2,641 to 3,367 (an increase of 726 or 27.5%); the proportion rising from 8.9% to 11.2% of all pupils.

### **Potential future trends**

- There is no known source of population projections by ethnic group, country of birth or related characteristics published by UK statistical agencies. Whilst all projections have three broad components of change – births, deaths and migration – all are effectively based on past trends. Indeed, ONS stress that migration assumptions are not predictions of future trends but should be interpreted as plausible scenarios based on what has happened in the past.
- Ad hoc projections by ethnic group have previously been published by academic and research institutions. However, no recent, locally based, readily available sources have come to light.
- Projecting statistical trends forward on a linear basis would not provide robust forecasts; there are a wide range of social, economic and political factors which may come into play and any trend-based projections produced on this basis would be of questionable value.
- Recent annual school Census outputs can provide an indication of potential trends in the characteristics of both children and the future adult population (subject to limitations noted earlier, including changing family or household circumstances). This data does suggest that Swansea is likely to continue to become a more ethnically diverse population in the future.
- The next major data benchmark will be provided by the 2021 Census results, with publication of data by ONS to begin in spring-summer 2022.

### **Conclusion**

- Whilst the Census is a key data source, its infrequent publication (every ten years) cannot fully capture the dynamics of local change in population characteristics related to race and ethnicity.
- In 2011, Swansea had a higher proportion of people in non-White and non White-British ethnic groups than Wales (although lower than the England & Wales average).
- In Swansea (2011), there were between 1,500 and 2,000 residents (approximately) in each of the ethnic groups: Chinese, Bangladeshi, Other Asian, African, Arab and Indian. The number and percentage of people in Swansea in each of these groups has increased since the 2001 Census.
- More recent research (ONS estimates, 2016) and survey/administrative statistics (APS and Schools Census, 2018/2019) suggest that the number and proportion of people from non-White ethnic groups has increased further since 2011.

## 7. Religion or belief

'Religion refers to any religion, including a lack of religion. Belief refers to any religious or philosophical belief and includes a lack of belief. Generally, a belief should affect your life choices or the way you live for it to be included in the definition.' (EHRC)

### Data sources

- The only source of local data on religion is the Census. The 2011 Census question in England and Wales ("What is your religion?") asks about religious affiliation; that is how people connect or identify with a religion, irrespective of actual practice, belief or belonging. Therefore, in Census outputs and analysis religion is a measure of identity rather than these other aspects.
- The 2011 Census question and response categories were unchanged from 2001 and it remains a voluntary question, so there is a 'not stated' option in outputs. The question provided a choice of seven options which were: no religion, Christian, Buddhist, Hindu, Jewish, Muslim, Sikh. Respondents could also provide a write-in answer or leave the question blank.

### Key statistics

- In the 2011 Census, Christianity is the predominant religion in Swansea (131,451 people, representing 55.0% of the Census total population).
- In 2011, the total number of people in Swansea with a non-Christian religion (Buddhist, Hindu, Jewish, Muslim, Sikh and Other religion) was 8,530; 3.6% of all people.
- Of the listed religion categories, 5,415 people (2.3%) stated their religion as Muslim, making this the most common religion after Christianity. The only other minority religions with more than 500 people in Swansea in 2011 were Buddhist (856 people, 0.4%) and Hindu (780, 0.3%).
- In the Census outputs, 34.0% held no religious beliefs and 7.5% did not answer or state a belief.

**Table 7:** Population by religion, 2011 Census

| Religious identity, 2011 | Swansea        | % of total | Wales %    | Eng & Wal % |
|--------------------------|----------------|------------|------------|-------------|
| Christian                | 131,451        | 55.0       | 57.6       | 59.3        |
| Buddhist                 | 856            | 0.4        | 0.3        | 0.4         |
| Hindu                    | 780            | 0.3        | 0.3        | 1.5         |
| Jewish                   | 159            | 0.1        | 0.1        | 0.5         |
| Muslim                   | 5,415          | 2.3        | 1.5        | 4.8         |
| Sikh                     | 278            | 0.1        | 0.1        | 0.8         |
| Other religion           | 1,042          | 0.4        | 0.4        | 0.4         |
| No religion              | 81,219         | 34.0       | 32.1       | 25.1        |
| Religion not stated      | 17,823         | 7.5        | 7.6        | 7.2         |
| <b>Total population</b>  | <b>239,023</b> | <b>100</b> | <b>100</b> | <b>100</b>  |

**Source:** 2011 Census, Office for National Statistics. © Crown Copyright 2012.

**Note:** The statistics refer to a person's current religion, or if the person does not have a religion, 'no religion'.

No determination is made about whether a person was a practicing member of a religion.

- More detailed outputs produced from write-in responses to the Census religion question include a number of religious identities not listed in the questionnaire tick-box options. In Swansea, over 100 people identified themselves in the following additional religious categories: Pagan (263), Mixed Religion (173) and Spiritualist (141). Within the overall 'no religion' total, over 100 people identified themselves as Jedi Knight (821), Atheist (206) and Agnostic (141).

## Local variations

- 2011 Census statistics on the distribution of non-Christian religion by ward reports the greatest numbers being in Castle (2,049), Uplands (1,208), and Sketty (886). The wards of Castle (12.9%), Landore (7.8%) and Uplands (7.7%) have the highest proportions of people with a non-Christian religion.
- The Census data also shows some concentrations of religious identities within particular areas of Swansea in 2011. For example, the highest numbers of people with a Muslim religion in 2011 were in Castle ward (1,598 people), Uplands (781) and Sketty (581).
- In 2011, there were approx. 140 people in both Castle and Uplands wards with Buddhist religious identity, and approx. 110-120 people with Hindu identity in Sketty, Castle and Uplands.
- The highest proportions of people identifying as Christian in Swansea were in the wards of Kingsbridge, Mayals, Newton and Killay South, at 66-68% (above the Swansea average of 55%).

## Change over time

- Despite an overall inter-Censal population increase, the total number of people in Swansea expressing Christian religious identity fell over that ten years by around 27,000 or 17%.
- Between the 2001 and 2011 Census, the estimated number of people in Swansea with a non-Christian religion increased from 3,758 (1.7% of the population) to 8,530; an overall increase of around 4,800 people (+127%).
- The largest estimated increases in the population of minority religious groups in Swansea between 2001 and 2011, albeit sometimes from a relatively low base, were Muslim (+3,248 people or 150%); Other religion (+595 or 133%); Hindu (+498 or 177%); Buddhist (+317 or 59%) and Sikh (+125 or 82%). However, these large increases should be viewed in the context of a potential 2001 Census undercount, with greater effects on some hard-to-count populations.

## Potential future trends

- As noted previously, there is no established source of projections which disaggregate the estimated future local population by characteristics such as religion.
- Projecting statistical trends forward on a linear or trend basis would not provide credible forecasts, with a wide range of social factors potentially influencing future outcomes.
- Other published data on ethnicity and identity does suggest that Swansea is likely to continue to become a more diverse population in the near future, trends which are likely to be replicated (in general terms) for minority religions.

## Conclusion

- Whilst over half of Swansea's population identified as Christian (2011 Census), this proportion is lower than it is in Wales and England & Wales, and the number has decreased since 2001.
- The number of people in Swansea affiliated with a minority religion increased between 2001 and 2011; the largest groups being Muslim, Buddhist and Hindu respectively.
- The number of people stating they had no religion also increased significantly between Censuses.
- The next local data on population by religion will be provided by the 2021 Census results in 2022. ONS are currently testing questions and response categories for the next Census.

## 8. Sex

*A man or a woman. (EHRC)*

### Data sources

- Population data by sex is produced annually by ONS as part of the official mid-year estimates outputs and is available from national to small area level.
- The latest mid-year estimates of population for 2018, including by sex, were published in June 2019. Recent population estimates are calculated by taking the 2011 Census as a benchmark and applying annual birth and death registrations data, together with estimated migration flows.
- Small area (e.g. ward) population estimates by sex for 2018 were published in October 2019.
- The relative numbers of males and females in the population is also expressed as a male:female ratio – usually defined as the number of females in the population for every 100 males. This can be further broken down by age.
- Official trend-based local authority level population projections, including by sex, are produced by Welsh Government. The latest (2014-based) projections were published in 2016.
- Annual statistics on live births show differences in the numbers of boys and girls born, and changes over time. Data is currently more readily available at a national and regional level.
- Differences in life expectancy (at birth and at age 65) are also routinely published separately for males and females by ONS for rolling three-year periods; the latest being 2016-18.

### Key statistics

- The total population estimate (mid-2018) for Swansea is 246,500 (rounded); with the number of males (123,100) and females (123,400) broadly in balance.
- As proportions, 49.9% of Swansea's population in 2018 were male (Wales 49.3%, UK 49.4%) and 50.1% female (Wales 50.7%, UK 50.6%). The split is more even in Swansea than nationally.
- Table 8 below summarises the 2018 estimates by sex in Swansea, Wales and the UK. Further breakdowns, including population by sex by age, are available in worksheet 8a of the data file.

**Table 8:** Population estimates by sex and male:female ratios (mid-2018)

| Sex:                 | Swansea        | % of total  | Wales %     | UK %        |
|----------------------|----------------|-------------|-------------|-------------|
| Male                 | 123,100        | 49.9%       | 49.3%       | 49.4%       |
| Female               | 123,400        | 50.1%       | 50.7%       | 50.6%       |
| <i>Total</i>         | <i>246,500</i> | <i>100%</i> | <i>100%</i> | <i>100%</i> |
| Male:Female Ratio    | 100 : 100.3    |             | 100 : 102.8 | 100 : 102.6 |
| M:F Ratio, age 0-15  | 100 : 92.4     |             | 100 : 95.2  | 100 : 95.1  |
| M:F Ratio, age 16-64 | 100 : 95.7     |             | 100 : 100.7 | 100 : 100.5 |
| M:F Ratio, age 65+   | 100 : 125.5    |             | 100 : 117.1 | 100 : 119.3 |
| M:F Ratio, age 85+   | 100 : 179.2    |             | 100 : 174.7 | 100 : 174.8 |

**Source:** Mid-Year Estimates 2018 (rounded), Population Estimates Unit, ONS. © Crown Copyright 2019.

- The overall male:female ratio for Swansea in 2018 was 100 : 100.3. The Wales and UK ratios are higher at approximately 100 : 103. Therefore, Swansea has a lower proportion of females in its total population than the national averages.
- The table above also shows the differences in male:female ratio at each life stage. Amongst children (aged 0-15), there are more boys than girls in Swansea and nationally, mostly reflecting higher numbers of male babies each year. There are also more males than females in Swansea's

working age population (16-64), whilst Wales and UK figures are more balanced. However, for the population aged 65+, this pattern reverses with significantly higher numbers of females than males, and this is more pronounced in Swansea than Wales and the UK. The difference is more definite for the very elderly (85+), with the longer life expectancy of women the main factor.

- Of the 2,366 births in Swansea in 2018, 1,203 were male and 1,163 female. This is in line with general trends (local and national) in recent years.
- Life expectancy is higher for females than males. In 2016-18, life expectancy at birth in Swansea stands at 77.3 years for males (Wales 78.3; UK 79.3) and 82.2 for females (Wales 82.3; UK 82.9).

### **Local variations**

- The 2018 population estimates suggest that within Swansea there are more resident males than females (i.e. above 50% of the total) in only 6 of the 36 electoral wards. A significantly higher proportion of males are in the wards of Uplands (57.6%) and Castle (56.2%).
- Conversely, the highest proportions of females are in Newton (53.5%) and Townhill (53.2%).
- These differences are also reflected in the variation between male:female ratio figures by ward in Swansea, which range from 73.5 females per 100 males in Castle to 115.0 per 100 in Newton.

### **Change over time**

- Change in the relative proportions of males and females within the total population happens quite gradually. However, in the ten years to 2018, within an overall population increase in Swansea of approximately 12,300, the number of males increased by approx. 8,300 and females by 4,000; the result being a closing of the gap between females than males. Ten years ago (2008) there were around 4,700 more females than males in Swansea and in 1998 the gap was 6,700.
- Similarly, the male:female ratio in Swansea (100 : 100.3 in 2018) was previously higher, being 104.1 females per 100 males in 2008 and 106.1 per 100 males in 1998.
- Despite recent small reverses, life expectancy in both males and females has improved overall in the last ten years. However, in that time life expectancy has improved more for females in Swansea (+1.2 years) than for males (+0.5 years). As a result, the life expectancy gap between males and females in Swansea has widened in the last ten years from 4.2 years to 4.9 years; whilst nationally the gap has narrowed (to 4.0 years in Wales and 3.6 in the UK).

### **Potential future trends**

- The latest population projections continue the overall trend in male:female population seen in recent mid-year estimates; which is to be expected in view of the projections being trend-based (mostly using the five years of births, deaths and migration data, from 2009-14). The sex ratio assumption for births was also set to 1,050 boys per 1,000 girls for all areas in Wales.
- As a result, the rate of projected population increase for Swansea differs by sex, with projected growth in males indicating an estimated increase of 7,270 (+5.9%) between 2019 and 2029, but lower projected growth in the number of females (+2,300 or 1.9%).

### **Conclusion**

- In Swansea, male and female populations are currently in balance, with faster growth in the overall number of males than females in recent years.
- Male:female ratios in Swansea change at different life stages, with more males than females in Swansea at ages 0-15 and 16-64, and the reverse at 65+ and (even more pronounced) at 85+.

## 9. Sexual orientation

Whether a person's sexual attraction is towards their own sex, the opposite sex or to both sexes. (EHRC)

### Data sources

- Data on sexual orientation or identity is not regularly produced locally. Survey-based estimates are published annually at a national and regional level in the UK, including for Wales, but the data is not available for local authority areas as the sample size is too small to be representative.
- Regional sexual identity estimates are based on social survey data from the Annual Population Survey (APS) undertaken by the Office for National Statistics. The questions collect information on self-perceived sexual identity from the household population aged 16 and over in the UK.
- Sexual identity is one part of the umbrella concept of sexual orientation. Sexual identity does not necessarily reflect sexual attraction or behaviour, which are separate concepts currently not measured by official surveys.
- In 2017, the percentage of people identifying as lesbian, gay or bisexual (LGB) was similar for England (2.1%), Scotland (1.9%) and Wales (2.0%). Northern Ireland had the lowest percentage of all UK countries with 1.2% of the household population identifying as LGB.
- Experimental estimates for some local authority areas, using APS data for the pooled years 2013 to 2015, were published as ad hoc research by ONS in April 2017. Whilst estimates (number and percentage) are available for Swansea, the 95% confidence intervals attached to the estimates are very wide.
- Welsh Government currently publishes three-year pooled estimates (again from the APS) for Wales and three sub-regions, including Mid and South West Wales (including Swansea), with the latest data available for the years 2015-17. The available data is shown below:

**Table 9:** Sexual identity by region in Wales, 2015-17

| Area         | Heterosexual             | Gay/Lesbian          | Bisexual             | Other                | No response          |
|--------------|--------------------------|----------------------|----------------------|----------------------|----------------------|
| <b>Wales</b> | <b>2,391,100 (95.0%)</b> | <b>29,500 (1.2%)</b> | <b>15,300 (0.6%)</b> | <b>13,300 (0.5%)</b> | <b>68,200 (2.7%)</b> |
| M&SWW        | 711,000 (96.3%)          | 6,100 (0.8%)         | *                    | 3,400 (0.5%)         | 13,500 (1.8%)        |

Source: Welsh Government 2019 (using Annual Population Survey data, Office for National Statistics).

Note: M&SWW = Mid & South West Wales, including City & County of Swansea. \* data not available due to limited sample size.

- Up to now, a question on sexual identity has not been considered suitable for inclusion in the Census. Previously it has been felt that there might be a detrimental effect on response rates due to the sensitive nature of the subject of sexual orientation, and possible respondent concerns about confidentiality and disclosure in the context of a compulsory Census.
- The 2021 Census topic consultation in 2015 identified a need amongst a number of data users for information about sexual identity for policy development, service provision and planning, equality monitoring, resource allocation and to reflect change in society.
- In the Census White Paper, published in December 2018, ONS recommended the inclusion of a sexual identity question in the 2021 Census with the following response categories: Heterosexual or straight; Gay or lesbian; Bisexual; Other sexual orientation (write in); Prefer not to say.
- The first outputs from the 2021 Census are due to be published by ONS in 2022.

# Agenda Item 9.



## Cabinet Member for Education Improvement, Learning & Skills

Council – 26 March 2020

### Admission Arrangements 2021-2022

|                                    |  |
|------------------------------------|--|
| <b>Purpose:</b>                    | To determine the admission arrangements for maintained schools for the academic year 2021-2022   |
| <b>Policy Framework:</b>           | The Admission Arrangements to Schools Policy.  |
| <b>Consultation:</b>               | Education; Legal; Finance; all headteachers and governing bodies including voluntary aided schools; neighbouring admission authorities; the Admissions Forum.  |
| <b>Recommendation(s):</b>          | It is recommended that:<br><ol style="list-style-type: none"><li>1. The proposed admission arrangements for 2021-2022 for Nursery as set out in Appendix A are approved.</li><li>2. The proposed admission arrangements for 2021-2022 for Reception as set out in Appendix B are approved.</li><li>3. The proposed admission arrangements for 2021-2022 for Year 7 as set out in Appendix C are approved.</li><li>4. The proposed admission arrangements for 2021-2022 for in-year transfers as set out in Appendix D are approved.</li><li>5. The proposed admission arrangements/criteria for entry for 2021-2022 for sixth forms set in Appendix E are approved.</li><li>6. The Schedule of Events at Appendix F is approved.</li><li>7. The admission numbers for primary and secondary schools are noted, as set out in Appendix G.</li></ol> |
| <b>Report Author:</b>              | Melissa Taylor   |
| <b>Finance Officer:</b>            | Chris Davies   |
| <b>Legal Officer:</b>              | Stephanie Williams   |
| <b>Access to Services Officer:</b> | Rhian Millar   |

#### 1. Introduction

- 1.1 By virtue of Section 89 of the School Standards and Framework Act (1998) the local authority is responsible for determining the admission arrangements for County maintained schools. In accordance with the Education (Determinations of

Admission Arrangements) (Wales) Regulations 2006 the Council has a duty to review the Admissions to Schools Policy and to consult governing bodies of voluntary aided schools on their admission arrangements.

- 1.2 The Welsh Government in July 2013 issued the School Admissions Code and the School Admission Appeals Code in December 2013. The School Admissions Code applies to arrangements made for the 2021-2022 academic year and covers admissions to primary and secondary schools.
- 1.3 Copies of the proposed admission arrangements for nursery classes are attached at Appendix A.
- 1.4 Copies of the proposed admission arrangements for primary schools are attached at Appendix B.
- 1.5 Copies of the proposed admission arrangements for secondary schools are attached at Appendix C
- 1.6 Copies of the proposed admission arrangements for in year transfers are attached at Appendix D.
- 1.7 Copies of the proposed admission arrangements and criteria for entry for sixth forms are attached at Appendix E.
- 1.8 The proposed 'Schedule of Events' for the admission process is shown at Appendix F.
- 1.9 The admission numbers (ANs) for primary and secondary schools are shown at Appendix G.

## **2. Admission limits**

The local authority administers all admissions for community schools (schools funded and maintained entirely by LAs). Requests for admission to Voluntary Aided schools - Church schools (e.g. Roman Catholic, Church in Wales schools) are administered and determined by the admission criteria set by the Governing Body of that school. Voluntary Aided schools are responsible for determining their own admission arrangements.

### **2.1 Primary**

The capacity of each primary school, including its nursery classes, has been calculated using the Welsh Government formula and from this an Admission Number (AN) has been set. The admission numbers for primary schools are shown in Appendix G. All schools must admit up to their AN in the year of entry (i.e. Reception) in primary schools. In the year of entry, and in all other year groups, a child will be refused a place by the local authority (LA) once the AN is reached.

- 2.2 The School Standards and Framework Act 1998, The School Admissions (Infant Class Sizes) (Wales) Regulations 2013, restricts infant class sizes to a maximum



of 30 (i.e. Reception, Year 1 and Year 2). Welsh Government has also introduced a recommended limit of 30 for key stage 2 class sizes.

### 2.3 Secondary

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

### 2.4 Primary and secondary

Even if parents living within the catchment area of a school apply for a place before the published deadline (for Year 7 and Reception admissions), there is no guarantee of a catchment place if the AN has been reached.

### 2.5 In-year transfers

Availability of places is determined by reference to the school's admission number. A child will be refused a place once the admission number has been reached. ANs shown at Appendix G are the limits for each year group. Schools should not exceed their AN in the year of entry (i.e. Reception for primary admissions and Year 7 for secondary admissions), or in any other year group. Also, the School Standards and Framework Act 1998, The School Admissions (Infant Class Sizes) (Wales) Regulations 2013, restricts infant class sizes to a maximum of 30 (i.e. Reception, Year 1 and Year 2), and Welsh Government introduced a recommended limit of 30 for key stage 2 class sizes.

### 2.6 Sixth forms

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

## 3. **Admissions criteria**

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

3.2 Pupils with a Statement of Special Educational Needs will be included and accounted for when places are allocated and schools are informed of this (with the exception of pupils allocated a place at within a Special Teaching Facility).

### 3.3 Oversubscription

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

- 3.4 Changes to Welsh Medium catchment areas come into effect in September 2021 and will be applied to applications received for September 2021 admissions. The Welsh Medium changes were reported to Cabinet on 21<sup>st</sup> March 2019 as part of the School Organisation proposals linked to the Welsh Education Strategic Plan.

## 4. **Results of the Consultation**

- 4.1 Response 1 - Response 1 was from the Chair of Governors at Gorseinon Primary School who commented:

No concerns raised by Gorseinon Primary School Governing Body and the Proposals are acceptable.

- 4.2 Response 2 - Response 2 was from the Clerk to Governors of Glynollen Primary School who commented:

Our Governing Body have considered the Admission Arrangements 2021-2022 and I confirm on their behalf that the proposals are acceptable.

## 5. **Admission Forum**

- 5.1 The admission forum has a role in ensuring a fair admissions system that does not disadvantage one child compared with another and is straightforward and easy for parents to understand. Admission forums are responsible for monitoring compliance with the School Admissions Code. Membership of the forum includes:-  
Local Authority representatives (Members and officers)  
Headteacher representatives for secondary schools (English and Welsh Medium)  
Headteacher representatives for primary schools (English and Welsh Medium)  
Governor representatives  
Diocesan representative  
Voluntary Aided schools representatives (primary and secondary)

- 5.2 The Admission Arrangements were considered by members of the Forum on 13<sup>th</sup> November 2019, and comments received as part of the consultation process were discussed by the Forum on 5<sup>th</sup> February 2020. Following due consideration the Forum agreed that their recommendation would be that the Admission Arrangements 2021-2022 be approved in their current format.

## 6. **Equality and 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.
- 6.2 Our Equality Impact Assessment (EIA) process ensures that we have paid due regard to the above.
- 6.3 An EIA screening has been undertaken and it has been determined that the initiative is not relevant for a full EIA report.
- 6.4 Once set, the admission arrangements apply to all and take account of all protected characteristics to ensure that all applications for a school place are treated equally.
- 6.5 A full consultation process was completed as is required by Section 89 of the School Standards and Framework Act 1998 and Regulation 4 of the Education (Determination of Admission Arrangements) (Wales) Regulations 2006. The findings of the consultation are reported in this report.

## **7. Financial implications**

- 7.1 Whilst there are no immediate financial implications arising from this report, acceptance of this policy could result in additional expenditure at a future time. Acceptance of the policy does not mean that additional resources will be made available and it should be assumed that future spending needs will need to be contained within existing budget provision and have full and due regard to the budget principles set out in 'Sustainable Swansea – Fit for the Future' and the likely levels of future budgets having due regard to the budget and medium term financial plan.

## **8. Legal implications**

- 8.1 Section 89 of the School Standards and Framework Act 1998 and Regulation 4 of the Education (Determination of Admission Arrangements) (Wales) Regulations 2006 require Admission Authorities to consult and determine school admission arrangements annually. The Regulations set requirements for consultation and determinations of admission arrangements. The Welsh Government has issued guidance circular 'Measuring the Capacity of Schools in Wales', which sets out methodology for local authorities to follow when determining their admission arrangements. There is also a requirement to consider the guidelines contained in the Welsh Government School Admissions Code.
- 8.2 The Additional Learning Needs and Education Tribunal (Wales) Bill was passed by the National Assembly for Wales on 12 December 2017 and became an Act on 24 January 2018 after receiving Royal Assent. The Act replaces the terms 'special educational needs' (SEN) and 'learning difficulties and/or disabilities' (LDD) with the new term ALN. Once the Act is fully implemented the terms relating to special educational needs in the admissions arrangements will need to be updated.

**Background Papers:**

Education (Determination of Admission Arrangements) (Wales) Regulations 2006  
Welsh Government (WG) guidance 'Measuring the Capacity of Schools in Wales'.  
School Admissions Code, School Admission Appeals Code WG July 2013 and December 2013.

EIA Screening Form

EIA Report

**Appendices:**

Appendix A - Admission Arrangements 2021-2022 Nursery

Appendix B - Admission Arrangements 2021-2022 Reception

Appendix C - Admission Arrangements 2021-2022 Year 7

Appendix D - Admission Arrangements for 2021-2022 In Year Transfers

Appendix E - Admission Arrangements/Criteria for Entry 2021-2022 Sixth Forms

Appendix F - Schedule of Events (Reception and Year 7)

Appendix G - Admission Numbers for Primary and Secondary Schools

## **ADMISSION ARRANGEMENTS 2021-2022 (Nursery classes based at local authority schools)**

The local authority, the LA, is the admitting authority for all community schools (schools funded and maintained entirely by LAs) in the area.

The LA has agreed that schools will undertake the administration of nursery applications on behalf of the LA.

### **Admission to nursery classes**

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

Parents/carers can either apply on-line for a place at the catchment school or express a preference for a placement at an alternative school. Support can be provided for parents who need assistance if necessary. Requests for places will be granted unless to do so would prejudice the provision of efficient education or the efficient use of resources.

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

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

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

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

1. Children who are in the care of a local authority i.e. looked after children (LAC), or previously looked after\*.
2. Children who live within the school's defined catchment area. There is no guarantee of a catchment place. If there are more applications than places, the places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority\*\*.
3. Children who have a brother or sister of statutory school age attending the school at the date of their admission\*\*\*. If there are more applications than places, the places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority\*\*.
4. Other children for whom a place has been requested for whom criteria 1 to 3 above do not apply. If there are more applications than places, the places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority\*\*.

