



## City and County of Swansea

### Notice of Meeting

You are invited to attend a Meeting of the

## Cabinet

**At:** Remotely via Microsoft Teams

**On:** Thursday, 18 March 2021

**Time:** 10.00 am

**Chair:** Councillor Rob Stewart

**Membership:**

Councillors: R Francis-Davies, D H Hopkins, E J King, A S Lewis, C E Lloyd, A Pugh, J A Raynor, A H Stevens and M Thomas

**Also Invited:** L S Gibbard

**Watch Online:** <http://bit.ly/3r8wjhF>

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**Webcasting:** This meeting may be filmed for live or subsequent broadcast via the Council's Internet Site. By participating you are consenting to be filmed and the possible use of those images and sound recordings for webcasting and / or training purposes.

**You are welcome to speak Welsh in the meeting.**

Please inform us by noon, two working days before the meeting.

### Agenda

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<b>3. Minutes.</b> To approve & sign the Minutes of the previous meeting(s) as a correct record.	1 - 9
<b>4. Announcements of the Leader of the Council.</b>	
<b>5. Public Question Time.</b> Questions must be submitted in writing, no later than noon on the working day prior to the meeting. Questions must relate to items on the agenda. Questions will be dealt with in a 10 minute period.	

6.	Councillors' Question Time.	
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**Next Meeting:** Thursday, 15 April 2021 at 2.00 pm

*Huw Evans*

**Huw Evans**  
**Head of Democratic Services**  
**Wednesday, 10 March 2021**

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**Contact: Democratic Services - Tel: (01792) 636923**

# Agenda Item 3.



City and County of Swansea

## Minutes of the **Cabinet**

Remotely via Microsoft Teams

Thursday, 18 February 2021 at 10.00 am

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

### **Councillor(s)**

R Francis-Davies

A S Lewis

A H Stevens

### **Councillor(s)**

D H Hopkins

C E Lloyd

M Thomas

### **Councillor(s)**

E J King

J A Raynor

### **Officer(s)**

Huw Evans

Adam Hill

Tracey Meredith

Helen Morgan-Rees

Ben Smith

Head of Democratic Services

Deputy Chief Executive / Director of Resources

Chief Legal Officer / Monitoring Officer

Director of Education

Chief Finance Officer / Section 151 Officer

### **Also present**

Councillor(s): L S Gibbard, C A Holley

### **Apologies for Absence**

Councillor(s): A Pugh

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## 70. Disclosures of Personal and Prejudicial Interests.

In accordance with the Code of Conduct adopted by the City and County of Swansea, the following interest(s) were declared:

- 1) Councillor J A Raynor declared a Personal & Prejudicial Interest in Minute 83 "Local Authority Governor Appointments" and stated that she had dispensation from the Standards Committee to Stay, Speak but Not Vote on matters relating to the Appointment of Local Authority Governors.
- 2) Councillor E T King declared a Personal & Prejudicial Interest in Minute 86 "Cultural Services Covid-19 External Funding Paper" and withdrew from the Meeting prior to its consideration.
- 3) Councillor A H Stevens declared a Personal & Prejudicial Interest in Minute 87 "Recommendation for the Treatment of Rents at Swansea Market for Application from the End of the Last Concession Period (16 November 2020) to the End of the 2020/21 Financial Year" and withdrew from the Meeting prior to its consideration.

- 4) The Head of Democratic Services, Huw Evans declared a Personal Interest in Minute 87 "Recommendation for the Treatment of Rents at Swansea Market for Application from the End of the Last Concession Period (16 November 2020) to the End of the 2020/21 Financial Year".

**71. Minutes.**

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

- 1) Cabinet held on 21 January 2021.

**72. Announcements of the Leader of the Council.**

**1) Race Council Cymru "Zero Racism Campaign"**

The Leader of Council stated that he, the Joint Deputy Leaders of his Political Group and the other Political Group Leaders along with Councillor L S Gibbard had signed the Race Council Cymru Pledge as part of their "Zero Racism Campaign".

**73. Public Question Time.**

Questions were received from Dame Jean Thomas and Steve Green in relation to Minute 78 "Revenue Budget 2021-2022".

The relevant Cabinet Member(s) responded.

**74. Councillors' Question Time.**

No questions were asked.

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

Councillor C A Holley provided the Pre-decision Scrutiny feedback.

**76. Revenue and Capital Budget Monitoring 3rd Quarter 2020/21.\***

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

The Cabinet Member for Economy & Strategy submitted a report which outlined the financial monitoring of the 2020-2021 revenue and capital budgets.

**Resolved** that:

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

- 2) The virements outlined in Paragraph 2.7 of the report be approved.
- 3) The level of permitted, in extremis, in year overspending be reduced to £4m, to be fully financed from draws from earmarked reserves, well within the sums approved at Council on 4 November 2020, to ensure the overall budget remains balanced for the year. To also note the Section 151 Officers verbal update stating that the position would improve by at least £10m on sums already advised since the drafting of the report.
- 4) Cabinet continues to endorse that no Officer may consider any material further spending commitments and must wherever possible continue to defer and delay spending to contain and reduce the likely modest forecast overspend by year end as far as is practicable, whilst delivering agreed Council priorities set out in the approved budget.

**77. Medium Term Financial Planning 2022/23 – 2025/26.\***

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

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

**Resolved** that:

- 1) The Medium Term Financial Plan 2022-2023 to 2025-2026 be recommended to Council as the basis for future service financial planning.

**78. Revenue Budget 2021/2022.\***

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

The Section 151 Officer submitted a report, which set out the current position with regard to the Revenue Budget for 2021-2022. It detailed:

- Financial Monitoring 2020-2021;
- The Local Government Finance Settlement 2021-2022;
- Budget Forecast 2021-2022;
- Specific Saving Proposals;
- Outcome of Budget Consultation;
- Staffing Implications;
- Reserves and Contingency Fund Requirements;
- The Budget Requirement and Council Tax 2021-2022;
- Summary of funding proposals;
- Risks and uncertainties.

**Resolved that:**

- 1) The outcome of the formal consultation exercise be noted and, changes to the Budget Proposals in Appendix D of the report be agreed, together with the position regarding delegated budgets as set out in Sections 4.10 and 4.11 of the report.
- 2) The current Total Funding Requirement identified in Section 4.6 of the report be noted and, in line with the potential actions identified in Sections 9 and 10 of the report agreed a course of action to achieve a balanced Revenue Budget for 2021-2022.
- 3) In addition to a review of current savings proposals Cabinet:
  - a) Reviewed and Approved the Reserve Transfers recommended in the report;
  - b) Agreed a level of Council Tax for 2021-2022 to be recommended to Council.
- 4) Subject to the changes identified and listed above, Cabinet recommends to Council for approval:
  - a) A Revenue Budget for 2021-2022;
  - b) A Budget Requirement and Council Tax levy for 2021-2022.

**79. Capital Budget & Programme 2020/21- 2026/27.\***

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

The Section 151 Officer submitted a report, which proposed a revised Capital Budget for 2020-2021 and a Capital Budget for 2021-2022 to 2026-2027.

**Resolved that:**

- 1) The revised Capital Budget for 2020-2021 and a Capital Budget for 2021-2022 – 2026-2027 as detailed in Appendices A, B, C, D, E and F of the report be approved.

**80. Housing Revenue Account (HRA) – Revenue Budget 2021/22.\***

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

The Section 151 Officer submitted a report which proposed a Revenue Budget for 2021-2022 and a rent increase for properties within the Housing Revenue Account (HRA).

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

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

**81. Housing Revenue Account – Capital Budget and Programme 2020/21 – 2024/25.\***

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

The Section 151 Officer submitted a report which proposed a revised Capital Budget for 2020-2021 and a Capital Budget for 2021-2022 – 2024-2025.

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

- 1) The transfers between schemes and the revised budgets for schemes in 2020-2021 be approved.
- 2) The budget proposals for 2021-2022 – 2024-2025 be approved.
- 3) Where individual schemes as shown in Appendix B are programmed over the 4 year period described in the report, then these be committed and approved and their financial implications for funding over the 4 years also be approved.
- 4) The Welsh Housing Quality Standard (WHQS) compliance levels and deadline extension be noted.

**82. The Capital Strategy 2020/21- 2026/27.\***

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

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

**Resolved** that:

- 1) The Capital Strategy 2020-2021 – 2067-2027 be forwarded to Council for approval.

**83. Local Authority Governor Appointments.**

The Local Authority Governors Appointment Group submitted a report, which sought approval of the nominations submitted to fill Local Authority (LA) Governor vacancies on School Governing Bodies.

**Resolved** that:

- 1) The following nominations recommended by the Director of Education in conjunction with the Cabinet Member for Education Improvement, Learning & Skills be approved:

1)	Bishop Gore School	Cllr Mark Child
2)	Pennard Primary School	Heidi Lythgoe
3)	Wanarwydd Primary School	Rayna Soproniuk
4)	Ysgol Crug Glas	Quentin Hawkins Lynne Smith

**84. Swansea Central Area - Regenerating Our City for Wellbeing and Wildlife.**

The Cabinet Member for Delivery & Operations submitted a report, which sought approval and adoption of the Swansea Central Area – Regenerating Our City for Wellbeing and Wildlife Strategy.

**Resolved** that:

- 1) The Strategy be approved for adoption.

**85. Castle Square Regeneration FPR7.**

The Cabinet Member for Investment, Regeneration & Tourism submitted a report, which sought approval of a first stage feasibility and concept study for the regeneration of Castle Square. The report also sought budget authorisation to progress to the next stages of detailed design, planning and consultation in accordance with Financial Procedure Rule “Capital Programming and Appraisals”, to commit and authorise the addition of new schemes to the Capital Programme.

**Resolved** that:

- 1) Fees of £782k for the Castle Square Regeneration scheme be added to the capital programme in line with Financial Procurement Rule 7 to progress to detailed design, planning and public consultation.

**86. Cultural Services Covid-19 External Funding Paper.**



The Cabinet Member for Investment, Regeneration & Tourism submitted a report, which sought retrospective agreement for external grant funding received by Cultural Services in connection with Welsh Government's Cultural Sector COVID-19 recovery funding.

**Resolved** that:

- 1) The efforts to access external / government funding for the Cultural Sector resulting in applications being made with little notice be noted.
- 2) Retrospective approval for the acceptance and utilisation of the funding received, and to authorise the acceptance of amounts pending, subject to criteria being fulfilled as outlined in Paragraph 4.3 of the report be confirmed.

**87. Recommendation for the Treatment of Rents at Swansea Market for Application from the End of the Last Concession Period (16 November 2020) to the End of the 2020/21 Financial Year.**

The Cabinet Member for Investment, Regeneration & Tourism submitted a report, which sought approval of an approach to the treatment of rents at Swansea Market to be implemented from the end date of the initial agreed COVID-19 related rent concession period (16 November 2020) to the end of the 2020/2021 financial year.

**Resolved** that:

- 1) During periods of COVID lockdown (i.e. at times when non-essential retail is not permitted to trade), all traders receive a 70% reduction in rent.
- 2) At all other periods until the end of the COVID pandemic, a rent concession is granted to individual traders who demonstrate a 40% fall in turnover during a defined period compared to the same period last year. Traders not eligible for Welsh Government grants to date would receive a slightly higher discount upon demonstration of a 30% fall in turnover.
- 3) In the event that lockdown is lifted but not all non-essential retailers can resume business (e.g. close contact services such as beauty salons must remain closed), these individual businesses would be treated as a unique case and would continue to receive the 70% reduction in rent until such a time when they are legally permitted to re-open.
- 4) Swansea Market rents are calculated and due every 4 weeks. The concessions would cover the following rental periods:

16 November 2020 to 13 December 2020.

14 December 2020 to 10 January 2021.

11 January 2021 to 7 February 2021.

8 February 2021 to 7 March 2021.

8 March 2021 to 4 April 2021.

For the purposes of ease of administration and simpler communication to Swansea Market Traders, it is proposed that the concessions apply to 4 April 2021 instead of 31 March 2021.

**88. Approval of Swansea Bay City Deal Funding Agreements.**

The Leader of the Council and Cabinet Member for Economy, Finance & Strategy submitted a report, which noted the terms and conditions attached to the award of government funding. It also sought to approve the funding agreements necessary to secure the release of the city deal funding.

**Resolved** that:

- 1) The terms and conditions attached to the offer of government funding contained within the Funding Award letter dated 16 December 2020 be noted.
- 2) The content of the principal funding agreement between the Accountable Body and Swansea Council in relation to the Swansea City and Waterfront Digital District Project at Appendix A of the report be approved and the Chief Legal Officer be authorised to make any necessary amendments and to enter into the agreement on behalf of the Council to enable the Council to receive City Deal funding.
- 3) The Director of Place together with the Chief Finance Officer be authorised to exercise delegated authority to finalise the terms of any funding agreement between the Accountable Body and Swansea Council in relation to any other City Deal projects where the Council is acting as a Project Authority Lead and authorises the Chief Legal Officer to enter into those agreements on behalf of the Council.
- 4) The content of the template secondary funding agreement that the Council will enter into with a Recipient of City Deal Government funding at Appendix B of the report be noted and the Director of Place together with the Chief Finance Officer be authorised to negotiate and agree final terms with any relevant Recipient within any City Deal project involving the Council and the Chief Legal Officer be authorised to enter into those agreements on behalf of the Council.

**89. Financial Procedure Rule 7, Mumbles Coastal Protection – Flood and Coastal Erosion Risk Management Grant 2018-22.**

The Cabinet Member for Environment Enhancement & Infrastructure Management submitted a report, which confirmed the updated Flood and Coastal Risk Management (Capital) grant from Welsh Government and include the expenditure in the capital programme for 2020/2021 and 2021/2022 to comply with Financial Procedure Rule 7 “to commit and authorise a scheme to the Capital Programme”.

**Resolved** that:

Minutes of the Cabinet (18.02.2021)  
Cont'd

- 1) The Flood and Coastal Risk Management (Capital) grant of £1,114,461.00 is confirmed, being 100% total funding for the design stage of this scheme and that this is included in the capital programme for years 2020/2021 through to 2021/2022. The total cost for the initial phase of the scheme is £1,114,461.00.

The meeting ended at 12.00 pm

**Chair**

<b>Call In Procedure – Relevant Dates</b>	
Minutes Published:	<b>18 February 2021</b>
Call In Period Expires (3 Clear Working Days after Publication):	23.59 on 23 February 2021
Decision Comes into force:	24 February 2021

# Agenda Item 7.



## Report of the Cabinet Member for Adult Social Care & Community Health Services

Cabinet – 18 March 2021

### Annual Review of Charges (Social Services) 2020/21

### (List of Charges to apply in 2021/22 - Commencing 1 April 2021)

<b>Purpose:</b>	To review Swansea Council's Charging Policy (Social Services).
<b>Policy Framework:</b>	Council's Charging Policy (Social Services): <a href="#">Swansea Staffnet - Charging Policy (Social Services)</a>
<b>Consultation:</b>	This report was prepared after consultation with: Social Services Finance & Charging Group, Legal, Finance and Access to Services
<b>Recommendation(s):</b>	It is recommended that:  1) Cabinet accepts the findings of the annual review of changes, and that no new service charges will be applied in 2021/22;  2) Cabinet agrees that an inflationary increase of 1.75% is applied to all social services charges to come into effect on 1st April, 2021/22;  3) Cabinet agrees charges for community alarm services remain the same, and are to be considered as part of a corporate commissioning review;  4) Cabinet approves the list of social services charges to apply from 1st April 2021, for the year 2021/22;  5) The new List of charges 2021/22 (Appendix A), once agreed, is appended to the Council's Charging Policy (Social Services).
<b>Report Author:</b>	Simon Jones
<b>Finance Officer:</b>	Chris Davies
<b>Legal Officers:</b>	Carolyn Isaac/Debbie Smith
<b>Access to Services Officer:</b>	Rhian Millar

## **1. Introduction and Background**

- 1.1. The Social Services and Well-being (Wales) Act 2014 (The Act) came into effect in April 2016, and set out a statutory requirement for each Local Authority to publish their charges for social services.
- 1.2. Section 61 of the 2014 Act provides for regulations to be made, which set out the details of how charging arrangements are to operate in connection with the exercise of a discretionary power to impose a charge under section 59 of the 2014 Act.
- 1.3. The updated national regulations and guidance, referenced in the full report (Appended) provides citizens with a number of national thresholds for charging, which are also reviewed annually by Welsh Government. Among the key drivers behind this national framework is to have one set of financial assessment and charging arrangements for residential and non- residential social care, and to ensure greater clarity and transparency within these arrangements.
- 1.4. The Act was intended to be 'cost neutral' for Councils when implemented, and regulations and Parts 4 and 5 of the Codes of Practice set out a common national framework for charging for care and support services.
- 1.5. In working a sustainable approach to social care, Welsh Local Authorities have some discretion in how charges for residential and non- residential and community-based social services can be applied. Under the Social Services and Well-being (Wales) Act 2014, a local authority can only charge:
  - up to the cost of providing the service
  - what the person can afford to pay for an assessed for service
- 1.6. Swansea's implementation of the national framework is set out in our charging policy, seeking to minimise the negative impact of charging upon care and support recipients with low financial means, their families and carers, and yet ensuring, where appropriate, they can make a fair and reasonable financial contribution towards the costs of care and support to ensure its continued provision.
- 1.7. Swansea Council's Charging Policy (social services) was approved by Cabinet in April 2016. A Social Services Finance and Charging group has been established, chaired by the Director of Social Services, and tasked with supporting the implementation of this policy. One of the key functions of the group is to apply best practice approaches in carrying out a thorough annual review of all social services charges.
- 1.8. The charging policy was last revised in March 2018, and a full EIA was completed to address some significant changes proposed, and implemented this year, such as the introduction for charges for day services.

- 1.9. The Director of Social Services presents this report as the annual review of charges (social services), under Part 5 of the Social Services and Well-being (Wales) Act. The full report of the *Annual review of charges -social services 202021* is appended to this report (**Appendix A**). This report provides Cabinet with an opportunity to consider the annual review, the charging policy and the list of charges for social services to apply in 2021/22.

## **2. Annual Review of Charges**

- 2.1. This fourth annual review of charges report (**Appendix A**) provides a clear analysis of how current charges are working, by considering the following:
- Statutory considerations- any changes to national policy
  - Current charging policy- how it is working in practice
  - How Swansea's list of charges compares to other Welsh Local Authorities
  - What people are telling us
  - Equalities Impact
- 2.2. There is some consideration of the likely impact of Covid, in particular on charging for social care in the current crisis, within the context of growing demand and rising costs of social care and the possible reduction of income generated in the short to medium term.

## **3. Other Issues**

- 3.1. None

## **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. An Equalities Impact Assessment (EIA) screening form has been completed; with the agreed outcome, a full EIA assessment was not required at this stage. A full EIA was undertaken in 2019, when new charges were introduced.
- 4.3. The Director of Social Services' report on the annual review of charges (social services) 2020-21, and the recommendations within the report, are to apply an inflationary increase to the list of charges from April 2021, and the EIA

screening has determined that this does not have a significant impact upon equality issues, or the local population with protected characteristics.

## **5. Financial Implications**

- 5.1. Charging policy (social services) applies the corporate principle of full cost recovery. In reality, charges can only recover some or all of the costs of services from citizens, as there is a national framework of caps and thresholds set.
- 5.2. Income generation can reduce the costs of services to Council taxpayers, and can also work to achieve Swansea Council's Corporate Plan strategic objective to safeguard our most vulnerable citizens. A decision to charge for or to subsidise the costs of services should be based on detailed analysis, encouraging fair access, and this annual review helps to support this process.
- 5.3. The proposals also support the Council's Medium Term Financial Plan objectives and assumes that any additional general fund income generated through the changes to charges proposed within this report will help to meet additional cost pressures within the service.

## **6. Legal Implications**

- 6.1. The legal framework for setting charges for social services is set out in the full Report.
- 6.2. A local authority must publish information about its charging procedure and general fee levels for particular services.
- 6.3. Local authorities are empowered (but not obliged) to charge for the care and support they provide or arrange to be provided to meet a person's needs. The charge can only relate to the cost that the local authority incurs in meeting the needs to which the charge applies.
- 6.4. The charge imposed must be no more than is 'reasonably practicable for the person to pay'. The Care and Support (Charging) (Wales) Regulations 2015 and [Part 4 and 5 Code of Practice \(Charging and Financial Assessment\)](#) set out the provisions relevant to charging and financial assessment.
- 6.5. The regulations stipulate that the maximum charge for non-residential care and support is currently £100.00 per week. The capital limit for the purposes of residential care is presently £50,000 and the capital limit for the purposes of non-residential care charges is £24,000. These limits may change for the next financial year as the Welsh Government sets the level of the maximum charge and capital limit each year.
- 6.6. The Care and Support (Financial Assessment) (Wales) Regulations 2015 make provision about the way in which a local authority must carry out a financial assessment of a person's financial resources.

**Background Papers:** None

**Appendices:**

Appendix A - Annual Review of Swansea Council Charging Policy (Social Services)  
– 2020-2021





## **Annual Review of Swansea Council's Charging Policy (Social Services)**

**2020/21**

### **Summary report on work carried out by the Social Services Finance and Charging Policy Working Group**

**December 2020 v5**

#### **1. Introduction**

1.1 This report sets out Swansea Council's annual review of social services charges, in relation to with recommendations to inform a new list of charges, **due to come into effect from 1st April 2021**.

1.2 This fourth annual review report builds on the work undertaken in previous years to keep Swansea's charging fair and equal, and in line with the rest of Wales. It evaluates how charges are working in Swansea, by considering changes in the statutory context, issues in applying council policy, what people are telling us, how current arrangements are working and whether there are equalities impacts linked to any proposed changes.

1.3 This report is based on work undertaken during the year by the Social Services Finance and Charging group and it provides recommendations for changes to the current policy, and a revised List of Charges 2021/22 (Appendix 1.)

#### **2. Annual Review of Charges**

2.1 By Implementing an annual review of charges –Swansea Council is following Wales Audit Office guidance on reviewing public services charges:

<https://www.wao.gov.uk/system/files/publications/income-generation-2016-eng.pdf>

2.2 Under the Wellbeing of Future Generations (Wales) Act 2016, public policy has to incorporate "Five Ways of working":

- Long term
- Collaborative
- Preventative
- Integrated
- Involvement

This review applies this approach, by setting out a model for the annual review of charges as agreed by the Social Services Finance and Charging group, chaired by David Howes, Corporate Director of Social Services.

2.3 Our Annual Review model is based on Wales Audit Office best practice for reviewing charging, to ensure that Swansea's charging policy continues to be based on strong principles of fairness and equality, to support Council's approach to achieve full cost recovery and transparency in how it is being implemented.

*Figure 1. Swansea Model for Annual review of charging (social services)*



2.4 This Annual report of the Social Services Finance and Charging Group is proposing a new List of Charges to come into effect in 2021/22 (see **Appendix 1**), and which become part of the Swansea Council's Charging Policy (Social Services).

2.5 Under the Social Services and Well-being (Wales) Act 2014, a local authority can only charge individuals:

- Up to the cost of providing the service
- What the person can afford to pay for an assessed for service

The Social Services Charging policy, and the revised list of charges set out the Council's local interpretation of the relevant Social Services and Well-being (Wales) Act Code of Practice, and how any discretionary powers conferred by the Welsh Government will be exercised in the year ahead.

### **3. Statutory considerations**

3.1 The Council's Charging Policy (Social Services) meets a statutory requirement under section 59 of the Social Services & Well-being (Wales) Act 2014 ('the Act'), the recently (amended) Care and Support (Charging) (Wales) Regulations

2015 [2], and version 5 of the Part 4 and 5 Code of Practice (Charging and Financial Assessment, updated April 2020). See links below:

- [Law Wales - Charging and financial assessment](#)
- [Parts 4 & 5 Code of Practice- Charging and Financial Assessment](#)
- <http://www.legislation.gov.uk/anaw/2014/4/section/59>

### 3.2 Applying from April 2020, the current amendments under the Act are:

#### **Non-residential care**

You may have to pay up to a maximum of £100 a week if:

you have a high level of disposable income  
you have savings and investments over £24,000, not including the value of your home  
In deciding charges for non-residential care, local authorities must allow you to keep a set amount to help you meet your daily living costs.