\* Looked After Child (LAC) / Previously Looked After Children – a looked after child refers to a child who is looked after by a local authority in England or Wales, (as defined by Section 22 of the Children Act 1989 and Section 74 of the Social Services and Wellbeing [Wales] Act 2014) at the time the application to a school is made and who the Local Authority has confirmed will still be looked after at the time of admission to the school. Previously looked after children: looked after children who cease to be so because they were adopted or became subject to a

residence order, or special guardianship order immediately following having been looked after (as defined by the Welsh Government School Admissions Code document no. 005/2013). Evidence will need to be provided for all LAC criteria applications.

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

\*\*\* A brother or sister will be defined as a natural or legally adopted child of either parent living at the same address. In any circumstances in which there is one place available and the next eligible children are twins/triplets then the LA will admit both/all children. Statutory school age is defined as pupils who are between age 5 and 16 (i.e. pupils in any year group between and including Reception to Year 11).

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

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

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

Please note that the information contained in this publication is correct at the time of going to print, but subject to change based on new guidance / legislation being issued which was not available when published.

### **Voluntary Aided Schools (church schools - Roman Catholic, Church in Wales)**

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

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

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

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

The main residential address should be used when applying. Addresses which have restrictions on occupancy such as chalets on holiday parks with seasonal restrictions on occupancy cannot be used as a permanent address.

Children attending the nursery class of a school will not have an automatic right of admission to full time education at the same school. Parents/carers will need to

apply for a place along with other applicants at the appropriate time. There is no guarantee of a catchment place.

Attending the nursery at any school does not guarantee a place in the reception class.

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

Parents/Carers who reside outside of the City and County of Swansea Local Authority should also make an application with their own Local Authority (the Local Authority to whom they pay Council Tax) as, in the event the school(s) applied for in Swansea are oversubscribed the LA will be under no duty to offer a place at an alternative Swansea school.

### **Withdrawal of a place**

A place can be withdrawn by the LA if information is received that suggests the application no longer meets the oversubscription criteria it was originally assessed on. Any place approved on the basis of residence will be withdrawn if the pupil is no longer permanently resident at the address at the beginning of the school term to which the application relates.

### **Waiting Lists**

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

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

## ADMISSION ARRANGEMENTS 2021-2022 (Reception)

The local authority, the LA, is the admitting authority for all community schools (schools funded and maintained entirely by LAs) in the area.

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

Parents/carers can either apply on-line for a place at the catchment school or express a preference for a placement at an alternative school. Support can be provided for parents who need assistance if necessary. Requests for a place will be granted unless to do so would:

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

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

### (a) Admission Limits – Community Schools

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

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

### (b) Oversubscription Criteria – Community Schools

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

1. Children who are in the care of a local authority i.e. looked after children (LAC), or are previously looked after\*.
2. Children who live within the school's defined catchment area. There is no guarantee of a catchment place. If there are more applications than places, the places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority\*\*.
3. Children who have a brother or sister of statutory school age attending the school at the date of their admission.\*\*\* If there are more applications than places, the places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority\*\*.
4. Other children for whom a place has been requested for whom criteria 1 to 3 above do not apply. If there are more applications than places, the places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority\*\*



\* Looked After Child (LAC) / Previously Looked After Children – a looked after child refers to a child who is looked after by a local authority in England or Wales, (as defined by Section 22 of the Children Act 1989 and Section 74 of the Social Services and Wellbeing [Wales] Act 2014) at the time the application to a school is made and who the Local Authority has confirmed will still be looked after at the time of admission to the school. Previously looked after children: looked after children who cease to be so because they were adopted or became subject to a residence order, or special guardianship order immediately following having been looked after (as defined by the Welsh Government School Admissions Code document no. 005/2013). Evidence will need to be provided for all LAC criteria applications.

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

\*\*\*A brother or sister will be defined as a natural or legally adopted child of either parent living at the same address. In any circumstances in which there is one place available and the next eligible children are twins/triplets then the LA will admit both/all children. Statutory school age is defined as pupils who are between age 5 and 16 (i.e. pupils in any year group between and including Reception to Year 11).

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

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

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

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

Please note that the information contained in this publication is correct at the time of going to print, but subject to change based on new guidance / legislation being issued which was not available when published.

### **Voluntary Aided Schools (church schools - Roman Catholic, Church in Wales)**

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

### (c) Admission Procedures – Community Schools

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

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

The main residential address should be used when applying. Addresses which have restrictions on occupancy such as chalets on holiday parks with seasonal restrictions on occupancy cannot be used as a permanent address.

Children attending the nursery class of a school will not have an automatic right of admission to full time education at the same school. Parents/carers will need to apply for a place along with other applicants. There is no guarantee of a catchment place.

Attending the nursery at any school does not guarantee a place in the reception class.

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

Requests for admission to reception submitted on or before the administrative closing date, **27 November 2020** will be processed collectively and places allocated according to the above oversubscription criteria. In this respect, no advantage shall be gained from the early submission of an admission request. Requests submitted after the closing date will be treated as late applications.

For requests to change a school preference after the published closing date for applications or after an offer of a place has been made on the statutory offer day, a new application will need to be submitted. A new application made will be a late application and will supersede any earlier applications received and any offers that were previously made would no longer be available.

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

The LA will be under no duty to comply with preference expressed otherwise than in accordance with its arrangements. Parents/carers who have applied by the **27 November 2020** will be advised whether they have been allocated a place by the **16 April 2021**.

Parents/Carers who reside outside of the City and County of Swansea Local Authority should also make an application with their own Local Authority (the Local Authority to whom they pay Council Tax) as, in the event the school(s) applied for in Swansea are oversubscribed the LA will be under no duty to offer a place at an alternative Swansea school.

### **Late Applications**

Requests submitted after the published closing date will not be considered until after all on time applications received have been allocated and offered their places on the statutory offer day. Late applications will be processed in date order of receipt. Appeals for late applications will be held after the appeals for on time applications have been held.

### **Right of Appeal**

Parents/carers will be informed, in writing, as to whether their application has been successful. Where their application has been refused parents/carers will be informed in writing that they have right of appeal to an independent appeal panel. If they exercise that right, the appeal must be forwarded to the School and Governor Team at the Civic Centre by **14 May 2021** (for applications that were received on time). The appeal will be considered by an independent appeal panel of 3 or 5 people comprising lay members, and persons with experience in education.

**Please note:** Because of the statutory class size maximum of 30, there are very restricted circumstances in which an appeal for a place in an infant class (Reception, Year 1 and Year 2) can be successful. The restricted circumstances are outlined in Annex C – point C.4 of the Welsh Governments School Admission Appeals Code – document no: 007/2013.

### **Withdrawal of a place**

A place can be withdrawn by the LA if information is received that suggests the application no longer meets the oversubscription criteria it was originally assessed on. Any place approved on the basis of residence will be withdrawn if the pupil is no longer permanently resident at the address at the beginning of the school term to which the application relates.

### **Waiting Lists**

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

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

## ADMISSION ARRANGEMENTS 2021-2022 (Year 7)

The local authority, the LA, is the admitting authority for all community schools (schools funded and maintained entirely by LAs) in the area.

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

Parents/carers can either apply on-line for a place at the catchment school or express a preference for a placement at an alternative school. Support can be provided for parents who need assistance if necessary. Requests for a place will be granted unless to do so would:

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

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

### (a) Admission Limits – Community Schools

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

The admission number applies to all year groups.

### (b) Oversubscription Criteria – Community Schools

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

1. Children who are in the care of a local authority i.e. looked after children (LAC) or previously looked after\*.
2. Children who live within the school's defined catchment area. There is no guarantee of a catchment place. If there are more applications than places, places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority\*\*.
3. Children who have a brother or sister of statutory school age attending the school at the date of their admission\*\*\*. If there are more applications than places, places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority\*\*.
4. Children attending a designated partner primary school but who live outside the catchment area of that school. Attending a partner primary school does not guarantee a place in the associated secondary school. If there are more applications than places, places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority\*\*.

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

\* Looked After Child (LAC) / Previously Looked After Children – a looked after child refers to a child who is looked after by a local authority in England or Wales, (as defined by Section 22 of the Children Act 1989 and Section 74 of the Social Services and Wellbeing [Wales] Act 2014) at the time the application to a school is made and who the Local Authority has confirmed will still be looked after at the time of admission to the school. Previously looked after children: looked after children who cease to be so because they were adopted or became subject to a residence order, or special guardianship order immediately following having been looked after (as defined by the Welsh Government School Admissions Code document no. 005/2013). Evidence will need to be provided for all LAC criteria applications.

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

\*\*\*A brother or a sister will be defined as a natural or legally adopted child of either parent living at the same address. In any circumstances in which there is one place available and the next eligible children for that place are twins/triplets, the LA will admit both/all children. Statutory school age is defined as pupils who are between age 5 and 16 (i.e. pupils in any year group between and including Reception to Year 11).

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

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

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

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

Please note that the information contained in this publication is correct at the time of going to print, but subject to change based on new guidance / legislation being issued which was not available when published.

### **Voluntary Aided Schools (church schools - Roman Catholic, Church in Wales)**

Requests for admission to voluntary aided schools will be determined by reference to admission criteria set by the governing body. (The governing bodies of

Voluntary Aided Schools are responsible for determining their own admission arrangements).

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

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

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

The main residential address should be used when applying. Addresses which have restrictions on occupancy such as chalets on holiday parks with seasonal restrictions on occupancy cannot be used as a permanent address.

Attending a partner primary school does not guarantee a place in the associated secondary school.

Applications for admission to the relevant age group (i.e. the age group at which children are normally admitted to the school) submitted on or before the administrative closing date, **27 November 2020** will be processed collectively. In this respect, no advantage shall be gained from the early submission of an admission request. Requests submitted after the closing date will be treated as late applications.

For requests to change a school preference after the published closing date for applications or after an offer of a place has been made on the statutory offer day, a new application will need to be submitted. A new application made will be a late application and will supersede any earlier applications received and any offers that were previously made would no longer be available.

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

The LA will be under no duty to comply with preference expressed otherwise than in accordance with its arrangements. Parents/carers who have applied by the **27 November 2020** will be advised whether they have been allocated a place on the **1 March 2021**.

Parents/Carers who reside outside of the City and County of Swansea Local Authority should also make an application with their own Local Authority (the Local Authority to whom they pay Council Tax) as, in the event the school(s) applied for in Swansea are oversubscribed the LA will be under no duty to offer a place at an alternative Swansea school.

**Late Applications**

Requests submitted after the published closing date will not be considered until after all on time applications received have been allocated and offered their places on the statutory offer day. Late applications will be processed in date order of

receipt Appeals for late applications will be held after the appeals for on time applications have been held.

### **Withdrawal of a place**

A place can be withdrawn by the LA if information is received that suggests the application no longer meets the oversubscription criteria it was originally assessed on. Any place approved on the basis of residence will be withdrawn if the pupil is no longer permanently resident at the address at the beginning of the school term to which the application relates.

### **Right of Appeal**

Parents/carers will be informed, in writing, as to whether their application has been successful. Where their application has been refused parents will be informed in writing that they have right of appeal to an independent appeal panel. If they exercise that right, the appeal must be forwarded to the School and Governor Team at Civic Centre by **26 March 2021** (for applications that were received on time). The appeal will be considered by an independent appeal panel of 3 or 5 people comprising lay members, and persons with experience in education.

### **Waiting Lists**

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

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

## ADMISSION ARRANGEMENTS 2021-2022 (In Year Transfer)

The local authority, the LA, is the admitting authority for all community schools (schools funded and maintained entirely by LAs) in the area.

### Admission to Community Schools<sup>†</sup> – (Primary and Secondary)

Parents/carers who require a school place will be required to submit an admission application. Parents/carers can either apply on-line for a place at the catchment school or express a preference for a placement at an alternative school. Support can be provided for parents who need assistance if necessary. Requests will be granted unless to do so would:

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

#### (a) Admission Limits – Community Schools<sup>†</sup>

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

The admission number applies to all year groups. These arrangements apply to pupils transferring in years reception to year 11.

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

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

1. Children who are in the care of a local authority i.e. looked after children (LAC), or are previously looked after\*.
2. Children who live within the school's defined catchment area. There is no guarantee of a catchment place. If there are more applications than places, the places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority\*\*.
3. Children who have a brother or sister of statutory school age attending the school at the date of their admission.\*\*\* If there are more applications than places, the places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority\*\*.
4. Children attending a designated partner primary school but who live outside the catchment area of that school. Attending a partner primary school does not guarantee a place in the associated secondary school. If there are more applications than places, places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority\*\*.
5. Other children for whom a place has been requested for whom criteria 1 to 4 above do not apply. If there are more applications than places, the places will



be allocated in distance order with those living nearest (shortest available walking route) receiving priority\*\*

\* Looked After Child (LAC) / Previously Looked After Children – a looked after child refers to a child who is looked after by a local authority in England or Wales, (as defined by Section 22 of the Children Act 1989 and Section 74 of the Social Services and Wellbeing [Wales] Act 2014) at the time the application to a school is made and who the Local Authority has confirmed will still be looked after at the time of admission to the school. Previously looked after children: looked after children who cease to be so because they were adopted or became subject to a residence order, or special guardianship order immediately following having been looked after (as defined by the Welsh Government School Admissions Code document no. 005/2013). Evidence will need to be provided for all LAC criteria applications.

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

\*\*\*A brother or sister will be defined as a natural or legally adopted child of either parent living at the same address. In any circumstances in which there is one place available and the next eligible children are twins/triplets then the LA will admit both/all children. Statutory school age is defined as pupils who are between age 5 and 16 (i.e. pupils in any year group between and including Reception to Year 11).

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

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

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

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

Please note that the information contained in this publication is correct at the time of going to print, but subject to change based on new guidance / legislation being issued which was not available when published.

### **Voluntary Aided Schools (church schools - Roman Catholic, Church in Wales)**

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

### (c) Admission Procedures – Community Schools

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

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

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

Attending the nursery at any school does not guarantee a place in the reception class.

Attending a partner primary school does not guarantee a place in the associated secondary school.

There is no guarantee of a place at a school even if you move into the catchment area for a school.

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

Parents/Carers who reside outside of the City and County of Swansea Local Authority should also make an application with their own Local Authority (the Local Authority to whom they pay Council Tax) as, in the event the school(s) applied for in Swansea are oversubscribed the LA will be under no duty to offer a place at an alternative Swansea school.

#### **Right of Appeal**

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

**Please note:** Because of the statutory class size maximum of 30, there are very restricted circumstances in which an appeal for a place in an infant class (Reception, Year 1 and Year 2) can be successful. The restricted circumstances are outlined in Annex C – point C.4 of the Welsh Governments School Admission Appeals Code – document no: 007/2013.

#### **Waiting Lists**

For all admissions, where parents/carers are refused a place for their child/children they are automatically placed on the waiting list and an opportunity to meet with an independent appeal panel is offered **(there is no right of appeal**

**for nursery).** Pupils names will remain on the waiting list for the whole academic year and will only be removed if they are successful at appeal or if a parent confirms in writing that they no longer wish their child/ren's name to remain on the waiting list. If a place becomes available it will be allocated by the LA in accordance with the oversubscription criteria.

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

## Admissions to Sixth Form - Criteria for Entry

### Application Closing Date

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

### Provisional Offer

Pupils will be offered a provisional place. This provisional place will be subject to achieving certain specified entry qualifications as published by each individual school. For further information on specific entry qualifications contact the school directly.

### GCSE/Equivalent Results

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

### Choice of Subjects

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

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

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

### Admission Limits – Sixth Forms

All school sixth forms can admit up to their admission number subject to students achieving the entry requirement specified by the school (details are available from individual schools). Parents and pupils who are refused a place at the school sixth form must be given the right of appeal.

### Admission Arrangements

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

### Waiting List

If a school sixth form is over-subscribed and the school cannot meet the demand for courses a waiting list will be maintained. Applicants who have met the entry criteria (see above) but who have been refused a place due to the limit on places available will be offered an opportunity to put their name on a waiting list. In the event that a place/s become/s available, pupil/s whose name/s are on the waiting list will be offered a place in accordance with the oversubscription criteria (see below).

## Oversubscription Criteria

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

1. Pupils who are looked after by a local authority (LAC) or are previously looked after\*.
2. Pupils who live within the school's defined catchment area. There is no guarantee of a catchment place. If there are more applications than places, the places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority.\*\*
3. Pupils who have a brother or sister of statutory school age attending the school at the date of their admission \*\*\*. If there are more applications than places, the places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority \*\*
4. Pupils who attended the school in year 11 but who live outside the catchment area of that school. If there are more applications than places, the places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority.\*\*
5. Other pupils for whom a place has been requested for whom criteria 1 to 4 above do not apply. If there are more applications than places, the places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority.\*\*

\* Looked After Child (LAC) / Previously Looked After Children – a looked after child refers to a child who is looked after by a local authority in England or Wales, (as defined by Section 22 of the Children Act 1989 and Section 74 of the Social Services and Wellbeing [Wales] Act 2014) at the time the application to a school is made and who the Local Authority has confirmed will still be looked after at the time of admission to the school. Previously looked after children: looked after children who cease to be so because they were adopted or became subject to a residence order, or special guardianship order immediately following having been looked after (as defined by the Welsh Government School Admissions Code document no. 005/2013). Evidence will need to be provided for all LAC criteria applications.

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

\*\*\*A brother or sister will be defined as a natural or legally adopted child of either parent living at the same address. In any circumstances in which there is one place available and the next eligible pupils are twins/triplets then the LA will admit both/all pupils. Statutory school age is defined as pupils who are between age 5 and 16 (i.e. pupils in any year group between and including Reception to Year 11).

**NOTE:** Pupils with Statements of Special Educational Needs may transfer to sixth forms in Swansea schools. The decision to transfer is made by the local authority in consultation with the relevant school. Please note that the information contained in this publication is correct at the time of going to print, but subject to change based on new guidance / legislation being issued which was not available when published.

**TREFNIADAU DERBYN 2021/2022**  
**(Dosbarthiadau meithrin yn ysgolion yr Awdurdod Lleol)**

Yr Awdurdod Lleol, yr ALI, yw'r awdurdod derbyn ar gyfer holl ysgolion cymunedol (ysgolion a ariennir ac a gynhelir yn llwyr gan yr ALI) yr ardal.

Cytunodd yr ALI y byddai ysgolion yn gweinyddu'r ceisiadau meithrin ar ran yr ALI.

**Derbyn i Ddosbarthiadau Meithrin**

Bydd gofyn i rieni/ofalwyr sydd am gael lle i'w plentyn mewn dosbarth meithrin gyflwyno cais am le.

Gall rhieni/gofalwyr naill ai wneud cais ar-lein am le yn ysgol y dalgylch neu fynegi dewis am le mewn ysgol arall. Gellir darparu cefnogaeth i rieni y mae angen cymorth arnynt lle y bo angen. Caniateir ceisiadau am leoedd os na fydd gwneud hynny'n peryglu darparu addysg effeithlon neu'r defnydd effeithlon o adnoddau.

**Nid oes hawl i apelio** os gwrthodir lle i blentyn mewn dosbarth meithrin.

Gall nifer y lleoedd meithrin sydd ar gael fod yn wahanol i nifer derbyn gweddill y grwpiau blwyddyn mewn ysgol (Derbyn i Flwyddyn 6)

**(a) Meini Prawf Gorymgeisio– dosbarthiadau meithrin mewn Ysgolion Cymunedol**

Os cafwyd mwy o geisiadau mewn ysgol na'r lleoedd sydd ar gael, bydd y drefn flaenoriaeth ganlynol yn berthnasol:

1. Plant y mae'r Awdurdod Lleol yn gofalu amdanynt, h.y. Plant sy'n Derbyn Gofal (PDG), neu a oedd yn arfer derbyn gofal\*.
2. Plant sy'n byw yn nalgylch penodol yr ysgol. Ni ellir gwarantu lle yn y dalgylch. Os bydd mwy o geisiadau na lleoedd, caiff y lleoedd eu dyrannu yn ôl pellter, gyda'r rhai sy'n byw agosaf i'r ysgol (y daith gerdded fyrraf) yn cael blaenoriaeth\*\*.
3. Plant y mae ganddynt frawd neu chwaer o oedran ysgol statudol sy'n mynd i'r ysgol ar adeg eu derbyn\*\*\*. Os bydd mwy o geisiadau na lleoedd, caiff y lleoedd eu dyrannu yn ôl pellter, gyda'r rhai sy'n byw agosaf i'r ysgol (y daith gerdded fyrraf) yn cael blaenoriaeth\*\*.
4. Plant eraill y gwnaed cais am le drostynt nad yw meini prawf 1 i 3 uchod yn berthnasol iddynt. Os bydd mwy o geisiadau na lleoedd, caiff y lleoedd eu dyrannu yn ôl pellter, gyda'r rhai sy'n byw agosaf i'r ysgol (y daith gerdded fyrraf) yn cael blaenoriaeth\*\*.

\* Plant sy'n Derbyn Gofal (PDG), neu a oedd yn arfer derbyn gofal - mae plentyn sy'n derbyn gofal yn cyfeirio at blentyn sy'n derbyn gofal gan yr awdurdod lleol yn Nghymru neu Loegr, (yn ôl diffiniad Adran 22 Deddf Plant 1989 ac Adran 74 Deddf Gwasanaethau Cymdeithasol a Llesiant [Cymru] 2014) ar yr adeg y cyflwynir cais i ysgol ac y mae'r awdurdod lleol wedi cadarnhau y bydd yn parhau i dderbyn gofal pan fydd yn cael mynediad i'r ysgol. Plant a oedd yn arfer derbyn gofal: plant nad ydynt yn derbyn gofal bellach gan eu bod wedi cael eu mabwysiadu, wedi bod yn destun gorchymyn preswyl neu orchymyn gwarcheidwadaeth arbennig yn syth ar ôl derbyn gofal (yn ôl diffiniad Côd Derbyniadau Ysgolion Llywodraeth Cymru,

dogfen rhif 005/2013). Bydd angen darparu tystiolaeth ar gyfer holl geisiadau meini prawf PDG.

\*\* Mesurir y pellter o'r tu allan i fynedfa'r eiddo (tŷ neu fflat) i fynedfa swyddogol agosaf yr ysgol. Defnyddir rhaglen gyfrifiadu GIS yr awdurdod lleol i fesur y pellter.

\*\*\* Diffinnir brawd neu chwaer fel plentyn naturiol neu blentyn sydd wedi'i fabwysiadu'n gyfreithlon gan y naill riant neu'r llall sy'n byw yn yr un cyfeiriad. Mewn unrhyw sefyllfa pan fydd un lle ar gael ac mae'r plant cymwys nesaf ar gyfer y lle hwnnw'n efeilliaid/tripledi, bydd yr ALI yn derbyn y ddau/tri phlentyn. Diffinnir oedran ysgol statudol fel disgyblion sydd rhwng 5 ac 16 oed (h.y. disgyblion mewn unrhyw grŵp blwyddyn rhwng ac yn cynnwys y dosbarth Derbyn a Blwyddyn 11.)

### **Plant sydd â datganiad o Anghenion Addysgol Arbennig**

Nid yw'r meini prawf gorymgeisio'n berthnasol i ddisgyblion y mae gan yr ALI Ddatganiad o Anghenion Addysgol Arbennig ar eu cyfer, ond amddiffynnir hawliau'r rhieni i fod yn rhan o leoli eu plant gan y gyfraith. Bydd yr ALI, mewn ymgynghoriad â rhieni/gofalwyr ac ysgolion, yn penderfynu ym mha ysgol y bydd yr addysg yn cael ei darparu. Mae'r ALI yn cadw'r hawl i enwi ysgol nad yw'n ysgol y dalgylch.

Mae gan ysgolion ddyletswydd i dderbyn plant â Datganiad o Anghenion Addysgol Arbennig sydd wedi'u rhoi mewn ysgol gan yr ALI a chaiff y disgyblion hyn eu cyfrif tuag at y nifer a dderbynnir hyd at y nifer derbyn, oni bai eu bod yn cael eu rhoi mewn Cyfleuster Addysgu Arbenigol â lleoedd cynlluniedig.

Roedd yr wybodaeth yn y cyhoeddiad hwn yn gywir pan gafodd ei gyhoeddi, ond gellir ei diweddarau yn seiliedig ar gyngor/deddfwriaeth newydd yn cael ei gyhoeddi nad oedd ar gael pan gyhoeddwyd y ddogfen.

### **Ysgolion a gynorthwyr yn wirfoddol (ysgolion eglwys - Catholig, yr Eglwys yng Nghymru)**

Penderfynir ar geisiadau i ysgolion a gynorthwyr yn wirfoddol drwy gyfeirio at y meini prawf derbyn a osodwyd gan y Corff Llywodraethu. (Cyrff Llywodraethu Ysgolion a gynorthwyr yn wirfoddol sy'n gyfrifol am bennu eu trefniadau derbyn hwy).

## **(b) Gweithdrefnau Derbyn - lleoedd meithrin mewn Ysgolion Cymunedol**

Gall rhieni/gwarchodwyr gyflwyno cais am le i'w plentyn yn ysgol y dalgylch neu fynegi dewis ar gyfer lle mewn ysgol arall gan ddefnyddio'r ffurflen cais am dderbyn.

Caniateir ceisiadau am le os oes lleoedd ar gael yn ôl y nifer derbyn cyhoeddedig. Lle mae'r ceisiadau derbyn yn fwy na nifer y lleoedd sydd ar gael, dyrennir y lleoedd yn ôl meini prawf gorymgeisio'r ALI.

Dylid defnyddio'r prif gyfeiriad preswyl wrth gyflwyno cais. Ni ellir defnyddio cyfeiriadau sydd â chyfyngiadau ar ddeiliadaeth megis cabanau mewn parciau gwyliau sydd â chyfyngiadau tymhorol ar ddeiliadaeth fel cyfeiriad parhaol.

Ni fydd hawl awtomatig gan blant sy'n mynd i ddosbarth meithrin mewn ysgol i dderbyn addysg amser llawn yn yr un ysgol. Bydd rhaid i rieni/ofalwyr wneud cais am le gyda'r ymgeiswyr eraill ar yr adeg addas. Ni ellir gwarantu lle yn y dalgylch.

Nid yw mynd i'r meithrin mewn unrhyw ysgol yn gwarantu y bydd lle ar gael yn y dosbarth Derbyn.

Ni phennir derbyniadau ar sail meini prawf dethol sy'n cynnwys sefyll profion, gweld adroddiadau ysgol neu gyfweld â disgyblion, gyda rhieni neu hebddynt, at ddiben asesu gallu neu ddawn.

Dylai rhieni/gofalwyr sy'n byw y tu hwnt i Awdurdod Lleol Dinas a Sir Abertawe gyflwyno cais i'w hawdurdod lleol eu hunain (yr awdurdod lleol y maent yn talu treth y cyngor iddo) oherwydd, os bydd yr ysgol/ysgolion y cyflwynwyd cais amdanynt yn Abertawe'n derbyn gormod o geisiadau, ni fydd rhaid i'r ALI gynnig lle ar gyfer ysgol arall yn Abertawe.

### **Tynnu lle yn ôl**

Gellir tynnu lle yn ôl gan yr Awdurdod Lleol os derbynir gwybodaeth sy'n awgrymu nad yw'r cais bellach yn bodloni'r meini prawf gorymgeisio yr aseswyd ef yn wreiddiol yn eu herbyn. Caiff unrhyw le a gymeradwywyd ar sail preswylfa ei dynnu'n ôl os nad yw'r disgybl bellach yn byw'n barhaol yn y cyfeiriad ar ddechrau'r tymor ysgol y mae'r cais yn ymwneud ag ef.

### **Rhestrau Aros**

Yn achos pob cais, os yw rhieni/gofalwyr yn methu cael lle i'w plentyn/plant, cânt eu rhoi'n awtomatig ar y rhestr aros. Caiff enwau disgyblion eu cadw ar y rhestr aros am y flwyddyn academaidd gyfan ac ni chânt eu dileu oni bai bod rhiant yn cadarnhau'n ysgrifenedig nad yw'n dymuno i enw ei blentyn/blant gael ei gadw ar y rhestr aros mwyach. Os daw lle ar gael, caiff ei ddyrannu gan yr ALI yn unol â'r meini prawf gorymgeisio.

Ni fydd rhaid i'r ALI gydymffurfio ag unrhyw ddewis a fynegwyd fel arall ond yn unol â'i drefniadau'n unig.



## TREFNIADAU DERBYN 2021/2022 (Derbyn)

Yr Awdurdod Lleol, yr ALI, yw'r awdurdod derbyn ar gyfer holl ysgolion cymunedol (ysgolion a ariennir ac a gynhelir yn llwyr gan yr ALI) yr ardal.

Gwahoddir pob plentyn sydd ar fin dechrau addysg amser llawn i wneud cais am le mewn ysgol a gynhelir gan yr ALI.

Gall rhieni/gofalwyr naill ai wneud cais ar-lein am le yn ysgol y dalgylch neu fynegi dewis am le mewn ysgol arall. Gellir darparu cefnogaeth i rieni y mae angen cymorth arnynt lle y bo angen. Caniateir ceisiadau am le os na fydd hynny'n:

- peryglu darparu addysg effeithlon neu'r defnydd effeithlon o adnoddau, ac
- ar gyfer ysgolion a gynorthwyir yn wirfoddol, bod yn anghydnaws â'r trefniadau derbyn y cytunwyd arnynt rhwng y Corff Llywodraethu a'r ALI.

Rhoddir y flaenoriaeth i'r rhieni hynny sy'n gwneud cais am le mewn unrhyw ysgol mewn pryd.

### (a) Cyfyngiadau Derbyn – Ysgolion Cymunedol

Mae'n rhaid i bob ysgol dderbyn plant hyd at ei nifer derbyn ym mlwyddyn y derbyn (h.y. dosbarth Derbyn mewn ysgolion cynradd). Ym mlwyddyn y derbyn, gwrthodir lle i blentyn ar ôl cyrraedd y nifer derbyn. Os gwrthodir lle yn yr ysgol, mae'n rhaid rhoi hawl apelio i'r rhieni/gofalwyr hynny.

Mae'r nifer derbyn yn berthnasol i bob grŵp blwyddyn (ac eithrio'r meithrin).

### (b) Meini Prawf Gorymgeisio - Ysgolion Cymunedol

Os cafwyd mwy o geisiadau mewn ysgol na'r lleoedd sydd ar gael, bydd y drefn flaenoriaeth ganlynol yn berthnasol:

1. Plant y mae'r Awdurdod Lleol yn gofalu amdanynt, h.y. Plant sy'n Derbyn Gofal (PDG), neu a oedd yn arfer derbyn gofal\*.
2. Plant sy'n byw yn nalgylch penodol yr ysgol. Ni ellir gwarantu lle yn y dalgylch. Os bydd mwy o geisiadau na lleoedd, caiff y lleoedd eu dyrannu yn ôl pellter, gyda'r rhai sy'n byw agosaf i'r ysgol (y daith gerdded fyrraf) yn cael blaenoriaeth\*\*.
3. Plant y mae eu brawd neu eu chwaer yn mynd i'r ysgol ar adeg eu derbyn.\*\*\* Os bydd mwy o geisiadau na lleoedd, caiff y lleoedd eu dyrannu yn ôl pellter, gyda'r rhai sy'n byw agosaf at yr ysgol (y daith gerdded fyrraf) yn cael blaenoriaeth\*\*.
4. Plant eraill y gwnaed cais am le drostynt nad yw meini prawf 1 i 3 uchod yn berthnasol iddynt. Os bydd mwy o geisiadau na lleoedd, caiff y lleoedd eu dyrannu yn ôl pellter, gyda'r rhai sy'n byw agosaf i'r ysgol (y daith gerdded fyrraf) yn cael blaenoriaeth\*\*.

\* Plant sy'n Derbyn Gofal (PDG), neu a oedd yn arfer derbyn gofal - mae plentyn sy'n derbyn gofal yn cyfeirio at blentyn sy'n derbyn gofal gan yr awdurdod lleol yn

Nghymru neu Loegr, (yn ôl diffiniad Adran 22 Deddf Plant 1989 ac Adran 74 Deddf Gwasanaethau Cymdeithasol a Llesiant [Cymru] 2014) ar yr adeg y cyflwynir cais i ysgol ac y mae'r awdurdod lleol wedi cadarnhau y bydd yn parhau i dderbyn gofal pan fydd yn cael mynediad i'r ysgol. Plant a oedd yn arfer derbyn gofal: plant nad ydynt yn derbyn gofal bellach gan eu bod wedi cael eu mabwysiadu, wedi bod yn destun gorchymyn preswyl neu orchymyn gwarcheidwadaeth arbennig yn syth ar ôl derbyn gofal (yn ôl diffiniad Côt Derbyniadau Ysgolion Llywodraeth Cymru, dogfen rhif 005/2013). Bydd angen darparu tystiolaeth ar gyfer holl geisiadau meini prawf PDG.

**\*\***Mesurir y pellter o'r tu allan i fynedfa'r eiddo (tŷ neu fflat) i fynedfa swyddogol agosaf yr ysgol. Defnyddir rhaglen gyfrifiadu GIS yr awdurdod lleol i fesur y pellter.

**\*\*\***Diffinnir brawd neu chwaer fel plentyn naturiol neu blentyn sydd wedi'i fabwysiadu'n gyfreithlon gan y naill riant neu'r llall sy'n byw yn yr un cyfeiriad. Mewn unrhyw sefyllfa pan fydd un lle ar gael ac mae'r plant cymwys nesaf ar gyfer y lle hwnnw'n efeilliaid/tripledi, bydd yr ALI yn derbyn y ddau/tri plentyn. Diffinnir oedran ysgol statudol fel disgyblion sydd rhwng 5 ac 16 oed (h.y. disgyblion mewn unrhyw grŵp blwyddyn rhwng ac yn cynnwys y dosbarth Derbyn a Blwyddyn 11.)

**Ni fydd** yr ALI yn darparu cludiant nac yn cyfrannu at gostau cludiant ar gyfer y plant sy'n cael eu derbyn o'r tu allan i ddalgylch penodol yr ysgol. Fodd bynnag, os yw grŵp blwyddyn ysgol y dalgylch yn llawn, darperir cludiant i'r ysgol agosaf â lle, os yw'r ysgol yn fwy na 2 filltir o'r cartref.

### **Plant sydd â datganiad o Anghenion Addysgol Arbennig**

Nid yw'r meini prawf gorymgeisio'n berthnasol i ddisgyblion y mae gan yr ALI Ddatganiad o Anghenion Addysgol Arbennig ar eu cyfer, ond amddiffynnir hawliau'r rhieni i fod yn rhan o leoli eu plant gan y gyfraith. Bydd yr ALI, mewn ymgynghoriad â rhieni/gofalwyr ac ysgolion, yn penderfynu ym mha ysgol y bydd yr addysg yn cael ei darparu. Mae'r ALI yn cadw'r hawl i enwi ysgol nad yw'n ysgol y dalgylch.

Mae gan ysgolion ddyletswydd i dderbyn plant â Datganiad o Anghenion Addysgol Arbennig sydd wedi'u rhoi mewn ysgol gan yr ALI a chaiff y disgyblion hyn eu cyfrif tuag at y nifer a dderbynnir hyd at y Nifer Derbyn, oni bai eu bod yn cael eu rhoi mewn Cyfleuster Addysgu Arbenigol â lleoedd cynlluniedig.

Roedd yr wybodaeth yn y cyhoeddiad hwn yn gywir pan gafodd ei gyhoeddi, ond gellir ei diweddarau yn seiliedig ar gyngor/deddfwriaeth newydd yn cael ei gyhoeddi nad oedd ar gael pan gyhoeddwyd y ddogfen.

### **Ysgolion a gynorthwyir yn wirfoddol (ysgolion eglwys - Catholig, yr Eglwys yng Nghymru)**

Penderfynir ar geisiadau i ysgolion a gynorthwyir yn wirfoddol drwy gyfeirio at y meini prawf derbyn a osodwyd gan y Corff Llywodraethu. (Cyrff Llywodraethu Ysgolion a gynorthwyir yn wirfoddol sy'n gyfrifol am bennu eu trefniadau derbyn hwy).

### (c) Gweithdrefnau Derbyn – Ysgolion Cymunedol

Gofynnir i rieni/ofalwyr wneud cais ar-lein am le i'w plentyn yn ysgol y dalgylch neu fynegi dewis ar gyfer lle mewn ysgol arall gan ddefnyddio'r ffurflen cais am dderbyn.

Caniateir ceisiadau am le os oes lleoedd ar gael yn ôl y nifer derbyn cyhoeddedig. Lle mae'r ceisiadau derbyn yn fwy na nifer y lleoedd sydd ar gael, dyrennir y lleoedd yn ôl meini prawf gorymgeisio'r ALI.

Dylid defnyddio'r prif gyfeiriad preswyl wrth gyflwyno cais. Ni ellir defnyddio cyfeiriadau sydd â chyfyngiadau ar ddeiliadaeth megis cabanau mewn parciau gwyliau sydd â chyfyngiadau tymhorol ar ddeiliadaeth fel cyfeiriad parhaol.

Ni fydd hawl awtomatig gan blant sy'n mynd i ddosbarth meithrin mewn ysgol i dderbyn addysg amser llawn yn yr un ysgol. Bydd rhaid i rieni/ofalwyr wneud cais am le gyda'r ymgeiswyr eraill. Ni ellir gwarantu lle yn y dalgylch.

Nid yw mynd i'r meithrin mewn unrhyw ysgol yn gwarantu y bydd lle ar gael yn y dosbarth Derbyn.

Er bod yr ALI yn caniatáu i ddisgyblion ddechrau'n amser llawn yn y dosbarth Derbyn ar ddechrau'r flwyddyn ysgol y maent yn 5 oed, nid yw'n ofynnol yn ôl y gyfraith i blentyn ddechrau ysgol nes dechrau'r tymor sy'n dilyn pen-blwydd y plentyn yn 5 oed. Felly, os yw rhiant y plentyn am ohirio mynediad i'r dosbarth Derbyn tan yn ddiweddarach yn y flwyddyn, mae'n rhaid dyrannu lle i'r plentyn hwnnw, ac ni chynigir y lle hwn i unrhyw blentyn arall. Fodd bynnag, ni ellir gohirio mynediad ar ôl dechrau'r tymor ar ôl pen-blwydd y plentyn yn 5 oed, neu ar ôl i'r flwyddyn academaidd wreiddiol y derbyniwyd y cais ynddi.

Caiff ceisiadau am dderbyn plentyn mewn dosbarth Derbyn a gyflwynir ar, neu cyn y dyddiad cau gweinyddol, sef **27 Tachwedd 2020** eu prosesu gyda'i gilydd, a dyrennir y lleoedd yn unol â'r meini prawf gorymgeisio uchod. Yn hyn o beth, nid oes unrhyw fantais i gyflwyno'r cais am dderbyn yn gynnar. Caiff ceisiadau a gyflwynir ar ôl y dyddiad cau eu trin fel ceisiadau hwyr.

Os ydych chi am newid eich dewis ysgol ar ôl y dyddiad cau a gyhoeddir ar gyfer ceisiadau neu ar ôl i le gael ei gynnig ar y diwrnod cynnig statudol, bydd angen cyflwyno cais newydd. Bydd cais newydd a wneir yn gais hwyr a bydd yn disodli unrhyw geisiadau cynharach a dderbyniwyd ac ni fyddai unrhyw gynigion a wnaed yn flaenorol ar gael mwyach.

Ni phennir derbyniadau ar sail meini prawf dethol sy'n cynnwys sefyll profion, gweld adroddiadau ysgol neu gyfweld â disgyblion, gyda rhieni neu hebddynt, at ddiben asesu gallu neu ddawn.

Ni fydd rhaid i'r ALI gydymffurfio ag unrhyw ddewis a fynegwyd fel arall ond yn unol â'i drefniadau'n unig. Bydd rhieni sydd wedi cyflwyno cais erbyn **27 Tachwedd 2020** yn cael gwybod a ddyrannwyd lle i'w plant erbyn **16 Ebrill 2021**.

Dylai rhieni/gofalwyr sy'n byw y tu hwnt i Awdurdod Lleol Dinas a Sir Abertawe gyflwyno cais i'w hawdurdod lleol eu hunain (yr awdurdod lleol y maent yn talu treth y cyngor iddo) oherwydd, os bydd yr ysgol/ysgolion y cyflwynwyd cais amdanynt yn Abertawe'n derbyn gormod o geisiadau. ni fydd rhaid i'r ALI gynnig lle ar gyfer ysgol arall yn Abertawe.

### **Ceisiadau Hwyr**

Ni fydd ceisiadau a gyflwynir ar ôl y dyddiad cau a gyhoeddir yn cael eu hystyried tan ar ôl i'r holl geisiadau a dderbynnir ar amser gael eu dyrannu a chael cynnig eu lleoedd ar y diwrnod cynnig statudol. Caiff ceisiadau hwyr eu prosesu yn nhrefn eu dyddiad derbyn. Cynhelir apeliadau ar gyfer ceisiadau hwyr ar ôl cynnal yr apeliadau ar gyfer ceisiadau prydlon.

### **Hawl i Apelio**

Caiff rhieni/gofalwyr eu hysbysu'n ysgrifenedig a fu eu cais yn llwyddiannus. Os gwrthodwyd eu cais, hysbysir rhieni/gofalwyr yn ysgrifenedig fod ganddynt hawl i apelio i Banel Apêl Annibynnol. Os byddant yn dewis defnyddio'r hawl honno, rhaid cyflwyno'r apêl i'r Uned Ysgolion a Llywodraethwyr yn y Ganolfan Ddinesig erbyn **14 Mai 2021** (ar gyfer ceisiadau prydlon). Caiff yr apêl ei hystyried gan Banel Apêl Annibynnol sy'n cynnwys 3 i 5 person, sef pobl leyg a phobl â phrofiad o faes addysg.

**Sylwer:** Oherwydd uchafswm statudol maint dosbarthiadau, sef 30, prin iawn yw'r amgylchiadau lle gall apêl am le mewn dosbarth babanod (Derbyn, Blwyddyn 1 a Blwyddyn 2) lwyddo. Amlinellir yr amgylchiadau cyfyngedig yn Atodiad C – pwynt C.4 o God Apelau Derbyn i Ysgolion Llywodraeth Cymru – Dogfen Rhif: 007/2013.

### **Tynnu lle yn ôl**

Gellir tynnu lle yn ôl gan yr Awdurdod Lleol os derbynnir gwybodaeth sy'n awgrymu nad yw'r cais bellach yn bodloni'r meini prawf gorymgeisio yr aseswyd ef yn wreiddiol yn eu herbyn. Caiff unrhyw le a gymeradwywyd ar sail preswylfa ei dynnu'n ôl os nad yw'r disgybl bellach yn byw'n barhaol yn y cyfeiriad ar ddechrau'r tymor ysgol y mae'r cais yn ymwneud ag ef.

### **Rhestrau Aros**

Yn achos pob cais, os yw rhieni/gofalwyr yn methu cael lle i'w plentyn/plant, cânt eu rhoi'n awtomatig ar y rhestr aros a chynigir cyfle iddynt fynd o flaen Panel Apeliadau Annibynnol. Cedwir enwau'r plant ar y rhestr aros am y flwyddyn academaidd gyfan a chânt eu dileu dim ond os ceir apêl lwyddiannus neu os yw rhiant yn cadarnhau'n ysgrifenedig nad yw'n dymuno i enw ei blentyn fod ar y rhestr aros bellach. Os daw lle ar gael, caiff ei ddyrannu gan yr ALI yn unol â'r meini prawf gorymgeisio.

Ni fydd rhaid i'r ALI gydymffurfio ag unrhyw ddewis a fynegwyd fel arall ond yn unol â'i drefniadau'n unig.

**TREFNIADAU DERBYN 2021/2022 (Blwyddyn 7)**

Yr Awdurdod Lleol, yr ALI, yw'r awdurdod derbyn ar gyfer holl ysgolion cymunedol (ysgolion a ariennir ac a gynhelir yn llwyr gan yr ALI) yr ardal.

Gwahoddir pob plentyn sydd ar fin trosglwyddo o addysg gynradd i addysg uwchradd i wneud cais am le mewn ysgol a gynhelir gan yr ALI.

Gall rhieni/gofalwyr naill ai wneud cais ar-lein am le yn ysgol y dalgylch neu fynegi dewis am le mewn ysgol arall. Gellir darparu cefnogaeth i rieni y mae angen cymorth arnynt lle y bo angen. Caniateir ceisiadau am le os na fydd hynny'n:

- peryglu darparu addysg effeithlon neu'r defnydd effeithlon o adnoddau, ac
- ar gyfer ysgolion a gynorthwyir yn wirfoddol, bod yn anghydnaws â'r trefniadau derbyn y cytunwyd arnynt rhwng y Corff Llywodraethu a'r ALI.

Rhoddir y flaenoriaeth i'r rhieni hynny sy'n cyflwyno cais am le mewn unrhyw ysgol mewn pryd.

**(a) Cyfyngiadau Derbyn – Ysgolion Cymunedol**

Penderfynir ar argaeledd lleoedd trwy gyfeirio at nifer derbyn yr ysgol. Mae'n rhaid i bob ysgol dderbyn plant hyd at ei Nifer Derbyn ym mlwyddyn y derbyn (h.y. blwyddyn 7 mewn ysgol uwchradd) ac ni ddylid derbyn mwy na'r nifer hwn. Os gwrthodir lle yn yr ysgol, mae'n rhaid rhoi hawl apelio i'r rhieni/gofalwyr hynny.

Mae'r nifer derbyn yn berthnasol i bob grŵp blwyddyn.

**(b) Meini Prawf Gorymgeisio - Ysgolion Cymunedol**

Os cafwyd mwy o geisiadau mewn ysgol na'r lleoedd sydd ar gael, bydd y drefn flaenoriaeth ganlynol yn berthnasol:

1. Plant y mae'r Awdurdod Lleol yn gofalu amdanynt, h.y. Plant sy'n Derbyn Gofal (PDG), neu a oedd yn arfer derbyn gofal\*.
2. Plant sy'n byw yn nalgylch penodol yr ysgol. Ni ellir gwarantu lle yn y dalgylch. Os bydd mwy o geisiadau na lleoedd, caiff lleoedd eu dyrannu yn ôl pellter, gyda'r rhai sy'n byw agosaf at yr ysgol (y llwybr cerdded byrraf sydd ar gael) yn cael blaenoriaeth\*\*.
3. Plant y mae ganddynt frawd neu chwaer o oedran ysgol statudol sy'n mynd i'r ysgol ar adeg eu derbyn\*\*\*. Os bydd mwy o geisiadau na lleoedd, caiff lleoedd eu dyrannu yn ôl pellter, gyda'r rhai sy'n byw agosaf at yr ysgol (y llwybr cerdded byrraf sydd ar gael) yn cael blaenoriaeth\*\*.
4. Plant sy'n mynd i ysgol gynradd bartner ddynodedig ond sy'n byw y tu allan i ddalgylch yr ysgol honno. Nid yw mynychu ysgol gynradd bartner yn gwarantu lle yn yr ysgol uwchradd gysylltiedig. Os bydd mwy o geisiadau na lleoedd, caiff lleoedd eu dyrannu yn ôl pellter, gyda'r rhai sy'n byw agosaf at yr ysgol (y llwybr cerdded byrraf sydd ar gael) yn cael blaenoriaeth\*\*.
5. Plant eraill nad yw meini prawf 1 i 4 yn berthnasol iddynt. Os bydd mwy o geisiadau na lleoedd, caiff lleoedd eu dyrannu yn ôl pellter, gyda'r rhai sy'n

byw agosaf at yr ysgol (y llwybr cerdded byrraf sydd ar gael) yn cael blaenoriaeth\*\*.

\* Plant sy'n Derbyn Gofal (PDG), neu a oedd yn arfer derbyn gofal - mae plentyn sy'n derbyn gofal yn cyfeirio at blentyn sy'n derbyn gofal gan yr awdurdod lleol yn Nghymru neu Loegr, (yn ôl diffiniad Adran 22 Deddf Plant 1989 ac Adran 74 Deddf Gwasanaethau Cymdeithasol a Llesiant [Cymru] 2014) ar yr adeg y cyflwynir cais i ysgol ac y mae'r awdurdod lleol wedi cadarnhau y bydd yn parhau i dderbyn gofal pan fydd yn cael mynediad i'r ysgol. Plant a oedd yn arfer derbyn gofal: plant nad ydynt yn derbyn gofal bellach gan eu bod wedi cael eu mabwysiadu, wedi bod yn destun gorchymyn preswyl neu orchymyn gwarcheidwadaeth arbennig yn syth ar ôl derbyn gofal (yn ôl diffiniad Côt Derbyniadau Ysgolion Llywodraeth Cymru, dogfen rhif 005/2013). Bydd angen darparu tystiolaeth ar gyfer holl geisiadau meini prawf PDG.

\*\*Mesurir y pellter o'r tu allan i fynedfa'r eiddo (tŷ neu fflat) i fynedfa swyddogol agosaf yr ysgol. Defnyddir rhaglen gyfrifiadu GIS yr awdurdod lleol i fesur y pellter.

\*\*\*Diffinnir brawd neu chwaer fel plentyn naturiol neu blentyn sydd wedi'i fabwysiadu'n gyfreithlon gan y naill riant neu'r llall sy'n byw yn yr un cyfeiriad. Mewn unrhyw sefyllfa pan fydd un lle ar gael ac mae'r plant cymwys nesaf ar gyfer y lle hwnnw'n efeilliaid/tripledi, bydd yr ALI yn derbyn y ddau/tri plentyn. Diffinnir oedran ysgol statudol fel disgyblion sydd rhwng 5 ac 16 oed (h.y. disgyblion mewn unrhyw grŵp blwyddyn rhwng ac yn cynnwys y dosbarth Derbyn a Blwyddyn 11.)

**Ni fydd** yr ALI yn darparu cludiant nac yn cyfrannu at gostau cludiant ar gyfer y plant sy'n cael eu derbyn o'r tu allan i ddalgylch penodol yr ysgol. Fodd bynnag, os yw grŵp blwyddyn y dalgylch yn llawn, darperir cludiant i'r ysgol agosaf sydd â lle, os yw'r ysgol honno'n fwy na phellter cerdded o 3 milltir o'r cartref.

### **Plant sydd â datganiad o Anghenion Addysgol Arbennig**

Nid yw'r meini prawf gorymgeisio'n berthnasol i ddisgyblion y mae gan yr ALI Ddatganiad o Anghenion Addysgol Arbennig ar eu cyfer, ond amddiffynnir hawliau'r rhieni i fod yn rhan o leoli eu plant gan y gyfraith. Bydd yr ALI, mewn ymgynghoriad â rhieni/gofalwyr ac ysgolion, yn penderfynu ym mha ysgol y bydd yr addysg yn cael ei darparu. Mae'r ALI yn cadw'r hawl i enwi ysgol nad yw'n ysgol y dalgylch.

Mae gan ysgolion ddyletswydd i dderbyn plant â Datganiad o Anghenion Addysgol Arbennig sydd wedi'u rhoi mewn ysgol gan yr ALI a chaiff y disgyblion hyn eu cyfrif tuag at y nifer a dderbynnir hyd at y Nifer Derbyn, oni bai eu bod yn cael eu rhoi mewn Cyfleuster Addysgu Arbenigol â lleoedd cynlluniedig.

Roedd yr wybodaeth yn y cyhoeddiad hwn yn gywir pan gafodd ei gyhoeddi, ond gellir ei diweddarau yn seiliedig ar gyngor/deddfwriaeth newydd yn cael ei gyhoeddi nad oedd ar gael pan gyhoeddwyd y ddogfen.

### **Ysgolion a gynorthwyir yn wirfoddol (ysgolion eglwys - Catholig, yr Eglwys yng Nghymru)**

Penderfynir ar geisiadau i ysgolion a gynorthwyir yn wirfoddol drwy gyfeirio at y meini prawf derbyn a osodwyd gan y Corff Llywodraethu. (Cyrff Llywodraethu Ysgolion a gynorthwyir yn wirfoddol sy'n gyfrifol am bennu eu trefniadau derbyn hwy).

### (c) **Gweithdrefnau Derbyn – Ysgolion Cymunedol**

Gofynnir i rieni/ofalwyr wneud cais ar-lein am le i'w plentyn yn ysgol y dalgylch neu fynegi dewis ar gyfer lle mewn ysgol arall gan ddefnyddio'r ffurflen cais am dderbyn.

Caniateir ceisiadau am le os oes lleoedd ar gael yn ôl y nifer derbyn cyhoeddedig. Lle mae'r ceisiadau derbyn yn fwy na nifer y lleoedd sydd ar gael, dyrennir y lleoedd yn ôl meini prawf gorymgeisio'r ALL.

Dylid defnyddio'r prif gyfeiriad preswyl wrth gyflwyno cais. Ni ellir defnyddio cyfeiriadau sydd â chyfyngiadau ar ddeiliadaeth megis cabanau mewn parciau gwyliau sydd â chyfyngiadau tymhorol ar ddeiliadaeth fel cyfeiriad parhaol.