#### **Residential care**

If you have capital over £50,000 you may have to pay the full cost of your residential care.

If your capital is at or below this limit, the local authority will help pay for your residential care.

How much you pay towards this care will be calculated from your eligible income, such as pensions or welfare benefits.

Local authorities must ensure you are left with at least £32.00 a week to spend on personal items.

**Note:** Changes to allowances that may apply in 2021/22 are not yet confirmed by Welsh Government, here is link to current guidance:

<https://gov.wales/charging-social-care>

3.3 Where a council decides to charge for the care a person receives, it must do so in accordance with the regulations and codes of practice, as above. The national policy framework requires Councils to show to citizens how they intend to apply discretionary powers on charges for social services as conferred by Welsh Council retain considerable discretion on which services are charged for and the level of charge.

3.4 The Act states that any charges for social care cannot be set at a level higher than the cost of providing the service. That charges can only relate to the 'cost that the local authority incurs in meeting the assessed, eligible needs for managed care and support, to which the charges may apply (section 59-2).

3.5 By exercising their discretionary powers in charging for services to meet needs, generally Councils have been seen to be acting under a general requirement of 'reasonableness'. Citizens are protected by nationally determined capital limits, weekly charging caps and personal income allowances, which are set by Welsh Government every year by ministerial statement. In most circumstances, the council

must also offer a financial assessment to citizens to ensure any charge made for care and support is reasonable compared to the person's financial means. Although charges are applied under a single policy framework, there are still some differences between calculating a charge for non-residential care (a maximum weekly charge may apply and a capital threshold limit may apply), and calculating a charge for residential care (capital threshold may apply).

3.6 Swansea Council aims to be clear, fair and transparent in what we charge for, and we do this by publishing an annual schedule/ list of charges, as set out in a Swansea Council Charging Policy.

3.7 There are some 'fairness' issues with applying this national charging policy, which in effect imposes a charging ceiling, which can mean everyone may be charged the same regardless of wealth or amount of service received, over a certain amount. The financial assessment is carried out, to means test this approach, though still this will clearly have greatest impact on those people with less income.

3.8 The current economic situation, as the world responds the pandemic, is one of uncertainty, struggle and responding quickly to each set of circumstances as it arises. This year is having a devastating impact on some individuals, families, communities and businesses. Government support for jobs and businesses during the pandemic has had a significant impact on public sector borrowing. There will be a need to restore debt to more sustainable levels over time, and this has the potential to affect spending on public services. The financial outlook for all public services in Wales is likely to be extremely challenging over the next several years. A more detailed analysis is set out in the Council's Medium Term Financial Plan.

3.9 Deprivation is an important consideration when looking at imposing charges on the care and support of our most vulnerable citizens and in support of their carers. The Wales Index of Multiple Deprivation (WIMD) is updated every 4 to 5 years. The most recent index was published in 2019, **17 (11.5%)** of Swansea's 148 LSOAs are in the most deprived 10 per cent in Wales (similar to the overall proportion in 2014). Swansea also has 8 Lower-layer Super Output Areas (LSOAs) in what is termed Deep-Rooted Deprivation; those that have remained within the top 50 most deprived – roughly equal to the top 2.6% – small areas in Wales for the last five publications of WIMD ranks. The current economic situation is likely to have greatest impact in these areas.

3.10 Significant future financial pressures, current overspends and continued austerity will mean that we have to look towards charging for local authority social services as a means of ensuring the sustainability of our services. Swansea's corporate financial policy on setting charges for all services sets out an expectation to aim for Full Cost recovery where possible, and to operate within the key principles set out in the Sustainable Swansea programme, and through objectives in the Corporate Plan 2019-22.

3.11 Swansea Council's financial strategy is to work within the principle of full cost recovery, and we are continually working to improve our understand the costs of delivering services to the public, and the factors which cause variations in costs over a period of time, such as occupancy rates, staffing costs and inflationary pressures. Through the work of the Finance and Charging group, the most recently available 'unit costs', across the accepted categories of social services, are used as the basis for current charges, and to reflect full cost recovery,

#### 4. Swansea Council's Charging Policy

##### 4.1 Social Services Charging policy (Version 3)-

Any issues raised with the council in implementing the Charging Policy are considered by the Social Services Finance and Charging group, which meets bi-monthly. Each meeting receives reports from the various work streams, and maintains an action log to be updated and reviewed.

There are no amendments being proposed to Swansea Council's Charging policy (social services) for 2021/22, following this year's annual review of charges.

##### 4.2 What people are telling us

**Public consultation-** there has been no formal public consultation undertaken this year.

##### Complaints/ Compliments

The following tables show the complaints received last year relating to social services charging, and those received in this year to date (December 2020). There has been no increase in the number of complaints received relating specifically to charges. There are more complaints this year relating to financial issues, such as financial assessment, direct payments and decisions.

<b>Total number of complaints received by Corporate Complaints Team relating specifically to social services charging by year</b>			
<b>Outcome/ Year</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020 to date</b>
Justified	2	-	-
Partially Justified	2	-	-
Not Justified	2	1	1
Not Pursued	1	1	-

No further contact/ withdrawn/ For Info	1	1	-
On-going	-	1	-
<b>Totals</b>	<b>8</b> (Stage 1 =6; Informal =1; Request for service =1	<b>4</b> (Stage 1= 4) <b>15</b> , in total relating to Financial Issues	<b>1</b> <b>(Stage 2 = 1)</b> <b>12</b> , in total relating to Financial issues

Table 1. No. of complaints

Year	Social Services Complaint- reasons/ comments	Outcome
2020	To Stage 2- charge for £90 for one day respite	Not justified

Table 21. Reasons/comment for complaints specifically charging related 2020-21 (to date)

Adult Services received **63** compliments in 2019/20, many of which came from carers or relatives praising the professional support provided, and the help given to access a range of services.

### Public Ombudsman

Whilst there has been no local complaints passed to the public ombudsman, there is the opportunity to draw learning from recent national cases.

The Public Ombudsman cannot assess an individual's ability to pay for the cost of their care and support services, they sometimes receives complaints about related matters, which are summarised in a quarterly casebook (most recent case book April to June 2020). <https://www.ombudsman.wales/case-books/>

There are no cases relating to any local authority charging for Adult Services this year to date.

### 4.3 Schedule of Charges-

The revised List of Charges published prior to the start of the financial year have to reflect the inflationary pressures, which are impacting the social care sector.

As consideration of these circumstances is taking place within Council's spending review, the proposal is made by the Social Services Finance & Charging group is to increase all charges by **1.75%** to apply to all set out in the List of Charges to apply in 2021/22.

### 4.4 Financial Assessments

The Social Care Finance Team is part of the Revenues and benefits Service within the Financial Services Department and is responsible for:

- Undertaking financial assessments of clients' contributions towards the cost of their care
- Collection of those client contributions
- Scrutiny of claims for re-imburement from care providers
- Payments to care providers for residential and non-residential care

- Payments of Fostering and Adoption allowances including the means test that determines the allowance paid to an adopting parent
- Payment of Special Guardianship Allowances
- Payment of Direct Payments

This section currently deals with expenditure on behalf of Social Services of approximately £50 million per year and last year generated £14 million of income to the Council. Overall the Revenues and Benefits service manages transactions of approximately £300m a year.

In the year 2019/20, **9109 financial assessments** were undertaken by the Team for **4215 clients**. This included new assessments for customers receiving care for the first time as well as reviews of assessments made to ensure that they were up to date and that changes in circumstances had been reported by the service users. The aim being to ensure the accuracy of the assessment was maintained and clients are not being asked to pay too much or too little.

The Team collects client contributions by a variety of methods and is always available to help customers in difficulty by providing advice and support. Working with our service users is an effective way of collecting monies owed to the authority and only in a small number of cases do we find that formal recovery action, supported by Legal Services, is necessary.

At the moment, the team is about to implement an innovative online portal for our care providers to use which will enable them to provide details of care more easily, quickly and accurately and will also enable more effective scrutiny of claims for payment. The first providers are expected to go live on the portal before Christmas 2020 and then it will be further rolled out across the city to all other providers.

#### 4.5 Income Generated

Service Category	17/18	18/19	19/20	Difference (to last year)
Community Alarms	476,322	487,686	450,380	-37,306
Day Services	283,698	433,814	559,804	125,990
Direct Payments	680,232	886,157	1,371,828	485,671
Domiciliary Care	2,047,926	2,790,267	2,803,476	13,209
Other/Administration	332,493	392,490	545,833	153,343
Residential Care	11,235,249	11,579,594	12,845,876	1,266,282
<b>Grand Total</b>	<b>15,055,919</b>	<b>16,570,007</b>	<b>18,577,198</b>	<b>2,007,191</b>

Table 3. Adult Services Yearly Analysis of income/ income related to charging by type - figures based on information within the Council's financial ledger



### **Main Points from table:**

- An overall £2m increase in the amount of income generated this year to Swansea Council, which related to Adult social care, as compared to 18/19.
- Additional £1.27m relating to residential care
- £126k additional income from day service charges, in the first full year in which a charge for this service applies
- £486k income from direct payment is largely derived from the recovery of excess balances on individual accounts
- Income generated from Adult Social Care is expected to be reduced by Covid, as the Council's community based resources, have modified their service offer in response to the emergency situation.

Welsh Government has provided a loss of income scheme for the 2020/21 financial year. This has provided the Council with a level of protection from losses of income specifically attributable to the pandemic. Currently there is no guarantee of such a scheme for 2021/22. It is clear that the pandemic will continue to have an impact on income from clients and partner organisations due to reductions in capacity and service closures in 2021/22. Whilst it is possible to model the effect of such, we cannot predict with confidence how we will be affected in 2021/22 due to the number of uncontrollable variables in play.

In 2020/21, in Swansea, we are estimating the net effect of income loss within Adult Services to be in the order of £1.7m. For 2021/22, the Social Service Finance & Charging group will monitor the situation monthly and act as appropriate.

### **4.6 Impact on Service Usage -**

STATS Wales publish comparative information on the number of adults who paid the maximum weekly charge towards the cost of care and support or support for carers during the year: [StatsWales - Adults charged for social care](#)

The most recent published information relates to 2018/19 (last year in brackets):

- Number of adults who paid the maximum weekly charge towards the cost of care and support or support for carers during the year Swansea reported = 1442 adults (773)
- Number of adults who paid a flat rate charge for care and support or support for carers during the year- Swansea reported = 0 carers in 2018/19 (0).

## **5. Social services Finance and Charging Group**

The Annual Review of charging aims to ensure that the work undertaken by the task groups over the course of the year is highlighted in this report.

The current Finance & Charging work programme has the following priorities:

- WCCIS – financial
- Opportunities for New Charging
- Process Improvement
- Debt recovery/ Invoicing
- Annual Review of Charging/ Policy
- Annual Uplift of fees

## **5.1 Welsh Community Care Information System (WCCIS)**

The introduction of WCCIS to Swansea Council is not solely a system implementation, but also offers service improvement opportunities.

One of the major overhauls of business process that the system offers will be around service provisions, the records which are currently held across a number of different systems, with no easy means of collating the information regarding an individual's commissioned services. During the data migrations held in readiness for WCCIS 'Go Live', the project team have liaised closely with Social Care Information and Finance to migrate all service provision data into WCCIS, and to ensure that this significant benefit is realised.

Service provision data migrated into WCCIS will include information related to the below services;

- Internal Home Care
- Domiciliary Care
- Day Care
- Direct Payments
- Residential & Nursing Care

A robust business support model to achieve this enhanced process, in relation to service provision records has approved. This will ensure that, within each of the service categories, new starters, leavers and changes to packages of care is recorded accurately within WCCIS on an ongoing basis, and that our data remains as clean and accurate as possible.

## **5.2 Opportunities for New Charges**

As Swansea Council's Charging Policy (social services) makes clear, the Welsh Government's current charging framework allows for a number of areas of discretion in those Care and Support services, which can be charged for. In exercising this discretion, the Council has to consider carefully whether any additional care and support services are potential opportunities for charging, within current guidance.

The following table summarises areas, which have been considered during the year, and the current position.

<b>Council service subject to discretion</b>	<b>Action proposed:</b>
Supporting People services - floating support	To be considered as part of a Commissioning review (4 <sup>th</sup> ) to be undertaken next year.
Administrative charges for commissioned services to partners	This has been explored as option by Commercial team, and not cost effective to implement at this stage
Carers support service	This is a sensitive area, in which carers are seen as having a vital role in a sustainable model of social care- not being considered at this time.
Deferred Payments- administration	Demand for service is seen as limited, and there is limited capacity available/ set up costs too high
Self-funders - administration	As above
Local Area Coordination	This is corporate strategic approach to well-being and prevention, part of Sustainable Swansea- not being considered at this time.
Occupational Therapy –provision of equipment & assistance	Currently delivered in partnership, extensive consideration/ consultation would be needed for charging to apply any charges for what is a specialist assessment/ intervention
Other- Employability related services	To be considered as part of Corporate Commissioning review
Other- Preventative	As with LAC, preventative services are not subject to maximum weekly charge and a flat rate charge is not being considered at this stage

This annual review of charges has also looked at the 2020/21 charging schedules of many Welsh Local Authorities and there are further examples of discretionary charging summarised at the end of the table in **Appendix 2**.

### **5.3 Process Improvement**

Work has been mainly focused on strengthening links between social work practitioners and the Social Care Finance Team, to make sure that any changes in care and support plans triggers a new or revised financial assessment and fair charging. This work aims to make sure that Charging policy is fairly applied to all people receiving social services in Swansea, and that there are no individual in receipt of services without a financial assessment or subject to charging.

Similarly, work has taken place in the area of Direct Payments to ensure that there is robust systems for managing and reviewing how individuals are using funds to achieve their agreed outcomes, and where there is outstanding funds these are recovered to the Council.

## **5.4 Debt Recovery / Invoicing**

Considerable work has been undertaken through the year to reduce outstanding debt in social services. The current debt balance is the lowest for some time, £2.7m, having previously been as high as £5m, with recovery of funding relating to a range of services such as Child & Family placements, joint equipment (regional), Intermediate Care/ Transformation Funding, Covid Response and the care and support of adults with Mental Health & Learning disabilities needs. In the latter, there has been success in resolving historical funding disputes around individuals with complex needs who need, often long term care and support packages, with long standing issues relating to the local and national interpretation of Continuing Health Care policy.

Alongside the work above, it is vital that we are consistent in our work with partners, in ensuring that invoices for services or work we provide on their behalf are raised in a timely, reliable and realistic way. We aim to notify partners also of any changes to social care fees and charges, based on the work on Finance & Charging group, reflecting the actual costs of the commissioned services, which in turn, are based on accurate figures for service usage, and estimates of all the costs are applied. Joint work between SCIFT, Corporate Commercial and Procurement teams and the Social Services Finance officers ensured that all our processes are working effectively.

## **5.5 Annual Review of Charging policy - refer also to section 4 above.**

The policy and this annual review process, as reflected in this reports aims ensures that charging, where it occurs, is consistent, fair and clearly understood. Individuals when asked to pay a charge will only be required to pay what they can afford.

The current policy fully takes into account the principles set out in the charging and financial assessment framework introduced by the 2014 Act, and the relevant codes of practice.

Public Information and advice about charging is available on the council website, and leaflet, taking account of individual communication needs, on request. Swansea Council are committed to giving people a stronger voice and real control over the care and support they need, to achieve their own well-being outcomes

## **5.6 Annual Uplift of Fees**

The report, written as a UK government spending review is underway, has already mentioned the funding and demand pressures on social services next year, but councils are unlikely to be funded to increase social worker or social care workforce pay in relation to the new rate of Living Wage,. It is expected that inflation next year will be about **1.5 to 2%**, though the impact of the arrangements for Brexit may be felt more deeply.

The annual uplift is generally a weighted average of national living wage, pension auto-enrolment and other inflationary factors, and this rate can be different across service categories due to their differing cost bases, or usage.

The council has to increase charges to a level that reflect these pressures, whilst at the same time is mindful of the economic and social uncertainties that are affecting everyone, but more so those who are most vulnerable, and their families and carers, in our communities.

The across the board inflationary increase to social services charges as proposed in this report (Appendix 1) is proposed at **1.75%** to come into effect on 1<sup>st</sup> April 2020. The only exemption is Community Alarm services, as the proposal is for charges to remain the same and to be considered as part of a corporate commissioning review.

## **6. Comparisons with other Welsh Local Authorities.**

It is useful to keep an eye of what other, particularly those similar Welsh Local Authorities are doing in relation to their charging for social services. Following detailed work last year, a partial review of some neighbouring Council's published charges for social care was undertaken.

**Appendix 2.** Table shows how Swansea compares with a selection of other Welsh Local Authorities.

## **7. Equalities Impact Assessment**

**7.1** The Welsh Government's national charging framework has taken steps to ensure that the person's income levels are protected, and these national arrangements were subject to a Equalities Impact Assessment, and the thresholds set within the framework are reviewed regularly. The impacts of new charges implemented locally are also assessed each of the different 'protected characteristics' as well as being fully considered in each individual circumstance, through the financial assessment and at population level by the Equality Impact Assessment.

### **7.2 EIA Screening**

This report is set to recommend no changes to current charging policy and to adjust the current list of charges with a modest inflationary increase to apply from April 2021.

An updated Equalities Impact Assessment screening form has been undertaken at this stage (attached in **Appendix 3**), with the agreed outcome a full EIA assessment was not required at this stage.

## **8. Conclusions**

In summary Swansea Council's annual review of social services has taken into account the following

- Local context –social, financial and economic

- Policy changes -Welsh Government directives on charging framework
- Lessons learned from complaints/ casework of public ombudsman
- Continuous improvements being made via Finance and Charging
- Comparisons with other Welsh LAs
- Equalities impact

The costs of providing social care services are subject to inflationary pressures. Significant changes have been made in previous years to ensure that Swansea's charging policy is consistent with most other local authorities in Wales, and that this policy is applied with fairness and equity.

Within the current context, it is not necessary or appropriate to consult upon making any changes to the current charging policy.

## **9. Recommendations**

- Cabinet asked to accept the findings of the annual review of changes, and that there are no new service charges to apply in 2021/22.
- To agree that an inflationary increase of **1.75%** to be applied to all social services charges to come into effect on 1<sup>st</sup> April, 2021/22.
- Cabinet to approve the list of social services charges to apply from 1st April 2021, for the year 2021/22.
- The new List of charges 2020/21 (Appendix 1), once agreed, is appended to the Council's Charging (social services) policy.

## Appendix 1 Swansea Council List of Charges (to apply in 2021/22)

These are the amount clients will be charged for social care services, subject to any limits on the maximum charge specified by Welsh Government.

### 1. Residential Care and Support Services (Local Authority)

Council's in-house residential care service delivers a high quality service for individuals with complex needs, and also offer placements for residential reablement and respite care.

The charges shown below are for the council-run care homes only and are only indicative of the average weekly costs of care and support, as some individuals may have additional needs to be identified and charged accordingly.

All charges for residential care are means tested. Residents may only be required to pay a contribution towards the total weekly cost. In certain circumstances, residents may be required to pay the full cost of residential care.

#### a) Long Term Residential Care (Local Authority)

Charges for Services by category of care	Weekly charges in 2020/21	Weekly charges in 2021/22	% Increase/ Comment
<b>Residential Care</b>			
<b>/ Council run only</b>			
Elderly Care	£614.15	£624.90	1.75%
Dementia Care	£614.15	£624.90	1.75%
Mental Health	£1,609.30	£1,637.46	1.75%
Learning Disabilities	£1,609.30	£1,637.46	1.75%
Younger Adults	£1,609.30	£1,637.46	1.75%
<b>Nursing care*</b>			
Adults	£640	£651.20	1.75%

As part of a planned response to the current crisis, Adult Services are currently offering nursing placements within In-House Services. These nursing placements are viewed as temporary.

The charge (fee) is set at a rate in line with external nursing placement

**b) Short Term Residential Care (Local Authority)**

<b>Charges for Services by category of care</b>	<b>Weekly charges in 2020/21</b>	<b>Weekly charges in 2021/22</b>	<b>% Increase/ Comment</b>
All adults short term residential, up to 8 weeks (known as Respite care, residential reablement (from week 6 and up to week 8) or temporary short-term emergency or planned placement)	£100	TBC by Welsh Government	To reflect Max. weekly charge set by Welsh Government

**2. Non-residential, community-based care and support Services**

- Domiciliary Care – is care in the client’s home provided by a private sector provider
- Home Care – is care in the client’s home provided by the Local Authority

All charges are means tested up to the maximum standard charge as outlined below

<b>Charges for Services per category of care</b>	<b>Weekly charges in 2020/21</b>	<b>Weekly charges in 2021/22</b>	<b>% Increase/ Comment</b>
<b>All adults Non-residential, community-based care and support Services</b>			
Domiciliary Care or Home Care, including respite at home, supported living	£19.00 per hour	£19.32 per hour	1.75%
Older Persons Day Services	£44.10 per day	£44.86 per day	1.75%
Day Services Younger Adults /Special Needs Day Services	£55.13/day	£56.10/day	1.75%



### 3. Flat rate charges for other services provided by Swansea Council

These social care charges for Council run services are discretionary, and are **not** subject to a means test, or a maximum weekly charge.

Charges for Services per category of care	Weekly charges in 2020/21	Weekly charges in 2021/22	% Increase/ Comment
<b>Adult social care charges for Council run services</b>			
Community Alarms (Lifelines)	£150.80 exclusive VAT (four quarterly instalments of £37.70)	£150.80 exclusive VAT (four quarterly instalments of £37.70)	To remain same <a href="https://www.swansea.gov.uk/communityalarms">https://www.swansea.gov.uk/communityalarms</a>
	£180.96 inclusive VAT (four quarterly instalments of £45.24) -	£180.96 inclusive VAT (four quarterly instalments of £45.24)	
Meals (within community-based, day services)	£3.86 /day	£3.93	1.75%
Court of Protection Deputyship	Court of Protection Deputyship charges as set in law by the Ministry of Justice	Court of Protection Deputyship charges as set in law by the Ministry of Justice	
Pre Deputy support charge	£5 per week	£5 per week	No change proposed

## **Appendix 2: Comparison with other Welsh Local Authorities**

This table provides the latest available information about how Swansea's social services charges compare to selected other Welsh Local Authorities, within main categories for Adult Social Care charges.

This year due to Covid, information has only been updated following a web search, rather than by email request.)