Nid yw mynychu ysgol gynradd bartner yn gwarantu lle yn yr ysgol uwchradd gysylltiedig.

Bydd ceisiadau am fynediad i'r grŵp oedran perthnasol (h.y. grŵp oedran y caniateir mynediad i'r ysgol i'r plant fel arfer) a gyflwynir ar y dyddiad cau, sef **27 Tachwedd 2020**, neu cyn hynny, yn cael eu prosesu gyda'i gilydd. Yn hyn o beth, nid oes unrhyw fantais i gyflwyno'r cais am dderbyn yn gynnar. Caiff ceisiadau a gyflwynir ar ôl y dyddiad cau eu trin fel ceisiadau hwyr.

Os ydych chi am newid eich dewis ysgol ar ôl y dyddiad cau a gyhoeddir ar gyfer ceisiadau neu ar ôl i le gael ei gynnig ar y diwrnod cynnig statudol, bydd angen cyflwyno cais newydd. Bydd cais newydd a wneir yn gais hwyr a bydd yn disodli unrhyw geisiadau cynharach a dderbyniwyd ac ni fyddai unrhyw gynigion a wnaed yn flaenorol ar gael mwyach.

Ni phennir derbyniadau ar sail meini prawf dethol sy'n cynnwys sefyll profion, gweld adroddiadau ysgol neu gyfnewid â disgyblion, gyda rhieni neu hebddynt, at ddiben asesu gallu neu ddawn.

Ni fydd rhaid i'r ALL gydymffurfio ag unrhyw ddewis a fynegwyd fel arall ond yn unol â'i drefniadau'n unig. Bydd rhieni sydd wedi cyflwyno cais erbyn **27 Tachwedd 2020** yn cael gwybod a ddyrannwyd lle i'w plant erbyn **1 Mawrth 2021**.

Dylai rhieni/gofalwyr sy'n byw y tu hwn i Awdurdod Lleol Dinas a Sir Abertawe gyflwyno cais i'w hawdurdod lleol eu hunain (yr awdurdod lleol y maent yn talu treth y cyngor iddo) oherwydd, os bydd yr ysgol/ysgolion y cyflwynwyd cais amdanynt yn Abertawe'n derbyn gormod o geisiadau, ni fydd rhaid i'r ALL gynnig lle ar gyfer ysgol arall yn Abertawe.

#### **Ceisiadau Hwyr**

Ni fydd ceisiadau a gyflwynir ar ôl y dyddiad cau a gyhoeddir yn cael eu hystyried tan ar ôl i'r holl geisiadau a dderbynnir ar amser gael eu dyrannu a chael cynnig eu lleoedd ar y diwrnod cynnig statudol. Caiff ceisiadau hwyr eu prosesu yn nhrefn eu dyddiad derbyn. Cynhelir apeliadau ar gyfer ceisiadau hwyr ar ôl cynnal apeliadau ar gyfer ceisiadau prydlon.

#### **Tynnu lle yn ôl**

Gellir tynnu lle yn ôl gan yr Awdurdod Lleol os derbynnir gwybodaeth sy'n awgrymu nad yw'r cais bellach yn bodloni'r meini prawf gorymgeisio yr aseswyd ef

yn wreiddiol yn eu herbyn. Caiff unrhyw le a gymeradwywyd ar sail preswylfa ei dynnu'n ôl os nad yw'r disgybl bellach yn byw'n barhaol yn y cyfeiriad ar ddechrau'r tymor ysgol y mae'r cais yn ymwneud ag ef.

### **Hawl i Apelio**

Caiff rhieni/gofalwyr eu hysbysu'n ysgrifenedig a fu eu cais yn llwyddiannus. Os gwrthodwyd eu cais, hysbysir rhieni'n ysgrifenedig fod ganddynt hawl i apelio i Banel Apêl Annibynnol. Os byddant yn dewis defnyddio'r hawl honno, rhaid cyflwyno'r apêl i'r Uned Ysgolion a Llywodraethwyr yn y Ganolfan Ddinesig erbyn **26 Mawrth 2021** (ar gyfer ceisiadau prydlon). Caiff yr apêl ei hystyried gan Banel Apêl Annibynnol sy'n cynnwys 3 i 5 person, sef pobl leyg a phobl â phrofiad o faes addysg.

### **Rhestrau Aros**

Yn achos pob cais, os yw rhieni/gofalwyr yn methu cael lle i'w plentyn/plant, cânt eu rhoi'n awtomatig ar y rhestr aros a chynigir cyfle iddynt fynd o flaen Panel Apeliadau Annibynnol. Cedwir enwau'r plant ar y rhestr aros am y flwyddyn academaidd gyfan a chânt eu dileu dim ond os ceir apêl lwyddiannus neu os yw rhiant yn cadarnhau'n ysgrifenedig nad yw'n dymuno i enw ei blentyn fod ar y rhestr aros bellach. Os daw lle ar gael, caiff ei ddyrannu gan yr ALI yn unol â'r meini prawf gorymgeisio.

Ni fydd rhaid i'r ALI gydymffurfio ag unrhyw ddewis a fynegwyd fel arall ond yn unol â'i drefniadau'n unig.



## TREFNIADAU DERBYN 2021-2022 (Trosglwyddo yn ystod y Flwyddyn Ysgol)

Yr Awdurdod Lleol, yr ALI, yw'r awdurdod derbyn ar gyfer holl ysgolion cymunedol (ysgolion a ariennir ac a gynhelir yn llwyr gan yr ALI) yr ardal.

### Derbyn i Ysgolion Cymunedol<sup>†</sup> - (Cynradd ac Uwchradd)

Bydd gofyn i rieni/ofalwyr sydd am gael lle mewn ysgol gyflwyno cais am le. Gall rhieni/gofalwyr naill ai wneud cais ar-lein am le yn ysgol y dalgylch neu fynegi dewis am le mewn ysgol arall. Gellir darparu cefnogaeth i rieni y mae angen cymorth arnynt lle y bo angen. Caniateir ceisiadau os na fydd gwneud hynny'n:

- peryglu darparu addysg effeithlon neu'r defnydd effeithlon o adnoddau, ac
- ar gyfer ysgolion a gynorthwyr yn wirfoddol, bod yn anghydnaws â'r trefniadau derbyn y cytunwyd arnynt rhwng y Corff Llywodraethu a'r ALI.

#### (a) Cyfyngiadau Derbyn – Ysgolion Cymunedol<sup>†</sup>

Penderfynir ar argaeledd lleoedd trwy gyfeirio at nifer derbyn yr ysgol. Gwrthodir lle i blentyn ar ôl cyrraedd y nifer derbyn. Os gwrthodir lle yn yr ysgol, mae'n rhaid rhoi hawl apelio i'r rhieni/gofalwyr hynny (**nid oes hawl i apelio ar gyfer y meithrin**).

Mae'r nifer derbyn yn berthnasol i bob grŵp blwyddyn. Mae'r trefniadau hyn yn berthnasol i ddisgyblion sy'n trosglwyddo o'r dosbarth derbyn hyd at flwyddyn 11.

#### (b) Meini Prawf Gorymgeisio - Ysgolion Cymunedol

Os cafwyd mwy o geisiadau mewn ysgol na'r lleoedd sydd ar gael, bydd y drefn flaenoriaeth ganlynol yn berthnasol:

1. Plant y mae'r Awdurdod Lleol yn gofalu amdanynt, h.y. Plant sy'n Derbyn Gofal (PDG), neu a oedd yn arfer derbyn gofal\*.
2. Plant sy'n byw yn nalgylch penodol yr ysgol. Ni ellir gwarantu lle yn y dalgylch. Os bydd mwy o geisiadau na lleoedd, caiff y lleoedd eu dyrannu yn ôl pellter, gyda'r rhai sy'n byw agosaf i'r ysgol (y daith gerdded fyrraf) yn cael blaenoriaeth\*\*.
3. Plant y mae eu brawd neu eu chwaer yn mynd i'r ysgol ar adeg eu derbyn.\*\*\* Os bydd mwy o geisiadau na lleoedd, caiff y lleoedd eu dyrannu yn ôl pellter, gyda'r rhai sy'n byw agosaf at yr ysgol (y daith gerdded fyrraf) yn cael blaenoriaeth\*\*.
4. Plant sy'n mynd i ysgol gynradd bartner ddynodedig ond sy'n byw y tu allan i ddalgylch yr ysgol honno. Nid yw mynychu ysgol gynradd bartner yn gwarantu lle yn yr ysgol uwchradd gysylltiedig. Os bydd mwy o geisiadau na lleoedd, caiff lleoedd eu dyrannu yn ôl pellter, gyda'r rhai sy'n byw agosaf at yr ysgol (y llwybr cerdded byrraf sydd ar gael) yn cael blaenoriaeth\*\*.
5. Plant eraill y gwnaed cais am le drostynt nad yw meini prawf 1 i 4 uchod yn berthnasol iddynt. Os bydd mwy o geisiadau na lleoedd, caiff y lleoedd eu dyrannu yn ôl pellter, gyda'r rhai sy'n byw agosaf i'r ysgol (y daith gerdded fyrraf) yn cael blaenoriaeth\*\*.

\* Plant sy'n Derbyn Gofal (PDG), neu a oedd yn arfer derbyn gofal - mae plentyn sy'n derbyn gofal yn cyfeirio at blentyn sy'n derbyn gofal gan yr awdurdod lleol yn Nghymru neu Loegr, (yn ôl diffiniad Adran 22 Deddf Plant 1989 ac Adran 74 Deddf Gwasanaethau Cymdeithasol a Llesiant [Cymru] 2014) ar yr adeg y cyflwynir cais i ysgol ac y mae'r awdurdod lleol wedi cadarnhau y bydd yn parhau i dderbyn gofal pan fydd yn cael mynediad i'r ysgol. Plant a oedd yn arfer derbyn gofal: plant nad ydynt yn derbyn gofal bellach gan eu bod wedi cael eu mabwysiadu, wedi bod yn destun gorchymyn preswyl neu orchymyn gwarcheidwadaeth arbennig yn syth ar ôl derbyn gofal (yn ôl diffiniad Côt Derbyniadau Ysgolion Llywodraeth Cymru, dogfen rhif 005/2013). Bydd angen darparu tystiolaeth ar gyfer holl geisiadau meini prawf PDG.

\*\*Mesurir y pellter o'r tu allan i fynedfa'r eiddo (tŷ neu fflat) i fynedfa swyddogol agosaf yr ysgol. Defnyddir rhaglen gyfrifiadu GIS yr awdurdod lleol i fesur y pellter.

\*\*\*Diffinnir brawd neu chwaer fel plentyn naturiol neu blentyn sydd wedi'i fabwysiadu'n gyfreithlon gan y naill riant neu'r llall sy'n byw yn yr un cyfeiriad. Mewn unrhyw sefyllfa pan fydd un lle ar gael ac mae'r plant cymwys nesaf ar gyfer y lle hwnnw'n efeilliaid/tripledi, bydd yr ALI yn derbyn y ddau/tri phlentyn. Diffinnir oedran ysgol statudol fel disgyblion sydd rhwng 5 ac 16 oed (h.y. disgyblion mewn unrhyw grŵp blwyddyn rhwng ac yn cynnwys y dosbarth Derbyn a Blwyddyn 11.)

**Ni fydd** yr ALI yn darparu cludiant nac yn cyfrannu at gostau cludiant ar gyfer y plant sy'n cael eu derbyn o'r tu allan i ddalgylch penodol yr ysgol. Fodd bynnag, os yw grŵp blwyddyn ysgol y dalgylch yn llawn, darperir cludiant i'r ysgol agosaf â lle, os yw'r ysgol honno'n fwy na 2 filltir o'r cartref ar gyfer ysgol gynradd neu 3 milltir ar gyfer ysgol uwchradd.

### **Plant sydd â datganiad o Anghenion Addysgol Arbennig**

Nid yw'r meini prawf gorymgeisio'n berthnasol i ddisgyblion y mae gan yr ALI Ddatganiad o Anghenion Addysgol Arbennig ar eu cyfer, ond amddiffynnir hawliau'r rhieni i fod yn rhan o leoli eu plant gan y gyfraith. Bydd yr ALI, mewn ymgynghoriad â rhieni/gofalwyr ac ysgolion, yn penderfynu ym mha ysgol y bydd yr addysg yn cael ei darparu. Mae'r ALI yn cadw'r hawl i enwi ysgol nad yw'n ysgol y dalgylch.

Mae gan ysgolion ddyletswydd i dderbyn plant â Datganiad o Anghenion Addysgol Arbennig sydd wedi'u rhoi mewn ysgol gan yr ALI a chaiff y disgyblion hyn eu cyfrif tuag at y nifer a dderbynnir hyd at y Nifer Derbyn, oni bai eu bod yn cael eu rhoi mewn Cyfleuster Addysgu Arbenigol â lleoedd cynlluniedig.

Roedd yr wybodaeth yn y cyhoeddiad hwn yn gywir pan gafodd ei gyhoeddi, ond gellir ei diweddarau yn seiliedig ar gyngor/deddfwriaeth newydd yn cael ei gyhoeddi nad oedd ar gael pan gyhoeddwyd y ddogfen.

### **Ysgolion a gynorthwyr yn wirfoddol (ysgolion eglwys - Catholig, yr Eglwys yng Nghymru)**

Penderfynir ar geisiadau i ysgolion a gynorthwyr yn wirfoddol drwy gyfeirio at y meini prawf derbyn a osodwyd gan y Corff Llywodraethu. (Cyrff Llywodraethu Ysgolion a gynorthwyr yn wirfoddol sy'n gyfrifol am bennu eu trefniadau derbyn hwy).

### (c) **Gweithdrefnau Derbyn - Ysgolion Cymunedol**

Gofynnir i rieni/ofalwyr wneud cais ar-lein am le i'w plentyn yn ysgol y dalgylch neu fynegi dewis ar gyfer lle mewn ysgol arall gan ddefnyddio ffurflen cais am dderbyn.

Caniateir ceisiadau am le os oes lleoedd ar gael yn ôl y nifer derbyn cyhoeddedig. Lle mae'r ceisiadau derbyn yn fwy na nifer y lleoedd sydd ar gael, dyrennir y lleoedd yn ôl meini prawf gorymgeisio'r ALL.

Ni fydd hawl awtomatig gan blant sy'n mynd i ddsbarth meithrin mewn ysgol i dderbyn addysg amser llawn yn yr un ysgol. Bydd rhaid i rieni/ofalwyr wneud cais am le gyda'r ymgeiswyr eraill ar yr adeg addas.

Nid yw mynd i'r meithrin mewn unrhyw ysgol yn gwarantu y bydd lle ar gael yn y dosbarth Derbyn.

Nid yw mynychu ysgol gynradd bartner yn gwarantu lle yn yr ysgol uwchradd gysylltiedig.

Nid oes sicrwydd y bydd lle ar gael mewn ysgol hyd yn oes os ydych yn symud i ddalgylch ysgol.

Ni phennir derbyniadau ar sail meini prawf dethol sy'n cynnwys sefyll profion, gweld adroddiadau ysgol neu gyfweld â disgyblion, gyda rhieni neu hebddynt, at ddiben asesu gallu neu ddawn.

Dylai rhieni/gofalwyr sy'n byw y tu hwn i Awdurdod Lleol Dinas a Sir Abertawe gyflwyno cais i'w hawdurdod lleol eu hunain (yr awdurdod lleol y maent yn talu treth y cyngor iddo) oherwydd, os bydd yr ysgol/ysgolion y cyflwynwyd cais amdanynt yn Abertawe'n derbyn gormod o geisiadau, ni fydd rhaid i'r ALL gynnig lle ar gyfer ysgol arall yn Abertawe.

#### **Hawl i Apelio**

Caiff rhieni/gofalwyr eu hysbysu'n ysgrifenedig a fu eu cais yn llwyddiannus. Os gwrthodwyd eu cais, hysbysir rhieni/gofalwyr drwy lythyr bod ganddynt hawl i apelio i Banel Apêl Annibynnol (**nid oes hawl i apelio ar gyfer y meithrin**). Os byddant yn dewis arfer yr hawl honno, rhaid cyflwyno'r apêl i'r Uned Ysgolion a Llywodraethwyr yn y Ganolfan Ddinesig. Caiff yr apêl ei ystyried gan Banel Apêl Annibynnol sy'n cynnwys 3 i 5 person, sef pobl leyg a phobl â phrofiad o faes addysg.

**Sylwer:** Oherwydd uchafswm statudol maint dosbarthiadau, sef 30, prin iawn yw'r amgylchiadau lle gall apêl am le mewn dosbarth babanod (Derbyn, Blwyddyn 1 a Blwyddyn 2) lwyddo. Amlinellir yr amgylchiadau cyfyngedig yn Atodiad C – pwynt C.4 o God Apelau Derbyn i Ysgolion Llywodraeth Cymru – Dogfen Rhif: 007/2013.

#### **Rhestrau Aros**

Gyda phob cais, os gwrthodir cais rhieni/gofalwyr am le i'w plentyn mewn ysgol, caiff y plentyn ei roi ar y rhestr aros yn awtomatig, a chynigir cyfle i gwrdd â Phanel Apêl Annibynnol (**nid oes hawl i apelio ar gyfer y meithrin**). Cedwir enwau'r plant ar y rhestr aros am y flwyddyn academaidd gyfan a chânt eu dileu dim ond os ceir apêl llwyddiannus neu os yw rhiant yn cadarnhau'n ysgrifenedig

nad yw'n dymuno i enw ei blentyn fod ar y rhestr aros bellach. Os daw lle ar gael, caiff ei ddyrannu gan yr ALI yn unol â'r meini prawf gorymgeisio.

Ni fydd rhaid i'r ALI gydymffurfio ag unrhyw ddewis a fynegwyd fel arall ond yn unol â'i drefniadau'n unig.

## Derbyniadau i'r chweched dosbarth - meini prawf ar gyfer mynediad

### Dyddiad cau ar gyfer ceisiadau

Gall disgyblion wneud cais am le mewn chweched dosbarth yn un o ysgolion Abertawe yn nhyrnor y gwanwyn ar gyfer y mis Medi canlynol. Pennir dyddiadau cau ar gyfer ceisiadau gan ysgolion unigol.

### Cynnig Amodol

Cynigir lle amodol i ddisgyblion yr ysgol. Bydd y lle dros dro hwn yn amodol ar gyflawni cymwysterau mynediad penodol fel a gyhoeddir gan bob ysgol unigol. Am ragor o wybodaeth am gymwysterau mynediad penodol, cysylltwch yn uniongyrchol â'r ysgol.

### Canlyniadau TGAU/cyferwerth

Pan cyhoeddir canlyniadau TGAU, h.y. y trydydd dydd Iau ym mis Awst fel arfer, bydd angen i ddisgyblion unigol gysylltu â'r ysgol o'u dewis i gadarnhau eu canlyniadau TGAU neu gyferwerth.

### Dewis Pynciau

Mae'n bosib y bydd myfyrwyr sydd wedi cyflawni graddau boddhaol mewn arholiadau TGAU neu gyferwerth yn derbyn cynnig cadarnhaol o le yn yr ysgol o'u dewis os bydd lleoedd ar gael. Fodd bynnag, dylid nodi efallai na fydd yn bosib astudio pob un o'r pynciau a ddewiswyd yn yr ysgol a ddewiswyd. Efallai y bydd angen i ddisgyblion wneud cysylltiad â chweched dosbarth mewn ysgol arall er mwyn astudio rhai pynciau.

Mae'n bosib y bydd myfyrwyr sydd wedi cyflawni graddau boddhaol mewn arholiadau TGAU neu gyferwerth ond nid ydynt yn gallu astudio'r holl bynciau o'u dewis yn yr ysgol o'u dewis yn cael cynnig dewis arall o'r pynciau sy'n cael eu haddysgu yn y lleoliad hwnnw. Fel arall, gall y disgyblion hynny chwilio am le mewn lleoliad arall, h.y. chweched dosbarth mewn ysgol arall yn Abertawe neu yng Ngholeg Gŵyr.

### Ni fydd gofyn i ddisgyblion gael cyfweiliad mynediad.

### Terfynau Mynediad - Chweched Dosbarth

Gall pob ysgol â chweched dosbarth dderbyn hyd at ei uchafswm derbyn, yn amodol ar fyfyrwyr yn cyflawni'r gofynion mynediad penodol a nodwyd gan yr ysgol (ceir manylion gan ysgolion unigol). Mae'n rhaid rhoi hawl apelio i rieni a disgyblion y mae eu cais am le yn chweched dosbarth yr ysgol yn cael ei wrthod.

### Trefniadau Derbyn

Rhoddir y cyfrifoldeb am y trefniadau ar gyfer blynyddoedd 12 a 13 mewn ysgolion cymunedol a gynhelir i'r sefydliadau'n uniongyrchol. Gellir gofyn am fanylion trefniadau derbyn ysgolion a gynorthwyir yn wirfoddol yn uniongyrchol gan y sefydliadau perthnasol a bydd y rhain yn rhan o'u polisiau derbyn.

### Rhestr Aros

Os bydd gorysgrifio am leoedd mewn chweched dosbarth ac ni all yr ysgol fodloni'r galw am gyrsiau, caiff rhestr aros ei chynnal. Bydd ymgeiswyr sydd wedi bodloni'r meini prawf mynediad (gweler uchod) ond y mae eu cais am le wedi cael ei wrthod oherwydd prinder lle yn cael cyfle i roi eu henwau ar restr aros. Os daw lle/leoedd ar gael, bydd disgyblion y mae eu henwau ar y rhestr aros yn cael cynnig lle yn unol â'r meini prawf gorymgeisio (gweler isod).

## Meini Prawf Gorymgeisio

I ddisgyblion sy'n cyflawni'r cymwysterau mynediad penodol pan fo mwy o geisiadau wedi cael eu derbyn ar gyfer unrhyw chweched dosbarth na'r lleoedd sydd ar gael, caiff y drefn flaenoriaeth ganlynol ei dilyn:

1. Disgyblion y mae'r Awdurdod Lleol yn gofalu amdanynt (PDG) neu a oedd yn arfer derbyn gofal\*.
2. Disgyblion sy'n byw o fewn dalgylch diffiniedig yr ysgol. Ni ellir gwarantu lle yn y dalgylch. Os bydd mwy o geisiadau na lleoedd, caiff y lleoedd eu dyrannu yn ôl pellter, gyda'r rhai sy'n byw agosaf i'r ysgol (y daith gerdded fyrraf) yn cael blaenoriaeth.\*\*
3. Disgyblion y mae ganddynt frawd neu chwaer o oedran ysgol statudol\*\* sy'n mynd i'r ysgol adeg eu derbyn\*\*\*. Os bydd mwy o geisiadau na lleoedd, caiff y lleoedd eu dyrannu yn ôl pellter, gyda'r rhai sy'n byw agosaf i'r ysgol (y daith gerdded fyrraf) yn cael blaenoriaeth\*\*
4. Disgyblion a aeth i'r ysgol ym Blwyddyn 11 ond sy'n byw y tu allan i ddalgylch yr ysgol honno. Os bydd mwy o geisiadau na lleoedd, caiff y lleoedd eu dyrannu yn ôl pellter, gyda'r rhai sy'n byw agosaf i'r ysgol (y daith gerdded fyrraf) yn cael blaenoriaeth.\*\*
5. Plant eraill y gwnaed cais am le drostynt nad yw meini prawf 1 i 4 uchod yn berthnasol iddynt. Os bydd mwy o geisiadau na lleoedd, caiff y lleoedd eu dyrannu yn ôl pellter, gyda'r rhai sy'n byw agosaf i'r ysgol (y daith gerdded fyrraf) yn cael blaenoriaeth.\*\*

\* Plant sy'n Derbyn Gofal (PDG), neu a oedd yn arfer derbyn gofal - mae plentyn sy'n derbyn gofal yn cyfeirio at blentyn sy'n derbyn gofal gan yr awdurdod lleol yn Nghymru neu Loegr, (yn ôl diffiniad Adran 22 Deddf Plant 1989 ac Adran 74 Deddf Gwasanaethau Cymdeithasol a Llesiant [Cymru] 2014) ar yr adeg y cyflwynir cais i ysgol ac y mae'r awdurdod lleol wedi cadarnhau y bydd yn parhau i dderbyn gofal pan fydd yn cael mynediad i'r ysgol. Plant a oedd yn arfer derbyn gofal: plant nad ydynt yn derbyn gofal bellach gan eu bod wedi cael eu mabwysiadu, wedi bod yn destun gorchymyn preswyl neu orchymyn gwarcheidwadaeth arbennig yn syth ar ôl derbyn gofal (yn ôl diffiniad Côt Derbyniadau Ysgolion Llywodraeth Cymru, dogfen rhif 005/2013). Bydd angen darparu tystiolaeth ar gyfer holl geisiadau meini prawf PDG.

\*\*Mesurir pob llwybr gan gyfrifiadur gan ystyried y pellter o'r cartref i'r ysgol ar hyd y llwybr cerdded byrraf sydd ar gael. Cymerir y mesuriadau o'r tu allan i fynedfa'r eiddo (tŷ neu fflat) i fynedfa swyddogol agosaf yr ysgol.

\*\*\*Diffinnir brawd neu chwaer fel plentyn naturiol neu blentyn sydd wedi'i fabwysiadu'n gyfreithlon gan y naill riant neu'r llall sy'n byw yn yr un cyfeiriad. Mewn unrhyw sefyllfa pan fydd un lle ar gael ac mae'r disgyblion cymwys nesaf ar gyfer y lle hwnnw'n efeilliaid/tripledi, bydd yr ALI yn derbyn y ddau/tri plentyn. Diffinnir oedran ysgol statudol fel disgyblion sydd rhwng 5 ac 16 oed (h.y. disgyblion mewn unrhyw grŵp blwyddyn rhwng ac yn cynnwys y dosbarth Derbyn a Blwyddyn 11.)

**SYLWER:** Gall disgyblion â datganiad o anghenion addysgol arbennig drosglwyddo i'r chweched dosbarth mewn ysgolion yn Abertawe. Gwneir y penderfyniad ar drosglwyddo gan yr awdurdod lleol mewn ymgynghoriad â'r ysgol berthnasol. Roedd yr wybodaeth yn y cyhoeddiad hwn yn gywir pan gafodd ei gyhoeddi, ond gellir ei diweddarau yn seiliedig ar gyngor/deddfwriaeth newydd yn cael ei gyhoeddi nad oedd ar gael pan gyhoeddwyd y ddogfen.



## Education Department / Adran Addysg

**SCHEDULE OF EVENTS FOR ADMISSION ARRANGEMENTS 2021-2022  
PRIMARY SCHOOLS (Reception)**

|   |   |
|---|---|
| 2 December 2019                                   | Issue of admission arrangements to schools for consultation.  |
| 24 January 2020                                   | Return of consultation responses to local authority (LA)  |
| 27 January – 7 February 2020                      | Period for LA to resolve queries  |
| 5 March 2020                                      | Report of consultation to Corporate Briefing.   |
| 26 March 2020                                     | Determination of admission arrangements by Council  |
| 1 September 2020                                  | Information for parents made available to schools and parents/carers on City and County of Swansea website or by hard copy (available on request) |
| 5 October 2020                                    | Parents/carers are invited to apply for a school place  |
| 5 October – 27 November 2020                      | A period of eight weeks for parents to make their admission applications  |
| <b>27 November 2020</b>                           | <b>Deadline for parents/carers to submit admission application to the School and Governor Team, Civic Centre</b>                                  |
| 16 April 2021                                     | Local authority notifies parents/carers of primary school place offered. (All Wales offer date).  |
| <b>EASTER HOLIDAY<br/>29 March – 9 April 2021</b> |   |
| 14 May 2021                                       | Date by which parents/carers lodge appeal   |



## Education Department / Adran Addysg

**AMSERLEN DIGWYDDIADAU AR GYFER TREFNIADAU DERBYN 2021-2022  
YSGOLION CYNRADD (Derbyn)**

|   |   |
|---|---|
| 2 Rhagfyr 2019                                      | Rhoi'r trefniadau derbyn i ysgolion ar gyfer ymgynghori   |
| 24 Ionawr 2020                                      | Dychwelyd ymatebion i'r ymgynghoriad i awdurdod lleol (ALI)   |
| 27 Ionawr – 7 Chwefror 2020                         | Cyfnod i'r ALI ddatrys ymholiadau   |
| 5 Mawrth 2020                                       | Adroddiad ar yr ymgynghori i Briffio Corfforaethol  |
| 26 Mawrth 2020                                      | Y cyngor yn pennu'r Trefniadau Derbyn   |
| 1 Medi 2020   | Gwybodaeth i rieni ar gael i ysgolion a rhieni/gofalwyr ar wefan Dinas a Sir Abertawe neu ar gopi caled (ar gael ar gais)     |
| 5 Hydref 2020                                       | Gwahoddir rhieni/gwarcheidwaid i gyflwyno cais am le yn yr ysgol  |
| 5 Hydref – 27 Tachwedd 2020                         | Cyfnod o wyth wythnos i rieni gyflwyno eu ceisiadau derbyn  |
| <b>27 Tachwedd 2020</b>                             | <b>Y dyddiad cau i rieni/ofalwyr gyflwyno cais am le i'r Tîm Ysgolion a Llywodraethwyr, y Ganolfan Ddinesig</b>               |
| 16 Ebrill 2021                                      | Yr awdurdod lleol yn dweud wrth rieni/ofalwyr am y lleoedd a gynigiwyd mewn ysgolion cynradd.<br>(Dyddiad cynnig Cymru Gyfan) |
| <b>GWYLIAU'R PASG<br/>29 Mawrth - 9 Ebrill 2021</b> |   |
| 14 Mai 2021   | Dyddiad olaf i rieni/warcheidwaid gyflwyno apêl   |





## Education Department / Adran Addysg

**SCHEDULE OF EVENTS FOR ADMISSION ARRANGEMENTS 2021-2022  
SECONDARY SCHOOLS (Year 7)**

|   |   |
|---|---|
| 2 December 2019   | Issue of admission arrangements to schools for consultation.  |
| 24 January 2020   | Return of consultation responses to local authority (LA)  |
| 27 January – 7 February 2020                                | Period for LA to resolve queries  |
| 5 March 2020  | Report of consultation to Corporate Briefing.   |
| 26 March 2020   | Determination of admission arrangements by Council.   |
| 1 September 2020  | Information for parents made available to schools and parents/carers on City and County of Swansea website or by hard copy (available on request) |
| 5 October 2020  | Parents/carers are invited to apply for a school place.   |
| 5 October – 27 November 2020                                | A period of eight weeks for parents to make their admission applications.   |
| <b>27 November 2020</b>                                     | <b>Deadline for parents/carers to submit admission application to the School and Governor Team, Civic Centre</b>                                  |
| 1 March 2021  | Local authority notifies parents/carers of secondary school place offered.<br>(All Wales offer date)  |
| <b>HALF TERM HOLIDAY<br/>15 February – 19 February 2021</b> |   |
| 26 March 2021   | Date by which parents/carers lodge an appeal.   |



## Education Department / Adran Addysg

**AMSERLEN DIGWYDDIADAU AR GYFER TREFNIADAU DERBYN 2021-2022  
YSGOLION UWCHRADD (Blwyddyn 7)**

|  |  |
|--|--|
| 2 Rhagfyr 2019   | Rhoi'r trefniadau derbyn i ysgolion ar gyfer ymgynghori  |
| 24 Ionawr 2020   | Dychwelyd ymatebion i'r ymgynghoriad i awdurdod lleol (ALI)  |
| 27 Ionawr – 7 Chwefror 2020                                    | Cyfnod i'r ALI ddatrys ymholiadau  |
| 5 Mawrth 2020  | Adroddiad ar yr ymgynghori i Briffio Corfforaethol   |
| 26 Mawrth 2020   | Y cyngor yn pennu Trefniadau Derbyn  |
| 1 Medi 2020  | Gwybodaeth i rieni ar gael i ysgolion a rhieni/gofalwyr ar wefan Dinas a Sir Abertawe neu ar gopi caled (ar gael ar gais)    |
| 5 Hydref 2020  | Gwahoddir rhieni i gyflwyno cais am le yn yr ysgol.  |
| 5 Hydref – 27 Tachwedd 2020                                    | Cyfnod o wyth wythnos i rieni gyflwyno eu ceisiadau derbyn.  |
| <b>27 Tachwedd 2020</b>  | <b>Y dyddiad cau i rieni/ofalwyr gyflwyno cais am le i'r Tîm Ysgolion a Llywodraethwyr, y Ganolfan Ddinesig</b>              |
| 1 Mawrth 2021  | Yr awdurdod lleol yn rhoi gwybod i rieni/ofalwyr am leoedd a gynigir mewn ysgolion uwchradd.<br>(Dyddiad cynnig Cymru Gyfan) |
| <b>GWYLIAU HANNER TYMOR<br/>15 Chwefror – 19 Chwefror 2021</b> |  |
| 26 Mawrth 2021   | Dyddiad olaf i rieni/warcheidwaid gyflwyno apêl.   |

**CITY AND COUNTY OF SWANSEA  
PRIMARY SCHOOLS**

**ADMISSION NUMBERS  
2021-2022**

|                           |    |
|---------------------------|----|
| Birchgrove Primary        | 60 |
| Bishopston Primary        | 38 |
| Blaenymaes Primary        | 37 |
| Brynhyfryd Primary        | 60 |
| Brynmill Primary          | 45 |
| Burlais Primary           | 75 |
| Cadle Primary             | 51 |
| Casllwchwr Primary        | 30 |
| Christchurch Ch. in Wales | 16 |
| Cila Primary              | 16 |
| Clase Primary             | 45 |
| Clwyd Primary             | 45 |
| Clydach Primary           | 37 |
| Craigfelen Primary        | 25 |
| Crwys Primary             | 24 |
| Cwm Glas Primary          | 40 |
| Cwmrhydyceirw Primary     | 65 |
| Danygraig Primary         | 40 |
| Dunvant Primary           | 46 |
| Gendros Primary           | 43 |
| Glais Primary             | 15 |
| Glyncollen Primary        | 30 |
| Gors Community            | 44 |
| Gorseinon Primary         | 45 |
| Gowerton Primary          | 49 |
| Grange Primary            | 30 |
| Gwyrosydd Primary         | 58 |
| Hafod Primary             | 30 |
| Hendrefoilan Primary      | 30 |
| Knelston Primary          | 19 |
| Llangyfelach Primary      | 30 |
| Llanrhidian Primary       | 20 |
| Mayals Primary            | 30 |
| Morrison Primary          | 27 |
| Newton Primary            | 30 |
| Oystermouth Primary       | 30 |
| Parkland Primary          | 75 |
| Pen y Fro Primary         | 30 |
| Penclawdd Primary         | 30 |
| Pengelli Primary          | 15 |

|                                |    |
|--------------------------------|----|
| Penllergaer Primary            | 43 |
| Pennard Primary                | 30 |
| Pentrechwyth Primary           | 24 |
| Pentre'r Graig Primary         | 45 |
| Penyrheol Primary              | 43 |
| Plasmarl Primary               | 28 |
| Pontarddulais Primary          | 60 |
| Pontlliw Primary               | 26 |
| Pontybrenin Primary            | 45 |
| Portmead Primary               | 35 |
| Sea View Community Primary     | 29 |
| Sketty Primary                 | 60 |
| St. David's Primary            | 30 |
| St. Helen's Primary            | 30 |
| St. Illtyd's Primary           | 30 |
| St. Joseph's Cathedral Primary | 60 |
| St. Joseph's Primary (Clydach) | 30 |
| St. Thomas' Primary            | 55 |
| Talycopa Primary               | 30 |
| Terrace Road Primary           | 45 |
| Townhill Primary               | 60 |
| Trallwn Primary                | 41 |
| Tre Uchaf Primary              | 29 |
| Waun Wen Primary               | 29 |
| Waunarlwydd Primary            | 41 |
| Whitestone Primary             | 27 |
| Ynystawe Primary               | 24 |
| YGG Bryniago                   | 31 |
| YGG Bryn-y-Mor                 | 37 |
| YG y Cwm                       | 28 |
| YGG Gellionnen                 | 43 |
| YGG Llwynderw                  | 45 |
| YGG Lon Las                    | 75 |
| YGG Pontybrenin                | 71 |
| YGG Tan-y-lan                  | 60 |
| YGG Tirdeunaw                  | 75 |
| YGG Y Login Fach               | 30 |

**CITY AND COUNTY OF SWANSEA  
SECONDARY SCHOOLS**

**ADMISSION NUMBERS  
2021-2022**

|                              |     |
|------------------------------|-----|
| Birchgrove Comprehensive     | 161 |
| Bishop Gore Comprehensive    | 240 |
| Bishop Vaughan Comprehensive | 215 |
| Bishopston Comprehensive     | 220 |
| Cefn Hengoed Comprehensive   | 167 |
| Dylan Thomas Community       | 131 |
| Gowerton Comprehensive       | 211 |
| Morrison Comprehensive       | 220 |
| Olchfa Comprehensive         | 289 |
| Pentrehafod Comprehensive    | 219 |
| Penyrheol Comprehensive      | 195 |
| Pontarddulais Comprehensive  | 168 |
| Ysgol Gyfun Bryn Tawe        | 205 |
| Ysgol Gyfun Gwyr             | 173 |

**DINAS A SIR ABERTAWE  
YSGOLION GYNRADD**

**NIFER DERBYN  
2021-2022**

|                           |    |
|---------------------------|----|
| Birchgrove Primary        | 60 |
| Bishopston Primary        | 38 |
| Blaenymaes Primary        | 37 |
| Brynhyfryd Primary        | 60 |
| Brynmill Primary          | 45 |
| Burlais Primary           | 75 |
| Cadle Primary             | 51 |
| Casllwchwr Primary        | 30 |
| Christchurch Ch. in Wales | 16 |
| Cila Primary              | 16 |
| Clase Primary             | 45 |
| Clwyd Primary             | 45 |
| Clydach Primary           | 37 |
| Craigfelen Primary        | 25 |
| Crwys Primary             | 24 |
| Cwm Glas Primary          | 40 |
| Cwmrhydyceirw Primary     | 65 |
| Danygraig Primary         | 40 |
| Dunvant Primary           | 46 |
| Gendros Primary           | 43 |
| Glais Primary             | 15 |
| Glyncollen Primary        | 30 |
| Gors Community            | 44 |
| Gorseinon Primary         | 45 |
| Gowerton Primary          | 49 |
| Grange Primary            | 30 |
| Gwrosydd Primary          | 58 |
| Hafod Primary             | 30 |
| Hendrefoilan Primary      | 30 |
| Knelston Primary          | 19 |
| Llangyfelach Primary      | 30 |
| Llanrhidian Primary       | 20 |
| Mayals Primary            | 30 |
| Morrison Primary          | 27 |
| Newton Primary            | 30 |
| Oystermouth Primary       | 30 |
| Parkland Primary          | 75 |
| Pen y Fro Primary         | 30 |
| Penclawdd Primary         | 30 |
| Pengelli Primary          | 15 |

|                                |    |
|--------------------------------|----|
| Penllergaer Primary            | 43 |
| Pennard Primary                | 30 |
| Pentrechwyth Primary           | 24 |
| Pentre'r Graig Primary         | 45 |
| Penyrheol Primary              | 43 |
| Plasmarl Primary               | 28 |
| Pontarddulais Primary          | 60 |
| Pontlliw Primary               | 26 |
| Pontybrenin Primary            | 45 |
| Portmead Primary               | 35 |
| Sea View Community Primary     | 29 |
| Sketty Primary                 | 60 |
| St. David's Primary            | 30 |
| St. Helen's Primary            | 30 |
| St. Illtyd's Primary           | 30 |
| St. Joseph's Cathedral Primary | 60 |
| St. Joseph's Primary (Clydach) | 30 |
| St. Thomas' Primary            | 55 |
| Talycopa Primary               | 30 |
| Terrace Road Primary           | 45 |
| Townhill Primary               | 60 |
| Trallwn Primary                | 41 |
| Tre Uchaf Primary              | 29 |
| Waun Wen Primary               | 29 |
| Waunarlwydd Primary            | 41 |
| Whitestone Primary             | 27 |
| Ynystawe Primary               | 24 |
| YGG Bryniago                   | 31 |
| YGG Bryn-y-Mor                 | 37 |
| YG y Cwm                       | 28 |
| YGG Gellionnen                 | 43 |
| YGG Llwynderw                  | 45 |
| YGG Lon Las                    | 75 |
| YGG Pontybrenin                | 71 |
| YGG Tan-y-lan                  | 60 |
| YGG Tirdeunaw                  | 75 |
| YGG Y Login Fach               | 30 |

**DINAS A SIR ABERTAWE  
YSGOLION GYFUN**

**NIFER DERBYN  
2021-2022**

|                              |     |
|------------------------------|-----|
| Birchgrove Comprehensive     | 161 |
| Bishop Gore Comprehensive    | 240 |
| Bishop Vaughan Comprehensive | 215 |
| Bishopston Comprehensive     | 220 |
| Cefn Hengoed Comprehensive   | 167 |
| Dylan Thomas Community       | 131 |
| Gowerton Comprehensive       | 211 |
| Morrison Comprehensive       | 220 |
| Olchfa Comprehensive         | 289 |
| Pentrefafod Comprehensive    | 219 |
| Penyrheol Comprehensive      | 195 |
| Pontarddulais Comprehensive  | 168 |
| Ysgol Gyfun Bryn Tawe        | 205 |
| Ysgol Gyfun Gwyr             | 173 |



## Report of the Cabinet Member for Resilience & Strategic Collaboration

Council – 26 March 2020

### Pay Policy Statement 2020-2021

|                                    |   |
|------------------------------------|---|
| <b>Purpose:</b>                    | To approve the Pay Policy Statement 2020-2021.  |
| <b>Policy Framework:</b>           | None.   |
| <b>Consultation:</b>               | Human Resources, Legal, Finance and Access to Services.   |
| <b>Recommendation:</b>             | It is recommended that:<br>1) The Pay Policy Statement 2020-2021 as attached at Appendix A of the report be approved and published. |
| <b>Report Author:</b>              | Adrian Chard  |
| <b>Finance Officer:</b>            | Ben Smith   |
| <b>Legal Officer:</b>              | Tracey Meredith   |
| <b>Access to Services Officer:</b> | Rhian Millar  |

#### 1. Introduction

1.1 Under Section 112 of the Local Government Act 1972 the Council has 'the power to appoint officers on such reasonable terms and conditions as the Authority thinks fit'. This Pay Policy statement sets out the Council's approach to Pay Policy in accordance with the requirements of 38 (1) of the Localism Act 2011 which requires English and Welsh Local Authorities to produce and publish a Pay Policy Statement for each financial year, detailing:

- The Authority's policies towards all aspects and elements of the remuneration of Chief Officers;
- Their approach to the publication of and access to information relating to all aspects of the remuneration of Chief Officers;
- The Authority's policies towards the remuneration of its lowest paid employees (including the definition adopted and reasons for it);
- The relationship between the remuneration of its Chief Officers and other employees.

1.2 The new annual Pay Policy is attached at **Appendix A**.

## **2. Content of the Pay Policy Statement**

2.1 The Pay Policy Statement outlines the Council's implementation of:

- The broad principles of the pay strategy which include:
  - Transparency, accountability and value for money
  - Pay and Reward Strategy
  - NJC Pay Structure
  - The national pay grades - Soulbury committee
  - Job evaluation
  - National minimum wage/national living wage/living wage
  - Market Supplements & Honorariums
  - Pay and Performance
  - Exit Cap and recovery provisions
- Chief Officer Pay
- Teachers' Pay
- Publication
- Pay relativities within the Authority
- Independent Remuneration Panel
- Accountability and Decision Making
- Re-employment

## **3. Financial Implications**

3.1 The costs arising from the Council's Pay Policy Statement are reflected in the 2020/2021 Budget

## **4. Legal Implications**

4.1 Under s 38(1) of the Localism Act 2011, the Council is required to approve its Pay Policy Statement by 31 March each year.

## **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 The Pay Policy Statement for 2020/21 has taken all necessary steps to assure the Council that we meet the required standard.

5.3 An EIA screening has been undertaken and the assessment indicated that there was a low impact on the workforce (**Appendix B**).

**Background Papers:** None.

**Appendices:**

Appendix A - Draft Pay Policy Statement 2019/2020.

Appendix B - Equality Impact Assessment Screening.

## PAY POLICY STATEMENT 2020/21

### Table of Contents

|  |    |
|--|----|
| <b><u>1. Policy Statement</u></b> .....  | 5  |
| <b><u>2. Legislative Framework</u></b> .....   | 5  |
| <b><u>3. Policy Scope</u></b> .....  | 6  |
| <b><u>4. Principles of the Pay Strategy</u></b> .....                                | 6  |
| <u>4.1 Transparency, accountability and value for money</u> .....                    | 6  |
| <u>4.2 Development of Pay and Reward Strategy</u> .....                              | 6  |
| <u>4.3 NJC Pay Structure</u> .....   | 7  |
| <u>4.4 National Pay Grades - Soulbury Committee</u> .....                            | 8  |
| <u>4.5 Job Evaluation</u> .....  | 8  |
| <u>4.6 National Minimum Wage/National Living Wage/Living Wage</u> .....              | 8  |
| <u>4.7 Market Supplements</u> .....  | 9  |
| <u>4.8 Honorarium Payments</u> .....   | 9  |
| <u>4.9 Pay and Performance</u> .....   | 9  |
| <u>4.10 Exit Cap and Recovery Provisions</u> .....                                   | 10 |
| <b><u>5. Chief Officer Pay</u></b> .....   | 10 |
| <u>5.1 Definitions of Chief Officer &amp; Pay Levels</u> .....                       | 10 |
| <u>5.2 Chief Officer Job Evaluation</u> .....  | 11 |
| <u>5.3 Recruitment of Chief Officers</u> .....                                       | 11 |
| <u>5.4 Additions to salary of Chief Officers</u> .....                               | 11 |
| <u>5.5 Pay Increases - Chief Officers</u> .....                                      | 11 |
| <u>5.6 Payments on Termination</u> .....   | 12 |
| <b><u>6. Teachers Pay</u></b> .....  | 12 |
| <b><u>7. Publication</u></b> .....   | 13 |
| <b><u>8. Pay relativities across the authority</u></b> .....                         | 13 |
| <b><u>9. Independent Remuneration Panel for Wales</u></b> .....                      | 14 |
| <b><u>10. Accountability and decision making</u></b> .....                           | 14 |
| <b><u>11. Re-employment procedures</u></b> .....                                     | 14 |
| <b><u>12. Monitoring and review</u></b> .....  | 15 |
| <u>ANNEX A: NJC Pay Scale and Swansea Implementation April 2019/20</u> .....         | 16 |
| <u>ANNEX B: Chief Officers Pay 2019/20 (Pay for 2020/21 not yet available)</u> ..... | 17 |
| <u>ANNEX C Soulbury 2019/20 (current until September 2020)</u> .....                 | 18 |

## 1. Policy Statement

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

## 2. Legislative Framework

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

### 3. Policy Scope

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

### 4. Principles of the Pay Strategy

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

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

#### 4.2 Development of Pay and Reward Strategy

- 4.2.1 The primary aim of a reward strategy is to attract, retain and motivate suitably skilled staff so that the Authority can perform at its best. The biggest challenge for the Council in the current circumstances is to maximise productivity and efficiency within current resources. Pay Policy then is a matter of striking a sometimes difficult balance between setting remuneration levels at appropriate

levels to facilitate a sufficient supply of appropriately skilled individuals to fill the Authority's very wide range of posts, and ensuring that the burden on the taxpayer does not become greater than can be fully and objectively justified.

- 4.2.2 In this context it does need to be recognised that at the more senior grades in particular remuneration levels need to enable the attraction of a suitably wide pool of talent (which will ideally include people from the private as well as public sector and from outside as well as within Wales), and the retention of suitably skilled and qualified individuals once in post. It must be recognised that the Council will often be seeking to recruit in competition with other good public and private sector employers.
- 4.2.3 In addition, the Council is the major employer in the area. As such we must have regard to our role in improving the economic well-being of the people of the City & County. The availability of good quality employment on reasonable terms and conditions and fair rates of pay has a beneficial impact on the quality of life in the community as well as on the local economy. The Council also has a role in setting a benchmark example on pay and conditions to other employers in the area for the same reasons.
- 4.2.4 In designing, developing and reviewing its Pay and Reward Strategy, the Council will seek to balance these factors appropriately to maximise outcomes for the organisation and the community it serves, while managing pay costs appropriately and maintaining sufficient flexibility to meet future needs. This Pay Policy will be reviewed on an annual basis in line with our strategy for pay and approved annually by the Full Council.

### **4.3 NJC Pay Structure**

- 4.3.1 The Council uses the nationally negotiated pay spine as the basis for its grading structure. This determines the salaries of the larger majority of the non-teaching workforce, together with the use of other nationally defined rates where relevant.
- 4.3.2 Pay rates for the period 1<sup>st</sup> April 2020 to March 31<sup>st</sup> 2021 are currently the subject of negotiation nationally and will be communicated once they are agreed.
- 4.3.3 All other pay related allowances are the subject of either nationally or locally negotiated rates, having been determined from time to time in accordance with collective bargaining machinery and/or as determined by Council Policy.
- 4.3.4 New appointments will normally be made at the minimum of the relevant grade, although this can be varied where necessary to secure the best candidate.
- 4.3.5 All future pay nationally negotiated pay increases for NJC staff will follow the same process as for Chief Officers; see Paragraph 5.5.1 below. The Authority will therefore pay future pay rises as and when determined in accordance with contractual requirements.

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

4.4.1 The Soulbury Committee has its own pay scales and includes the following groups of staff:-

- i) Educational Inspectors and Advisers
- ii) Educational Psychologists
- iii) Youth and Community Service Officers

4.4.2 In addition to the annual pay increase, the Soulbury Committee determines the national salary framework. On other conditions of service issues, the Soulbury agreement ensures that Soulbury officers have conditions which are not less favourable than other local government staff employed in the authority they work in.

4.4.3 All future pay nationally negotiated pay increases for Soulbury staff will follow the same process as for Chief Officers; see Paragraph 5.5.1 below. The Authority will therefore pay future pay rises as and when determined in accordance with contractual requirements.

**4.4.4 The current pay rates for this group of staff are attached at Annex C.**

#### **4.5 Job Evaluation**

4.5.1. Job evaluation is a systematic way of determining the value/worth of a job in relation to other jobs within an organisation. It aims to make a systematic comparison between jobs to assess their relative worth for the purpose of establishing a rational pay structure and pay equity between jobs.

4.5.2. The Council implemented Single Status for all staff in terms of Pay & Grading and Terms & Conditions on 1<sup>st</sup> April 2014. The concept of equality was central to this work and our Equality Impact Assessment (EIA) process has been utilised throughout. It has already informed the Council's negotiating position in relation to a number of Terms and Conditions. The Council engaged Northgate to assist us to carry out an EIA in respect of our new pay model.

#### **4.6 National Minimum Wage/National Living Wage/Living Wage**

4.6.1 As part of the NJC National Pay Negotiations for 2018/2019 and 2019/2020, there **was** agreement to completely revise the NJC National Pay Spine to take account of the National Living Wage.

**4.6.2 The revised Living Wage rates will be included for consideration and implementation in line with the nationally agreed pay award.**

4.6.3 The **current** NJC pay scales and how they are implemented to the current Swansea Council Pay Structure is included in ANNEX A.



## 4.7 Market Supplements

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

4.7.2 It is the Council's policy that any such additional payments be kept to a minimum and be reviewed on a regular basis so that they can be withdrawn where no longer considered necessary, as set out in the Market Supplement Procedure.

4.7.3 Where there are specialist technical roles required within a service, and the recruitment process has failed to deliver appropriately qualified suitable candidates for the role on offer, the Head of Service will submit a full business case for the additional market supplement payment, based on current labour market research for these required skills, to Corporate Management Team.

4.7.4 2019/20 budget proposals identified savings of 50% of market supplement payments. The review of the Market Supplement Policy deemed that the information was duplicated within the Pay Policy Statement, and therefore was replaced with Procedure and Guidance.

## 4.8 Honorarium Payments

4.8.1 The Council recognises that it may be necessary from time to time to apply an additional payment when an employee is requested to 'act up' into a higher graded post or temporarily undertake additional duties associated with a higher graded post.

4.8.2 In these circumstances, honoraria payments may be made and the Honoraria Procedure seeks to ensure that honoraria payments are transparent, properly considered, subject to proper review and implemented on a consistent basis.

4.8.3 2019/20 budget proposals identified savings of 50% of honoraria payments and resulted in a review of the policy. The review deemed that the information was duplicated in the Pay Policy Statement, and therefore was replaced with Procedure and Guidance.

## 4.9 Pay and Performance

4.9.1 The Council expects high levels of performance from all employees and has a performance review process in place to monitor, evaluate and manage performance on an ongoing basis.

4.9.2 For Chief Officers, the annual increment (if not already at top of scale) is only awarded once the Performance Review has been deemed to be satisfactory.