All figures shown in the following table are social services charges as agreed and applied by these Councils in 2020/21 (marked as **updated**), or the most recent available -

<b>Local Authority</b>	<b>Home Care (subject to weekly charge)</b>	<b>Day Care (subject to weekly charge)</b>	<b>Direct Payments</b>	<b>Residential Care Long Term /Temp Elderly/ week</b>	<b>Residential Care Short Term/ Respite (</b>	<b>Telecare/ Lifeline (per week)</b>	<b>Other (per day)</b>
<b>Swansea (20/21)</b> <b><u>Updated</u></b>	£19 per hour	£44.10 per day (OP)  £55.13 per day (YA/SN)	Variable	£614.15 (standard L/t elderly care)  £640 - Dementia nursing care	£100  (Max weekly charge applies)	£2.90	Meal- £3.86
<b>NPT</b> <b><u>Updated</u></b>	£16 per hour subject to 2% increase	£30 per attendance  £76.50 (LD – other LA) subject to 2% increase	Value of direct payment	£572.37 (standard res. Care)  £767 (Pobl charges to new residents) subject to 2% increase	£100  (Max weekly charge applies)	£2.70 (T/c)  £3.95 (LL)  £5.70 (LL-Extra) subject to 2% increase	Meal- £4.60  subject to 2% increase
<b>Bridgend</b> <b><u>Updated</u></b>	£19.72 per hour	£35.17  £66.26	Variable	£583 (Older people- higher dependent res); £622 - very dependent residential; £715 specialist dementia in nursing setting	£100  (Max weekly charge applies)	£2.31 to £6.17 per week (pricing range- no in household)	Meal - £5.66  £1.69 for tea time snacks

All figures shown in the following table are social services charges as agreed and applied by these Councils in 2020/21 (marked as updated), or the most recent available -

Local Authority	Home Care (subject to weekly charge)	Day Care (subject to weekly charge)	Direct Payments	Residential Care Long Term /Temp Elderly/ week	Residential Care Short Term/ Respite (	Telecare/ Lifeline (per week)	Other (per day)
<b>Carmarthenshire</b> <u>Updated</u>	£16.50 per hour	£16.15 per session	£12.20 per hour  £96.50 per night	N/a	£100  (Max weekly charge applies)	£15.47 per quarter (CL monitoring)  £40.95 per quarter (monitor & pendant)	Meal –  £4.90
<b>Powys</b> <u>Updated</u>	£20.50 per hour	£15 per day (OP)  £15 per hour (LD)	£20.50	N/a	£100  (Max weekly charge applies)	£2.00 (Community. Alarm)  £50.77 (Careline)	Meal -  £7.50
<b>Pembs</b> <u>Updated</u>	£16.71 per hour	£39.60 (Day Opps. per day)	£11.64	£577.58 (Res)	£100 (Max weekly charge applies)	£2.24 with disablement cert. £2.69 without disablement cert.	Meal £4.86
<b>RCT</b> <u>Updated</u>	£34 per hour, subject to 2.90% increase	£34 per hour subject to 2.90% increase	<b>N/a</b>	£588 (Elderly /frail- res)  £594 (Elderly /frail- nursing)  £628 (Nursing –EMI)  all subject to 2.90% uplift	£100  (Max weekly charge applies)	£2.85 per week (pendent)  £5.59 per week (lifeline)	Meal -  £3.95

**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: ADULT SERVICES

Directorate: SOCIAL SERVICES

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

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

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

**Annual Review of Charges (Social Services) 2020/21**

This EIA covers the Annual Review of Charges (Social Services), which sets out any changes within Swansea Council's Charging Policy (Social Services), and the proposed List of Charges for 2021/22. The main change to take effect from 1st April 2021 is that all social services charges are to be increased in line with an inflationary uplift of 1.75%.

There are no new charges proposed by this annual review, or changes to the current policy.

Clearly there are some impacts on individuals arising from applying an inflationary uplift within the Council's charges (on social care) However all social service non -residential charges are set within a national legislative framework, and in compliance to regulations and code of practice as set by Welsh Governments, namely within Parts 4 and 5 of the Social Services and Well-being (Wales) Act 2014, henceforth 'the Act'.

Under the Act, citizens to whom the charges apply are protected by some important policy entitlements:

- right to be offered a financial assessment to consider whether they have the means to pay a contribution to the costs of their social care and support
- there are clear principles that a person's ability to pay should not precluding access to care and support or that the charges for care and support should not exceed the costs of provision - there are personal thresholds set by the Welsh Government: namely a maximum weekly charge to be set at £100 per week (2020/21)
- Capital and Personal income allowances are also set for people who are subject to charges in relation to residential care

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

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

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

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

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

	High Impact (H)	Medium Impact (M)	Low Impact (L)	Don't know (H)
Children/young people (0-18) →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
→				
→				

### Appendix 3. Equality Impact Assessment Screening Form

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

Evidence shows that disabled people, older people and people from minority ethnic backgrounds have proportionately lower levels of income and could therefore experience a greater level of financial impact from any increases to social care charges.

#### 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**

The council is complying with its duties under the Social Services & Wellbeing (Wales) Act 2014 which allows local authorities to exercise discretion and to work within the principles of fairness, transparency and equality. It is a statutory requirement under Parts 4 & 5 of the Social Services & Well-being (Wales) Act 2014 for local authorities to reflect and update these charges in a clear and transparent way, demonstrating fairness and equity to Swansea citizens.

A full Equality Impact Assessment, and consultation exercise was carried out (Feb 2018), when major changes were made to the Council’s Charging Policy, and these were introduced in 2018/19, such as charging for day services and the schedule of hourly rate increases for domiciliary care. All charging thresholds/ limits to the Councils charges are set by the Welsh Government, and these are in place to protect citizens against poverty and social exclusion. The Welsh Government has undertaken a full EIA of the Charging framework (December 2016):

[EIA-Changes to Charging \(Welsh Government\)](#)

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

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

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

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

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

Yes     
  No     
 If yes, please provide details below

**Q7 HOW DID YOU SCORE?**

*Please tick the relevant box*

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

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

**Q8 If you determine that this initiative is not relevant for an EIA report, you must provide a full explanation here. Please ensure that you cover all of the relevant protected groups.**

Swansea Council’s Charging policy (social services) was agreed by Council in March 2016, following a full Equalities Impact Assessment, which was carried out to consider and consult on how the policy is applied to all client groups that are able to access residential and non-residential community care services. Any impact on individual or population groups with protected characteristics is mitigated by minimum income allowances, capital thresholds and weekly charging caps which are set annually by Welsh Government.

New charges to day services, and respite at home were introduced, and applied in 2018/19, and a full EIA was completed to support this change. This year, as was the case last year, the annual review of charges is proposing an inflationary increase to charges to reflect increasing costs of social care to come into effect on 1st April 2021, and in line with other Council charges.

**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:	Simon Jones
Job title:	Social Services Strategic Performance & Improvement Officer
Date:	16 <sup>th</sup> December 2020
<b>Approval by Head of Service:</b>	
Name:	David Howes
Position:	Director of Social Services
Date:	December 2020

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

# Agenda Item 8.



## Report of the Local Authority Governor Appointment Group

Cabinet – 18 March 2021

### Local Authority Governor Appointments

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

#### 1.0 The nominations referred for approval

1.1 The nominations are recommended for approval as follows:

1. Birchgrove Primary	Mr Scott Williams
2. Gendros Primary	Mr Peter Meehan
3. Gorseinon Primary	Cllr Kelly Roberts

4. Morriston Primary	Cllr Yvonne Jardine
5. Morriston Primary	Cllr Andrea Lewis
6. Pontarddulais Primary	Cllr Kevin Griffiths
7. Ysgol Pen Y Bryn	Mr Edward Alan Pitt
8. Ysgol Pen Y Bryn	Mr Raymond Brown
9. Penyrheol Comprehensive	Mr Peter Wilcox

## **2.0 Financial Implications**

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

## **3.0 Legal Implications**

3.1 There are no legal implications associated with this report.

## **4.0 Equality and Engagement implications**

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

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

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

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

**Background papers:** None

### **Appendices:**

Appendix A - Equality Impact Assessment Form



# Equality Impact Assessment Screening Form – Appendix A

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

## Section 1

Which service area and directorate are you from?

Service Area: Education

Directorate: People

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

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

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

Appointing Local Authority governors to schools in Swansea

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

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

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

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

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

	High Impact (H)	Medium Impact (M)	Low Impact (L)	Don't know (H)
Children/young people (0-18) →	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Older people (50+) →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Any other age group →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Disability →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Race (including refugees) →	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Asylum seekers →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gypsies & travellers →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Religion or (non-)belief →	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sex →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sexual Orientation →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gender reassignment →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Welsh Language →	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Poverty/social exclusion →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Carers (inc. young carers) →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Community cohesion →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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

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

This activity does not require consultation

# Equality Impact Assessment Screening Form – Appendix A

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

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

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

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

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

Yes       x No      If yes, please provide details below

**Q7 HOW DID YOU SCORE?**  
*Please tick the relevant box*

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

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

**Q8 If you determine that this initiative is not relevant for an EIA report, you must provide a full explanation here. Please ensure that you cover all of the relevant protected groups.**

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

**Section 2**

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

<b>Screening completed by:</b>
Name: Gemma Wynne
Job title: Governor Support Officer
Date: 24/11/20
<b>Approval by Head of Service:</b>
Name: Kate Phillips
Position: Interim Head of Service, Achievement and Partnership
Date: 24/11/2020

# Agenda Item 9.



## Report of the Cabinet Member for Education Improvement, Learning & Skills

Cabinet – 18 March 2021

### Increased Planned Places at Ysgol Pen-y-bryn

<b>Purpose:</b>	To seek approval to consult on a proposal to increase the planned places at Ysgol Pen-y-bryn from January 2022.
<b>Policy Framework:</b>	Corporate priorities: <ul style="list-style-type: none"><li>• Improving education and skills</li></ul>
<b>Consultation:</b>	Access to Services, Finance, Legal.
<b>Recommendation(s):</b>	It is recommended that: <ol style="list-style-type: none"><li>1) Approval is given to consult on increasing the planned places at Ysgol Pen-y-bryn from January 2022;</li><li>2) Cabinet considers the responses following the consultation period.</li></ol>
<b>Report Author:</b>	Kelly Small
<b>Finance Officer:</b>	Chris Davies
<b>Legal Officer:</b>	Stephanie Williams
<b>Access to Services Officer:</b>	Rhian Millar

#### 1. Introduction

- 1.1 Special school places in Swansea are running at maximum capacity, and increasing demand for places is projected for the future. The significant demand for places is leading the local authority to have no other option than to place pupils into independent and out-of-county schools.
- 1.2 In mainstream schools, there are a number of specialist teaching facilities (STFs) which support pupils with moderate/severe learning difficulties (E band funding), and STFs to support pupils with moderate/severe autistic spectrum disorder (ASD) (F and G band funding). There are very few surplus spaces across the ASD STFs.
- 1.3 There is significant pressure for ASD specialist places, despite opening three additional STFs at Portmead and Duvant Primary Schools and Birchgrove Comprehensive School. The local authority placed the pupils with the most significant need into these STFs, which has required the provision of additional

funding to increase staffing over the base level. Over 200 additional teaching assistant (TA) hours per week have been provided to the two new ASD Primary STFs alone.

- 1.4 In turn, having full STFs presents issues for the future placement of children that are currently supported in mainstream provision with TA support funded by the school from their delegated budget.

## **2. Increasing Planned Places**

- 2.1 Special schools are funded on planned places. Ysgol Pen-y-bryn is set up to cater for 150 pupils in total. There are 101 places (E band) for secondary aged pupils who have moderate to severe learning difficulties. The school also provides for pupils (both primary and secondary aged) with severe autism. There are 49 (G band) places for these pupils.
- 2.2 Ysgol Pen-y-bryn has recently been given approval to take over the vacated Arfryn Pupil Referral Unit building, that is approximately a mile away from their main site, to provide additional space and facilities. 14 additional planned places will be funded at the school from April 2021 to help to ease the pressure outlined in section 1 of this report. These places can be added without the need for a statutory proposal, as the additional places do not breach the 10% increase threshold that is specified in regulations.
- 2.3 School organisation regulations require a statutory proposal to take place if a special school increases their planned places by more than 10% (or 20 places, whichever is the lesser). Assessments indicate that the Arfryn site can accommodate a maximum of 45 special school places, taking the total number of places at Ysgol Pen-y-bryn to 190 places, and this increase triggers the need for a statutory proposal if we are to fully utilise the Arfryn site. Therefore a statutory proposal would be needed to add 31 extra planned places to the school (as 14 of the 45 extra places can be added without a proposal).
- 2.4 Increasing planned places at Ysgol Pen-y-bryn would enable the authority to better meet the needs of more pupils in local provision. Pupils requiring special school ASD places could be offered places at Ysgol Pen-y-bryn, as opposed to provision in the independent sector or out of county, and would also alleviate pressure on mainstream schools and STFs that are struggling to cope with the demands of managing pupils with more severe learning difficulties.

## **3. Equality and engagement implications**

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

Our Equality Impact Assessment (EIA) process ensures that we have paid due regard to the above. An Equality Impact Assessment screening (Appendix A) has been produced and a full Equality Impact Assessment report is required. If

Cabinet approval is received to consult, the EIA report will form part of the consultation papers.

The impact of the scheme on the Children and Young People (0-18), Other Age Group and Disability will be positive in providing learners with moderate or severe Autistic Spectrum Disorder (ASD) aged 3-19 with a designated space for their education whilst also ensuring that more learners can access this specialist provision within the boundaries of the city and county of Swansea.

- 3.2 A Community Impact Assessment has been undertaken and will form part of the consultation papers.
- 3.3 A Welsh-medium Impact Assessment is not needed under the School Organisation Code.
- 3.4 Swansea Council acts in accordance with the Well-being of Future Generations (Wales) Act in all it does. Sustainable development has been a central organising principle since 2012 and each year the council aims to further embed and build on sustainable practice. An assessment against the Act will be included in the consultation papers, should this report be approved.
- 3.5 If this report is approved by Cabinet, a statutory consultation will take place.
- 3.6 Due regard should be paid to the United Nations Convention on the Rights of the Child at all times when developing proposals, and particularly in relation to proposals which directly impact upon young people.

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

##### Capital

- 4.1 No capital funding is being sought for the additional 31 planned places. Capital funding has already been approved for the Arfryn site to accommodate the additional 14 planned places.

##### Revenue

- 4.2 The annual revenue costs for the 31 additional planned places at Ysgol Pen-y-bryn i.e. 15 Band E places and 16 Band G places, is £504,104 per annum once fully established (based on FY2020-2021 planned place funding). This should be considered in the context that a single pupil placed into the independent sector is costing the local authority in excess of £100,000 per annum.
- 4.3 The revenue funding would be delegated to Ysgol Pen-y-bryn each year. The school will then manage the staff and pupils accordingly. Initially this will be a transfer of funding for each place from the independent/out-of-county Education budget to the school, until all places are filled.
- 4.4 There could be some additional associated transport costs for the learners to attend the school, as per the Home to School Transport Policy; however, these will be lower costs than providing out of county placements in other specialist provision, as well as potential for reduced associated Social Services costs.

## 5. Legal Implications

5.1 The increasing of special school planned places above the current level at Ysgol Pen-y-bryn constitutes a Regulated Alteration which requires consultation and the publication of statutory notices in accordance with s44 and Schedule 2, Part 4, Paragraph 19 of the School Standards and Organisation (Wales) Act 2013 (“the Act”) and the Welsh Government’s School Organisation Code (the Code).

5.2 The Code provides statutory guidance a local authority must follow when seeking to making Regulated Alterations to education provision within a local authority area. The Code provides that:

Local authorities must ensure there are sufficient schools providing primary and secondary education for their area. Schools are regarded as sufficient if they are sufficient in number, character and equipment to provide for all pupils the opportunity of appropriate education. In order to fulfil these duties, local authorities must ensure that they plan thoroughly and engage fully with relevant partners, including the appropriate religious bodies for schools serving their area which have a designated religious character.’

5.3 Additional considerations are applicable when SEN provision is being considered:

### Standards of provision

In addition to the usual considerations in relation to standards of provision, relevant bodies should consider:

- Whether proposals will improve standards of accommodation for pupils with SEN, including building accessibility;
  - How proposals will address any health, safety and welfare issues;
  - How proposals, where appropriate, will support increased inclusion; and
  - The impact of proposals on other SEN provision within the immediate and wider local authority area including out of county where appropriate.
  - Need for places and the impact on accessibility of schools
- In addition, relevant bodies should consider:
- Whether there is a need for a particular type of SEN provision in the area;
  - Whether there is a surplus SEN provision within the area;
  - Whether SEN provision would be more effective or efficient if regional provision were made; and
  - The impact of proposals on the transportation of learners with SEN.

### Other factors

Relevant bodies should consider:

- How changes to SEN provision in schools are likely to impact on all other services provided in an area for pupils with disabilities and/or SEN.

5.4 Before publishing any proposals the local authority (Proposer/s) is under a duty, by virtue of s48 of the Act, to consult on such proposals. The Code states that:

- a. At the start of the consultation period Proposers must provide the consultees listed in the Code with a detailed consultation document following the requirements listed in the Code, and give them at least 42 days in which to respond, with at least 20 of these being school days.

- b. Where proposals involve specialist resource bases attached to mainstream schools the following information must be included in the consultation document:
  - the impact on SEN provision;
  - how proposals will contribute more generally to enhancing the quality of education and support for children with SEN.
- c. Consultation comments must be collated and summarised by Proposers. This summary together with the responses to the comments must be published in a consultation report within three months of the end of the consultation period.
- d. A decision must be made by Proposers whether to proceed with changes within 6 months of the end of the consultation period.
- e. If a decision is made to proceed, a statutory notice is published providing a 28-day notice period for objections. The notice must be published on a school day and with 15 school days (not including the day of publication) in the notice period.
- f. If objections are received, an objection report must be published providing a summary of the objections with responses to them before the end of 7 days beginning with the day of the Proposers determination of the proposals.
- g. The proposer must determine under s53 whether the proposals are to be implemented. Proposals must receive final determination within 16 weeks of the end of the objection period. Local determination is a requirement of the School Organisation Code, and The Local Authorities (Executive Arrangements) (Functions and Responsibilities) (Wales) (Amendment) Regulations 2013 allow for this local determination. The Welsh Ministers and Governing Bodies are to be notified of the decision within 7 days of the decision.
- h. If the Proposer determines to implement proposals, they should be implemented in accordance with the date given in the statutory notice, or any subsequent modified date.

5.5 Failure to comply with the statutory consultation requirements in the Act and Code will leave the Authority open to Judicial Review and the decision could be quashed by the Courts.

Case law has established that the consultation process should:

- be undertaken when proposals are still at a formative stage;
- include sufficient reasons and information for particular proposals to enable intelligent consideration and response;
- provide adequate time for consideration and response; and
- ensure that the product of consultation is conscientiously taken into account when the ultimate decision is taken.

### **Background papers:**

Welsh Government School Organisation Code

### **Appendices:**

Appendix A Equality Impact Assessment Screening

# Equality Impact Assessment Screening Form – Appendix A

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

## Section 1

Which service area and directorate are you from?

Service Area: Planning and Resources

Directorate: Education

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

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

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

#### Increased Planned Places at Ysgol Pen-y-bryn

Special school places in Swansea are running at maximum capacity, and increasing demand for places is projected for the future. The significant demand for places is leading the local authority to have no other option than to place pupils into independent and out-of-county schools.

Ysgol Pen-y-bryn has recently been given approval to take over the vacated Arfryn Pupil Referral Unit building that is approximately a mile away from their main site, to provide additional space and facilities. 14 additional planned places will be funded at the school from April 2021 to help to ease the pressure outlined in section 1 of this report. These places can be added without the need for a statutory proposal, as the additional places do not breach the 10% increase threshold that is specified in regulations.

School organisation regulations require a statutory proposal to take place if a special school increases their planned places by more than 10% (or 20 places, whichever is the lesser). Assessments indicate that the Arfryn site can accommodate a maximum of 45 special school places, taking the total number of places at Ysgol Pen-y-bryn to 190 places, and this increase triggers the need for a statutory proposal if we are to fully utilise the Arfryn site. Therefore a statutory proposal would be needed to add 31 extra planned places to the school (as 14 of the 45 extra places can be added without a proposal).

Increasing planned places at Ysgol Pen-y-bryn would alleviate pressure on the moderate ASD STFs. The pupils with the more severe needs (i.e. high ASD symptomatology) could transfer to Ysgol Pen-y-bryn, allowing the authority to place pupils with moderate ASD into the appropriate STFs. It would also alleviate pressure on mainstream schools and STFs that are struggling to cope with the demands of managing pupils with more severe learning difficulties.

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

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

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

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



# Equality Impact Assessment Screening Form – Appendix A

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

	High Impact (H)	Medium Impact (M)	Low Impact (L)	Don't know (H)
Children/young people (0-18) →	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Older people (50+) →	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Any other age group →	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disability →	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Race (including refugees) →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Asylum seekers →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gypsies & travellers →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Religion or (non-)belief →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sex →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sexual Orientation →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gender reassignment →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Welsh Language →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Poverty/social exclusion →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Carers (inc. young carers) →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Community cohesion →	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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

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

In order to create a further 31 planned places at Ysgol Pen-y-bryn (with the use of Arfryn), a statutory consultation process must be carried out. A report is being taken to Cabinet seeking authorisation for this. With the full breadth of stakeholders involved in the decision making process.

There is a medium term strategy to increase the number of planned places for special school provision from 205 to 300 places available in a single school to meet the needs of 3-19 ASD, PMLD & M/SLD learners, however this will take time to deliver, and there is a significant need to increase in-county places as soon as possible as a short term solution.

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

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

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

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

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

Yes     
  No     
 If yes, please provide details below

# Equality Impact Assessment Screening Form – Appendix A

## Q7 HOW DID YOU SCORE?

*Please tick the relevant box*

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

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

Q8 If you determine that this initiative is not relevant for an EIA report, you must provide a full explanation here. Please ensure that you cover all of the relevant protected groups.

### Section 2

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

Screening completed by:
Name: Rhodri Jones
Job title: Head of Education Performance Team
Date: 02/02/2021
Approval by Head of Service:
Name: Bran Roles
Position: Head of Education Planning and Resources
Date: 02/02/2021

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

# Agenda Item 10.



## Report of the Cabinet Member for Supporting Communities

Cabinet – 18 March 2021

### Community Asset Transfer – Swansea Community Farm

<b>Purpose:</b>	To obtain approval to grant Swansea Community Farm a new 35 year lease at a peppercorn rent which is less than best value.
<b>Policy Framework:</b>	Asset Management Plan 2017-2021 Community Asset Transfer Policy 2017 Creating an Active and Healthy Swansea
<b>Consultation:</b>	Legal, Finance, Housing, Property and Access to Services.
<b>Recommendation(s):</b>	It is recommended that:  1) A new 35 year lease at a peppercorn rent is granted to Swansea Community Farm and the Director of Place is to negotiate and settle the detailed terms of the proposed lease / appropriate agreement and to instruct the Chief Legal Officer to finalise the legal documentation.
<b>Report Authors:</b>	Lewis Hinds / Sue Reed
<b>Finance Officer:</b>	Aimee Dyer
<b>Legal Officer:</b>	Sally-Ann Evans
<b>Access to Services Officer:</b>	Catherine Window

#### 1. Background

- 1.1 The land shown edged red on the attached plan (Appendix A) was let to Swansea Community Farm on the 9th of March 2000 for a term of 21 years at peppercorn rent. There was an obligation on the tenant to carry out specific works to turn the area into a Community Farm with associated buildings which has been done.

- 1.2 The area shown hatched red on the plan shown in Appendix A forms part of the Council's Housing Portfolio. The current lease is contracted out of the Landlord and Tenant Act 1954 part II (LTA 54 part II) meaning that there is no legal obligation on the Council to renew the current lease upon expiry. This was a condition of the lease because Housing wanted the ability to take back the land if it was required for Housing use. The rest of the site forms part of the Council's General Fund.
- 1.3 In recent years in order to remain operational Swansea Community Farm has received funding from the City and County of Swansea via The Swansea Compact Fund (2002-2010) and its successor the Swansea Change Fund (2010-2017). The Grant for 2018/19 (being called Swansea Compact) was £10,000 but had been as high as £30,000 pa.
- 1.4 Overall from the two funds the Farm has received approx. £410,000 (£409,155). The Funding contributed to core cost.
- 1.5 This funding ended in March 2019 and the funding source (Swansea Compact Fund) has ceased under the budget review process so there will no longer be a source of core funding for the farm to access from Swansea Council.
- 1.6 Therefore, if the Farm is to continue the ability to obtain external funding is essential and to enable this a lease of at least 25 years is required to offer funding bodies the necessary security.

## **2. Proposal**

- 2.1 The Farms current lease expires on the 8<sup>th</sup> of March 2021 and they have requested a new lease for as long a term as possible at a peppercorn rent to enable them to be eligible for as many funding opportunities as possible.
- 2.2 The Council's Housing Department does not consider the land necessary to reach current targets in the short / medium term but cannot guarantee that the land will not be required in the longer term.
- 2.3 As such, they are happy to allow the grant of a 35 year lease to try and strike a balance between predicting potential future housing needs (i.e. the need / ability to develop the land at the end of the term) and the Community Farms need for security to help ensure sustainability so far as is possible.
- 2.4 The Community Farm brings a number of well-being benefits to Swansea and their vision is to be an inspirational city farm, a valued and much-loved resource for the people of Swansea, serving as model for healthy living, environmental sustainability and community participation, empowerment and cohesion.
- 2.5 In the time they have occupied the land they have raised over £3.5m in grant funding to develop the site to include:

- Education, training and workshop rooms
- Community café and training kitchen
- Animal house
- Play area including mud kitchen
- Various habitats to encourage biodiversity
- An orchard with a range of heritage apple trees
- Beehives
- Allotments for food growing
- Animal enclosures
- Duck pond and wildlife pond

2.6 Swansea Community Farm is the only city farm in Wales and hosts a range of farm animals, allotments, wildlife area, bee hives and café. It exists to improve health and wellbeing, build skills alongside producing local food and caring for the natural environment, looked after by a team of volunteers for over 20 years. Visitors are able to explore the grounds, meet the animals and see first-hand how food is produced.