## 4.10 Exit Cap and Recovery Provisions

4.10.1 In 2017, the UK Government intended to introduce Regulations that will impose a cap of £95,000 on exit payments for public sector workers. It also intends to develop regulations to enable the recovery of exit payments made to employees who leave the public sector and return within 12 months; although the timetable for these regulations is not as clear.

4.10.2 The minimum salary to which the recovery provisions will apply is £80,000 per annum. To date no such Regulations have been published by the Government although it is understood that consultation was due to take place in 2018 in respect of these Regulations, but slippages in the UK Government legislation timetable has postponed action on this. Council Policies will be updated at the appropriate time to take account of any changes.

4.10.3 The Strategic HR&OD Manager will ensure that if there is a decision made regarding this matter, the appropriate actions will be taken to ensure compliance.

## 5. Chief Officer Pay

### 5.1 Definitions of Chief Officer & Pay Levels

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

- a) Chief Executive
- b) Deputy Chief Executive/Director of Resources
- c) Corporate Directors
- d) Chief Officers
- e) Heads of Service

5.1.2 No bonus or performance related pay mechanism is applicable to Chief Officers' pay; although the annual increment (if not already at top of scale) is only awarded once the Annual Performance Review has been deemed as satisfactory. The Chief Executive is on a spot salary, with no incremental progression.

5.1.3 In respect of the nationally agreed JNC Pay Award for the Chief Executive's salary, half is afforded automatically with the other half subject to the performance rating at the Annual Performance Review. The current Chief Executive is on a spot salary with no incremental progression.

## **5.2 Chief Officer Job Evaluation**

- 5.2.1 Director and Head of Service level posts were job evaluated in 2009 using the GLPC Job Evaluation Scheme for Chief Officers in Local Government (1993).  
**The Scheme was revised in 2016 and is the one currently in use.**

## **5.3 Recruitment of Chief Officers**

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

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

- 5.4.1. The Council does not apply any bonuses or performance related pay to its Chief Officers. However, the annual increment (if not already at top of scale) is only awarded once the annual Review has been deemed as satisfactory.
- 5.4.2 The Council does pay all reasonable travel and subsistence expenses on production of receipts and in accordance with JNC conditions and other local conditions.
- 5.4.3. The cost of membership of one half of a professional body is met by the Authority if it is deemed an essential requirement of the post.
- 5.4.4. The Chief Executive's salary and Job Description include his role as Returning Officer for Local Government Elections. All other Elections and referenda are not included and are covered by the JNC Terms and Conditions of Employment.

## **5.5 Pay Increases - Chief Officers**

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

5.5.2 Pay rates for the period 1<sup>st</sup> April 2020 to March 31<sup>st</sup> 2021 are currently the subject of negotiation nationally and will be communicated once they are agreed. The current Pay Scale is attached at **Annex B**.

## 5.6 Payments on Termination

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

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

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

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

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

## 6. Teachers Pay

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

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

## 7. Publication

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

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

## 8. Pay relativities across the authority

- 8.1 The lowest paid persons employed under a Contract of Employment with the Council are employed on full time [37 hours] equivalent salaries in accordance with the minimum spinal column point currently in use within the Council's grading structure. The Council employs Apprentices [and other such Trainees] who are not included within the definition of 'lowest paid employees' as they are not employed under Contracts of Employment.
- 8.2 The relationship between the rate of pay for the lowest paid and Chief Officers is determined by the processes used for determining pay and grading structures as set out earlier in this Policy Statement.
- 8.3 The statutory guidance under the Localism Act recommends the use of pay multiples as a means of measuring the relationship between pay rates across the workforce and that of senior managers, as included within the Hutton 'Review of Fair Pay in the Public Sector' (2010). The Hutton Report was asked by Government to explore the case for a fixed limit on dispersion of pay through a requirement that no public sector manager can earn more than 20 times the lowest paid person in the organisation. The report concluded that the relationship to median earnings was a more relevant measure and the Government's Code of Recommended Practice on Data Transparency recommends the publication of the ratio between highest paid salary and the median average salary of the whole of the Authority's workforce.

- 8.4 The current pay levels within the Council define the multiple between the lowest paid (full time equivalent) employee and the Chief Executive as 1.10 and between the lowest paid employee and average Chief Officer as 1:5.
- 8.5 The multiple between the median (average) full time equivalent earnings and the Chief Executive is 1:5 and between the median (average) full time equivalent earnings and average Chief Officer is 1:3.
- 8.6 As part of its overall and ongoing monitoring of alignment with external pay markets, both within and outside the sector, the Council will use available benchmark information as appropriate.

## **9. Independent Remuneration Panel for Wales**

- 9.1 This is in respect of the salary of the Head of Paid Service/Chief Executive and Chief Officers whereby Authorities will pay due regard to any recommendation received from the Independent Remuneration Panel (IRP) when performing its functions under Section 38 of the Localism Act 2011.
- 9.2 A referral was made to the IRP in 2018 due the senior management restructure. It was determined by the panel that the panel approved the proposal to increase the salary of the Chief Legal Officer and determined that the other proposals for new posts were outside of their remit.
- 9.3 A further referral was made in February 2019 due to the interim appointment of Head of Paid Service/Chief Executive and it was determined by the panel to approve the proposal.

## **10. Accountability and decision making**

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

## **11. Re-employment procedures**

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

## 12. Monitoring and review

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



**ANNEX A: NJC Pay Scale and Swansea Implementation April 2019/20**  
 (pay for 2020/21 not yet available)

| GRADE    | SCP<br>18/19 | HOURLY<br>RATE<br>18/19 | SALARY<br>18/19 | SCP<br>19/20 | HOURLY<br>RATE<br>19/20 | SALARY<br>19/20 |
|----------|--------------|-------------------------|-----------------|--------------|-------------------------|-----------------|
| GRADE 1  | LW           | £8.78                   | £16,946         | 1            | £9.00                   | £17,364.00      |
| GRADE 2  | 11           | £8.82                   | £17,007         | 3            | £9.36                   | £18,065.00      |
| GRADE 3  | 12           | £8.90                   | £17,173         | 4            | £9.55                   | £18,426.00      |
|          | 13           | £9.01                   | £17,391         | 4            | £9.55                   | £18,426.00      |
| GRADE 4  | 14           | £9.16                   | £17,681         | 5            | £9.74                   | £18,795.00      |
|          | 15           | £9.32                   | £17,972         | 5            | £9.74                   | £18,795.00      |
|          | 16           | £9.50                   | £18,319         | 6            | £9.94                   | £19,171.00      |
| GRADE 5  | 17           | £9.68                   | £18,672         | 7            | £10.14                  | £19,554.00      |
|          | 18           | £9.78                   | £18,870         | 7            | £10.14                  | £19,554.00      |
|          | 19           | £10.08                  | £19,446         | 8            | £10.34                  | £19,945.00      |
|          | 20           | £10.27                  | £19,819         | 9            | £10.54                  | £20,344.00      |
| GRADE 6  | 21           | £10.65                  | £20,541         | 11           | £10.97                  | £21,166.00      |
|          | 22           | £10.92                  | £21,074         | 12           | £11.19                  | £21,589.00      |
|          | 23           | £11.24                  | £21,693         | 14           | £11.64                  | £22,462.00      |
|          | 24           | £11.61                  | £22,401         | 15           | £11.88                  | £22,911.00      |
|          | 25           | £11.98                  | £23,111         | 17           | £12.35                  | £23,836.00      |
| GRADE 7  | 26           | £12.37                  | £23,866         | 19           | £12.85                  | £24,799.00      |
|          | 27           | £12.78                  | £24,657         | 20           | £13.11                  | £25,295.00      |
|          | 28           | £13.20                  | £25,463         | 22           | £13.64                  | £26,317.00      |
|          | 29           | £13.72                  | £26,470         | 23           | £13.99                  | £26,999.00      |
|          | 30           | £14.18                  | £27,358         | 24           | £14.46                  | £27,905.00      |
| GRADE 8  | 31           | £14.63                  | £28,221         | 25           | £14.92                  | £28,785.00      |
|          | 32           | £15.06                  | £29,055         | 26           | £15.36                  | £29,636.00      |
|          | 33           | £15.50                  | £29,909         | 27           | £15.81                  | £30,507.00      |
|          | 34           | £15.94                  | £30,756         | 28           | £16.26                  | £31,371.00      |
|          | 35           | £16.28                  | £31,401         | 29           | £16.60                  | £32,029.00      |
| GRADE 9  | 36           | £16.71                  | £32,233         | 30           | £17.04                  | £32,878.00      |
|          | 37           | £17.18                  | £33,136         | 31           | £17.52                  | £33,799.00      |
|          | 38           | £17.68                  | £34,106         | 32           | £18.03                  | £34,788.00      |
|          | 39           | £18.26                  | £35,229         | 33           | £18.63                  | £35,934.00      |
|          | 40           | £18.74                  | £36,153         | 34           | £19.11                  | £36,876.00      |
| GRADE 10 | 41           | £19.23                  | £37,107         | 35           | £19.62                  | £37,849.00      |
|          | 42           | £19.72                  | £38,052         | 36           | £20.12                  | £38,813.00      |
|          | 43           | £20.22                  | £39,002         | 37           | £20.62                  | £39,782.00      |
|          | 44           | £20.71                  | £39,961         | 38           | £21.13                  | £40,760.00      |
|          | 45           | £21.18                  | £40,858         | 39           | £21.60                  | £41,675.00      |
| GRADE 11 | 46           | £21.69                  | £41,846         | 40           | £22.12                  | £42,683.00      |
|          | 47           | £22.19                  | £42,806         | 41           | £22.63                  | £43,662.00      |
|          | 48           | £22.68                  | £43,757         | 42           | £23.13                  | £44,632.00      |
|          | 49           | £23.17                  | £44,697         | 43           | £23.63                  | £45,591.00      |
|          | 50           | £23.67                  | £45,669         | 44           | £24.14                  | £46,582.00      |
| GRADE 12 | 51           | £24.17                  | £46,627         | 45           | £24.65                  | £47,560.00      |
|          | 52           | £24.67                  | £47,593         | 46           | £25.16                  | £48,545.00      |
|          | 53           | £25.18                  | £48,586         | 47           | £25.69                  | £49,558.00      |
|          | 54           | £25.71                  | £49,598         | 48           | £26.22                  | £50,590.00      |
|          | 55           | £26.24                  | £50,631         | 49           | £26.77                  | £51,644.00      |



**ANNEX B: Chief Officers Pay 2019/20 (Pay for 2020/21 not yet available – national pay negotiations not concluded)**

|   |                |                |                |                |                |                |                |                |
|---|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| <b>CHIEF EXECUTIVE'S PAY SCALE</b>                    |                |                |                |                |                |                |                |                |
| £148,584 fixed point                                  |                |                |                |                |                |                |                |                |
| <b>DEPUTY CHIEF EXECUTIVE/ DIRECTOR OF RESOURCES</b>  |                |                |                |                |                |                |                |                |
| £115,000 - £125,000                                   |                |                |                |                |                |                |                |                |
| <b>DIRECTORS' PAY SCALES<br/>£102,842 to £116,745</b> |                |                |                |                |                |                |                |                |
| <b>Point 1</b>  | <b>Point 2</b> | <b>Point 3</b> | <b>Point 4</b> | <b>Point 5</b> | <b>Point 6</b> | <b>Point 7</b> |                |                |
| £102,842  | £105,548       | £106,131       | £108,785       | £111,349       | £114,092       | £116,745       |                |                |
| <b>CHIEF OFFICERS<br/>£86,604 to £106,131</b>         |                |                |                |                |                |                |                |                |
| <b>Point 1</b>  | <b>Point 2</b> | <b>Point 3</b> | <b>Point 4</b> | <b>Point 5</b> | <b>Point 6</b> | <b>Point 7</b> | <b>Point 8</b> | <b>Point 9</b> |
| £86,604   | £89,310        | £92,017        | £94,723        | £97,429        | £100,135       | £102,842       | £105,548       | £106,131       |
| <b>HEADS OF SERVICE BAND 1<br/>£70,365 to £86,604</b> |                |                |                |                |                |                |                |                |
| <b>Point 1</b>  | <b>Point 2</b> | <b>Point 3</b> | <b>Point 4</b> | <b>Point 5</b> | <b>Point 6</b> | <b>Point 7</b> |                |                |
| £70,365   | £73,072        | £75,778        | £78,484        | £81,190        | £83,898        | £86,604        |                |                |
| <b>HEADS OF SERVICE BAND 2<br/>£59,540 to £75,778</b> |                |                |                |                |                |                |                |                |
| <b>Point 1</b>  | <b>Point 2</b> | <b>Point 3</b> | <b>Point 4</b> | <b>Point 5</b> | <b>Point 6</b> | <b>Point 7</b> |                |                |
| £59,540   | £62,246        | £64,953        | £67,659        | £70,365        | £73,072        | £75,778        |                |                |
| <b>HEADS OF SERVICE BAND 3<br/>£54,128 to £64,953</b> |                |                |                |                |                |                |                |                |
| <b>Point 1</b>  | <b>Point 2</b> | <b>Point 3</b> | <b>Point 4</b> | <b>Point 5</b> |                |                |                |                |
| £54,128   | £56,781        | £59,540        | £62,246        | £64,953        |                |                |                |                |

## ANNEX C Soulbury 2019/20 (current until September 2020)

### 1. EDUCATIONAL IMPROVEMENT PROFESSIONALS (EIPs)

| SCP | Current  | 01.09.18 | 01.09.19 |
|-----|----------|----------|----------|
| 1   | 34067    | 34749    | 35444    |
| 2   | 35287    | 35993    | 36713    |
| 3   | 36439    | 37168    | 37912    |
| 4   | 37606    | 38359    | 39127    |
| 5   | 38767    | 39543    | 40334    |
| 6   | 39928    | 40727    | 41542    |
| 7   | 41148    | 41971    | 42811    |
| 8   | 42321*   | 43168*   | 44032*   |
| 9   | 43689    | 44563    | 45455    |
| 10  | 44908    | 45807    | 46724    |
| 11  | 46112    | 47035    | 47976    |
| 12  | 47277    | 48223    | 49188    |
| 13  | 48597**  | 49569**  | 50561**  |
| 14  | 49773    | 50769    | 51785    |
| 15  | 51073    | 52095    | 53137    |
| 16  | 52248    | 53293    | 54359    |
| 17  | 53426    | 54495    | 55585    |
| 18  | 54582    | 55674    | 56788    |
| 19  | 55775    | 56891    | 58029    |
| 20  | 56391*** | 57519*** | 58670*** |
| 21  | 57575    | 58727    | 59902    |
| 22  | 58607    | 59780    | 60976    |
| 23  | 59744    | 60939    | 62158    |
| 24  | 60762    | 61978    | 63218    |
| 25  | 61851    | 63089    | 64351    |
| 26  | 62914    | 64173    | 65457    |
| 27  | 64001    | 65282    | 66588    |
| 28  | 65102    | 66405    | 67734    |
| 29  | 66207    | 67532    | 68883    |
| 30  | 67309    | 68656    | 70030    |
| 31  | 68402    | 69771    | 71167    |
| 32  | 69512    | 70903    | 72322    |
| 33  | 70623    | 72036    | 73477    |
| 34  | 71761    | 73197    | 74661    |
| 35  | 72895    | 74353    | 75841    |
| 36  | 74062    | 75544    | 77055    |
| 37  | 75210    | 76715    | 78250    |
| 38  | 76371    | 77899    | 79457    |
| 39  | 77515    | 79066    | 80648    |
| 40  | 78659    | 80233    | 81838    |
| 41  | 79809    | 81406    | 83035    |
| 42  | 80958    | 82578    | 84230    |
| 43  | 82106    | 83749    | 85424    |
| 44  | 83259    | 84925    | 86624    |
| 45  | 84410    | 86099    | 87821    |
| 46  | 85562    | 87274    | 89020    |

|    |           |           |           |
|----|-----------|-----------|-----------|
| 47 | 86719     | 88454     | 90224     |
| 48 | 87865**** | 89623**** | 91416**** |
| 49 | 89016**** | 90797**** | 92613**** |
| 50 | 90168**** | 91972**** | 93812**** |

Notes:

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

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

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

\*\*\*normal minimum point for leading EIP undertaking the full range of duties at this level. \*\*\*\*extension to range to accommodate structured professional assessments.

## 2. YOUNG PEOPLE'S / COMMUNITY SERVICE MANAGER

| SCP | Current  | 01.09.18 | 01.09.19 |
|-----|----------|----------|----------|
| 1   | 35333    | 36040    | 36761    |
| 2   | 36489    | 37219    | 37964    |
| 3   | 37645    | 38398    | 39166    |
| 4   | 38824*   | 39601*   | 40394*   |
| 5   | 40023    | 40824    | 41641    |
| 6   | 41192    | 42016    | 42857    |
| 7   | 42388**  | 43236**  | 44101**  |
| 8   | 43747    | 44622    | 45515    |
| 9   | 44497    | 45387    | 46295    |
| 10  | 45654    | 46568    | 47500    |
| 11  | 46805    | 47742    | 48697    |
| 12  | 47958    | 48918    | 49897    |
| 13  | 49103    | 50086    | 51088    |
| 14  | 50259    | 51265    | 52291    |
| 15  | 51417    | 52446    | 53495    |
| 16  | 52578    | 53630    | 54703    |
| 17  | 53745    | 54820    | 55917    |
| 18  | 54904    | 56003    | 57124    |
| 19  | 56057    | 57179    | 58323    |
| 20  | 57235*** | 58380*** | 59548*** |
| 21  | 58435*** | 59604*** | 60797*** |
| 22  | 59663*** | 60857*** | 62075*** |
| 23  | 60915*** | 62134*** | 63377*** |
| 24  | 62194*** | 63438*** | 64707*** |

Notes:

The minimum Youth and Community Service Officers' scale is 4 points.

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

\*normal minimum point for senior youth and community service officers undertaking the full range of duties at this level (see paragraph 5.6 of the Soulbury Report).

\*\*normal minimum point for principal youth and community service officer undertaking the full range of duties at this level (see paragraph 5.8 of the Soulbury Report).

\*\*\*extension to range to accommodate discretionary scale points and structured professional assessments.

## 2. EDUCATIONAL PSYCHOLOGISTS

### Trainee Educational Psychologists

| SCP | Current | 01.09.18 | 01.09.19 |
|-----|---------|----------|----------|
| 1   | 22955   | 23415    | 23884    |
| 2   | 24636   | 25129    | 25632    |
| 3   | 26314   | 26841    | 27378    |
| 4   | 27996   | 28556    | 29128    |
| 5   | 29675   | 30269    | 30875    |
| 6   | 31355   | 31983    | 32623    |

### Assistant Educational Psychologists

| SCP | Current | 01.09.18 | 01.09.19 |
|-----|---------|----------|----------|
| 1   | 28218   | 28783    | 29359    |
| 2   | 29371   | 29959    | 30559    |
| 3   | 30523   | 31134    | 31757    |
| 4   | 31669   | 32303    | 32950    |

### Educational Psychologists - Scale A

| SCP | Current | 01.09.18 | 01.09.19 |
|-----|---------|----------|----------|
| 1   | 35731   | 36,446   | 37,175   |
| 2   | 37545   | 38,296   | 39,062   |
| 3   | 39359   | 40,146   | 40,949   |
| 4   | 41171   | 41,994   | 42,834   |
| 5   | 42984   | 43,844   | 44,721   |
| 6   | 44797   | 45,693   | 46,607   |
| 7   | 46504   | 47,434   | 48,383   |
| 8   | 48211   | 49,175   | 50,159   |
| 9   | 49810*  | 50806*   | 51822*   |
| 10  | 51411*  | 52439*   | 53488*   |
| 11  | 52903*  | 53961*   | 55040*   |

Notes:

Salary scales to consist of six consecutive points based on the duties and responsibilities attaching to posts and the need to recruit retain and motivate staff.

\*Extension to scale to accommodate structured professional assessment points.

### Senior and Principal Educational Psychologists

| SCP | Current | 01.09.18 | 01.09.19 |
|-----|---------|----------|----------|
| 1   | 44797   | 45693    | 46607    |
| 2   | 46504   | 47434    | 48383    |
| 3   | 48211*  | 49,175*  | 50,159*  |
| 4   | 49810   | 50806    | 51822    |
| 5   | 51411   | 52439    | 53488    |
| 6   | 52903   | 53961    | 55040    |

|    |         |         |         |
|----|---------|---------|---------|
| 7  | 53516   | 54586   | 55678   |
| 8  | 54661   | 55754   | 56869   |
| 9  | 55795   | 56911   | 58050   |
| 10 | 56950   | 58089   | 59251   |
| 11 | 58081   | 59243   | 60428   |
| 12 | 59235   | 60420   | 61628   |
| 13 | 60409   | 61617   | 62849   |
| 14 | 61543** | 62774** | 64029** |
| 15 | 62731** | 63986** | 65266** |
| 16 | 63908** | 65186** | 66490** |
| 17 | 65093** | 66395** | 67723** |
| 18 | 66276** | 67602** | 68954** |

Notes:

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

\*Normal minimum point for the principal educational psychologist undertaking the full range of duties at this level.

\*\*Extension to range to accommodate discretionary scale points and structured professional assessments.

## Equality Impact Assessment Screening Form

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

### Section 1

Which service area and directorate are you from?

Service Area: HR&OD

Directorate: Resources

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

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

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

Pay Policy Statement 2020-2021 – the statement outlines all of the pay frameworks used across the Council and informs on nationally agreed pay increases. It also covers the annual regulatory requirements for reporting on Local Government Pay matters.

### 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

(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<br>(H)       | Medium Impact<br>(M)     | Low Impact<br>(L)                   | Don't know<br>(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 checked="" type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Poverty/social exclusion     | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Carers (inc. young carers)   | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Community cohesion           | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Marriage & civil partnership | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Pregnancy and maternity      | <input checked="" 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

HR will consult with CMT and Trades Unions on the new NJC pay scale implementation when the information is available, but there is no change to the main Pay Policy from last year.

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

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

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

Yes       No      If yes, please provide details below

**Q7 HOW DID YOU SCORE?**

*Please tick the relevant box*

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

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

**Q8 If you determine that this initiative is not relevant for an EIA report, you must provide a full explanation here. Please ensure that you cover all of the relevant protected groups.**

The Pay Policy Statement outlines all of the different pay implementation frameworks used across the Council. There is no change to last year, except where there is nationally agreed % pay rise, which will be shown in the appendices as updated pay scales.

The Pay Structure NJC grades 1-12 has already been assessed under the EIA framework, and no assessment other than a general screening was required.

## 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: Linda Phillips                         |
| Job title: Workforce and OD Business Partner |
| Date: 9 March 2020                           |
| <b>Approval by Head of Service:</b>          |
| Name: Adrian Chard                           |
| Position: Strategic Manager HR&OD            |
| Date: 9 March 2020                           |

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



# Agenda Item 11.



## Report of the Monitoring Officer

Council - 26 March 2020

### Remote Attendance at Meetings and Emergency Provisions

|                                    |  |
|------------------------------------|--|
| <b>Purpose:</b>                    | To consider whether to allow Remote Attendance at Meetings in view of the Covid-19 pandemic and further amendment to Constitution.   |
| <b>Policy Framework:</b>           | Local Government (Wales) Measure 2011 as amended.  |
| <b>Consultation:</b>               | Access to Services, Finance, Legal.  |
| <b>Recommendation(s):</b>          | It is recommended that:<br><br>1) Remote Attendance at Meetings be approved;<br><br>2) The procedure for Remote Attendance at meetings attached at <b>Appendix 1</b> be approved and the Constitution be amended accordingly;<br><br>3) Council delegate to the Monitoring Officer any further amendments to be made to the Constitution to allow Remote Attendance at Meetings. |
| <b>Report Author:</b>              | Tracey Meredith  |
| <b>Finance Officer:</b>            | Ben Smith  |
| <b>Legal Officer:</b>              | Debbie Smith   |
| <b>Access to Services Officer:</b> | Rhian Millar   |

#### 1. Introduction to Remote Attendance

- 1.1 In light of the Covid-19 virus being classed as a pandemic and as a result of changing UK and Welsh Government advice together with advice from Public Health Wales there is a real possibility that in future weeks / months a number of Councillors may have to self-isolate. Self-isolation could lead to a Councillor being absent for a period of many months.

- 1.2 Councillors may recall that the Local Government (Wales) Measure 2011 (section 4) as amended gives Councils a power to permit Remote Attendance by Members at Council meetings. Council meetings will include Full Council, Cabinet and Committees (including Sub-Committees).
- 1.3 Remote attendance will allow Members to attend the Committee by an audio visual link, rather than in person. It is for each Council to decide whether or not it wishes to allow remote attendance.
- 1.4 Council in 2014 voted not to implement remote attendance at meetings. However Council may now wish to reconsider that decision in light of Covid-19 with a view to allowing an additional option to ensure that decision making continues within the Authority.
- 1.5 Section 4 of the Measure sets a number of conditions that must be met to allow a member to attend remotely. The conditions are:
- (a) The member in remote attendance is able at that time:
    - (i) To see and hear, and be seen and heard by, the members in actual attendance,
    - (ii) To see and hear, and be seen and heard by, any members of the public entitled to attend the meeting who are present in that place and who exercise a right to speak at the meeting, and
    - (iii) To be seen and heard by any other members of the public so entitled who are present in that place;
  - (b) The member in remote attendance is able at that time to hear, and be heard by, any other member in remote attendance in respect of whom the condition in paragraph (a) is satisfied at that time;
  - (c) Use of facilities enabling the conditions in paragraphs (a) and (b) to be satisfied in respect of the member in remote attendance is not prohibited by the standing orders or any other rules of the authority governing the meeting.
  - (d) The standing orders of a local authority must secure that there is no quorum for a meeting of the local authority at any time when the number of members in actual attendance constitutes less than 30% of the total number of members in attendance at the meeting.
- 1.6 In relation to the quorate number, the Measure provides it can be no less than 30% in actual physical attendance. It is not advised to increase that percentage as that may make it more difficult to call quorate meetings at a time when some Councillors may not be in a position to physically attend a meeting.
- 1.7 The Council must also have regard to the statutory guidance of the Welsh Government issued on 2<sup>nd</sup> April 2014 in respect of remote attendance at Council meetings. The guidance is attached to this report at **Appendix 2**.

## **2. Addition to the Constitution**

2.1 The Constitution as presently drafted does not contain any provision for council decisions to be made in an emergency situation such as Covid-19. Executive decisions can be made by the Executive / Cabinet, the Leader of the Council and individual Cabinet Members. It would assist in exceptional emergency circumstances if the following were added to Article 12 (4):

*“d) In cases of emergency which would be exceptional but would include a pandemic situation, authorise the Chief Executive to consult with the Leader of the Council and other Political Group Leaders to make a decision where this is necessary to comply with legislation and / or time restriction provided that it is in the public interest to do so. It will be up to the Chief Executive and Leader of the Council as to how the decision is made.”*

## **3. Financial Implications**

3.1 There are no financial implications associated with this report but there will be staffing issues in ensuring that Welsh language translation facilities, where required, are provided and in ensuring IT support for the remote attendance.