2.7 The Farm is able to evidence that contact with the outdoors improves physical health and mental wellbeing of the community by increasing activity, becoming connected, observing nature and learning and sharing new skills can contribute to a reduction in levels of mental ill-health.

2.8 Over the last 20 years the Council has given the Farm a number of grants to keep it going. The Council is no longer able to provide any grant assistance to the Farm but as it is supportive of the work carried out it can assist by granting a new 35 year lease at a peppercorn rent. As such it is recommended that the farm is granted this new lease (contracted out of the LTA 1954 Part II).

### **3. Property Implications**

3.1 The current lease restricts the use of the property to that of a Community Farm and the new lease will be granted on the same terms as existing. There may be some minor updating of some clauses required to allow the Farm to function as well as possible and these will be agreed under Delegated Authority.

3.2 The transfer of asset by a longer term lease will allow the Farm easier access to external funding sources. However should the Farm fail, the lease will ensure that the asset will return to the ownership of Swansea Council.

3.3 Cabinet consent is required to grant this lease using its Well-Being powers as it is considered to be at an undervalue and any disposal of Housing Land for any other purpose requires cabinet Consent and then approval from Welsh Government. To establish the amount of undervalue of the Housing Land a valuation of this area has been carried out by the Valuation Office Agency (VOA) (shown in Appendix B, a valuation from the VOA is

required for any further Welsh Government consent) and places a Market Value of £4,500 on this portion of the site.

- 3.4 However, considering the site as a whole the Market Rent is estimated to be around **£10,000 per annum**. Market Value is estimated to be in the region of **£104,500**. So, by leasing the site at a peppercorn rent the Council is in theory forgoing an income of £10,000 per annum and pushing the opportunity to receive a sum of £104,500 35 years into the future.

#### **4. Equality and Engagement Implications**

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

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

An EIA Screening Form has been completed with the agreed outcome that a full EIA report was not required. The reasons for this were:

This lease will help to improve and enhance the facility provision and enable further development opportunities for the local community. There will be no change in provision or opportunity than at present with long term opportunities for use anticipated to increase.

#### **5. Financial Implications**

- 5.1 Agreement of a lease to Swansea Community Farm would preclude the Council from the possibility of securing the future sale and capital receipts from this site, this is considered to be in the region of £104,500.
- 5.2 There are no current annual costs associated with the site, however by agreeing to a peppercorn lease which is less than market value then the Authority is forgoing an income in the region of £10,000 per annum.

#### **6. Legal Implications**

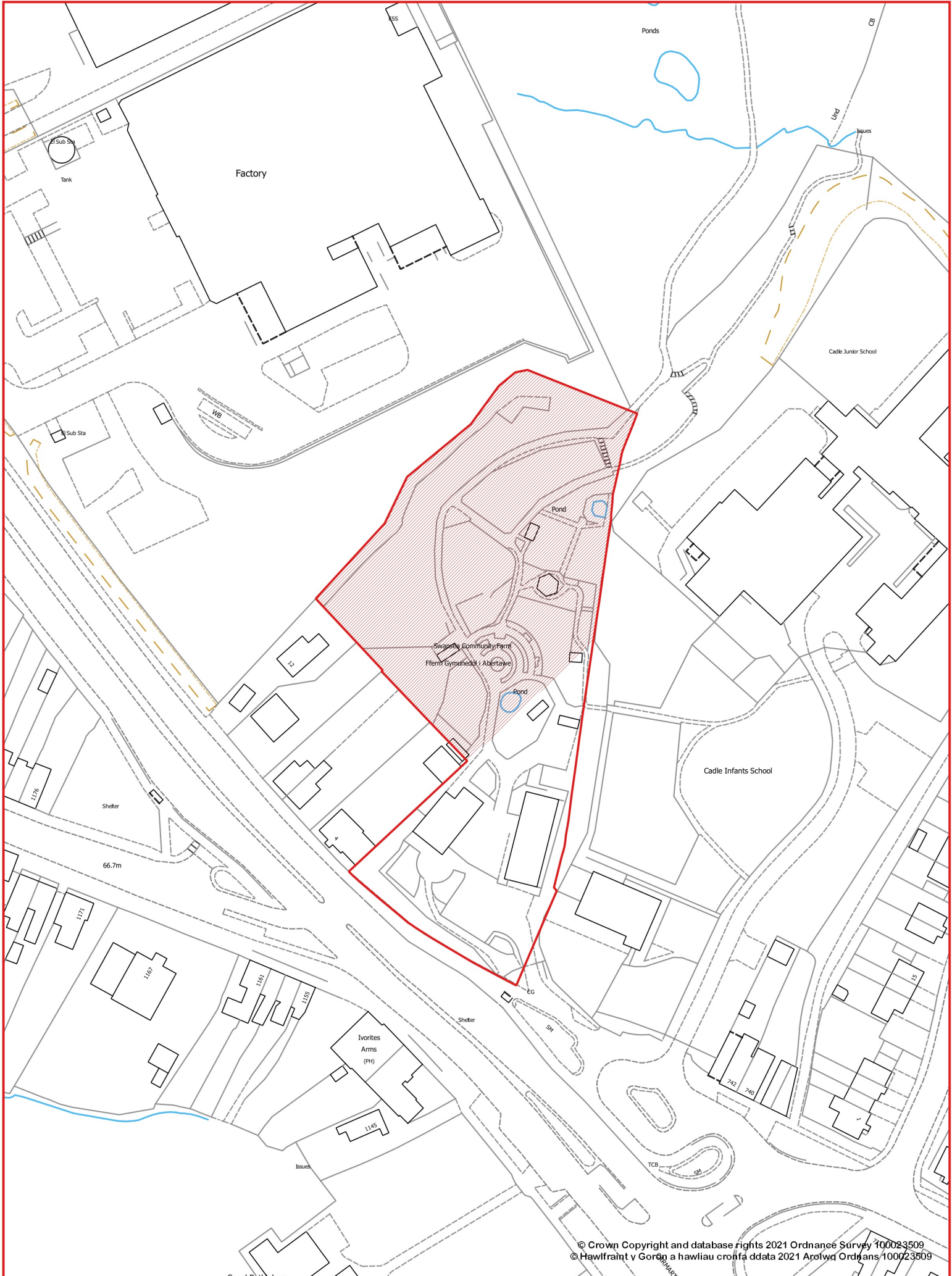
- 6.1 Section 123 of the Local Government Act 1972 and the Council's Land Transaction Procedure Rules set out in the constitution apply to this disposal. Under s123 LGA 1972 a local authority has the power to dispose of land held by it in any manner it wishes provided that the local authority achieves the best consideration that can reasonably be obtained except where the disposal is for a short tenancy (less than 7 years) or the local

authority has the consent of the Welsh Ministers. Under the Council's constitution the responsibility of determining in what manner the land will be disposed of in order to obtain best consideration lies with the Director of Place.

- 6.2 Under the General Disposal Consent (Wales) Order 2003 the Welsh Ministers have issued a general consent for disposals of land under s123 for less than best consideration. This allows a local authority to dispose of land for less than best consideration if it considers that the disposal will contribute to the promotion or improvement of the economic, social or environmental well-being of its area and the extent of the undervalue is no more than £2m.
- 6.2 Any lease documentation will contain all the relevant provisions to protect the Council's interest.
- 6.3 Section 32 of the Housing Act 1985 provides that the disposal of land by a local authority which is held for housing purposes (under Part II of the Housing Act 1985) requires the consent of the Welsh Ministers (except in certain specified circumstances).

**Background Papers:** None.

**Appendices:** Appendix A – Site Plan  
Appendix B – Valuation Office Agency Report.



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Valuation Office  
Agency

**DVS** Property Specialists  
for the Public Sector

Valuation Report for  
Land at Swansea Community Farm  
2 Pontardulais Road  
Fforestfach  
Swansea  
SA5 4BA



Report for:  
Lewis Hinds MRICS  
Swansea Council

Prepared by:  
Elizabeth Fox MRICS  
Senior Surveyor  
RICS Registered Valuer  
DVS

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Case Number: 1744233

Date: 4 August 2020

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## Executive Summary

### 1.1 Description

The site comprises 1.23 acres (0.498 hectares) of land which is currently used as part of Swansea Community Farm and consists of allotments, animal pens and grassland.

### 1.2 Location

The site is situated towards the north of Swansea, in Fforestfach, and is accessible from Carmarthen/Pontardulais Road. The site is situated to the rear of Swansea Community Farm.

### 1.3 Tenure

The land is held on a freehold basis and it is noted that the land was leased to Swansea Community Farm for a period of 21 years from 09 March 2000.

### 1.4 Valuation Date

4 August 2020.

### 1.5 Special Assumptions

There are no special assumptions.

### 1.6 Market Value

The opinion of **Market Value** of the Freehold interest subject to tenancy as at 4 August 2020 is **£4,500 (Four Thousand, Five Hundred Pounds)**.

## 1. Introduction

I refer to your instructions dated 23 June 2020 and my Terms of Engagement dated 14 July 2020.

I have inspected and valued the property and I am pleased to report to you as follows.

## 2. Valuation Parameters

### 2.1 Identification of Client

Swansea Council

### 2.2 Purpose of Valuation

It is understood that you require a valuation as you are looking to dispose of a parcel of land at Swansea Community Farm under Swansea Council's Community Asset Transfer Policy.

### 2.3 Subject of the Valuation

The property to be valued is the land at Swansea Community Farm as denoted in red on the attached site plan at Appendix 7.2.

### 2.4 Date of Valuation

The date of valuation is 4 August 2020.

Please note that values change over time and that a valuation given on a particular date may not be valid on an earlier or later date.

### 2.5 Confirmation of Standards

The valuation has been prepared in accordance with the professional standards of the Royal Institution of Chartered Surveyors: RICS Valuation – Global Standards and RICS UK National Supplement, commonly known together as the Red Book.

Compliance with the RICS professional standards and valuation practice statements gives assurance also of compliance with the International Valuations Standards (IVS).

Measurements stated are in accordance with the RICS Professional Statement '**RICS Property Measurement' (2<sup>nd</sup> Edition)**, and where relevant, the **RICS Code of Measuring Practice (6<sup>th</sup> Edition)**.

### 2.6 Agreed Departures from the RICS Professional Standards

There are no departures beyond those restrictions on the extent of investigations and survey, and the assumptions, stated below.

## 2.7 Basis of Value

The basis of value adopted is Market Value which is defined at VPS 4, para 4 as:

*'The estimated amount for which an asset or liability should exchange on the valuation date between a willing buyer and a willing seller in an arm's length transaction after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion.'*

## 2.8 Special Assumptions

There are no special assumptions.

## 2.9 Nature and Source of Information Relied Upon

In addition to relying upon VOA held records and information. I have assumed that all information provided by, or on behalf of you, in connection with this instruction is correct without further verification – for example, details of tenure, tenancies, planning consents, etc.

My advice is dependent upon the accuracy of this information and should it prove to be incorrect or inadequate, the accuracy of my valuation may be affected.

The principal information used in undertaking this valuation:

- Swansea Community Farm Ownership Plan
- Swansea Community Farm Lease
- Previous cases undertaken by DVS
- Agreed site area of 1.23 acres

## 2.10 Date of Inspection

9 July 2020.

## 2.11 Extent of Investigations, Survey Restrictions and Assumptions

An assumption in this context is a limitation on the extent of the investigations or enquiries undertaken by the valuer. The following agreed assumptions have been applied in respect of your instruction, reflecting restrictions to the extent of our investigations.

- Such inspection of the property and investigations as the Valuer considered professionally adequate and possible in the particular circumstance was undertaken. This comprised undertaking an external inspection only of the property.
- No detailed site survey, building survey or inspection of covered, unexposed or inaccessible parts of the property was undertaken. The Valuer has had regard to the apparent state of repair and condition, and assumed that inspection of those parts not inspected would neither reveal defects nor cause material alteration to the valuation, unless aware of indication to the contrary. The building services have not been tested and it is assumed that they are in

working order and free from defect. No responsibility can therefore be accepted for identification or notification of property or services' defects that would only be apparent following such a detailed survey, testing or inspection.

- It has been assumed that good title can be shown and that the property is not subject to any unusual or onerous restrictions, encumbrances or outgoing.
- It has been assumed that the property and its value are unaffected by any statutory notice or proposal or by any matters that would be revealed by a local search and replies to the usual enquiries, and that neither the construction of the property nor its condition, use or intended use was, is or will be unlawful or in breach of any covenant.
- Valuations include that plant that is usually considered to be an integral part of the building or structure and essential for its effective use (for example building services installations), but exclude all machinery and business assets that comprise process plant, machinery and equipment unless otherwise stated and required.
- It has been assumed that no deleterious or hazardous materials or techniques were used in the construction of the property or have since been incorporated. However where an inspection was made and obvious signs of such materials or techniques were observed, this will be drawn to your attention and captured in this report.
- No access audit has been undertaken to ascertain compliance with the Equality Act 2010 and it has been assumed that the premises are compliant unless stated otherwise in this report.
- No environmental assessment of the property (including its site) and neighbouring properties has been provided to or by the VOA, nor is the VOA instructed to arrange consultants to investigate any matters with regard to flooding, contamination or the presence of radon gas or other hazardous substances. No search of contaminated land registers has been made.

However, where an inspection was made and obvious signs of contamination or other adverse environmental impact were visible this will have been advised to you, further instructions requested and the observations captured in the report. Where such signs were not evident during any inspection made, it has been assumed that the property (including its site) and neighbouring properties are not contaminated and are free of radon gas, hazardous substances and other adverse environmental impacts. Where a risk of flooding is identified during any inspection made, or from knowledge of the locality, this will be reported to you. The absence of any such indication should not be taken as implying a guarantee that flooding can never occur.

- No allowances have been made for any rights obligations or liabilities arising from the Defective Premises Act 1972.

### **3. Property Information**

#### **3.1 Situation**

The subject site is located in Swansea, a city on the south coast of Wales. Swansea is located approximately 42 miles west of Cardiff and 12 miles east of Llanelli.

The site is situated towards the north of Swansea, in Fforestfach, and is accessible from Carmarthen/Pontardulais Road which are main highways with significant volumes of traffic. The area is mixed use with Forestfach Retail Park and industrial/retail warehouses situated to the west of the site, and residential properties within close proximity. The main transport routes available to the site include the M4 and A483. Transport links available to the site include Swansea Train Station, located 3.5 miles south, Gowerton Train Station, 3.5 miles east, as well as regular bus services including the 111 and X13.

The site is surrounded on all sides, with Cadle Primary School situated to the east, a nature reserve to the north, former crisp factory to the west, and the rest of Swansea Community Farm to the South. The site is situated to the rear of Swansea Community Farm and has no independent access other than through the Farm via foot.

#### **3.2 Description**

The site comprises 1.23 acres (0.498 hectares) of land which is sloping and is of an irregular shape. The site is currently used as allotments as part of Swansea Community Farm, with pens for various animals including pigs, areas with grassland and trees, and a small pond watercourse identified during inspection. The site is considered to be in proportionate condition to its existing use in conjunction with the farm.

#### **3.3 Tenure**

The land is held on a freehold basis and it is noted that the land was leased to Swansea Community Farm for a period of 21 years from 09 March 2000.

#### **3.4 Easements and Restrictions**

No easements or restrictions are understood to exist on the site.  
No easements enabling access to the site over the farm are understood to exist.

#### **3.5 Site Area**

1.23 acres (0.498 hectares) as outlined on the site plan in Appendix 7.2.

#### **3.6 Services**

It is assumed that mains services are currently available due to the surrounding properties adjacent to the site.

### 3.7 Access and Highways

The site has no independent access other than through the existing Swansea Community Farm. The site has no direct access to Carmarthen Road and Pontardulais Road. The site is limited to pedestrian access only.

### 3.8 Planning

I have made no enquiries of the Planning Authority and no information has been received on the property's planning status and potential.

### 3.9 Equality Act 2010

Whilst I have had regard to the provisions of the Equality Act 2010 in making this report, I have not undertaken an access audit nor been provided with such a report. It is recommended that you commission an access audit to be undertaken by an appropriate specialist in order to determine the likely extent and cost of any alterations that might be required to be made to the premises or to your working practices in relation to the premises in order to comply with the Act.

### 3.10 Mineral Stability

The property is situated in an underground mining area and in view of the possibility of mine workings and the increased risk of damage from underground mining subsidence it is recommended that a report is obtained from the Agency's Mineral Valuer. However as you have not requested such a report you are deemed to have instructed the Agency to assume in arriving at its valuation:

- (1) that the property valued is not at the date of valuation affected by any mining subsidence and will not be so affected in the future, and
- (2) that the site is stable and will not occasion any extraordinary costs with regard to Mining Subsidence.

You hereby accept that the Board of HMRC for and on behalf of the Agency and its employees cannot, in these circumstances, provide any warranty, representation or assurance whatsoever to you or any third party as to the mineral stability or otherwise of the subject property valued. You hereby agree to waive any claim which you might otherwise have had against the Board, the Agency or any of their employees for negligence or breach of contract arising from any loss or damage suffered as a result of your specific instructions to take no account of any matters that might reasonably be expected to have been disclosed by an Underground Mining Subsidence Report.

### 3.11 Environmental Factors Observed or Identified

The site is listed within a high risk surface water and small watercourse zone by Natural Resources Wales, representing a flooding chance of 1 in 30 (3.3%) per year.

No other detrimental environmental factors were observed during the aforementioned external inspection of the land.



Should such information be brought to my attention, I reserve the right to alter my valuation accordingly.

## **4. Valuation**

### **4.1 Valuation Methodology / Approach and Reasoning**

In arriving at my opinion of value, I have adopted the comparable method of valuation. This is considered to be the most appropriate method of valuation, as sales of similar comparable properties provide the best indication as to true market value.

In undertaking a valuation for the site, I have considered that the most appropriate use of the site in its current condition is as amenity land. This is because the site has limited access and has limited potential for development or alternative uses.

In light of this, I have searched for sales of similar sites within the locality and have had regard to the evidence which is noted in section 4.2 below.

The comparable evidence noted suggests a range between circa £3,800 and £10,000 per acre.

The sale at the bottom end of this range is reflective of a very small site in a more rural setting in Carmarthen. However, it has similarly limited potential and development hope other than its current amenity wooded use. The site has no direct track access, although it is adjacent to two public highways and is not landlocked like the subject site is. Given the similar limitations of this comparable site, I would expect the site at Swansea Community Farm to achieve a similar value per acre, or lower when adjusted for size.

The sale at the top of this range relates to a similarly sized plot in Cwmtwrch which is also awkwardly shaped. The site is located between residential houses and a school to the rear, and has access to the main highway. This site is in better condition than the land at Swansea Community Farm, which would require clearing and expenditure to bring it to a similar standard. I consider this site to be more attractive and to have superior potential for development and alternative uses. As a result, I would expect a value significantly lower than £10,000 per acre for the site at Swansea Community Farm, when adjusting for quantum, condition, access and development potential. It is however noted that this is the most historic sale.

I have also considered the sale of a former chapel and cemetery on Carmarthen Road which is located nearby to the subject site. Babell Chapel site is considered to be of a similarly unconventional existing use as the site at Swansea Community Farm, with planning permission and costs to clear the site to a usable amenity level required. However, the site has potential for alternative uses as well as road frontage/access to Carmarthen Road. This makes it more attractive than the subject site which is landlocked and suffers from more limited access. In light of this, I would not expect the Swansea Community Farm site to exceed a value of £4,000 per acre.

The sale in Trebanos analysing at circa £5,000 per acre is a wooded site with potential for a number of uses and development. It is located within a residential area

offering potential community uses, and has better access than the subject. Although it is smaller in size than the subject site, I would expect a lower value per acre for the subject site which is less attractive owing to its limitations. This sale is the most recent of the comparable evidence considered and significant weight is attached to this as a result.

In light of this, I am inclined to place a value on the subject site of between £3,000 and £4,000 per acre. This range is consistent with the comparable evidence, when adjustments for location, access, condition and potential are made. I am of the opinion that the best comparable evidence is the cemetery site on Carmarthen Road, and a value less than this is justified due to inferior potential and access.

Therefore I would place a value of circa £3,750 per acre on the subject site.

1.23 acres x £3,750 per acre = £4,612 Say **£4,600**.

Given that the site is subject to a lease with circa 7 months remaining, deferment of this value until vacant possession can be obtained is considered to be appropriate.

A yield of 6% is considered appropriate for this deferment, reflecting risk for the existing tenancy and existing use of the site.

Market Value	£4,600
PV 0.6yrs @ 6%	0.9965
Present Market Value	£4,583 say <b>£4,500</b>

#### 4.2 Comparable Evidence

Pertinent Date	Address	Consideration	Acres	£ per Acre
05/12/2019	Land between Glyn-Meirch Road & Graig Road, Trebanos, Pontardawe, Swansea, SA8 4AP	£4,000	0.79	£5,036
07/12/2017	Babell Chapel Site, Carmarthen Road, Cwmbwrla, Swansea, SA5 8NJ	£6,000	1.47	£4,081
27/04/2016	Land at Whitemill, Carmarthen, Dyfed, SA32 7EN	£500	0.13	£3,846
23/10/2014	Land at Bethel Road, Lower Cwmtwrch, Swansea, West Glamorgan, SA9 2PS	£10,000	0.96	£10,416

#### 4.3 Opinion of Value

I am of the opinion that the Market Value of the freehold interest subject to tenancy is **£4,500 (Four Thousand, Five Hundred Pounds)** as at 4 August 2020.

#### 4.4 Market Uncertainty

'The outbreak of the Novel Coronavirus (COVID-19), declared by the World Health Organisation as a "Global Pandemic" on the 11th March 2020, has impacted many aspects of daily life and the global economy – with some real estate markets experiencing significantly lower levels of transactional activity and liquidity. As at the valuation date, in the case of the subject property expressly highlighted in an Appendix of this report there is a shortage of market evidence for comparison purposes, to inform opinions of value. Our valuation of this property is therefore reported as being subject to 'material valuation uncertainty' as set out in VPS 3 and VPGA 10 of the RICS Valuation – Global Standards. Consequently, less certainty – and a higher degree of caution – should be attached to our valuation than would normally be the case. For the avoidance of doubt, the inclusion of the 'material valuation uncertainty' declaration above does not mean that the valuation cannot be relied upon. Rather, the declaration has been included to ensure transparency of the fact that – in the current extraordinary circumstances – less certainty can be attached to the valuation than would otherwise be the case. The material uncertainty clause is to serve as a precaution and does not invalidate the valuation. Given the unknown future impact that COVID-19 might have on the real estate market and the difficulty in differentiating between short term impacts and long-term structural changes, we recommend that you keep the valuation[s] contained within this report under frequent review.

#### 4.5 Currency

All prices or values are stated in pounds sterling.

#### 4.6 VAT

I understand that VAT does not apply to this transaction and my opinion of value reflects this. In the event that my understanding is found to be inaccurate, my valuation should be referred back for reconsideration.

#### 4.7 Costs of Sale or Acquisition and Taxation

I have assumed that each party to any proposed transaction would bear their own proper legal costs and surveyor's fees.

No allowance has been made for liability for taxation, whether actual or notional, that may arise on disposal.

### **5. General Information**

#### 5.1 Status of Valuer

It is confirmed that the valuation has been carried out by Elizabeth Fox, a RICS Registered Valuer, acting in the capacity of an external valuer, who has the appropriate knowledge and skills and understanding necessary to undertake the valuation competently, and is in a position to provide an objective and unbiased

valuation. Matthew Pearson has assisted in producing the valuation and valuation report.

#### 5.2 Conflict of Interest

Checks have been undertaken in accordance with the requirements of the RICS standards and have revealed no conflict of interest. DVS has had no previous material involvement with the property.

#### 5.3 Restrictions on Disclosure and Publication

The client will neither make available to any third party or reproduce the whole or any part of the report, nor make reference to it, in any publication without our prior written approval of the form and context in which such disclosure may be made.

#### 5.4 Limits or Exclusions of Liability

Our valuation is provided for your benefit alone and solely for the purposes of the instruction to which it relates. Our valuation may not, without our specific written consent, be used or relied upon by any third party, even if that third party pays all or part of our fees, directly or indirectly, or is permitted to see a copy of our valuation report. If we do provide written consent to a third party relying on our valuation, any such third party is deemed to have accepted the terms of our engagement.

None of our employees individually has a contract with you or owes you a duty of care or personal responsibility. You agree that you will not bring any claim against any such individuals personally in connection with our services.

#### 5.5 Validity

This report remains valid for 3 (Three) months from its date unless market circumstances change or further or better information comes to light, which would cause me to revise my opinion.

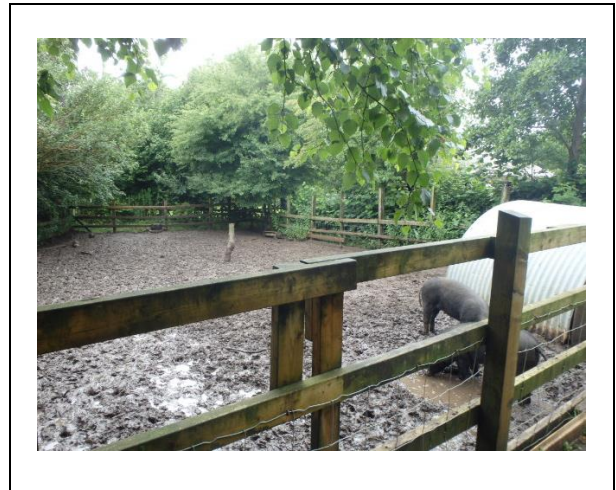
I trust that the above report is satisfactory for your purposes. However, should you require clarification of any point do not hesitate to contact me further.



**Mrs Elizabeth Fox MSc MRICS**  
Senior Surveyor  
RICS Registered Valuer  
DVS

## 6. Appendices

### 6.1 Photographs



6.2 Site Plan



# Agenda Item 11.



## Report of the Cabinet Member for Homes, Energy & Service Transformation

Cabinet – 18 March 2021

### Disabled Facilities & Improvement Grant Programme 2021/22

<b>Purpose:</b>	To provide details of the Disabled Facilities & Improvement Grant Programme and to seek approval to include schemes in the 2021/22 Capital Programme. To comply with Financial Procedure Rule No.7 (Capital Programming and Appraisals) - to commit and authorise schemes as per the Capital Programme.
<b>Policy Framework:</b>	1. Local Housing Strategy. 2. Private Sector Housing Renewal and Disabled Adaptations: Policy to Provide Assistance 2017-2022.
<b>Consultation:</b>	Legal, Finance, Access to Services.
<b>Recommendation(s):</b>	It is recommended that:  1) The Disabled Facilities and Improvement Grant Programme as detailed, including its financial implications, is approved and included in the 2021/22 capital budget.
<b>Report Author:</b>	Darren Williams
<b>Finance Officer:</b>	Ben Smith
<b>Legal Officer:</b>	Debbie Smith
<b>Access to Services Officer:</b>	Rhian Millar

#### 1.0 Introduction

1.1 The current Private Sector Housing Renewal and Disabled Adaptations Policy was approved by Council on 22<sup>nd</sup> June 2017.

#### 2.0 Capital Programme Process

2.1 The Disabled Facilities Grants and Improvement Grant Budget for 2021/22 of £5.2m is to be considered by Council on 4<sup>th</sup> March 2021.

### 3.0 The Scheme

3.1 The current Policy for Private Sector Housing Renewal and Disabled Adaptations sets out the detail of various types of assistance aimed at helping home owners and tenants to carry out essential adaptations and repairs. Assistance is provided on the basis of helping residents, who are often on low incomes and/or vulnerable, carry out essential repairs and maintain independence at home. The Policy also describes the Council's approach to bringing empty homes back into use and offering loans for home repairs. In summary, types of assistance include:

- Disabled Facilities Grant (DFG) – medium and large scale adaptations for private home owners and tenants of private rented accommodation, for example, level access showers, bedroom / bathroom extensions.
- Council House Adaptations – small , medium and large scale adaptations for Council tenants.
- Homefix Loans – Recyclable loans for homeowners needing serious and urgent repairs, for example, roof repairs and damp proofing.
- Care & Repair Western Bay Minor Adaptation Grants– Small, rapid adaptations provided for elderly and disabled residents ; Comfort, Safety, and Security Grants – Low cost, rapid repairs provided for elderly and disabled residents.
- Welsh Government Landlord Loan – previously known as Houses to Homes Loan Scheme – interest free loans to tackle empty homes to renovate and improve properties or convert empty properties into a number of units suitable for residential accommodation. Loans to be repaid and recycled as further loans.
- Welsh Government Owner Occupier Loan – previously known as National Home Improvement Loan Scheme – interest free loans for the repair or conversion of properties to make them safe, warm and/or secure. Loans to be repaid and recycled as further loans.
- Renewal Areas – Renewal Area funding to deliver an agreed programme of property repair and environmental improvement works in the Sandfields Renewal Area.
- Welsh Government Western Valleys Empty Homes Grant - the Council committed to participating in the scheme in the 20-21 capital programme, however a delay in the award letter from Welsh Government will result in the scheme programme being extended into 21-22.

The application for funding and participation in the scheme was agreed by Cabinet in July 2020.



#### **4.0 Financial Implications**

- 4.1 The programme for 2021/22 is shown at table 1 below and is fully funded by the General Fund and the Housing Revenue Account (HRA). Welsh Government Landlord and Owner Occupier Loans are funded by ring-fenced WG funds. These loans formerly known as Houses to Homes and National Home Improvement Loan schemes have been reported separately to Cabinet on 12<sup>th</sup> November 2013 and the 18<sup>th</sup> of November 2014 respectively. The changes to these loans were reported to Council on the 21<sup>st</sup> June 2018.
- 4.2 The Covid 19 pandemic has had a significant impact on the DFG and improvement grant programme in 2020/21. There has been significant disruption to delivery of the adaptations programme as a result of restrictions being in place impacting on the ability to survey and prepare schemes of work. In addition contractors have been furloughed for a period of time delaying the commencement of works.
- 4.3 As a result it is estimated that £1.8 million of the DFG capital budget in 2020/2021 will not be spent and will need to be carried forward into the 2021/2022 grant programme.
- 4.4 At present with Covid 19 restrictions likely to extend into 2021/22 there is uncertainty as to whether the capital programme and carried forward 2020/21 budget for DFGs will be fully committed for next year. A review of the restrictions and impact on DFG demand and ability to deliver the capital programme will take place at the end of the first quarter of 2021/22.
- 4.5 It had been agreed with the Cabinet Member for Homes, Energy and Service Transformation that the Private Sector Housing Renewals and Disabled Adaptations Policy would be reviewed in 2020/21 to help inform funding requirements for the programme in future years. However, due to Covid pandemic work priorities this review has been delayed and will now take place in 2021/22.
- 4.6 Sandfields Renewal Area funding is required in 2021/22 to fund release of retention at end of defects period on a previously completed scheme and to fund environmental improvement works delayed from 2020/21 due to the Covid pandemic. Capital funding available for the Renewal Area in 2021/22 is estimated at £335,000, funded from a combination of receipts from previous area renewal energy efficiency programmes, resident contributions and general capital funds.
- 4.7 The pilot Welsh Government Western Valley Empty Property Grant scheme required an estimated capital contribution from the Council in 2020/21 of £182,000, funded through carry forward balances from 19-20 capital programme from Homefix, Grants For Nominations and Homefix Sandfields. Due to the delay in receiving the grant award from Welsh Government, the scheme programme and funding will now run into 21/22.

4.8 Revenue running costs for 2021/22 are estimated at £1,474,100 and are met from fees of £1,427,600 generated from administering grants and loans. The balance is met from a contribution of £46,500 from the General fund.

**Table 1 details proposed 2021/22 programme and draft programme for 2022/2023**

<b>Table 1</b>			
<b>SCHEMES</b>	<b>2020/21</b>	<b>Proposed 2021/22</b>	<b>Draft 2022/23</b>
DFG, mini and fast track adaptations	£4,300,000	£4,300,000	£4,300,000
Tenant adaptations (HRA funded)	£2,850,000	£2,750,000	£2,750,000
Homefix Loans	£500,000	£500,000	£500,000
Care & Repair Mini Adaptation Grant	£370,000	£370,000	£370,000
Care & Repair Comfort, Safety, Security	£ 30,000	£ 30,000	£ 30,000
Sandfields Renewal Area*	£nil	£nil	£nil
WG Western Valleys Empty Property Grant scheme.**	£nil	£nil	£nil
<b>TOTAL PROGRAMME</b>	<b>£ 8,050,000</b>	<b>£7,950,000</b>	<b>£7,950,000</b>
<b>Funded as follows:</b>			
Total general funded	£5,200,000	£5,200,000	£5,200,000
Total HRA funded	£2,850,000	£2,750,000	£2,750,000
* <b>Sandfields Renewal Area</b> : carry forward estimated underspend in 20/21 of £335,000 into 21/22 to fund release of end of defects retentions and environmental works.			
** <b>WG Western Valleys Empty Property Scheme</b> : WG funding of £338,000, council contribution to WG empty property schemes estimated at £182,000.			
<b>Total funding</b>	<b>£8,050,000</b>	<b>£7,950,000</b>	<b>£7,950,000</b>

## 5.0 Equality and Engagement Implications

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

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

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

- 5.2 An EIA Screening Form has been completed with the agreed outcome that a full EIA report was not required.

The grant programme does not negatively impact on any protected characteristic groups, with a number benefitting from the forms of assistance provided including:

Poverty & Social exclusion – provision of adaptations and repairs assistance to those on means tested benefits and low income, bringing back into use empty properties creating low cost affordable homes, often for first time buyers or renters in the local area.

Community cohesion- provision of much needed repairs and adaptations to homes in deprived areas where applicants are on low income and not able to afford the works themselves, enabling the individuals to remain living independently within their home. Re-use of often problematic long term empty properties in areas that have a negative impact on the locality and community, often a haven for anti-social behaviours, drug and alcohol abuse.

Age and generations: provision of adaptations and repairs are often to applicants over 60, empty property schemes give local residents, often first time buyers the opportunity to remain in the locality close to their extended families.

The Screening Form is included in the appendices as a background paper.

## **6.0 IT/Systems Implications**

- 6.1 None.

## **7.0 Legal Implications**

- 7.1 The schemes detailed are in line with local authority powers to provide assistance, contained in the Regulatory Reform (Housing Assistance) (England and Wales) Order 2002 and the Councils published Policy.
- 7.2 The Council will need to ensure that it complies with any terms and conditions attached to any Welsh Government grant funding.
- 7.3 All works and services undertaken to deliver any scheme will need to be procured in accordance with the Council's Contract Procedure Rules and European and domestic procurement legislation as appropriate.

**Background Papers:** Private Sector Housing Renewal and Disabled Adaptations Policy to Provide Assistance 2017-2022

**Appendices:** Appendix A - EIA Screening Form

# Equality Impact Assessment Screening Form – Appendix A

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

## Section 1

Which service area and directorate are you from? Place –

Service Area: Housing Renewals and Adaptations

Directorate: Place

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

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

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

FPR7 report confirming the proposed DFG and Improvement Grant capital programme for 2021-22.

The report also confirms that Grants For Nominations funding finished in 2018-19. Alternative funding is available to owners through the Welsh Government Landlord Loans scheme to bring empty properties back into use and the pilot Welsh Government Western Valleys Empty Property Grant scheme.

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

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

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

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

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

	High Impact (H)	Medium Impact (M)	Low Impact (L)	Don't know (H)
Children/young people (0-18)	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Older people (50+)	<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>
Any other age group	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Disability	<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>
Race (including refugees)	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Asylum seekers	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
<b>Gypsies &amp; travellers</b>	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
<b>Religion or (non-)belief</b>	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Sex	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Welsh Language	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Poverty/social exclusion	<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>
Carers (inc. young carers)	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Community cohesion	<input type="checkbox"/>	<input type="checkbox"/>	x	<input type="checkbox"/>
Marriage & civil partnership	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Pregnancy and maternity	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>

# Equality Impact Assessment Screening Form – Appendix A

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

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

Capital programme: annual capital programme for DFGs and Improvement grants / loans required for FPR 7 purposes. Housing Renewals Policy to Provide Assistance 2017-2022 confirmed proposed assistance arrangements for private sector housing for a 5 year period, this policy was subject to consultation with stakeholders prior to publication in 2017, and notice published in local media.

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

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

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

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

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

Yes       No If yes, please provide details below

**Q7 HOW DID YOU SCORE?**

*Please tick the relevant box*

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

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

**Q8 If you determine that this initiative is not relevant for an EIA report, you must provide a full explanation here. Please ensure that you cover all of the relevant protected groups.**

The capital programme does not negatively impact on any protected characteristic groups, with a number benefitting from the forms of assistance provided, including:

Poverty & Social exclusion – provision of adaptations and repairs assistance to those on means tested benefits and low income, bringing back into use empty properties creating low cost affordable homes , often for local first time buyers or renters in the local area.

## Equality Impact Assessment Screening Form – Appendix A

Community cohesion- provision of much needed repairs and adaptations to homes in deprived areas where applicants are on low income and not able to afford the works themselves, enabling the individuals to remain living independently within their home. Re-use of often problematic long term empty properties in areas that have a negative impact on the locality and community, often a haven for anti-social behaviours, drug and alcohol abuse.

Age and generations: provision of adaptations and repairs are often to applicants over 60, empty property schemes give local residents, often first time buyers the opportunity to remain in the locality close to their extended families.

### Section 2

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

Screening completed by:
Name: Darren Williams
Job title: Housing Renewal Co-ordinator
Date: 1.02.21
Approval by Head of Service:
Name:
Position:
Date:

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

# Agenda Item 12.



## Report of the Cabinet Member for Environment Enhancement and Infrastructure Management

Cabinet – 18 March 2021

### **FPR7 Capital Allocation to Highway Infrastructure Assets 2021-22**

<b>Purpose:</b>	To confirm the Capital Work Programme for highway infrastructure assets.
<b>Policy Framework:</b>	The Revenue and Capital budget as reported to and approved by Council on 4 <sup>th</sup> March 2021.
<b>Consultation:</b>	Access to Services, Finance, Legal.
<b>Recommendation(s):</b>	It is recommended that:  1) The proposed indicative allocations, together with the Financial Implications set out in <b>Appendix A</b> , are approved and included in the Capital Programme.  2) Authority is delegated to the Head of Service for Highways and Transportation with the agreement of the Cabinet Member for Environment Enhancement and Infrastructure Management to prioritise, finalise and allocate funding to the appropriate schemes in line with the prioritisation approach detailed in this report.
<b>Report Authors:</b>	Bob Fenwick/Stuart Davies
<b>Finance Officer:</b>	Ben Smith
<b>Legal Officer:</b>	Debbie Smith
<b>Access to Services Officer:</b>	Rhian Millar

#### 1. Introduction

- 1.1 At its meeting of 4th March 2021, Council approved the Revenue and Capital Budget for 2021/22. The Capital budget included an allocation of **£3.468m** for highway and infrastructure assets.

- 1.2 An allocation of **£1.4m** has been received to help tackle the backlog of highway maintenance based on the evidence in the Highways commissioning report.
- 1.3 An allocation £550k has been made in relation to landslip and road reconstruction of Graig Road, Morriston.

## **2. Capital Programme**

The City and County of Swansea's infrastructure is in need of significant investment and there is a significant backlog of works. The Authority is continuing to develop programmes of work based on the principles agreed as part of the all Wales Asset Management Project. This will ensure spending is targeted based on a whole life cost approach which will minimise financial and service demands.

- 2.1 The Authority considers a variety of different methods of repair and uses assessment approaches agreed across Wales. This enables decisions on the most efficient and effective approaches for managing the network based on a mix of preventative, reactive and planned maintenance works. The core funding is allocated to the highway capital programme (2020-25) which was developed with these principles.
- 2.2 The scheme prioritisation approach provides a framework whereby any additional funding will enable schemes in the 5 year plan to be brought forward for completion. These will be selected using the same asset management approach used to produce the forward works programme. There will be a split of approximately 60/40 between corrective work (e.g. resurfacing a road in poor condition) and preventative work (e.g. extending the life of a road in average condition). Carriageway and footway schemes will be selected based on a review of factors such as network importance, condition, network use and likely deterioration. A score for each assessed road will be calculated and the highest scoring schemes will be programmed. This prioritisation will be balanced by the need to give cost effective packages of work of similar types (for instance, surface dressing requires a minimum quantity of work to be cost effective when considering site set up costs).

## **3. Key Proposals**

- 3.1 It is critical to ensure that investment in the highway network is sustained to minimise future deterioration. A steady state figure calculated to stop further deterioration of carriageways alone is £6.4m per annum with a backlog at over £70m (2019). There is also a significant backlog of works to refurbish footways. Total internal investment this year for is approximately £5.418m.

## **4. Allocation of the £3.468m Infrastructure Allocation.**

The core allocation will fund the following priorities.



- 4.1 This allocation funds the second year of the 5 year programme of carriageway works. The programme for 2020-25 and is available at <http://www.swansea.gov.uk/highways>. This programme was heavily amended in 20/21 due to restrictions to work during the pandemic. There may be minor changes to this programme during the year as schemes may have been brought forward or pushed back for example to coordinate with utility works.
- 4.2 The continuation of the PATCH programme of minor resurfacing works which is complimentary to the main carriageway resurfacing programme will continue on a ward by ward basis.
- 4.3 This allocation funds the second year of the 5 year programme of footway works. The list of schemes planned is included in the published programme for 2020-25. The detail of the proposed schemes can be accessed at <http://www.swansea.gov.uk/highways>.
- 4.4 There are significant funding challenges for maintaining the bridges and structures as there are 147 bridges, 48 culverts, 11 subways and 3 gantries within highway ownership. The programme to update bridges has been prepared to reflect requirements on strategic routes and those where strengthening is required.
- 4.5 The condition of highway and council owned retaining walls continues to give cause for concern. There is a need to carry out proactive works to prevent others from failing. There are currently 4441 retaining walls on the asset register with an approximate total length of 13.5km.
- 4.6 The River Tawe barrage infrastructure requires sustained investment to ensure operations associated with Marina and other waterside activities are maintained.
- 4.7 Street lighting infrastructure remains a cause for concern. A testing regime has been put in place to identify lighting columns at risk, and this resulted in a significant number of columns being removed. A large number of these columns have been replaced however there around 1600 columns currently cut down and testing has identified further columns that need to be removed and replaced.
- 4.8 Longstanding works to reduce flooding on the highway will be implemented across the Authority. This will include specific works on several culverted watercourses. This element of the budget will also be used as match funding where Welsh Government funding streams are available.
- 4.9 An allocation has been made to deal with maintenance to Authority owned paved and surfaced areas that are in the public realm (non-Housing/Education). This is aligned with the “corporate ownership of assets”. Highways & Transportation will maintain the safety of these areas as problems are identified on a prioritised basis. This allocation also includes for providing emergency strips on a one off basis where there are

life threatening emergencies on un-adopted privately maintained public highways (excluding private streets). This budget will also cover additional work on back lanes.

- 4.10 A programme to undertake capital maintenance on highway safety barriers. The funding for barriers will focus on repair and renewal on a reactive/ as identified basis.
- 4.11 Damaged sections of the coastal defences require investment to prevent further damage and to repair ongoing damage caused by winter storms. The allocation also includes provision to investigate flood risks as identified by the Flood Risk Management Plan.
- 4.12 An allocation has been made to allow design of improvement schemes to facilitate draw down of any additional grant or Capital.

## 5. The £1.4m Investment To Reduce The Backlog Of Works

This will include works on the carriageway, footway, works to tackle skid resistance, joint repairs, drainage/flooding improvements, junction improvements and bridge design works. Schemes on carriageways and footway will be prioritised on areas that give the highest concerns as described in 2.2. Other assets will be prioritised on engineering judgement. Budget split has been amended to allow for an increase in Drainage/flooding works.

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

Annual Allocation **£3.468m**

Carriageway Resurfacing	£620k
Patch	£720k
Footway Renewals	£650k
Bridges and Retaining Walls	£400k
Marina & Barrage	£75k
Street Lighting Refurbishment	£250k
Drainage/Flooding Works	£493k
Unadopted Council-Owned Streets	£50k
Car Park Resurfacing and Improvements	£30k
Safety Barriers	£50k
Coastal Defence Works and Flood Risk Management	£50k
Telematics Upgrades	£80k
<b>TOTAL</b>	<b>£3468.00</b>

The additional **£1.4m** funds to reduce the backlog will be split as follows:

Carriageway Repairs (resurfacing schemes/joint repairs/machine patching/skid resistance)	£780k
Footway Repairs	£100k
Drainage Improvements	£440k
Junction Improvements	£50k
Bridges Design of Capital replacement schemes	£30k
<b>TOTAL</b>	<b>£1,400K</b>

5.2 The full additional programme for carriageways and footways supported by the increased funding will be made available online once complete and approved by the Cabinet Member. With all highways programmes it should be noted that some variation should be expected during the year due to issues like statutory undertakers works, accelerated deterioration etc.

## 6. Graig Road

6.1 An allocation of £550k has been made to allow for the adopted highway of Graig Road to be reconstructed. This project was approved in 2020 but is included in the 21/22 Capital programme for completeness.

## 7. Equality and Engagement Implications

7.1 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.

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

## 8. Financial Implications

8.1 **Capital** - The cost of the Highways and Other Infrastructure works for 2021/22 funded by the Authority's own resources amounts to £5.418m. Details are set out in **Appendix A**.

8.2 **Revenue** - Future maintenance expenditure will be met from respective Revenue Service budgets. An effective capital investment programme will help reduce future revenue pressures.

## 9. **Legal Implications**

9.1 This investment will assist the Authority in discharging its statutory duty to maintain the Highway. All procurement activity and contracts intended to be let in respect of the above Schemes must comply with current UK Legislation, EU Directives and the Council's Contract Procedure Rules.