## **4. Legal Implications**

4.1 There are no additional legal implications other than those set out in the report.

## **5. Equality 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.

**Background Papers:** None

### **Appendices:**

- Appendix A Procedure for Remote Attendance at Meetings  
Appendix B Welsh Government Statutory Guidance – Remote Attendance at Meetings

**Procedure for Remote Attendance at Meetings**

**Amendment to the Council Constitution, Part 4 “Rules of Procedure”,  
Council Procedure Rules, Council Procedure Rule 50 “Remote Attendance  
at Meetings”**

- 1) Delete Council Procedure Rule 50 “Remote Attendance at Meetings”.
- 2) Replace with:
  - “a) In normal circumstances members are expected to physically attend meetings. However in exceptional circumstances provision for Remote Attendance may be made available to ensure urgent or time critical decisions can be made at Cabinet, any Committee or Sub-Committee and full Council. Exceptional circumstances will include a pandemic situation.
  - b) The decision to allow remote attendance will be made by the Chair of the Committee having consulted the Group Leaders, the Chief Executive and Monitoring Officer. The Chair’s decision will be final. In the absence of the Chair/Vice Chair the decision will be made by the Group Leaders, the Chief Executive and Monitoring Officer.
  - c) If the Chair agrees to remote attendance then any such attendance will be in accordance with the Local Government (Wales) Measure 2011 and relevant Statutory Guidance.
  - d) There will be no quorum for a meeting at any time when the number of Members in actual attendance is less than 30% of the total number of Members in attendance at the meeting.
  - e) In the event that a Member who is attending remotely loses their connection to the meeting and is unable to participate further then the meeting will not be adjourned.
  - f) Any vote on an item will take place simultaneously by those in physical attendance and those attending remotely.

**Statutory Guidance made under Section 4 of the Local Government  
(Wales) Measure 2011**

**Remote Attendance at Council Meetings**

1. Part 1 of the Local Government (Wales) Measure 2011 (“the Measure”) was intended to strengthen local democracy by, in particular, introducing reforms which support councillors outside of the executive or executive members when acting in a non-executive capacity. One of these reforms, at section 4 of the Measure, was the introduction of the possibility of remote attendance at council meetings. This was intended to make it easier for those who, for instance, may have to travel long distances, those with domestic responsibilities and those in employment to attend.
2. This guidance is statutory guidance under section 4(6) of the Measure, to which a local authority must have regard, in relation to meetings of an authority attended remotely in accordance with section 4.

**What section 4 of the Measure says**

3. Section 4 provides that attendance at a council meeting is not limited to a meeting of persons who are all present in the same place. By “council meeting” we include any committee or sub-committee of the council as well as the full council itself. However, the section places certain limitations as to what constitutes remote attendance.
4. Any member attending a meeting remotely (“remote attendee”) must, when they are speaking, be able to be seen and heard by the members who are attending the meeting at the place where the meeting is held (“members in actual attendance”) and the remote attendee must, in turn, be able to see and hear those in actual attendance. In addition, a remote attendee must be able to be seen and heard by, and in turn see and hear any members of the public entitled to attend the meeting and who exercise a right to speak at the meeting. If there is more than one remote location, all the members attending remotely must be able to hear – but not necessarily see – the other remote attendees.
5. Meetings can only take place remotely if not prohibited by the local authority’s standing orders/rules of procedure. It is therefore up to each local authority to decide whether it wishes to make remote attendance available. The standing orders/rules must also secure that any meeting with remote attendees is not quorate if there are less than 30% of those eligible to attend present at the main meeting place. Authorities may set a higher quota for attendance at the main meeting place if they wish.
6. Each local authority may make other standing orders/rules in relation to remote attendance at meetings and must have regard to any guidance given by Welsh Ministers. Our intention is to publish this guidance at the same time as the section of the Measure is brought into force.

## Supporting remote attendance

7. The Welsh Government accepts that there are technical and staffing implications connected with the introduction of remote attendance. Where a number of councillors are expected to attend remotely at the same location, probably though not necessarily in a different council office from the place where the meeting is held, there may be a need for an officer to be present, both to support the members attending remotely but also to ensure that the equipment needed for remote attendance to function is operating correctly.
8. Local authorities will need to decide whether or not they wish to permit members of the public to be able to be present at a remote location. If so, an officer presence may be required to make arrangements for them.
9. There will clearly be a need to provide appropriate training for officers who might become involved in remote attendance, both to familiarise them with the requirements of the legislation and to cover the practical issues involved. The WLGA should be able to assist in this process.
10. The need to recognise equality between the Welsh and English languages has great significance when considering remote attendance. Local authorities will have their own Welsh language schemes but it is likely that facilities will exist – or could be made available – to cater for members who are unable to understand Welsh. It will be for each authority to ensure that any use of remote attendance is in keeping with their Welsh Language Scheme.
11. It is also important for authorities to ensure that the needs of any disabled members are taken into account when considering the practicality of a remotely attended meeting.
12. It is proposed that standing orders should contain a provision that members should, whenever possible, be able to participate at a remotely attended meeting in either Welsh or English. However, it is the Welsh Government's policy that remote attendance should not be permitted if, for technical or other reasons, it would not be possible to provide simultaneous interpretation for non-Welsh speakers attending a meeting where both Welsh and English will be used. As such, local authorities may wish to ask members to note their language preference (in terms of speaking at meetings) and whether or not they would require simultaneous interpretation should any other participant speak in Welsh.
13. The Welsh Government does not take for granted that local authorities will possess the equipment or technological know-how to make remote attendance work to suit everyone. Someone attending remotely at home or work may have bandwidth limitations which affect their ability to take part fully. Local authorities will need to decide for themselves the extent to which they will invest or assist members to have the necessary facilities to attend remotely.

14. There are times when council meetings are not open to the public, when confidential, or “exempt” issues – as defined in Schedule 12A of the Local Government Act 1972 – are under consideration. It would be important to ensure that there are no members of the public at remote locations able to hear or see the proceedings during such meetings. Any member in remote attendance who failed to disclose that there were in fact persons present who were not so entitled would be in breach of their Code of Conduct responsibilities.
15. Local authority standing orders can determine which types of meetings can be attended remotely. In the first instance, practical issues might dictate that the number of meetings which could enjoy this facility would be quite limited, though over time it would be hoped that the number of meetings where remote attendance were possible would increase.
16. The Measure requires that, for a remotely attended meeting to be quorate, a certain proportion of councillors must be in actual attendance at the meeting. Should this be disturbed by members in actual attendance at the main meeting place leaving the meeting before it is finished, bringing about a higher than permitted proportion of councillors attending remotely, the chair would have no choice but to close the meeting.
17. Standing orders should also make provision about what should happen if a technical difficulty results in the breakdown of the communications facility. Such occurrences are not unknown in video conferenced meetings. If this occurred, it is the Welsh Government’s view that the chair should declare a recess while the fault is addressed. If necessary, the meeting would have to be abandoned and the meeting should not continue without the involvement of the remote members. Standing orders could, however, make different provision for different types of meetings etc, for example that a meeting taking an urgent decision or one which is time-limited, might either not be allowed to take place with remote attendees or that the meeting would proceed in the event of a communications failure, so that those attending remotely would be aware and accept that the meeting would continue and a vote would be taken without their attendance in the event of a communications failure.
18. Finally, there is the issue of voting. Local authorities will have to build into standing orders arrangements to provide for voting to take place simultaneously at the main and remote location(s). It may not always be possible for remotely attending members to vote electronically even if that is the norm in council meetings. Standing Orders will need to cover this issue so that chairs of meetings are aware of the correct procedure to follow.

# Agenda Item 12.



## Report of the Head of Democratic Services

Council - 26 March 2020

### Dispensation for Councillor Leave of Absence – All Councillors

|                                    |  |
|------------------------------------|--|
| <b>Purpose:</b>                    | To seek dispensation for Councillor leave of absence in accordance with Section 85 of the Local Government Act 1972.   |
| <b>Policy Framework:</b>           | None.  |
| <b>Consultation:</b>               | Access to Services, Finance, Legal.  |
| <b>Recommendation(s):</b>          | It is recommended that Council:<br><br>1) Notes that having regard to UK, WG and Public Health Wales guidance the majority of Council Committees requiring Councillor attendance are being cancelled and that it is not known when Committee meetings will begin to be rescheduled;<br><br>2) Agrees that in the event any Councillor listed in Appendix A cannot attend a Council meeting, for a period of 6 consecutive months, owing to the Covid-19 virus then their failure to attend any meetings is approved by the Council in accordance with Section 85 of the Local Government Act 1972. |
| <b>Report Author:</b>              | Huw Evans  |
| <b>Finance Officer:</b>            | Ben Smith  |
| <b>Legal Officer:</b>              | Tracey Meredith  |
| <b>Access to Services Officer:</b> | Rhian Millar   |

#### 1. Introduction

- 1.1 The World Health Organisation (WHO) recently declared the Covid-19 virus as a pandemic. In light of this, it is possible that a number of Councillors may have to self-isolate. Self-isolation could lead to a Councillor being absent for a period of many months. This could result in a breach of Section 85 of the Local Government Act 1972 whereby failure to attend meetings of the Authority for a period of 6 consecutive months would mean that the Councillor would cease to be a member.



1.2 However Section 85 of the Act also provides that the Councillor shall cease to be a member of the Authority unless the failure to attend was due to some reason approved by the Authority before the expiry of the 6 consecutive month period.

1.3 As the approval has to be prior to the expiry of the 6 month period and as it is currently unknown in light of the pandemic when Council meetings will be reinstated Council is being asked to make this decision now in the event that future meetings may be some way off.

## **2. Quorum & Self-Isolation**

2.1 Whilst this report will allow Councillors the opportunity to remove themselves from attending Committees due to the Covid-19 pandemic and the corresponding advice Councillors must be mindful of the need to ensure that a meeting if called is quorate.

2.2 In the event that any meeting is called (including via Remote Attendance), any Councillor able to attend may wish to do so.

## **3. Electoral Ward Duties**

3.1 The Electoral Ward duties of all Councillors will be undertaken by those remaining Councillor Colleagues within their Electoral Ward or by other Swansea Councillors.

## **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 other than those mentioned within the report.

**Background Papers:** None

### **Appendices:**

Appendix A Names of all Swansea Councillors

## Names of all Swansea Councillors

|                        |                     |
|------------------------|---------------------|
| Cyril Anderson         | Myles A Langstone   |
| Peter M Black          | Andrea S Lewis      |
| June E Burtonshaw      | Michael B Lewis     |
| Mark C Child           | Richard D Lewis     |
| Jan P Curtice          | Wendy G Lewis       |
| Nick J Davies          | Clive E Lloyd       |
| A Mike Day             | Paul Lloyd          |
| Phil Downing           | Irene E Mann        |
| C Ryland Doyle         | Penny M Matthews    |
| Mike Durke             | Peter N May         |
| Ceri R Evans           | Hazel M Morris      |
| V Mandy Evans          | David Phillips      |
| William Evans          | Cheryl L Philpott   |
| E Wendy Fitzgerald     | Sam Pritchard       |
| Robert Francis-Davies  | Alyson Pugh         |
| Steve J Gallagher      | Jennifer A Raynor   |
| Louise S Gibbard       | Christine Richards  |
| Fiona M Gordon         | Kelly M Roberts     |
| Kevin M Griffiths      | Brigitte J Rowlands |
| Joe A Hale             | Mary Sherwood       |
| David W Helliwell      | Paulette B Smith    |
| Terry J Hennegan       | Robert V Smith      |
| Chris A Holley         | Andrew H Stevens    |
| Paxton R Hood-Williams | Rob C Stewart       |
| Beverly Hopkins        | D Gareth Sullivan   |
| David H Hopkins        | Mo Sykes            |
| Oliver G James         | Gloria J Tanner     |
| Lynda James            | Des W W Thomas      |
| Yvonne V Jardine       | L Graham Thomas     |
| Jeff W Jones           | Mark Thomas         |
| Lyndon R Jones         | Will G Thomas       |
| Mary H Jones           | Linda J Tyler-Lloyd |
| Peter Jones            | Gordon D Walker     |
| Susan M Jones          | Lesley V Walton     |
| Elliott J King         | T Mike White        |
| Erika T Kirchner       | Vacancy             |

# Agenda Item 13.



## Report of the Head of Democratic Services

Council - 26 March 2020

### Council Bodies Diary 2020-2021

|                                    |  |
|------------------------------------|--|
| <b>Purpose:</b>                    | To present a draft Council Bodies Diary 2020-2021.   |
| <b>Policy Framework:</b>           | None.  |
| <b>Consultation:</b>               | Access to Services, Finance, Legal.  |
| <b>Recommendation(s):</b>          | It is recommended that:<br><br>1) The draft Council Bodies Diary 2020-2021 be adopted subject to final approval at the Annual Meeting of Council on 28 May 2020. |
| <b>Report Author:</b>              | Huw Evans  |
| <b>Finance Officer:</b>            | Ben Smith  |
| <b>Legal Officer:</b>              | Tracey Meredith  |
| <b>Access to Services Officer:</b> | Rhian Millar   |

#### 1. Introduction

- 1.1 The Council Constitution states that the Council Diary must be approved at the Annual Meeting of Council each year. However, in order to ensure a seamless continuation of the democratic process and for Committee Rooms to be booked a draft Council Diary is presented to Council for earlier consideration but this is subject to final ratification at the Annual Meeting of Council.

#### 2. Timing of Council Meetings Survey

- 2.1 Section 6 of the Local Government (Wales) Measure 2011 requires the Authority to undertake a survey of Councillors regarding the timing and frequency of Council meetings at least once during each term of administration.

- 2.2 The Head of Democratic Services carried out the survey between 21 December 2017 and 12 January 2018. The survey and results were presented to Democratic Services Committee on 30 January 2018 and may be viewed at:

<https://democracy.swansea.gov.uk/ieListDocuments.aspx?CId=132&MID=7610&LLL=-1>

### **3. Council Bodies Diary 2020-2021**

- 3.1 The Head of Democratic Services has consulted with the Presiding Member and Leader of the Council in producing this draft Council Bodies Diary.
- 3.2 The Council Bodies Diary 2020-2021 is attached as **Appendix A**. The Annual Meeting of Council will be asked to ratify the Diary in line with the Council Constitution.

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

- 4.1 An EIA screening form has been completed with the agreed outcome that a full EIA report is not required. Due consideration must be given to those in employment and those with caring responsibilities. This is a matter that the Democratic Services Committee and Council will consider in due course. It is also important to note that the Independent Remuneration Panel for Wales has determined that each Authority may pay up to £403 per month to a Councillor in order to assist them with the Reimbursement of Costs of Care. The Head of Democratic Services often reminds Councillors and Co-opted Members of this potential assistance.

### **5. Financial Implications**

- 5.1 There are no specific financial implications associated with this report.

### **6. Legal Implications**

- 6.1 There are no specific legal implications associated with this report.

#### **Background Papers:**

None.

#### **Appendices:**

Appendix A Council Bodies Diary 2020-2021

# June 2020

June 2020

July 2020

| Mo | Tu | We | Th | Fr | Sa | Su |
|----|----|----|----|----|----|----|
| 1  | 2  | 3  | 4  | 5  | 6  | 7  |
| 8  | 9  | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 |    |    |    |    |    |

| Mo | Tu | We | Th | Fr | Sa | Su |
|----|----|----|----|----|----|----|
| 6  | 7  | 8  | 9  | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 |    |    |

| MONDAY                                     | TUESDAY                        | WEDNESDAY                 | THURSDAY                                       | FRIDAY  | SATURDAY | SUNDAY |
|--|--------------------------------|---------------------------|--|---|----------|--------|
| 1 Jun                                      | 2<br>14:00 Planning            | 3                         | 4<br>10:00 Corporate Briefing<br>17:00 Council | 5   | 6        | 7      |
| 8  | 9<br>14:00 Audit               | 10<br>16:00 Education PDC | 11<br>10:30 Swansea Bay CRJC                   | 12<br>10:00 General Licensing<br>11:00 Archives | 13       | 14     |
| 15<br>10:00 SDF Panel                      | 16<br>16:00 Scrutiny Programme | 17<br>16:00 People PDC    | 18<br>10:00 Cabinet<br>14:00 Econ & Infra PDC  | 19  | 20       | 21     |
| 22<br>10:00 SDF Panel<br>15:30 Poverty PDC | 23<br>10:30 JCC                | 24                        | 25   | 26  | 27       | 28     |
| 29<br>19:00 Gower AONB                     | 30<br>14:00 Equal & Fut PDC    | 1 Jul                     | 2  | 3   | 4        | 5      |

# July 2020

| July 2020 |    |    |    |    |    |    | August 2020 |    |    |    |    |    |    |
|-----------|----|----|----|----|----|----|-------------|----|----|----|----|----|----|
| Mo        | Tu | We | Th | Fr | Sa | Su | Mo          | Tu | We | Th | Fr | Sa | Su |
| 6         | 7  | 8  | 9  | 10 | 11 | 12 | 3           | 4  | 5  | 6  | 7  | 8  | 9  |
| 13        | 14 | 15 | 16 | 17 | 18 | 19 | 10          | 11 | 12 | 13 | 14 | 15 | 16 |
| 20        | 21 | 22 | 23 | 24 | 25 | 26 | 17          | 18 | 19 | 20 | 21 | 22 | 23 |
| 27        | 28 | 29 | 30 | 31 |    |    | 24          | 25 | 26 | 27 | 28 | 29 | 30 |
|           |    |    |    |    |    |    | 31          |    |    |    |    |    |    |

| MONDAY  | TUESDAY                                      | WEDNESDAY                | THURSDAY                                       | FRIDAY                        | SATURDAY | SUNDAY |
|---|--|--------------------------|--|-------------------------------|----------|--------|
| 29 Jun  | 30   | 1 Jul                    | 2<br>10:00 Corporate Briefing<br>17:00 Council | 3                             | 4        | 5      |
| 6   | 7<br>14:00 Planning                          | 8<br>16:00 Education PDC | 9<br>10:30 Swansea Bay CRIC                    | 10<br>10:00 General Licensing | 11       | 12     |
| 13<br>16:00 Democratic Services                       | 14<br>16:00 Scrutiny Programme               | 15<br>16:00 People PDC   | 16<br>10:00 Cabinet<br>14:00 Econ & Infra PDC  | 17                            | 18       | 19     |
| 20<br>10:00 Corporate Parenting<br>14:00 Armed Forces | 21<br>14:00 Audit                            | 22                       | 23   | 24                            | 25       | 26     |
| 27<br>15:30 Poverty PDC                               | 28<br>14:00 Equal & Fut PDC<br>17:00 Council | 29                       | 30   | 31                            | 1 Aug    | 2      |

# August 2020

September 2020

August 2020

|    |    |    |    |    |    |    |
|----|----|----|----|----|----|----|
| Mo | Tu | We | Th | Fr | Sa | Su |
| 1  | 2  | 3  | 4  | 5  | 6  |    |
| 7  | 8  | 9  | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 |    |    |    |    |

|    |    |    |    |    |    |    |
|----|----|----|----|----|----|----|
| Mo | Tu | We | Th | Fr | Sa | Su |
| 3  | 4  | 5  | 6  | 7  | 8  | 9  |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 |    |    |    |    |    |    |

| MONDAY             | TUESDAY                        | WEDNESDAY | THURSDAY                      | FRIDAY                        | SATURDAY | SUNDAY |
|--------------------|--------------------------------|-----------|-------------------------------|-------------------------------|----------|--------|
| 27 Jul             | 28                             | 29        | 30                            | 31                            | 1 Aug    | 2      |
| 3                  | 4<br>14:00 Planning            | 5         | 6<br>10:00 Corporate Briefing | 7                             | 8        | 9      |
| 10<br>Page 217     | 11<br>14:00 Audit              | 12        | 13<br>10:30 Swansea Bay CRIC  | 14<br>10:00 General Licensing | 15       | 16     |
| 17                 | 18<br>16:00 Scrutiny Programme | 19        | 20<br>10:00 Cabinet           | 21                            | 22       | 23     |
| 24                 | 25                             | 26        | 27                            | 28                            | 29       | 30     |
| 31<br>BANK HOLIDAY | 1 Sep                          | 2         | 3                             | 4                             | 5        | 6      |

# September 2020

September 2020

|    |    |    |    |    |    |    |
|----|----|----|----|----|----|----|
| Mo | Tu | We | Th | Fr | Sa | Su |
| 1  | 2  | 3  | 4  | 5  | 6  |    |
| 7  | 8  | 9  | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 |    |    |    |    |

October 2020

|    |    |    |    |    |    |    |
|----|----|----|----|----|----|----|
| Mo | Tu | We | Th | Fr | Sa | Su |
| 5  | 6  | 7  | 8  | 9  | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 |    |

| MONDAY                  | TUESDAY                        | WEDNESDAY                | THURSDAY                                       | FRIDAY  | SATURDAY | SUNDAY |
|-------------------------|--------------------------------|--------------------------|--|---|----------|--------|
| 31 Aug                  | 1 Sep<br>14:00 Planning        | 2                        | 3<br>10:00 Corporate Briefing<br>17:00 Council | 4   | 5        | 6      |
| 7                       | 8<br>14:00 Audit               | 9<br>16:00 Education PDC | 10<br>10:30 Swansea Bay CRJC                   | 11<br>10:00 General Licensing<br>11:00 Archives | 12       | 13     |
| 14<br>16:00 SDF Panel   | 15<br>16:00 Scrutiny Programme | 16<br>16:00 People PDC   | 17<br>10:00 Cabinet<br>14:00 Econ & Infra PDC  | 18  | 19       | 20     |
| 21<br>19:00 Gower AONB  | 22<br>10:30 JCC                | 23                       | 24   | 25  | 26       | 27     |
| 28<br>15:30 Poverty PDC | 29<br>14:00 Equal & Fut PDC    | 30                       | 1 Oct  | 2   | 3        | 4      |



# October 2020

| October 2020 |    |    |    |    |    |    | November 2020 |    |    |    |    |    |    |
|--------------|----|----|----|----|----|----|---------------|----|----|----|----|----|----|
| Mo           | Tu | We | Th | Fr | Sa | Su | Mo            | Tu | We | Th | Fr | Sa | Su |
| 5            | 6  | 7  | 8  | 9  | 10 | 11 | 2             | 3  | 4  | 5  | 6  | 7  | 8  |
| 12           | 13 | 14 | 15 | 16 | 17 | 18 | 9             | 10 | 11 | 12 | 13 | 14 | 15 |
| 19           | 20 | 21 | 22 | 23 | 24 | 25 | 16            | 17 | 18 | 19 | 20 | 21 | 22 |
| 26           | 27 | 28 | 29 | 30 | 31 |    | 23            | 24 | 25 | 26 | 27 | 28 | 29 |

| MONDAY                          | TUESDAY                        | WEDNESDAY                 | THURSDAY   | FRIDAY                       | SATURDAY | SUNDAY |
|---------------------------------|--------------------------------|---------------------------|--|------------------------------|----------|--------|
| 28 Sep                          | 29                             | 30                        | 1 Oct<br>10:00 Corporate Briefing<br>17:00 Council | 2<br>10:00 Standards         | 3        | 4      |
| 5                               | 6<br>14:00 Planning            | 7                         | 8<br>10:30 Swansea Bay CRJC                        | 9<br>10:00 General Licensing | 10       | 11     |
| 12                              | 13<br>16:00 Scrutiny Programme | 14<br>16:00 Education PDC | 15<br>10:00 Cabinet<br>14:00 Econ. & Infra PDC     | 16                           | 17       | 18     |
| 19<br>10:00 Corporate Parenting | 20<br>14:00 Audit              | 21<br>16:00 People PDC    | 22   | 23                           | 24       | 25     |
| 26<br>15:30 Poverty PDC         | 27<br>14:00 Equal & Fut PDC    | 28<br>School Half Term    | 29   | 30                           | 31       | 1 Nov  |

# November 2020

November 2020

December 2020

|    |    |    |    |    |    |    |
|----|----|----|----|----|----|----|
| Mo | Tu | We | Th | Fr | Sa | Su |
| 2  | 3  | 4  | 5  | 6  | 7  | 8  |
| 9  | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 |    |    |    |    |    |    |

|    |    |    |    |    |    |    |
|----|----|----|----|----|----|----|
| Mo | Tu | We | Th | Fr | Sa | Su |
| 7  | 8  | 9  | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 |    |    |    |

| MONDAY                         | TUESDAY                        | WEDNESDAY                 | THURSDAY                                       | FRIDAY                        | SATURDAY | SUNDAY |
|--------------------------------|--------------------------------|---------------------------|--|-------------------------------|----------|--------|
| 26 Oct                         | 27                             | 28                        | 29   | 30                            | 31       | 1 Nov  |
| 2                              | 3<br>14:00 Planning            | 4                         | 5<br>10:00 Corporate Briefing<br>17:00 Council | 6                             | 7        | 8      |
| 9<br>19:00 Democratic Services | 10<br>14:00 Audit              | 11<br>16:00 Education PDC | 12<br>10:30 Swansea Bay CRJC                   | 13<br>10:00 General Licensing | 14       | 15     |
| 16<br>14:00 Armed Forces       | 17<br>16:00 Scrutiny Programme | 18<br>16:00 People PDC    | 19<br>10:00 Cabinet<br>14:00 Econ & Infra PDC  | 20                            | 21       | 22     |
| 23<br>15:30 Poverty PDC        | 24<br>14:00 Equal & Fut PDC    | 25                        | 26   | 27                            | 28       | 29     |
| 30<br>19:00 Gower AONB         | 1 Dec                          | 2                         | 3  | 4                             | 5        | 6      |