**Background Papers:** None

**Appendices:**

Appendix A – Financial Implications

**FINANCIAL IMPLICATIONS : SUMMARY**

Portfolio: PLACE

Service : HIGHWAYS AND OTHER SERVICES

Scheme : HIGHWAYS AND OTHER INFRASTRUCTURE ASSETS CAPITAL MAINTENANCE

1.1. CAPITAL COSTS	Memo	Memo	Memo	Capital Pro	2021/22 Capital Programme			
	2017/18 £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	2023/24 £'000	TOTAL £'000
<u>Expenditure</u>								
<b>Highways and Other Infrastructures</b>								
Carriageway resurfacing	1,370	1,251	750	600	620	620	620	1,860
Carriageway Resurfacing - PATCH	0	0	600	720	720	720	720	2,160
Footways	650	650	650	650	650	650	650	1,950
Bridges/Retaining walls	400	400	400	400	400	400	400	1,200
Marina barrage	65	65	75	75	75	75	75	225
Street lighting refurbishment	250	250	250	250	250	250	250	750
Dropped crossings	20	0	0	0	0	0	0	0
Drainage works	400	400	400	400	493	493	493	1,479
Safety barriers	50	50	50	50	50	50	50	150
Cycle ways	30	30	30	0	0	0	0	0
Unadopted Council owned Streets	65	65	50	50	50	50	50	150
Car park resurfacing/improvements	20	20	20	50	30	30	30	90
Coastal Defence Works	100	100	50	50	50	50	50	150
Urgent Infrastructure budget	56	44	0	0	0	0	0	0
Advance Warning Signs	0	30	30	30	0	30	30	60
Telematics Upgrades	0	20	20	20	80	20	20	120
Capital Scheme Design	0	0	0	30	0	30	30	60
Invest To Save	1,000	1,000	0	1,400	0	0	0	0
Invest To Save Lighting	0	0	0	100	0	0	0	0
Backlog Funding	0	1,400	1,400	1,400	1,400	0	0	1,400
Capital Grant	0	1,786	1,187	1,190	0	0	0	0
Graig Road	0	0	0	0	550	0	0	550
<b>EXPENDITURE</b>	<b>4,476</b>	<b>7,561</b>	<b>5,962</b>	<b>7,465</b>	<b>5,418</b>	<b>3,468</b>	<b>3,468</b>	<b>12,354</b>
<u>Financing</u>								
Own resources	3,476	4,775	4,775	4,775	5,418	3,468	3,468	12,354
Insurance Fund	1,000	1,000	0	1,500	0	0	0	0
WG Grant Funding	0	1,786	1,187	1,190	0	0	0	0
<b>FINANCING</b>	<b>4,476</b>	<b>7,561</b>	<b>5,962</b>	<b>7,465</b>	<b>5,418</b>	<b>3,468</b>	<b>3,468</b>	<b>12,354</b>
<b>FINANCING</b>								
<b>1.2. REVENUE COSTS</b>								
	2017/18 £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000	2020/21 £'000	2022/23 £'000	2023/24 £'000	FULL YEAR £'000
<u>Service Controlled - Expenditure</u>								
Employees								
Maintenance								
Equipment								
Administration								
<b>NET EXPENDITURE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>			<b>0</b>

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**FINANCIAL IMPLICATIONS : SUMMARY**

**Portfolio:** PLACE  
**Service :** HIGHWAYS AND OTHER SERVICES  
**Scheme :** HIGHWAYS AND OTHER INFRASTRUCTURE ASSETS CAPITAL MAINTENANCE

		Memo										
<b>1.1. CAPITAL COSTS</b>		2020/21	2021/22	Financial Codes for 2021/22						2022/23	2023/24	TOTAL
		£'000	£'000						£'000	£'000	£'000	
<b>Expenditure</b>												
<b>Highways and Other Infrastructures</b>												
20/21	Carriageway resurfacing	600	620	01	701	70001	XXXXXX	00000	C03007	620	620	1,860
20/21	Carriageway resurfacing -PATCH	720	720	01	701	70001	XXXXXX	00000	C03014	720	720	2,160
20/21	Footways	650	650	01	701	70001	XXXXXX	00000	C03004	650	650	1,950
20/21	Bridges/Retaining walls	400	400	01	701	70001	XXXXXX	00000	C09557	400	400	1,200
20/21	Marina barrage	75	75	01	701	70001	XXXXXX	00000	C08304	75	75	225
20/21	Street lighting refurbishment	250	250	01	701	70001	XXXXXX	00000	C03371	250	250	750
20/21	Drainage works	400	493	01	701	70001	XXXXXX	00000	C03514	493	493	1,479
20/21	Safety barriers	50	50	01	701	70001	XXXXXX	00000	C03005	50	50	150
20/21	Cycle ways	0	0	01	701	70001	XXXXXX	00000	C03006	0	0	0
20/21	Unadopted Council owned Streets	50	50	01	701	70001	XXXXXX	00000	C03579	50	50	150
20/21	Car park resurfacing/improvements	50	30	01	701	70001	XXXXXX	00000	C03667	30	30	90
20/21	Coastal Defence Works	50	50	01	701	70001	XXXXXX	00000	C06233	50	50	150
20/21	Advanced Warning Signs	30	0	01	701	70001	XXXXXX	00000	C03466	0	0	0
20/21	Telematics Upgrades	20	80	01	701	70001	XXXXXX	00000	C03467	80	80	240
20/21	Capital Scheme Design	30	0	01	701	70001	XXXXXX	00000	C03585	0	0	0
20/21	Invest To Save	1,400	0	01	701	70001	XXXXXX	00000	C03008	0	0	0
20/21	Invest To Save Lighting Backlog Funding	100	0	01	701	70001	XXXXXX	00000	C03372	0	0	0
20/21	Additional Funding - Carriageways	780	780	01	701	70001	XXXXXX	00000	C03009	0	0	780
20/21	Additional Funding - Footways	370	100	01	701	70001	XXXXXX	00000	C03013	0	0	100
20/21	Additional Funding - Drainage	100	440	01	701	70001	XXXXXX	00000	C03515	0	0	440
20/21	Additional Funding - Traffic Network	50	50	01	701	70001	XXXXXX	00000	C03468	0	0	50
20/21	Additional Fundig - Bridges	100	30	01	701	70001	XXXXXX	00000	C09562	0	0	30
20/21	Capital grant - Carriageways	1,190	0	01	701	70001	XXXXXX	00000	C03010	0	0	0
20/21	Graig Road	0	550	01	701	70001	XXXXXX	00000	C03017	0	0	550
<b>EXPENDITURE</b>		<b>7,465</b>	<b>5,418</b>							<b>3,468</b>	<b>3,468</b>	<b>12,354</b>
<b>Financing</b>												
	Own resources	4,775	5,418									5,418
	Insurance Fund	1,500										0
	WG Grant Funding	1,190										0
<b>FINANCING</b>		<b>7,465</b>	<b>5,418</b>							<b>0</b>	<b>0</b>	<b>5,418</b>
<b>1.2. REVENUE COSTS</b>		<b>2020/21</b>	<b>2021/22</b>	<b>£'000</b>						<b>2022/23</b>	<b>2023/24</b>	<b>FULL YEAR</b>
		<b>£'000</b>							<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	
<b>Service Controlled - Expenditure</b>												
	Employees	)										
	Maintenance	)										
	Equipment	)										
	Administration	)										
	<b>NET EXPENDITURE</b>	<b>0</b>	<b>0</b>									<b>0</b>

# Agenda Item 13.



## Report of the Cabinet Member for Economy, Finance and Strategy

Cabinet – 18 March 2021

### Building Capital Maintenance Programme 2021/22

<b>Purpose:</b>	To agree the schemes to be funded through the Capital Maintenance programme
<b>Policy Framework:</b>	Financial Procedure Rule No. 7 (Capital Programming and Appraisals) The Revenue and Capital Budget as reported to and approved by Cabinet on the 18 <sup>th</sup> February 2021
<b>Consultation:</b>	Access to Services, Finance, Legal, Education, Social Services
<b>Recommendation(s):</b>	It is recommended that Cabinet:  1) Approves the proposed capital maintenance schemes as listed in Appendix A;  2) Authorises the schemes and their financial implications as identified in Appendix C to be included in the capital programme.
<b>Report Author:</b>	Nigel Williams
<b>Finance Officer:</b>	Ben Smith
<b>Legal Officer:</b>	Debbie Smith
<b>Access to Services Officer:</b>	Rhian Millar

#### 1.0 Introduction

- 1.1 Cabinet has previously approved the Council's Asset Management Plan for Property Assets which sets out a series of measures to improve the management and performance of the property portfolio. This Report sets out the way in which the Capital Maintenance resources for 2021/22 will be deployed.

## 2.0 Capital Programme Process

2.1 On 18th February 2021, Cabinet approved a Capital Maintenance allocation of £4.094m for the Authority's building portfolio and £1.309M for Social Services backlog Maintenance. The authority has also been awarded further funding from WG of £3.635M specifically for the education asset portfolio.

## 3.0 Objectives of Scheme

3.1 The proposals set out will directly support the corporate objectives of the Authority, in relation to the maintenance and improvement of the Authority's building portfolio.

3.2 This maintains the previous commitment to address the significant backlog of maintenance and minimise the potential effect of unforeseen breakdowns of building elements.

3.3 As was reported in previous building maintenance programme reports, attention needs to be drawn to the fact that the Authority still has a significant backlog of maintenance.

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

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

## 4.0 Description of Schemes

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

1a) **Statutory Compliance - Electrical**

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

1b) **Mechanical/Heating Schemes**

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

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



As a result of the existing policy to enable compliance with the legionella and asbestos legislation, capital repairs arising out of risk assessments and surveys need to be carried out to maintain compliance. These upgrades are actioned throughout the year and therefore a list of schemes cannot be prepared in advance. Separate revenue monies have been set aside to deal with the ongoing management process and minor repairs.

- 1e) **Statutory Compliance – Radon**  
Further to the Welsh Government’s directive for an awareness programme of RADON in schools, and in line with the “Ionising Radiations regulations 1999”.
- Welsh Government produced a directory of all schools that require testing for Radon; currently we have completed testing in all schools in the high risk areas. There is a need to carry out further testing within the remaining schools.
- 1f) **Statutory Compliance – Glazing Regulations**  
Following Notice served by the Health and Safety Executive, money has been set aside to allow safety filming of relevant glazing within schools.
- 1g) **Statutory Compliance – Accessibility for Disabled People**  
Consultation through Local Access Groups would determine required investment to the prioritisation of buildings within the available budget for 2021/22.
- 2) **Essential Building Repairs**  
The schemes listed in **Appendix A** are a combination of prioritised schemes and allowances linked to the ongoing maintenance strategy.
- 2a) **Essential Repairs to Listed Buildings**  
In line with the Listed Buildings Strategy agreed by Cabinet on the 6<sup>th</sup> January 2014, Building Services will liaise with planning officers and ensure that the available budget will continue a programme dealing with the Authority’s listed assets on a prioritised basis.
- 3) **Drainage Works to Schools**  
Previous allocations have been made to initiate a programme of drainage surveys to all of the Authority’s Schools. This has identified a range of significant repairs which, if rectified, should assist the Authority in mitigating future structural failures and health and safety issues within the Schools. Minor repairs should be undertaken by Schools in line with their delegated budget.

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

The budget for 2021/22 will allow the extension of good practice measures to reduce the Council's energy use and carbon emissions. The planned programme of works will help deliver on the Council's Carbon Reduction Strategy approved by Cabinet on the 17<sup>th</sup> November 2011 and help mitigate the Authority's financial obligation within the Carbon Reduction Energy Efficiency Scheme (CRC). The energy strategy identifies within its action plan a number of feasibility studies, which will help explore future technologies. The appointment of appropriate consultants will help inform the feasibility studies, which in turn will inform our future strategies.

5) **Fire Risk Assessments**

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

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

6) **Emergency Reserve Fund**

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

7) **Match Funding**

The Capital Maintenance programme has previously included an element for match funding capital projects within schools. This has allowed the Authority to develop a joint and consistent approach in dealing with the maintenance backlog problem within our Education Portfolio by pooling resources or projects where "liability" under the division of responsibilities is ambiguous. This works with schools using their devolved maintenance allocation, thus allowing more significant repairs to be undertaken. The programme over previous financial years has been highly successful. Whilst the funding pressures on schools are also recognised, it is proposed that during 2021/22 a further allocation is made to match fund medium value projects.

8) **Preliminary Design**  
This limited budget will allow initial design to commence for schemes likely to feature in 2022/23, which will in turn inform the future work programme, allowing early procurement and maximum spend against profile.

9) **Asset Management Plan**  
There are a number of Service Assets with projects that would need to factor within the 2021/22 allocated budget. Proposed investment within any of the affected assets will be undertaken in line with emerging priorities as part of the service rationalisation and Service in the Community strand.

To that end a modest capital allocation has been accounted for within the 2021/22 Capital Maintenance allocated budget.

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

10) **Local Toilet Strategy**  
The Council is required by legislation to develop a Local Toilet Strategy which was put in place in 2019. Whilst this doesn't require the Council to provide or maintain toilets directly, it would seem appropriate to ensure that an allowance is contained within the capital programme to carry out such improvements that arise out of the strategy. As such, an allocation has been included within the 21/22 programme with specific schemes being developed in line with the emerging action plan.

11) **Social Services Asset Investment**  
Following a review of the Social Services Asset Portfolio, a capital budget has been allocated to deal with priority issues and backlog maintenance.

## 4.2 QEd Programme/Social Services Assets

4.2.1 The proposed list of schemes listed under **Appendix A** is based on the technical assessment of the individual establishments, resulting in the prioritised listing attached. However consultation has taken place with Education colleagues to confirm that none of the suggested schemes will conflict with the Authority's proposed Band B programme.

4.2.2 Consultation has also taken place with Social Services colleagues in relation to the projects to be included within the £1.309M capital maintenance budget for Social Services assets.

## 5.0 Equality and Engagement Implications

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

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

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

5.2 An EIA has been carried out for this project and is attached as **Appendix B**. The impact has been determined as low priority and as such, a full EIA is not required at this stage. The Capital maintenance investment within building assets and social services assets in Swansea will help to realise a more sustainable asset portfolio for Swansea Council. Where relevant, each specific project for which funding is agreed will be screened for an Equality Impact Assessment.

## 6.0 Financial Implications

### 6.1 Capital

The total capital cost of the schemes in the Authority's Buildings Portfolio for 2021-22 delivery amount to £4.094 million capital maintenance which will be funded by £4.094 million of the Authority's own resources and WG General Capital allocation the details are set out in **Appendix C**.

6.2 The total capital cost of the schemes in the Social Services Asset Portfolio amount to £1.309M capital maintenance and will be fully funded by the Authority's own resources. Details are set out in **Appendix C**.

6.3 An allocation of £3.635 million of funding from the Welsh Government Education capital maintenance grant provided in 2020-21 with the 2020-21 displaced funding applied to the 2021-22 programme. Details are set out in **Appendix C**.

### 6.4 Revenue

Maintenance costs will be met from existing revenue budgets.

## 7.0 Staffing Implications

7.1 Elements of the design and works may be procured externally to supplement in-house resources although the first call will be to seek interest from neighbouring Authorities.

## **8.0 Procurement and Legal Implications**

- 8.1 The 2021/22 Capital Maintenance projects identified within **Appendix A** of this report will therefore be delivered by a combination of in-house resources, with other projects procured in line with Contract Procedure Rules. Any externalised works will be procured in accordance with Contract Procedure Rules (CPRs) and procurement rules and regulations. The Council must comply with various statutory requirements as well as general obligations under the Occupiers Liability Acts.

**Background Papers:** None

**Appendices:**

Appendix A: Capital Maintenance Budget 21/22– Proposed Programme

Appendix B: EIA Screening Form

Appendix C: Financial Implications Summary – Building Services

**CAPITAL MAINTENANCE BUDGET 2020/21****PROPOSED PROGRAMME****1 STATUTORY COMPLIANCE WORKS****1a ELECTRICAL SCHEMES**

	<b>Building Services Overall Budget (£4,094m) £000's</b>	<b>WG additional funding (£3,635,857)</b>	<b>Social Services (£1,309M)</b>
Pontardullais Comp Rewire phase 4 of 6	150		
Townhill Primary Rewire phase 4 of 5	70		
SP, Helen's Primary Rewire phase 2 of 2	120		
YGG Pont Y Brenin Rewire phase phase 2 of 2	70		
Emergency Lighting upgrade various Primary and Secondary	85	20	

**WG additional funding Electrical**

Mayals Primary renew lightning conductors		15	
YGG Bryntawe renew lightning conductors		15	
Mayals Primary rewire		140	
Whitestone Primary rewire		140	
YGG Gwyr lift replacement		100	
Cwm Glas rewire phase 3 of 3		40	

**1b MECHANICAL SCHEMES**

Upgrade pneumatic valves Civic Centre phase 1 of 2	20		
Gendros Primary radiator circuit replacement phase 2 of 2	120		

**WG additional funding Mechanical**

Dylan Thomas Comp - Radiator circuit refurbishment phase 2 of 4	220
Pontardulais Comp - Boiler house refurbishment phase 1 of 5	320
Various - School labs upgrades to meet new legislation	60
Grange Primary radiator circuit replacement phase 2 of 3	155

**Air Con Refurbishment** 40

**Kitchen/Gas/Ventilation** 60

**External Water Mains Replacement** 50

**Swimming pool upgrades** 20

**1c LEGIONELLA**

Legionella Works 70

**1d ASBESTOS**

Asbestos Removal 70

**1e RADON**

Monitoring of Radon 10

**1f GLAZING REGULATIONS**

Filming/Re-glazing Works 80

**1g DDA**

DDA Works 40

## **2 ESSENTIAL BUILDING REPAIRS**

Civic Centre contingency fund	1000
Fforestfach transport roof replacement	150
Various schools wall and door replacement	100
Danygraig Primary roof replacement	75
St. Thomas Community school playground resurface	50
Seaview Primary Structural repairs	65
Brangwyn Hall roof replacement	325
Clydach Library roof replacement	55
Ynys Court roof replacement	45

### **WG additional funding Building**

Llangyfellach Primary Rendering	36
CRC Primary roof replacement	100
Brynhyfryd Primary roofing phase 2 of 2	100
Llanrhydian Primary Roofing	75
Contingency budget schools	560
Additional CRC Primary Roofing	150
Clwyd Primary Roofing	175
Casllwchwr Primary Roofing	150
Bont Comp Roofing	200
Gwrosydd Primary Roofing	150
Clase Primary Roofing	150
YGG Gwyr Roofing	100
Olchfa Comp Roofing	175
Ynystawe Primary Roofing	160

## **2a ESSENTIAL REPAIRS TO LISTED BUILDINGS**

General repairs to Listed Buildings including War memorials	30
Adopted War Memorials	30

## **3 DRAINAGE WORKS TO SCHOOLS**

Drainage Repairs to Schools	As and when LEA issues arise	50
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#### **4 ENERGY/SUSTAINABILITY INVESTMENT**

Energy/Sustainability Works **100**

#### **5 FIRE RISK ASSESSMENT**

Parklands Primary Fire alarm phase 2 of 2 **50**  
Fire alarm upgrade various **30**  
Olchfa Comp Fire alarm upgrade **100**

#### **6 EMERGENCY FUND FOR URGENT REPAIRS**

Emergency Fund Works **400**

#### **7 MATCH FUNDING**

Match Funded Works **300**

#### **8 PRELIMINARY DESIGN**

Preliminary Design Works **64**

#### **9 ASSET MANAGEMENT PLAN**

**30**

#### **10 LOCAL TOILET STRATEGY**

Allowance for Local Toilet Strategy **100**

#### **11 Social Services backlog maintenance**

**Bonymaen House** resurface car park **76**  
**Cockett House** heating upgrade **150**  
**Cockett House** retaining wall repair **70**  
**Fforestfach Day Service** window replacement **417**  
Phase 2 roofing  
Disabled toilet  
Floor replacement

<b>Hollies</b> Car Park resurface			<b>77</b>
Patio area			
Specialist bathing equipment			
Fire risk work basement			
<b>St. John's</b> bathroom hoist and kitchen replacement			<b>125</b>
<b>Trewarren</b> House door replacement			<b>4</b>
<b>Ty Cila</b> RWG replacement			<b>40</b>
<b>Ty Waun</b> Bedroom refurbishment			<b>120</b>
Various redecoration			<b>100</b>
Emergency fund for urgent repairs			<b>130</b>
<b>CM BUDGET 2021/22 TOTAL</b>		<b>4094</b>	<b>3635.857</b>
			<b>1309</b>

# Equality Impact Assessment Screening Form – Appendix B

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

<b>Section 1</b>
Which service area and directorate are you from?
Service Area: Building Services
Directorate: Place

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

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

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

**Capital Maintenance works programme 21/22**

To agree the schemes to be funded through the Capital Maintenance programme

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

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

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

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

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

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

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

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

If yes, please provide details below Page 97

# Equality Impact Assessment Screening Form – Appendix B

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

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

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

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

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

Yes       No      **If yes, please provide details below**  
 Programme relates to Building Capital Maintenance Works

**Q7 HOW DID YOU SCORE?**  
*Please tick the relevant box*

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

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

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

The impact has been determined as low priority and as such, a full EIA is not required at this stage. The Capital maintenance investment within building assets and social services assets in Swansea will help to realise a more sustainable asset portfolio for Swansea Council. Where relevant, each specific project for which funding is agreed will be screened for an Equality Impact Assessment.

**Section 2**

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

<b>Screening completed by:</b>	
Name: Nigel Williams	
Job title: Head of Building Services	
Date: 12/2/2021	
<b>Approval by Head of Service:</b>	
Name: Nigel Williams	
Position: Head of Building Services	
Date: 12/2/2021	

## APPENDIX C - £9,038m Capital Maintenance

### FINANCIAL IMPLICATIONS : SUMMARY

Portfolio: PLACE

Service : BUILDING SERVICES

Scheme : CAPITAL MAINTENANCE BUDGET FOR BUILDINGS 2021/2022

Head of Service: BUILDING SERVICES.

#### 1.1. CAPITAL COSTS

	2021/2022	2022/2023	2023/2024	2024/2025
	£'000	£'000	£'000	£'000

#### EXPENDITURE

##### **Capital Maintenance**

Stat Compliance - Electrical works	965			
Stat Compliance - Mechanical works	895			
Air Con	40			
Kitchen/Gas/Ventilation	60			
External water mains	50			
Swimming pools	20			
Legionella	70			
Asbestos	70			
Glazing Regulations	80			
DDA	40			
Radon	10			
Building Repairs (Inc. Listed Buildings)	4205			
Drainage	50			
Energy/Sustainability Investment	100			
Fire Risk assessment	180			
Emergency Fund for Urgent Repairs	400			
Match Funding	300			
Preliminary Design	64			
Asset Management Plan	30			
Local Toilet strategy	100			
Social Services	1,309			

#### **EXPENDITURE**

	<b>0</b>	<b>0</b>	<b>0</b>	
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#### Financing

Welsh Government Grants/Supported Borrowing	<b>4,094</b>			
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Additional budget allocation for Social Services properties	<b>1,309</b>			
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Additional funding Welsh Government for Education properties	<b>3,635</b>			
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#### **FINANCING**

	<b>9,038</b>			
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<b>1.2. <u>REVENUE COSTS</u></b>	<b>2021/2022</b>	<b>2022/2023</b>	<b>2023/2024</b>	<b>FULL YEAR</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
<u>Service Controlled - Expenditure</u>				
To be met by existing budgets				0
<b>NET EXPENDITURE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# Agenda Item 14.



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

Cabinet – 18 March 2021

### Black Lives Matter Response of Place Review

<b>Purpose:</b>	To provide an update on the outcomes of the Review previously commissioned as a result of the Black Lives Matter Motion to Council and seek endorsement for the subsequent recommendations.
<b>Policy Framework:</b>	Creative City Safeguarding people from harm; Street Naming and Numbering Guidance and Procedure.
<b>Consultation:</b>	Access to Services, Finance, Legal; Regeneration, Cultural Services, Highways;
<b>Recommendation:</b>	It is recommended that Cabinet:-  1) Notes the findings of the review and authorises the Head of Cultural Services, in consultation and collaboration with the relevant Cabinet Members, to:  1.1 Commission interpretation where the place name is identified as having links to exploitation or the slave trade, via QR or other information tools; 1.2 Direct the further research required of the working group in exploring information and references, including new material as it comes forward, as well as new proposals for inclusion gleaned through collaboration and consultation with the community and their representatives; 1.3 Endorse the positive action of an invitation for responses that reflect all our communities and individuals of all backgrounds and abilities, including black history, lgbtq+ , cultural and ethnic diversity, in future commissions for the city's arts strategy, events and creative programmes, blue plaque and other cultural activities; 1.4 Compile and continuously refresh the list of names included in Appendix B, in collaboration with community representatives, to be published and updated, as a reference tool for current and future opportunities in destination/ street naming.  2) Authorises future decisions relating to destination/street naming to be delegated to the Heads of Service for Planning & City Regeneration, Cultural Services and Highways & Transportation in consultation with the relevant Cabinet Members.

<b>Report Authors:</b>	Tracey McNulty/ Kim Collis
<b>Finance Officer:</b>	Ben Smith
<b>Legal Officer:</b>	Debbie Smith
<b>Access to Services Officer:</b>	Catherine Window

## 1. Background

- 1.1 On 2 July 2020, Swansea Council agreed a motion as follows:  
*[We will] take action, where possible, to remove offending names or public realm items that have confirmed links to slavery or exploitation*  
*[We will] commission a deeper review of place names and public realm items that may have links to slavery and exploitation*  
*[We will] develop resources and accurate information on our links to the slave trade and exploitation as part of the story of Swansea's history in order to better inform and educate residents and visitors to the City.*
- 1.2 Cultural Services had, at this point, completed a significant programme of work as part of its commitment to Agenda21, Culture in Sustainable Cities, resulting in a Diversity Pledge. The BLM motion placed into sharp focus the need for us to look further than our service plan for future programming and consider our role in developing a sense of place, as well as presenting our social histories and overall 'story'.
- 1.3 The report outlines and presents the findings of a working group, which undertook a review of these, in order to present a fair and balanced overview and set of recommendations. The research for this review was undertaken by Cultural Services, specifically by Swansea Libraries Local Studies section and by West Glamorgan Archive Service. The primary function of the review was to identify references which commemorate historical figures with documented links to the slave trade, slavery, or its abolition, as well as looking at characters accused of crimes against black people during colonialism, or whose reputation may be contested in recent times, by researchers and campaigners.
- 1.4 The work and approach has taken into account different viewpoints and 'societal norms', both current and historic, drawing on records and contextual references, as well as identifying opportunities for interpretation versus decommission. It has also attempted to identify historically significant people of Black heritage, as well as other under-represented demographics, or groups/persons with protected characteristics, for example (but not limited to); lgbtq+, women and disabled people, who may have been overlooked for commemoration historically, but who could be honoured in future. The intention is to develop a shared understanding which can inform current and future decisions for all our public spaces.
- 1.5 In the pursuit of collating and presenting this work, the bias towards naming streets and places after historic industrialists and landowners has been prominent. The working group proposes that equal consideration of all the city's individuals of note, who are representative of its rich diversity, is a



solid legacy of this work; to be identified through further research and collaboration with stakeholders, community organisations and representatives.

## **2. Public Arts, Statues, Plaques, Monuments and Place Names**

- 2.1 There are relatively few public statues in the city. With the exception of the two Dylan Thomas-related statues in the Marina they celebrate individuals who may be loosely termed 'city fathers'. None of the three personages are known to be have any family links to the transatlantic slave trade or slave ownership. John Henry Vivian, whose statue is in Ferrara Square and who was MP for Swansea between 1832 and 1855, supported the 1833 Act abolishing slavery within the British Empire. The other two, Henry Hussey Vivian and William Thomas of Lan, are later in date.
- 2.2 Outside the urban area, a monument in Ilston, Gower celebrating the Baptist leader John Myles (1621-1683), who emigrated and helped found Swansea Massachusetts, has been identified in a similar audit of monuments conducted by Welsh Government. The inscription fails to mention his condoning of the widespread use of slavery, which started in the American colonies as early as 1619.
- 2.3 There is a significant gap in the city's representation of diversity in its public realm 'honours'. For example, there is no statue celebrating any woman or disabled person in Swansea, or a member of any minority ethnic or lgbt+ community. Public art has been, since the completion of the Marina project, almost invariably abstract in design and for the most part lacking in reference to Swansea's recent history or its contemporary civic life. This reflects a similar situation across Wales, as identified in the Welsh government report referred to above.
- 2.4 During its period of greatest expansion in the nineteenth century, Swansea named many of its new streets after prominent local industrialists, significant members of the local gentry, and Welsh and British military heroes. Coincidentally, some of these figures had direct or indirect involvement with the British slave trade, owned slave plantations or were connected with slave-owning families, as listed in Appendix A
- 2.5 While the potential renaming of any Swansea street is a matter for consultation and careful consideration, the Black Lives Matters protests in June 2020 have already led to initiatives to contextualise some of Swansea's street names with links to slavery. An example of this is the QR code for Maesteg House devised by the HistoryPoints project and recently erected by Rights of Way officers on Kilvey Hill which draws attention to the history of slave ownership of the Grenfell family. This is a non-intrusive means of highlighting these aspects of our common history <https://historypoints.org/index.php?page=kilvey-hill-swansea>
- 2.6 The history of Swansea includes individuals of conscience who have fought for improved social justice, whether that be the abolition of slavery, women's

voting rights, greater gender equality or other social and educational reforms. With a few notable exceptions (e.g. the blue plaque scheme), these people are little evidenced in the public realm. It is a recommendation of this report that there should be more recognition in our future public spaces of the achievements of people of all backgrounds and communities, together with other social reformers and campaigners for justice. Some suggestions of people who might be otherwise overlooked in history are included in Appendix B with a brief biography; and we seek to continue to build on this collection as a resource for future reference.

### **3. Moving Forward through Inclusion, Education, Interpretation and Learning.**

- 3.1 While decisions on decommissioning and naming will be subject to further consultation, scrutiny and public engagement, we can present in the first instance, evidence of our progress in addressing this agenda, along with suggestions as to how the broad report recommendations could be implemented, to facilitate a constructive programme plan going forward.
- 3.2 West Glamorgan Archive Service is already working with its neighbouring archive service in Cardiff to produce a set of online resources which will support the changes to the Wales national curriculum presaged by the appointment of Professor Charlotte Williams and her working group to oversee the introduction of teaching of this strand of our history to the new curriculum in 2022.
- 3.3 The naming of streets and creation of new civic space can be at times contentious or, perhaps more commonly, evoke widespread indifference. When naming is successful, the result can be a significant factor in place-making, as evidenced by the development of the Marina by the City Council in the 1980s and early 1990s. This area draws on aspects of Swansea's maritime history and weaves a gentle narrative linking street names, public space and public art. Any new space or street naming could be interpreted, either with a panel (e.g. in a public square) or with a QR code, explaining the historic link.
- 3.4 Likewise statues and monuments may either be a factor in creating shared memory and community identity or else simply a photographic opportunity on a day out in the centre (e.g. Dylan Thomas' statue). More often, statues are so ignored that most people are probably not even aware of their existence. The three Victorian 'city father' statues unfortunately fall into this category and many Swansea residents would probably be hard-pressed to identify them and their location, let alone be aware of the individuals' part in our shared history.
- 3.5 Current statues and monuments, including the large scale historic works such as the Brangwyn Panels, can include nearby interpretation or the inclusion of QR codes or other points of reference so as to contextualise them in our current understanding of Swansea and its history.

#### **4. Statues, Artworks and Monuments**

With the above provisos, we note a growing awareness of the following:

- 4.1 The absence of a tribute to Amy Dillwyn, whose brief biography is included at the top of Section 4 in Appendix B. Like Dylan Thomas, she was also a well-known Swansea character and distinctive in appearance (she was, for example, a cigar smoker, an almost unknown habit for a woman of her day) and hence a tribute, or statue, could be equally distinctive.
- 4.2 There is a campaign within the city to erect a fitting tribute to a freed slave Willis whose brief biography appears in Section 1 of Appendix B. It is almost certain that Willis existed and the story of his escape from slavery via the efforts of the people of Swansea is correct, although the written record is very scant on his life after he stepped ashore here.
- 4.3 Part of the success of a statue or monument is that it should resonate emotionally with the general public for it to be noticed and registered in the collective memory. Some civic monuments carry emotional significance for the general public, such as the Swansea Cenotaph. It is noteworthy that, unlike some other towns and cities that were heavily bombed during the Blitz, Swansea has no memorial to the 230 killed and 397 injured during the Three Nights' Blitz and this is probably a result of the eagerness to rebuild after the war.
- 4.4 Likewise, a monument to lives lost to AIDS, an epidemic exacerbated by prejudice, vilification and ignorance; as well as a tribute to key workers and victims of Covid19, whether by memorial, event, artwork, musical piece, exhibition or statue, may be an appropriate consideration for a future civic commission. Along with recognition of individuals' contribution and success, these events in our city's social and cultural collective memories warrant serious consideration as a means of addressing imbalance, and creating a far reaching legacy in response to the review.

#### **5. Street names**

- 5.1 While changing a street name is not a straightforward matter, we are now able to reflect on the historical records of whether the person celebrated in the original street name may have connections to slavery, exploitation, cruelty or crimes as illustrated in the introduction. For example, the signage for Picton Arcade has been removed by the owners and we are now able to reconsider proposals for the public space intended to the rear of the Kingsway development.
- 5.2 New developments often require multiple street names and these street names are often inter-related. Some ideas for linked street names based on people who deserve greater recognition are as follows, all referred to in Appendix B:
  - Swansea campaigners for women's suffrage, i.e. Amy Dillwyn, Clara Neal, Emily Phipps, Mary McLeod Reeves and Jenny Ross

- Swansea campaigners against slavery, i.e. William Dillwyn, Richard Phillips, Jessie Donaldson, Diana Noel, Joseph Tregelles Price, John Morris, Lewis Weston Dillwyn and Christopher Cole
- Famous Swansea women, e.g. Joan Curran, Gertrude Bacon, Valerie Ganz, Iris Gower etc.
- Swansea sportsmen, of Black and White ethnic heritage

## **6. Blue Plaques**

- 6.1 Swansea Council has a blue plaque scheme which can pride itself on its variety. The relatively new scheme was conceived with the concept of maintaining a balance of different types and has been enriched by a number of creative ideas and nominations from the Women's Archive Wales group in Swansea. For example, the new plaque for anti-slavery campaigner Jessie Donaldson is to be welcomed.
- 6.2 It is important to maintain this existing record of balance and expand its diversity, in particular to recognise the importance of recognising disabled and LGBT+ individuals, as well as those of BAME origin, along with those who fought for the abolition of slavery. This can be done by revising and developing a new set of guidelines that fully illustrate and guide this intention, ensuring we capitalise on opportunities to celebrate all ambassadors for the city, historic and more recent.

## **7. Implementation of this report**

- 7.1 The worldwide Black Lives Matter protests in the summer of 2020 represent a societal shift in which considerations of historic racial inequality and prejudice have informed a new public consciousness which is more alive to the sensibilities of today's diverse and multicultural society and the inequities still faced by many communities. For example, it is now impossible to imagine that a person from history with connections to the slave trade could be considered in the naming of a new public space in Swansea, as was proposed not long before the events of 2020. While the desire to revive lost historic street names is a good one, an awareness of the need to promote equality and understanding of diversity in all its forms, must inform future decision-making around our public spaces, blue plaques and street naming if we are to be inclusive and representative of society.
- 7.2 There is much that the Council can do to create new paradigms in our public spaces which are more inclusive and representative of all our communities. Most UK cities are at present going through this process of introspection after the events of summer 2020, as most share the same narrative of streets, statues, parks and memorials named after people with direct or indirect connections with the slave trade and then later a Victorian patriarchy celebrated for its wealth, entrepreneurship and subsequent municipal benevolence. Society has moved on since that time and our new public spaces have often failed to register the change.

- 7.3 Cardiff Council for example have announced the commissioning of Wales' first public statue of a Black woman, the teacher and equal rights campaigner Betty Campbell. As mentioned above in section 4.1, one of the worthiest Swansea women to be honoured by a statue would be Amy Dillwyn and some years back the Council failed to respond to a campaign for the new open space in front of Swansea Museum to be called Amy Dillwyn Square, opting instead for the more conservative name of Museum Square. It is perhaps time to right that oversight and Amy Dillwyn, alongside or followed by others that come to light, should be recognised in our new public spaces and street naming. We have made a start with this in listing names in Appendix B, and will continue to build on this work in collaboration with our community groups and representatives.
- 7.4 Picton Arcade is by comparison a relatively recent creation which could be renamed as part of a much-needed makeover for that run-down end of the south side of Kingsway. We would hope to open up a dialogue with the owners and lease-holders to rename the Arcade at such time as businesses are stabilising post pandemic, but in any event to commission focused interpretation of the site, the historic name and links and to put forward an alternative name for adjacent developments in place of e.g. Picton lane/ Picton Yard.
- 7.5 With regard to existing historic Swansea street names, with the possible exception of Picton Arcade, rather than change the existing name (with all the associated complications) it is considered better to contextualise the existing street name with the biographies, which include the failings, of the people after whom they were named. Part of the issues around these historic street names is that in many cases it is uncertain which member of a particular influential family they are named after. Appendix A brings out the complexity of some of these issues.
- 7.6 'HistoryPoints' is an existing network of 1,500 QR codes which provides information at historic sites across Wales. QR codes can be placed on windows, fences, doors, walls, gateposts and noticeboards, the user then scans the code with his or her smartphone or tablet to read a concise history of the site. Of the street names which are listed in Appendix A, the following are considered suitable for this treatment: De la Beche, Grenfell, Eaton. Monuments such as that to John Myles in Ilston village on Gower could also be contextualised by inclusion in the HistoryPoints network.
- 7.7 Mention has been made above of the need for new guidelines for blue plaques which will enshrine the need for maintaining the diversity of the scheme. These should be written and adopted as a matter of priority before new nominations are considered, in order to create fairness and transparency. Other plaque schemes as seen in other cities, celebrating specific communities should also be considered.

## 8. Equality and Engagement Implications

8.1 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.

8.2 The report was subject to an initial screening exercise which established a Full EIA was not required. Further recommendations for changes, or future proposals for renaming or erecting permanent artworks in honour of individuals may be subject to the same process.

## 9. Financial Implications

9.1 There are no financial implications associated with this report as fulfilling the recommendations entails an enhancement of the invitation to meet the existing requirements for inclusivity and diversity. Therefore all work will be undertaken within current budget allocations for cultural development and participation, as per annual budget setting.

## 10. Legal Implications

10.1 Legal advice may be required in relation to any decommissioning or proposed change to a street name contemplated by this report.

**Background Papers:** [The Slave Trade and the British Empire: an audit of commemoration in Wales | GOV.WALES](#) (Welsh Government, Nov 2020),

### Appendices:

- |            |  |
|------------|--|
| Appendix A | Swansea street names with links to slavery and exploitation  |
| Appendix B | Rebalancing the picture: suggested names of some Swansea people from under-recognised groups who deserve recognition. <i>To note this is intended as a start, in response to the BLM review specifically, and not a complete record or account of individuals.</i> |
| Appendix C | EIA Screening Form   |

## APPENDIX A

### Swansea street names with links to slavery and exploitation

Street numbers attached are Unique Street Reference Number (USRN) which can be used via [www.findmystreet.co.uk](http://www.findmystreet.co.uk) to locate streets precisely. Particularly contentious names are marked in red – and are presented first, as a priority marker for us to address.

**■ Picton Arcade**, City Centre [39107187] **Picton Lane**, City Centre [39101995]; **Picton Terrace**, Mount Pleasant [39101996]

Picton Arcade and Picton Lane comes from the earlier street name Picton Place which used to run part of way along the street where Kingsway is now. The name Picton Place dates from the early 1830s. The name most probably derives from the noted military commander Lieutenant-General Sir Thomas Picton. Picton Terrace (c.1880s) in Mount Pleasant probably also commemorates him.

Picton was a member of a Pembrokeshire gentry family. From 1797-1803 he was appointed Governor of the recently captured Spanish island of Trinidad creating a new order and establishing British rule. In so doing he increased slave imports dramatically, purchased his own slave plantation and made a large personal fortune. His rule was noted for brutality and strictness and came under legal scrutiny. He was charged with a number of crimes including arbitrary execution, and brutality towards slaves, but he was eventually on put on trial for the torture of a free 15 year old mixed race girl Louisa Calderon. He was found guilty on his first trial in 1806 and then was acquitted in his second in 1808. Though this caused great scandal, his military exploits in the Peninsula war 1810-1814 resulted in him becoming highly regarded prior to his death. His election as an MP for Pembroke in 1813 further enhanced his standing and he was knighted in 1813. His death, leading a bayonet charge, at the Battle of Waterloo in 1815 resulted in many public commemorations of him across Wales.

Picton visited Swansea in 1807. His career was frequently mentioned in the local newspaper *The Cambrian* and the post coach from Swansea to Bristol was named the General Picton even prior to his death at Waterloo. There was also a General Picton pub in Orchard Street in Swansea in later times and a number of ships which visited Swansea were named *Picton*.

Monuments to Sir Thomas Picton, who is widely commemorated in south Wales, have been probably the most controversial, with Carmarthenshire County Council wrestling over the future of a monument to him in Carmarthen and the Cardiff Council removing his statue from display in the City Hall. It seems unlikely that any future public space could take on this name without raising a large degree of public controversy.

**Clarence Street** [39100496]; **Clarence Court**, [39100495]; **Clarence Terrace** [39100497]

These street names first recorded in the 1830s are highly likely to commemorate King William IV (1765–1837), who, before he was crowned in 1830 ,was the Duke of Clarence. As Duke he was a prominent opponent of the legislation for abolition of the slave trade in the House of Lords.

**De la Beche Road**, Sketty [39100703] [c.1869] and adjacent **De la Beche Park**; **De la Beche Road**, city centre [39100702] [c.1870]; **De la Beche Terrace**, Morryston [39106297] [c.1890] These streets and park are named in commemoration of the De la Beche family and possibly Sir Henry De la Beche.

Sir Henry Thomas De la Beche (1796–1855) was an important geologist, a key figure in founding of the Natural History Museum and founder of geological mapping. De la Beche inherited two mortgaged slave plantations, Halse Hall (172 recorded slaves in 1833 at the time of abolition), and Hanbury Pen (88 enslaved in 1833), in Clarendon Parish, Jamaica. He visited Jamaica as a child and lived for a year there from 1823-4. De la Beche, a radical in politics, attempted to reform his plantations, reducing the use of punishment, but he did not free his slaves. He produced a pamphlet *Notes on the Present Condition of the Negroes* (1825), on the subject. His time in Jamaica resulted in the publication of the first description of the geology of Jamaica and its first geological map and thus he is regarded as the 'Father of Jamaican geology' and is commemorated on the island. With the abolition of slavery in 1835 compensation was paid £3,523 11s 9d 88 for Halse Hall and £1,698 9s 4d for Hanbury Pen, not to De la Beche, but to the mortgage holders on the estate, while De la Beche retained the estate and its now semi-free workers.

Between 1837-1844 Sir Henry maintained a residence in Swansea during his important systematic mapping of the South Wales coalfield which was key in expanding coal mining. He was an significant figure in the Royal Institution of South Wales, now Swansea Museum, and also carried out an important Public Health Survey of Swansea in 1845, also looking at Merthyr and Brecon. His daughter Elizabeth De la Beche married Lewis Llewelyn Dillwyn (1814–1892) in 1838, an important industrialist who was MP for Swansea for 37 years. Their son, Henry De la Beche Dillwyn (1843-1890) was a lawyer and local judge.

It is unclear whether the road namings in Swansea are in honour of Sir Henry himself or the ongoing family connection to Swansea via the Dillwyns. Although they are often attributed to Sir Henry further research would be needed to affirm this. The date they were created make it seem likely the Dillwyn connection is significant. There are strong connections of the Dillwyns to Sketty with Elizabeth De la Beche's residence at Park Wern and then Hendrefoilan. Henry De la Beche Dillwyn also held land in Morriston, possibly in the area where De la Beche Terrace is now.

**Eaton Crescent**, Uplands [39100773] [c.1880.]; **Eaton Road, Brynhyfyd** [39100774] [c.1890s]

It has been suggested Eaton Crescent is named after the wealthy former West Indian plantation owner and Quaker merchant Thomas Eaton [1732-1802] who sold his slaves and moved to Swansea c.1780. His son Robert Eaton snr [d.1840], a noted Swansea banker, certainly lived in Brynymor house, today known as Stella Maris, the Ursuline Convent, and owned much land in the area around it including the land on which the Crescent was built. Although it has been suggested that it was Thomas who built Brynymor house it seems it was constructed c.1826, though he may have owned an earlier building in the area.

It would seem, judging by the date it is first recorded, Eaton Crescent was actually named after the family generally, rather than Thomas, and also would have commemorated the public service of Robert Eaton snr, and his son Robert Eaton jnr [d.1873] who were both Swansea councillors. Robert Eaton Snr was also actively involved in the local campaign against the slave trade in the 1820s.

It seems likely that Eaton Road in Brynhyfyd is named after the same family.



**Grenfell Park Road**, St Thomas [39101058]; **Grenfell Town**, Bonymaen [39101059]; **Grenfell Avenue**, Gorseinon [39101057]; **Riversdale Road**, West Cross [39102130]; **St Leger Crescent**, St Thomas [39102263]

The Grenfell family were one of the most important copper industrialists in Swansea. It was Pascoe Grenfell (1761-1838) who established the Grenfell link with the town, purchasing the Middle and Upper Bank Works in 1802. As MP for Great Marlow he was an ally of Wilberforce in the debates for the abolition of slavery. At the same time in the copper business he was a partner with Thomas Williams of Anglesey, who defended the production of copper goods for exchange in slaves.

His son Pascoe St Leger Grenfell (1798-1879) moved to live in Swansea in 1844 to manage the Grenfell's copperworks. St Leger Grenfell had a mortgagee share in Hazelymph estate, in Jamaica [216 Enslaved on abolition] and received £4,121 19s in compensation after slavery was abolished in 1835. He also unsuccessfully attempted to claim compensation for another debt owed on the St Elizabeth, Jamaica slave estate. The Grenfell family also had key interests in Cuba where they helped fund the El Cobre mine which used free labour alongside slave labour in horrific conditions from the 1830s till the late 1870s. In the later period, Chinese indentured servants were also used in the mine. Copper ore from the mine was shipped back to Swansea for processing. Pascoe St Leger Grenfell was Director of the Cobre Company and his brother Riversdale William Grenfell (1807-1871), also resident in Swansea, was also involved.

The Grenfell family were very important in shaping Kilvey and St Thomas area where Pascoe St Leger Grenfell lived in Maesteg house. Grenfell Town area was built at Pentrchwyth, Bonymaen from 1803 to 1813 and consisted of forty terraced houses arranged in three rows: Grenfell Town, Taplow Terrace and Rifleman's Row. They were noted for being particularly good employers who paid well and also did much charity work in funding schools and churches. Pascoe St Leger Grenfell was a Swansea Borough Councillor and JP who took an active interest in local government and in the expansion of Swansea's harbour and trade. St Leger Crescent is undoubtedly named after him, while Riversdale Road possibly commemorates his brother. Further research would be needed to see if the other names related to the Grenfells are connected to particular members of the family.

**Nelson Street**, Central Swansea [39101761]

Most likely named after Admiral Horatio Nelson, who visited Swansea in 1802 and is a Freeman of Swansea. Nelson Street was laid out in 1806, soon after Nelson's death in 1805. Many surrounding streets in the area are also commemorate the Napoleonic wars with names like Wellington and Trafalgar. However, Gerald Gabb has argued that the true origin of the street name comes from Robert Nelson/Neilson, a Scottish mercer who bought a lot of land in the area in the 18th century, and who lived in Wind Street by 1758.

Horatio Nelson once argued against the abolition of the slave trade in a private letter, though he took no public stance on the issue. He has been the focus of some recent discussion with suggestions that many commemorations of him across the UK should be reviewed. However given his status as a pre-eminent figure in British naval history as yet none of this discussion has resulted in any renamings and the discussion itself has proved hugely controversial.

**Rodney Street**, Sandfields [39102139]

Likely to have been named after Admiral Lord George Rodney (1719-1792) who was famous in his day for victories against the Spanish and French fleets. Rodney publicly opposed the abolition of the slave trade.

**Somerset Place**, Maritime Quarter [39102219]; **Worcester Place**, Central Swansea [39102624]

There are multiple streets names in Swansea commemorating the deep Swansea connections with the Somerset family, the Dukes of Beaufort, who have held the title of Lord of Gower and Kilvey from 1490 and who still own much land in the area today. The subsidiary titles of the family, Marquess of Worcester and Earl of Worcester, are also reflected in local street names.

Two street names stand out, Somerset Place and Worcester Place in the historic Georgian lower town, an area now known as the Maritime Quarter. Given the time period they were created in they would have been named after Henry Charles Somerset, 6th Duke of Beaufort (1766-1835) who voted against the abolition of the Slave Trade in 1796.

Other connections to the slave trade and slave ownership among the Somerset family are Henry Somerset, the second Duke (1684–1714) who was one of the Lords Proprietors of the Bahamas and Carolina, both slave-holding colonies.

There are many other street names relating to the Beaufort family throughout Swansea though it is unclear if they relate to particular members of the family. Further research would be needed.

## APPENDIX B

### **Rebalancing the picture: suggested names of some Swansea people from under-recognised groups who deserve recognition**

This appendix focuses on notable deceased figures who have had a connection with Swansea close or distant. They are categorised into different groups all of whom are under-represented in the public realm. This is an outline: more research is needed on all or each of these people before choosing them for recognition.

#### **1. Members of the BAME community**

##### **Cyril George Cupid (1908-1965), record breaking Welsh athlete**

The Swansea son of George Cupid, a West Indian spelterman (zinc worker) who married Maud Palmer a local white woman. He became the Welsh Champion in both the 100 and 220 yard races from 1930-4, winning 8 titles, four consecutive sprint doubles, setting new Welsh records. In 1934 he was the first Welshman to run under 10 seconds for the 100 yards, clocking up 9.8. He qualified to be in the first Welsh team to compete in the Empire (now Commonwealth) Games in 1934.