# December 2020

| December 2020 |    |    |    |    |    |    | January 2021 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|--------------|----|----|----|----|----|----|
| Mo            | Tu | We | Th | Fr | Sa | Su | Mo           | Tu | We | Th | Fr | Sa | Su |
| 1             | 2  | 3  | 4  | 5  | 6  | 7  | 8            | 9  | 10 | 11 | 12 | 13 | 14 |
| 14            | 15 | 16 | 17 | 18 | 19 | 20 | 21           | 22 | 23 | 24 | 25 | 26 | 27 |
| 28            | 29 | 30 | 31 |    |    |    |              |    |    |    |    |    |    |

| MONDAY                   | TUESDAY   | WEDNESDAY                       | THURSDAY                                       | FRIDAY   | SATURDAY | SUNDAY |
|--------------------------|---|---------------------------------|--|--|----------|--------|
| 30 Nov                   | 1 Dec<br>10:30 JCC<br>14:00 Planning                    | 2                               | 3<br>10:00 Corporate Briefing<br>17:00 Council | 4  | 5        | 6      |
| 7<br>10:00 SDF Panel     | 8<br>14:00 Audit  | 9<br>16:00 Education_PDC        | 10<br>10:30 Swansea Bay_CRIC                   | 11<br>10:00 General Licensing<br>11:00 Archives  | 12       | 13     |
| 14<br>15:30 Poverty_PDC  | 15<br>14:00 Equal & Fut_PDC<br>16:00 Scrutiny_Programme | 16<br>16:00 People_PDC          | 17<br>10:00 Cabinet<br>14:00 Econ & Infra_PDC  | 18   | 19       | 20     |
| 21                       | 22  | 23                              | 24   | 25<br>School Christmas Holidays<br>Christmas Day | 26       | 27     |
| 28<br>BOXING DAY HOLIDAY | 29<br>EXTRA STATUTORY DAY                               | 30<br>School Christmas Holidays | 31   | 1 Jan 21   | 2        | 3      |

# January 2021

| January 2021 |    |    |    |    |    |    | February 2021 |    |    |    |    |    |    |
|--------------|----|----|----|----|----|----|---------------|----|----|----|----|----|----|
| Mo           | Tu | We | Th | Fr | Sa | Su | Mo            | Tu | We | Th | Fr | Sa | Su |
| 4            | 5  | 6  | 7  | 8  | 9  | 10 | 1             | 2  | 3  | 4  | 5  | 6  | 7  |
| 11           | 12 | 13 | 14 | 15 | 16 | 17 | 8             | 9  | 10 | 11 | 12 | 13 | 14 |
| 18           | 19 | 20 | 21 | 22 | 23 | 24 | 15            | 16 | 17 | 18 | 19 | 20 | 21 |
| 25           | 26 | 27 | 28 | 29 | 30 | 31 | 22            | 23 | 24 | 25 | 26 | 27 | 28 |

| MONDAY  | TUESDAY                                 | WEDNESDAY           | THURSDAY                                | FRIDAY                  | SATURDAY                  | SUNDAY |
|---|---|---------------------|---|-------------------------|---------------------------|--------|
| 28 Dec  | 29                                      | 30                  | 31                                      | 1 Jan 21                | 2                         | 3      |
|   |   |                     |   | NEW YEARS DAY           | School Christmas Holidays |        |
| 4   | 5                                       | 6                   | 7                                       | 8                       | 9                         | 10     |
|   |   |                     | 10:00 Corporate Briefing                | 10:00 General Licensing |                           |        |
|   | 12                                      | 13                  | 14                                      | 15                      | 16                        | 17     |
|   | 14:00 Planning                          | 16:00 Education PDC | 10:30 Swansea Bay CRUC                  |                         |                           |        |
| 18  | 19                                      | 20                  | 21                                      | 22                      | 23                        | 24     |
| 10:00 Corporate Parenting<br>14:00 Armed Forces | 10:00 Audit<br>16:00 Scrutiny Programme | 16:00 People PDC    | 10:00 Cabinet<br>14:00 Econ & Infra PDC |                         |                           |        |
| 25  | 26                                      | 27                  | 28                                      | 29                      | 30                        | 31     |
| 15:30 Poverty PDC                               | 14:00 Equal & Fut PDC                   |                     | 17:00 Council                           |                         |                           |        |

# February 2021

| February 2021 |    |    |    |    |    |    | March 2021 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|------------|----|----|----|----|----|----|
| Mo            | Tu | We | Th | Fr | Sa | Su | Mo         | Tu | We | Th | Fr | Sa | Su |
| 1             | 2  | 3  | 4  | 5  | 6  | 7  | 1          | 2  | 3  | 4  | 5  | 6  | 7  |
| 8             | 9  | 10 | 11 | 12 | 13 | 14 | 8          | 9  | 10 | 11 | 12 | 13 | 14 |
| 15            | 16 | 17 | 18 | 19 | 20 | 21 | 15         | 16 | 17 | 18 | 19 | 20 | 21 |
| 22            | 23 | 24 | 25 | 26 | 27 | 28 | 22         | 23 | 24 | 25 | 26 | 27 | 28 |
|               |    |    |    |    |    |    | 29         | 30 | 31 |    |    |    |    |

| MONDAY | TUESDAY   | WEDNESDAY                 | THURSDAY                                       | FRIDAY                        | SATURDAY | SUNDAY |
|--------|---|---------------------------|--|-------------------------------|----------|--------|
| 1 Feb  | 2<br>14:00 Planning                               | 3                         | 4<br>10:00 Corporate Briefing                  | 5                             | 6        | 7      |
| 8      | 9<br>14:00 Audit                                  | 10<br>16:00 Education PDC | 11<br>10:30 Swansea Bay CRUC                   | 12<br>10:00 General Licensing | 13       | 14     |
| 15     | 16  | 17<br>School Half Term    | 18<br>10:00 Cabinet<br>14:00 Econ. & Infra PDC | 19                            | 20       | 21     |
| 22     | 23<br>15:30 Poverty PDC<br>14:00 Equal & Fut. PDC | 24                        | 25   | 26                            | 27       | 28     |

# March 2021

| March 2021 |    |    |    |    |    |    | April 2021 |    |    |    |    |    |    |
|------------|----|----|----|----|----|----|------------|----|----|----|----|----|----|
| Mo         | Tu | We | Th | Fr | Sa | Su | Mo         | Tu | We | Th | Fr | Sa | Su |
| 1          | 2  | 3  | 4  | 5  | 6  | 7  | 5          | 6  | 7  | 8  | 9  | 10 | 11 |
| 8          | 9  | 10 | 11 | 12 | 13 | 14 | 12         | 13 | 14 | 15 | 16 | 17 | 18 |
| 15         | 16 | 17 | 18 | 19 | 20 | 21 | 19         | 20 | 21 | 22 | 23 | 24 | 25 |
| 22         | 23 | 24 | 25 | 26 | 27 | 28 | 26         | 27 | 28 | 29 | 30 |    |    |
| 29         | 30 | 31 |    |    |    |    |            |    |    |    |    |    |    |

| MONDAY                                       | TUESDAY   | WEDNESDAY                 | THURSDAY  | FRIDAY  | SATURDAY | SUNDAY |
|--|---|---------------------------|---|---|----------|--------|
| 1 Mar<br>16:00 Democratic Services           | 2<br>14:00 Planning                                   | 3                         | 4<br>10:00 Corporate Briefing<br>17:00 Council  | 5   | 6        | 7      |
| 8<br>10:00 SDF Panel                         | 9<br>14:00 Audit                                      | 10<br>16:00 Education PDC | 11<br>10:30 Swansea Bay CRIC                    | 12<br>10:00 General Licensing<br>11:00 Archives | 13       | 14     |
| 15<br>14:00 Armed Forces<br>19:00 Gower AONB | 16<br>16:00 Scrutiny Programme                        | 17<br>16:00 People PDC    | 18<br>10:00 Cabinet<br>14:00 Econ & Infra PDC   | 19<br>10:00 Standards                           | 20       | 21     |
| 22<br>15:30 Poverty PDC                      | 23<br>10:30 JCC                                       | 24                        | 25<br>10:00 Corporate Briefing<br>17:00 Council | 26  | 27       | 28     |
| 29   | 30<br>School Easter Holidays<br>14:00 Equal & Fut PDC | 31                        | 1 Apr   | 2   | 3        | 4      |

# April 2021

| April 2021 |    |    |    |    |    |    | May 2021 |    |    |    |    |    |    |
|------------|----|----|----|----|----|----|----------|----|----|----|----|----|----|
| Mo         | Tu | We | Th | Fr | Sa | Su | Mo       | Tu | We | Th | Fr | Sa | Su |
| 5          | 6  | 7  | 8  | 9  | 10 | 11 | 3        | 4  | 5  | 6  | 7  | 8  | 9  |
| 12         | 13 | 14 | 15 | 16 | 17 | 18 | 10       | 11 | 12 | 13 | 14 | 15 | 16 |
| 19         | 20 | 21 | 22 | 23 | 24 | 25 | 17       | 18 | 19 | 20 | 21 | 22 | 23 |
| 26         | 27 | 28 | 29 | 30 |    |    | 24       | 25 | 26 | 27 | 28 | 29 | 30 |
|            |    |    |    |    |    |    | 31       |    |    |    |    |    |    |

| MONDAY                    | TUESDAY                                    | WEDNESDAY           | THURSDAY  | FRIDAY                  | SATURDAY               | SUNDAY |
|---------------------------|--|---------------------|---|-------------------------|------------------------|--------|
| 29 Mar                    | 30   | 31                  | 1 Apr   | 2                       | 3                      | 4      |
| 5                         | 6  | 7                   | 8   | 9                       | 10                     | 11     |
| EASTER MONDAY             |  |                     | School Easter Holidays  | GOOD FRIDAY             | School Easter Holidays |        |
| 12                        | 13   | 14                  | 15  | 16                      | 17                     | 18     |
| 10:00 Corporate Parenting | 14:00 Planning<br>16:00 Scrutiny Programme | 16:00 Education PDC | 10:30 Swansea Bay CRJC<br>14:00 Cabinet<br>15:00 Econ & Infra PDC | 10:00 General Licensing |                        |        |
| 19                        | 20   | 21                  | 22  | 23                      | 24                     | 25     |
| 10:00 Corporate Parenting | 14:00 Audit                                | 16:00 People PDC    |   |                         |                        |        |
| 26                        | 27   | 28                  | 29  | 30                      | 1 May                  | 2      |
| 15:30 Poverty PDC         | 14:00 Equal & Fut PDC                      |                     | 10:00 Corporate Briefing  |                         |                        |        |

# May 2021

June 2021

May 2021

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| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
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| 31 |    |    |    |    |    |    |

| MONDAY                                 | TUESDAY                        | WEDNESDAY | THURSDAY                                    | FRIDAY                           | SATURDAY | SUNDAY |
|--|--------------------------------|-----------|---|----------------------------------|----------|--------|
| 26 Apr                                 | 27                             | 28        | 29  | 30                               | 1 May    | 2      |
| 3<br>BANK HOLIDAY                      | 4<br>14:00 Planning            | 5         | 6<br>Welsh Assembly Elections               | 7                                | 8        | 9      |
| 10<br>Page 226                         | 11                             | 12        | 13  | 14<br>10:00 General Licensing    | 15       | 16     |
| 17                                     | 18<br>16:00 Scrutiny Programme | 19        | 20<br>10:00 Cabinet<br>16:00 Annual Council | 21<br>14:00 Council (Lord Mayor) | 22       | 23     |
| 24                                     | 25                             | 26        | 27  | 28                               | 29       | 30     |
| 31<br>School Half Term<br>Bank Holiday | 1 Jun                          | 2         | 3   | 4                                | 5        | 6      |



# Agenda Item 14.



## Report of the Cabinet Member for Delivery & Performance

Council – 26 March 2020

### Appointment of Lord Mayor's Cadet

**Purpose:** The report presents the process of appointing and details of the role of a Lord Mayor's Cadet starting from the 2020/21 Municipal Year.

**Report Author:** Joanne Jones

**Finance Officer:** Ben Smith

**Legal Officer:** Debbie Smith

**Access to Services Officer:** Rhian Millar

#### For Information

#### 1. Background

##### 1.1 Appointment of Lord Mayor's Cadet

The Lord Mayor of the City and County of Swansea for the Municipal Year 2020/2021 will appoint an outstanding cadet from the Swansea Sea Cadet, Army Cadet Force and RAF Air Cadet Forces to become his/her Cadet for the municipal year.

1.2 The Cadet's formal duties will be to attend civic functions with the Lord Mayor as and when appropriate in the course of official duties. A Cadet will be nominated annually on a rotational basis through the respective services and selected via a panel to consider applications for the position of Lord Mayor's Cadet. The panel will consist of the Lord Mayor (Elect), Armed Forces Champion, Cabinet Member Delivery and Performance and Corporate Marketing Manager/Civic Officer in consultation with Wing Commander P C Flower MBE.

1.3 Following the selection process the Cadet will be appointed at the ceremonial council to inaugurate the Lord Mayor and begin their term of office.

## **2. Requirements for the Role**

- 2.1 The Lord Mayor's Cadet is a high profile appointment and as such, it is expected that the candidate should be of the highest standard with good interpersonal skills with the ability to interact with a wide range of people. Nominations will normally be a senior Cadet who is under 18 on 1<sup>st</sup> of May of the year in which they take up the appointment. They would normally be expected to continue the Cadet Service for at least 12 months following their appointment as the Lord Mayor's Cadet.
- 2.2 It will be the responsibility of the appointed Cadet Force to liaise with the Lord Mayor's Office to determine the duties for which the Cadet will be required.

## **3. Ceremony Arrangements**

- 3.1 It is expected the Lord Mayor's Cadet will attend the Lord Mayor's Inauguration and be presented with a special badge to wear whilst undertaking official duties during the municipal year. At the end of the Cadet's term of office, they will be presented with a certificate.

## **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 The proposal has no equality implications and an Equality Impact Assessment is not required in this instance.

## **5. Legal Implications**

- 5.1 There are no legal implications.

## **6. Financial Implications**

- 6.1 The cost of the badge and certificate and any hospitality relating to the Cadet's attendance at a civic function will be met from the Lord Mayor's Office.

**Background papers:** None

**Appendices:** None.

# Agenda Item 15.



Council – 26 March 2020

## Councillors' Questions

### Part A – Supplementaries

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| <b>1</b> | <p><b>Councillors Mike Day, Mary Jones &amp; Susan Jones</b></p> <p>We are sure that the Cabinet Members are as disappointed with the findings of the multi-agency, Probation-led inspection of the Western Bay YOS last year. The service, covering Swansea, Neath Port Talbot and Bridgend, was deemed inadequate. Can Councillors be told what actions have been and are being taken, to address the shortcomings identified in this important service for our young people.</p> <p><b>Response of the Cabinet Member for Children Services</b></p> <p>The Improvement and action plan developed to track progress, has been updated for March's YJB. Of the 32 areas identified for improvement, 27 have achieved a green rag status, with required actions completed or on track, with 5 achieving an amber status.</p> <p>Key areas for improvement identified at the time of inspection were</p> <ul style="list-style-type: none"><li>• Governance arrangements - the Board's understanding of the service and ability to monitor the quality of provision.</li><li>• Safeguarding practice.</li><li>• Staff culture, supervision and support.</li><li>• Narrow range of performance information made available to the Board.</li></ul> <p>Summary of improvements</p> <p>Green status – Key themes</p> <ul style="list-style-type: none"><li>• A partner in practice was identified in June 2019 - Wrexham YJB who are supporting service development.</li><li>• Practice around safeguarding activity and risk management, including CSE has seen improvement with support from Wrexham and quality assurance processes put in place. Escalating concerns mechanisms are in place.</li><li>• Internal supervision processes to support the improvement journey are in place, and performance reported to the Board. This also includes caseload information.</li><li>• An induction process is in place for staff and Board members and a training and development plan in place to support the needs of individual workers and the service. A whole service development day took place on 07/02/2020.</li><li>• Service mapping and analysis is underway to better understand the needs of service users and to ensure interventions are delivered specific to meeting need; this is supported, by the youth justice</li></ul> |
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|   | <p>participation group, which requires embedding. Positive feedback has been received from service users and a new range of programmes/interventions developed.</p> <ul style="list-style-type: none"> <li>• Positive relationships with education partners are being built, specifically with the PRU and joint packages are being developed to ensure CYP are receiving an education offer. Work is in progress to identify CYP who are at risk of NEET and provide interventions to prevent this occurring.</li> <li>• Policies and procedures are under review and clear eligibility criteria are being developed – a concern from inspection. One of the criteria provides confirmation that YOT only work with CYP aged 10-18 years.</li> <li>• The quality of assessments was cause for concern and training and development of staff has resulted in improvements within this area. This includes asset plus assessments being undertaken on all cases, including out of Court disposals.</li> <li>• A new management Board is in place to oversee improvements as governance was identified as a cause of concern. The Board meets bimonthly, and induction sessions were offered in September and October 2020.</li> <li>• Support from a dedicated speech and language service is in place and service users are able to access a CAMHS nurse 2.5 days a week.</li> </ul> <p>Amber status – key themes</p> <ul style="list-style-type: none"> <li>• Development of a new performance framework – this will enable more robust oversight by Board members.</li> <li>• Information sharing protocols are under development.</li> <li>• A literacy and numeracy strategy is under development with a completion date of March 2020. This will support CYP to develop skills to improve their chance of a future free from offending.</li> </ul> |
| 2 | <p><b>Councillors Mary Jones, Mike Day &amp; Jeff Jones</b></p> <p>In light of the recent delay in appointing/reappointing LA Governors will the Cabinet Member agree to review this whole process.</p> <p><b>Response of the Cabinet Member for Education Improvement, Learning &amp; Skills</b></p> <p>Current delays in the process of appointing local authority (LA) governors arise for a number of reasons which include inability of applicants to identify skills required, delays in responses from headteachers and chairs despite regular reminders, skills matrices not be available or recently completed and delays in submitting forms for reappointment when term end dates are nearing. In addition to this, the requirement to meet deadlines for circulation of papers and the need to produce a report for Cabinet and subsequent approval processes mean an LA governor appointment can take a number of months.</p> <p>The School and Governor Team send regular reminders to headteachers, clerks and chairs during the appointment process. They also send sample skills matrices and reminders that these need to be completed. Recruitment campaigns have had limited success and tend to attract parents or those with previous education experience. The team are continuing to try new approaches to recruitment and have established a working group to review the administration of the process and to see if it can be improved. The School and</p>  |

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|          | <p>Governor Team are also exploring options for improved communications with governors and governing bodies which can be used to provide regular reminders on the appointment process. There have also been some issues with capacity in the School and Governor Team which we are working to resolve and may help.</p>  |
|          | <p><b>Part B – No Supplementaries</b></p>  |
| <p>3</p> | <p><b>Councillors Peter May &amp; Irene Mann</b></p> <p>Recently the High Court rejected Swansea Council’s application to appeal the Planning Inspectorate’s decision to grant permission for an HMO at 1 Montpelier Terrace in the Uplands Ward. It was reported that the council was also ordered to pay £2,807 costs to the Welsh Government.</p> <ol style="list-style-type: none"> <li>a. What was the total cost of the proceedings to the council (i.e. application fees and lawyers’ time to prepare and present the case).</li> <li>b. What was the total amount paid to Lichfield’s, the planning consultants based in Cardiff for the time in formulating the HMO policy H9.</li> <li>c. From which budgets were the costs in a and b above funded.</li> </ol> <p><b>Response of the Cabinet Member for Delivery &amp; Performance</b></p> <ol style="list-style-type: none"> <li>a. The total cost to the Council in taking Statutory Review proceedings against the Planning Inspectorate decision to grant Planning Permission for the HMO at 1 Montpelier Terrace is <b>£5783.00</b>. This total cost is broken down as follows: <ol style="list-style-type: none"> <li>i) Court Fee £528.00, ii) External Legal advice £2448.00, iii) Welsh Government Legal Costs £2807.00</li> </ol> <p>In addition, 8 hours legal officers time were spent preparing the case.</p> </li> <li>b. The answer to this question is the same as that given to the question submitted by Councillors Mann and May for the June 2018 Council Meeting, as follows: <p>Litchfields were originally commissioned in September 2016 for a fee of £24,950 to produce a comprehensive planning strategy and policy framework for determining planning applications for HMOs and purpose built student accommodation developments in Swansea, including the following key tasks: undertake extensive evidence base review, stakeholder engagement, public consultation exercise, production of draft and final versions of supplementary planning guidance (SPG), and attend multiple meeting including Planning Committee. This work commission ended on July 2017, when Members of the Council’s Planning Committee resolved not to adopt the final version of the SPG that had been produced.</p> <p>Litchfields were subsequently re-commissioned in September 2017 for a fee of £15,000 to undertake further work that was necessary having regard to the resolutions of the July 2017 Planning Committee, including: a further review of the evidence, data analysis and testing, additional stakeholder engagement, consideration of the impact of imposing different HMO threshold limits (including the impact of introducing a 15% threshold in certain areas); assessing the potential for</p> </li> </ol> |

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|   | <p>introducing a policy approach that precludes ‘sandwiching’ of non-HMO properties by HMOs, and the production of revised recommendations for new SPG/planning policy on the issue of HMOs and purpose built student accommodation.</p> <p>c. The costs incurred were met from the Council’s Planning and City Regeneration budget.</p>   |
| 4 | <p><b>Councillors Peter May &amp; Irene Mann</b></p> <p>The recent delegated planning decision to reject an HMO for 1 Montpelier Terrace was overturned by the Planning Inspectorate. The council’s application to review the Planning Inspectorate’s overturn was subsequently rejected by the High Court.</p> <p>The Planning Inspector in his decision made it clear that he was satisfied that HMO planning permission could be granted as an exceptional circumstance as it had been unsuccessfully marketed as a C3 family dwelling for more than 6 months.</p> <p>Since this ruling there have been 2 applications for HMOs in the Uplands Ward which are openly citing this 6 month rule to support their case. The first is 2020/0127 (17 Waterloo Place) which provides an estate agents letter on the public file confirming that the property has been marketed for “just over 6 months”. The second is a resubmission of (2019/1861/FUL), 42 Cambridge Street which was rejected on 7<sup>th</sup> October 2019. This resubmission also has correspondence from an estate agent relying on the 6 month rule. We await the council’s determination of these applications with interest.</p> <p>Later this year the LDP will have its first statutory Annual Monitoring Review.</p> <ol style="list-style-type: none"> <li>a. It is important that when a planning decision is made in Swansea, it stays in Swansea. Does this review accommodate provision to modify a policy with a weakness if the application of it is being overturned on appeal?</li> <li>b. What changes are the council considering making to policy H9 to make it robust and defensible at appeal in the future?</li> </ol> <p><b>Response of the Cabinet Member for Delivery &amp; Performance</b></p> <ol style="list-style-type: none"> <li>a. Following the adoption of the Swansea LDP in February 2019 the Council now has in place the most prescriptive and restrictive policy on HMOs in Wales. <b>Since the LDP was adopted there have been 82 planning applications submitted to establish HMOs, of which 33 have been refused planning permission and/or found unlawful having regard to the new LDP policies.</b> Since LDP adoption, within the HMO Management Area only 2 appeals have been allowed, as described below. There was also an appeal dismissed [Ref 2019/0076/FUL, <b>Rhyddings Terrace, Brynmill</b>]</li> <li>b. In the first appeal allowed [<b>Ref 2019/0148/FUL 91 Brynymor Road</b>] the Council had refused the application as it would give rise to nearly 50% of HMOs within the immediate area. The appeal Inspector concluded however that although the proposal would breach the HMO maximum concentration threshold of 25% and would be contrary to LDP policy, she considered the</li> </ol> |

circumstances of the individual case meant that an exception was justified. She found that the property being on the upper floors of a commercial building, in the heart of a mixed use commercial area, meant that the characteristics of the property and its location are inherently suitable for an HMO use rather than family home. In the second appeal allowed [**2019/0466/FUL 1 Montpelier Terrace Mount Pleasant**], the Council had refused planning permission as it would result in 'sandwiching' the adjoining property between two HMOs. The appeal inspector concluded however that, notwithstanding the sandwiching that would occur, there were in his view 'exceptional circumstances' that apply to render the proposal acceptable. The Council applied to have this decision reviewed by the High Court as it considered the inspector had misapplied the LDP policy on a point of detail. The High Court decision however was that, whilst it was possible the Inspector may have misapplied the policy, the judge did not need to reach a formal judgement on that because he was of the view that in any event the inspector was entitled to consider other material considerations outside LDP policy requirements to reach a conclusion on the appeal, and therefore the judge considered the inspector would have reached the same decision in any event. For that reason the judge refused the Council's application for the decision to be overturned. Going forward the Planning Authority has reminded the Planning Inspectorate that, if an inspector is minded to allow a HMO proposal that would lead to sandwiching because of what they consider are overriding material considerations that apply, they must make that decision whilst clearly acknowledging it would be a departure to the adopted LDP policy.

In summary, in both of the aforementioned cases the appointed inspectors allowed the appeals on the basis of site specific circumstances and other material considerations that they considered were overriding to warrant a departure from the adopted LDP policy. Inspectors have always been allowed to do this within the provisions of planning legislation, and this will continue to be the case. This can be a frustration for Local Authorities that make local decisions in line with adopted policies, in the interests of local communities.

Whilst the Council's restrictive adopted development plan on HMOs will continue to be the starting point for planning decision making, inspectors can continue to consider other factors that they consider fit depending on the circumstances of an individual case, and as long as this aligns with national guidance.

The LDP Annual Monitoring Report to be published later in 2020. This Report will include a measurement having regard to LDP Monitoring Indicator No. 10 which measures the proportion of HMOs within the Castle and Uplands Wards, having regard to the overall numbers of registered HMO properties as a proportion of the residential properties. The policy target is to ensure the number of HMOs as a proportion of the total number of residential properties within the HMO Management Area does not significantly exceed the 25% threshold. The trigger point for further investigation/review of the policy that is specified in the LDP is that the average concentration of HMO's within the LSOAs of the HMO Management Area either reduces or increases by +/- 2% from the base level, which is currently around 25%. The trigger point is not related to the outcome of appeal decisions.

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|   | <p>b. Given the above it is clear that changing adopted Council policy (e.g. to try and make the restrictions even tighter) would be neither appropriate nor productive, There is no recognised flaw or weakness in the LDP policy and in fact the records clearly show a significant increase in the number of applications for HMOs being refused since LDP adoption. Rather, the outcome of the appeals that are referenced above are a product of the retained right of individual planning inspectors to consider other material circumstances outside the Council’s restrictive adopted LDP policy, where that Inspector sees fit in order to determine an appeal.</p> |
| 5 | <p><b>Councillors Chris Holley, Jeff Jones &amp; Wendy Fitzgerald</b></p> <p>Will the Cabinet Member tell Council what was the net result of the sale of the two former school buildings at Felindre and Craigeffnparc including the costs of auctioneers fees and any other associated costs incurred.</p> <p><b>Response of the Cabinet Member for Delivery &amp; Performance</b></p> <p>Both schools are now under offer of sale; Felindre at £150,000, Craig Cefn Parc at £142,000. The sales cost the council nothing as all Council costs fees are recovered by way of a “buyer’s premium” paid by the purchaser</p>   |