<https://www.rainbowdragon.org/2018/10/24/black-history-month-wales-fascinating-swanssea-family/>

##### **Lloyd 'Kid' Davies (b.1885) Boxer**

An African American boxer who settled in Swansea and who became a local and national star fighting frequently in South Wales, England, and Scotland. Also spent time fighting in Paris in France as well. He was sometimes described as the champion of Wales and his boxing career lasted from 1902-1916? During the First World War he worked at Pembrey Munitions works. Featherweight 49 wins 35 KOs 26 Losses 17 Draws 113 known bouts

##### **Ralph Ellison (1913–1994)**

The important African American novelist visited Swansea during his service as cook in the merchant marine in World War Two and the warm welcome he found from the local people made a deep impression on him.

<http://babylonwales.blogspot.com/2006/08/ralph-ellison-in-swanssea.html>

##### **Fisk Jubilee Singers**

African American singing group that raised funds for Fisk University, a Black college, in Tennessee toured Britain coming to Swansea several times in 1874, 1875, 1889, their last visit being in 1907. They were key in establishing the popularity of slave spirituals as popular songs outside the Black community. Further Information: Jen Wilson, *Freedom Music: Wales, Emancipation and Jazz 1850-1950* (University of Wales Press, 2019)

##### **Käte Bosse-Griffiths 1910-1998**

Käte Bosse-Griffiths, Egyptologist, and author in Welsh. Of German Jewish origin, her family suffered from Nazi persecution, her mother dying in the Holocaust. She escaped to Britain in 1936 and worked in Research posts in Egyptology, at University College London, and later at the Ashmolean Museum in Oxford. She married the Welsh scholar J. Gwyn Griffiths and together they worked many years in Swansea University, where she laid the ground work for

what is now the Egypt Centre. She lived in Sketty and had strong connections with Swansea Museum where she also worked.

<https://www.independent.co.uk/news/obituaries/obituary-kate-bosse-griffiths-1155460.html>

### **Joe Hunte (c.1918-1983) community activist**

A West Indian who came to the UK in 1958 and attended Swansea University where he studied Politics, Economics and Philosophy and won the annual student debating competition. Moving to London he became a leading member of the West Indian Standing Conference, and as Public Relations Officer helped to create pressure to push for the Race Relations Acts of 1965 and 1968. Later working in race relations for local government he has been commemorated with a housing project named after him in Tower Hamlets.

<https://www.tonycfoundation.com/wp-content/uploads/2016/09/Joe-Hunte.pdf>

### **Martha Isabella (1762- ?)**

The first black woman known to have been baptised in St Mary's Swansea being recorded on 13th August 1784 as "Martha Isabella, a poor black" aged 22 in the Parish records. We know nothing else of her life or how she came to Swansea.

### **John Jones ( 1745 - ?)**

The first black child known to have been baptised in St Mary's Swansea being recorded as "John Jones, a black" on 12<sup>th</sup> July 1745 in the Parish records. As a seaport, Swansea is likely to have had black residents earlier than this. However as the first known black resident John Jones is of note, though we know nothing else of his life. His status whether slave or free is uncertain, but it is likely he was free as he was baptised,

### **Captain Hugh Mulzac (1886-1971)**

The first Black captain of a US merchant vessel. Born in Saint Vincent and the Grenadines he was sailor on British merchant vessels. He studied at Captain Dixon's Nautical Academy of Navigation and Seamanship, 20, Wind Street and earned a mate's licence. He then served on ship's officer on British and American merchant vessels in the First World War and emigrated to the United States in 1918. He became the first African American to pass the US shipping master's examination in 1920 gaining his first command soon after. Racial discrimination however meant he found it difficult to find work as a Captain during the 1920s and 1930s. He was given command of the new Liberty ship Booker T. Washington in 1942 which carried much needed supplies during the Second World War. He insisted on having an integrated crew rather than an all black crew which led to much controversy.

[https://en.wikipedia.org/wiki/Hugh\\_Mulzac](https://en.wikipedia.org/wiki/Hugh_Mulzac)

### **Gebuza Nunga – "George Black"**

A Zulu tinsmith worker who worked in Llanelli on the early twentieth century reputed to be a tribal chief. Nicknamed George Black he retired to Pennard where he became a well-known local resident and member of the Home Guard during WW2.

### **Willis**

An American slave who arrived in Swansea on the 2nd of February 1833 on a Swansea copper barque sailing back to Swansea from Chile via New Orleans where Willis had stowed away, being signed on as a sailor when he was discovered. His freedom was confirmed by the Portreeve of Swansea. There has been media attention on his case recently. Further Information: Jen Wilson, *Freedom Music: Wales, Emancipation and Jazz 1850-1950* (University of Wales Press, 2019)

## **2. Swansea campaigners for the abolition of slavery**

The campaign in Swansea against slavery started in the late 18<sup>th</sup> century and petitions against slavery from Swansea were frequently sent to Parliament. Swansea has been identified by academics as the leading location of anti-slavery sentiment in Wales, even in the period preceding the formation of the Swansea and Neath Anti-Slavery Society in 1822.

Leading figures in advocating abolition included Joseph Tregelles Price, the Neath Quaker who was secretary of the Society, and in Swansea key figures included Sir John Morris, Lewis Weston Dillwyn, and Captain Sir Christopher Cole of Penrice Castle, MP (1770-1836), and other prominent members of Swansea society. Many of these figures already have some form of recognition in Swansea through for example street names, but their connections to abolition should be better noted.

Many of the public anti-slavery campaign meetings were held in the old Swansea Town Hall which was located adjacent to the Castle. After 1829 they were held in the new Guildhall, which is now the Dylan Thomas Centre.

### **William Dillwyn (1743-1824)**

The important Quaker abolitionist who was a key figure in establishing the links between abolition campaigns in America and Britain. Born in Pennsylvania, from a family of Welsh descent, William moved to Walthamstow in London in 1777 during the War of Independence, but he had visited Britain before to campaign against slavery. He was one of the twelve committee members of the Society for Effecting the Abolition of the Slave Trade when it was formed in 1787 and was a key figure in helping achieve the abolition of the slave trade in 1807. William visited Swansea and was impressed by the Cambrian pottery, which he became involved in. His son Lewis Weston Dillwyn (1778-1855) moved to Swansea in 1802 to manage the Pottery and established the family locally. Lewis Weston Dillwyn was active in the anti-slavery cause both locally and nationally. Although William does not have a deep connection to Swansea personally, his importance to abolition and the Dillwyn family connection is significant.

Further Information - "Swansea & the Abolition of the Slave Trade" by David Painting. *Swansea History Journal* 15 2007/08 p. 10-18

### **Jessie Donaldson (1799-1899)**

Jessie Donaldson, who lived in Swansea was a campaigner for the abolition of slavery, travelling to Cincinnati in 1856 to operate a 'safe-house', risking fines and prison sentences for offering shelter and protection for slaves as they tried to escape to the North of America. Other members of her family had long been active in the anti-slavery cause in the United States.

A blue plaque for Jessie Donaldson is currently under discussion.

### **Lady Barham (Diana Noel née Middleton) (1762-1823)**

Diana Noel, 2nd Baroness Barham, was the only child of Admiral Sir Charles Middleton of Barham Court in Kent. From the 1770s, the evangelical Middleton family became leaders of the British anti-slavery movement with strong connections to Wilberforce and other leading figures. Lady Barham moved to Gower in 1813 where she lived in Fairy Hill, Reynoldston and was very important in establishing a series of non-conformist chapels locally. She is

remembered today in the Barham Centre, Mount Pisgah Chapel, Parkmill, but her connection to the anti-slavery cause is not always appreciated.

[https://en.wikipedia.org/wiki/Diana\\_Noel,\\_2nd\\_Baroness\\_Barham](https://en.wikipedia.org/wiki/Diana_Noel,_2nd_Baroness_Barham)

### **Richard Phillips (1756-1836)**

Swansea born Quaker lawyer from a family involved in the copper trade who was a founding member of various key groups in the abolition of slavery including the Society for Effecting the Abolition of the Slave Trade that also included William Dillwyn whose family were connected to Swansea. Richard Phillips worked together with Thomas Clarkson to assemble detailed statistical and financial information on the slave trade which was valuable in arguing the case for abolition. His Cornish cousin James Phillips was a printer and bookseller in London who was another important abolitionist figure. He also was a key figure in the founding of Swansea dispensary which later turned into Swansea Infirmary, the first Swansea hospital, and schools in Swansea.

Further Information - "Swansea & the Abolition of the Slave Trade" by David Painting. *Swansea History Journal* 15 2007/08 p. 10-18

<http://gallery.nen.gov.uk/image77405-abolition.html>

## **3. Critics of Colonialism**

### **Revd Bowen Rees, (1857-1929) and Susanna Wesley Rees (née Davies), (1863-1933)**

Welsh Congregationalist Missionaries in Matabeleland, South West Zimbabwe for over thirty years. They lived in and later retired to Swansea where they died. Rev. Rees Bowen opposed Cecil Rhodes' expansion into Matabeleland and was named Isitsha Kasibulawa "Vessel Not to be Broken" by the Ndebele people as he was not to be targeted during uprisings. He and his wife are regarded very highly in Zimbabwe today for speaking up for the Ndebele and spreading Christianity and education. A monument to him was erected to him in Bulawayo in 2017.

## **4. Women**

### **Amy Dillwyn (1845-1935)**

On the death of her father, Amy Dillwyn found she had inherited responsibility for her father's factory at Llansamlet which was deeply in a debt which had been concealed by a dishonest solicitor, and that as a result hundreds of her workers faced the spectre of unemployment. With an almost Quaker-like head for business she scorned the cowardly option of selling up and decided to run the works herself with the aid of an experienced manager named John Corfield. She gave up the considerable comfort of a mansion with servants for a life of real austerity and set out to prove that a woman could successfully function in what was essentially a man's world of competitive industry. She was by the time of her death a much-loved icon of Swansea life, famous for her unconventional outward manner, rock solid Liberalism and her unflinching but always non-violent feminism.

There is already an Amy Dillwyn Close in West Cross. Along with Amy Dillwyn, Swansea should celebrate more its other prominent suffragists, **Clara Neal, Emily Phipps, Mary McLeod Reeves** and **Jenny Ross**.

### **Val Feld (1947-2001)**

Val Feld was AM for Swansea East 1999-2001 and the first AM to die in office, from cancer. She was a much loved and respected politician in Swansea Eastside with a strong social conscience, previously head of Shelter Cymru and the Equal Opportunities Commission Wales. She is commemorated with a blue plaque on the walls of the Senedd in Cardiff.

### **Gladys May Aylward (1902–1970) Missionary in China**

Gladys Aylard was born in 1902 in Edmonton, London, where a school has been re-named after her. After leaving school aged 14, she did shop work before becoming a parlour maid in Swansea. She later joined Jeannie Lawson, an independent missionary who had settled in northern China. Together they ran an inn for muleteers, the long-distance truck drivers of their day who carried an assortment of goods on the backs of their mules. The aim of the ladies was to make a little money while evangelising their guests who, being travellers, would spread Christianity among their customers. Their inn (known in the 1959 film as the **Inn of the Sixth Happiness**) became in time a place of refuge for orphaned and abandoned children.

### **Gertrude Bacon (1874–1949) – pioneer aeronaut**

Gertrude Bacon lived for some years in Swansea with her brother Frederick Bacon, the first professor of engineering at Swansea University College. An ardent balloonist, she was the first woman to ascend in an airship and one of the first women to fly an aeroplane. She wrote books on aspects of flying.

[https://en.wikipedia.org/wiki/Gertrude\\_Bacon](https://en.wikipedia.org/wiki/Gertrude_Bacon)

### **Joan Elizabeth Curran (1916-1999)**

Swansea born physicist who played important roles in the development of radar and the atomic bomb during the Second World War. She invented chaff, a radar countermeasure technique credited with reducing losses among Allied bomber crews. She also worked on the development of the proximity fuse and the electromagnetic isotope separation process for the atomic bomb. In later life she became a founding member of the Scottish Society for the Parents of Mentally Handicapped Children.

[https://en.wikipedia.org/wiki/Joan\\_Curran](https://en.wikipedia.org/wiki/Joan_Curran)

### **Lilian May Davies (1915–2013), later Lilian Craig, later Princess Lilian of Sweden and Duchess of Halland**

Born and raised in a small terraced house in Garden Street, Swansea, since demolished although the name lives on as an underpass leading to Swansea's main shopping centre, the Quadrant. Her father William Davies was a private in the Swansea Battalion of the Welsh Regiment during World War 1. She moved to London, aged 16, and became a fashion model. She was married to actor Ivan Craig when she met Prince Bertil of Sweden in London in 1943. She was divorced from Craig amicably, after he returned from WW2. Prince Bertil's father, King Gustaf VI Adolf, refused to give his blessing for the couple to get married. The King feared that had Prince Bertil married a commoner, the royal dynasty's survival would be jeopardised. The couple lived together discreetly for more than thirty years.

See [https://en.wikipedia.org/wiki/Princess\\_Lilian,\\_Duchess\\_of\\_Halland](https://en.wikipedia.org/wiki/Princess_Lilian,_Duchess_of_Halland) and <https://www.bbc.co.uk/news/world-europe-21735827>

### **Valerie Ganz (1936–2015) Artist**

Valerie Ganz grew up in the Mumbles area of Swansea, attended Swansea College of Art and studied painting, sculpture and stained glass. She studied at Swansea College of Art then worked as a teacher and lecturer. She remained as a tutor until 1973 and died suddenly on

28 September 2015, aged 79. She developed an interest in the industrial heritage and landscapes of South Wales and during the 1980s spent several days a week underground at 14 coal mines, sketching the miners at work. She exhibited at the Glynn Vivian Art Gallery and her works are held at UK public collections, including the National Library of Wales and the National Museum of Wales, amongst others.

See <https://valerieganz.co.uk/> and [https://en.wikipedia.org/wiki/Valerie\\_Ganz](https://en.wikipedia.org/wiki/Valerie_Ganz)

### **Iris Gower (Iris Davies) (1935–2010)**

Prolific bestselling Swansea novelist, who took the pen name Iris Gower. Many of her novels are set in Swansea and the surrounding area such as the bestseller *Copper Kingdom* providing a vivid description of historical Swansea and its industries with dramatic plots. She was a patron of the Year of Literature in Swansea in 1995 and in 1999, was awarded an Honorary Fellowship by the University of Swansea.

[https://en.wikipedia.org/wiki/Iris\\_Gower](https://en.wikipedia.org/wiki/Iris_Gower)

### **Ethel Ross (1905–1994) lecturer, author**

Ethel Ross was a lecturer at the Swansea College of Education and the author of a number of works of local interest, notably 'Radical Adventurer, the diaries of Robert Morris, 1772-1774' and 'Letters from Swansea'. The Dylan Thomas Centre's temporary exhibition space displayed material about Ethel Ross and Dylan Thomas in 2016. Ethel knew Dylan and his Swansea friends well, through her work with the Swansea Little Theatre Company and also through family association, following her sister Mary's marriage to Alfred Janes, one of Dylan's close friends and fellow member of the 'Kardomah Gang'. Ethel was living in Killay at the time of her death.

See <http://www.dylanthomas.com/blog/ethel-ross/>

### **Ursula Masson (1945–2008) Author, Teacher, Political Historian**

Born in Merthyr Tydfil, but taught Adult Education at Swansea, conceived the idea of the Women's Archive Wales (Archif Menywod Cymru) and co-founded it in 1998. She was its long-serving chair at the time of her death. Ursula worked with Swansea Women's History group producing a fascinating series of short films - cutting edge in terms of women's history. She honed in on the neglected topic of Welsh women conscientious objectors, a topic which had been largely neglected. The group also made a film about female munition workers and a film about women and the miners' strike of 1984, drawing comparisons with women in 1926. She promoted a series of Wales Women's History Roadshows where people were invited to bring material relating to the social history of women's lives. Ursula also helped to establish Honno Welsh Women's Press, which brought back into print the works of forgotten Welsh women writers of the 19th and 20th centuries. Her main interest was in the political history of women in Wales. She wrote widely on the complex subject of the women's suffrage movement in Wales and was awarded her PhD on Welsh Women Liberals, 1883-1914. See the tributes to her at <https://www.womensarchivewales.org/en/> and [https://www.100welshwomen.wales/100-women/ursula\\_masson/](https://www.100welshwomen.wales/100-women/ursula_masson/) for further information.

### **Dr Florence Thomas (née Price)**

The first qualified female doctor in Swansea General Hospital. From a Welsh family, she was the first female medical student who registered at the University of Birmingham in the year of its foundation in 1900. She graduated from Birmingham in 1905 and was appointed as resident medical officer at the Swansea General Hospital in December 1904, where she excelled both as a clinician in medicine and surgery and as a microbiology researcher. She retired from



hospital work after marriage in 1908, but returned to medical service in Swansea during the crisis of the First World War.

### **Dr Mary Thompson-Ritchings (1877-1954) MB, ChB**

She was Swansea's first female doctor in General Practice. Born in Swansea she attended Glasgow University graduating in 1903, then was resident medical officer at Drumcondra Hospital, Dublin, before settling in general practice at Swansea in St Helen's Villa c.1903/4. She was Commandant of the Swansea Volunteer Aid Detachment by 1912. Dr Thompson-Ritchings was also involved in early work to support new mothers in the town, at the Mother and Baby Welcome, a pioneering baby clinic which was commended by Queen Mary. She was awarded an MBE in 1918 for her work as Medical Officer in Charge at the Red Cross Hospital at the YMCA during WW1 which had 360 beds.

### **Elsie Maud Wakefield OBE (1886-1972) botanist**

She was born in Birmingham, where her father was a science teacher. The family moved to Swansea and she was educated at Swansea High School for Girls and Somerville College, Oxford, where she achieved a first-class degree in Botany. She then gained a Gilchrist scholarship and worked in Germany, publishing her research in German. In 1910 she was appointed Assistant to the Head of Mycology at Kew, working in the herbarium, and in 1915 she took over as Head of the department. In 1920, using a travelling scholarship from Somerville College, she travelled to Barbados, working for six months with the West Indies Imperial Department of Agriculture to research tropical fungi and diseases of tropical crops. Returning to her post in Kew, she retired in 1951. In 1929 she was elected President of the British Mycological Society and in 1950 she received an OBE. Her publications amounted to nearly one hundred papers on fungi and plant pathology and two field guides to British fungi. Ref: Ogilvie, Harvey & Rossiter, eds., *The Biographical Dictionary of Women in Science*, (2000).

### **WW1 Women Munitions Workers**

First World War munitions workers from Swansea, killed in explosions or accidents at work or illness associated with their work:

Links to information on each and newspaper articles on Women's Archive of Wales website:  
[http://www.womenandwar.wales/en/search.php?func=search&searchfor=Munitions+Worker&in\\_occupation=on](http://www.womenandwar.wales/en/search.php?func=search&searchfor=Munitions+Worker&in_occupation=on)

Catherine Anne Carroll (née Rees); Edith E Copham; Esther Devonald; Mary Fitzmaurice; Catherine (Kate ) Hill; Jane Jenkins; Margaret Morris; Mildred Owen; Eleanor (or Sarah Jane) Thomas; Dorothy Mary Watson

# Equality Impact Assessment Screening Form – Appendix C

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

## Section 1

Which service area and directorate are you from?

Service Area: Cultural Services

Directorate: Place

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

Service/ Function	Policy/ Procedure	Project	Strategy	Plan	Proposal
<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:

The Cabinet report presents the outcome of the Review into Swansea’s place names, monuments and statues celebrating individuals associated with the exploitation of people of black heritage. It concludes with a series of recommendations to address imbalance and interpretation needs and to: It is recommended that Cabinet notes the findings of the review and authorises the Head of Cultural Services, in consultation and collaboration with the relevant Cabinet Members, to:

- Commission interpretation where the place name is identified as having links to exploitation or the slave trade, via QR or other information tools;
- Direct the further research required of the working group in exploring information and references as and when available, including new material as it comes forward, as well as new proposals for inclusion gleaned through collaboration and consultation with the community and their representatives;
- Endorse the inclusion of an invitation for responses that celebrate individuals and events of black history, gender and community diversity in our cultural development briefs and opportunities for commissions in delivering the city’s arts strategy and creative programmes, blue plaque and other cultural strategies;
- Compile and continuously refresh the list of names included in the Appendix, in collaboration with community representatives, to be published and updated, as a reference tool for current and future opportunities in destination/ street naming. Future decisions relating to which to be delegated to the Heads of Service for Regeneration, Culture and Highways in consultation with the relevant Cabinet Members.

### 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 (H)	Medium Impact (M)	Low Impact (L)	Don't know (H)
Children/young people (0-18)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Older people (50+)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

# Equality Impact Assessment Screening Form – Appendix C

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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Asylum seekers	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gypsies & travellers	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Religion or (non-)belief	→ <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sex	→ <input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sexual Orientation	→ <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	→ <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Welsh Language	→ <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Poverty/social exclusion	→ <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Carers (inc. young carers)	→ <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Community cohesion	→ <input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership	→ <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity	→ <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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

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

The recommendations, if agreed will involve further collaboration and consultation with community representatives, and the results will unfold over time. Individual initiatives (such as the naming of a development or the erection of a statue) may be subject to consultation and indeed the EIA process

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

High visibility <input type="checkbox"/> (H)	Medium visibility <input checked="" type="checkbox"/> (M)	Low visibility <input type="checkbox"/> (L)
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**(b) WHAT IS THE POTENTIAL RISK TO THE COUNCIL'S REPUTATION?**  
*(Consider the following impacts – legal, financial, political, media, public perception etc...)*

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

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

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

**Q7 HOW DID YOU SCORE?**

*Please tick the relevant box*

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

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

**Q8 If you determine that this initiative is not relevant for an EIA report, you must provide a full explanation here. Please ensure that you cover all of the relevant protected groups.**

## Equality Impact Assessment Screening Form – Appendix C

The higher scoring impacts are positive not negative impacts on community cohesion and race relations. The application of the recommendations represents a new recognition of multiculturalism in the shaping of our public spaces, but the policy is at this stage simply an expression of good intent, not a specific project. It may be more appropriate to screen for relevance and consult on specific future projects, such as the erection of a statue or the renaming of a street.

### Section 2

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

Screening completed by:
Name: Kim Collis
Job title: County Archivist
Date: 26/01/2021
Approval by Head of Service:
Name: Tracey McNulty
Position: Head of Cultural Services
Date: 12 February 2021

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

# Agenda Item 15.



## Report of the Cabinet Member for Economy, Finance & Strategy

Cabinet – 18 March 2021

### Swansea Economic Recovery Action Plan

<b>Purpose:</b>	To approve the Swansea Economic Recovery Action Plan, which is a working document setting out the actions the Council needs to take to support the recovery of the local economy from the covid-19 pandemic.
<b>Policy Framework:</b>	Swansea Bay City Region Economic Regeneration Strategy
<b>Consultation:</b>	Access to Services, Finance, Legal.
<b>Recommendation(s):</b>	It is recommended that Cabinet: 1) Approve the Swansea Economic Recovery Action Plan.
<b>Report Author:</b>	Clare James
<b>Finance Officer:</b>	Ben Smith
<b>Legal Officer:</b>	Debbie Smith
<b>Access to Services Officer:</b>	Rhian Millar

#### 1.0 Background

- 1.1 The Covid-19 Pandemic has had an unprecedented impact on the UK economy. The latest official monthly data shows that GDP across the UK fell by 2.6% in November 2020 and was 8.5% lower than pre-pandemic levels in February 2020. In its February 2021 Monetary Policy Report, the Bank of England reported that it expects the economy to shrink by a further 4.2% in the first three months of 2021, but then to recover rapidly back towards pre-covid levels during 2021 as the vaccination programme leads to an easing of restrictions.

- 1.2 Record levels of financial support for businesses have been put in place by the UK and Welsh Governments to cushion the impact of the covid-19 related restrictions. Despite this unemployment levels have risen across the UK, with the claimant count standing at 2.6m in December 2020. In Swansea, the claimant count unemployment rate stood at 5.6% in December 2020, marginally below the Welsh (5.8%) and UK (6.3%) rates.
- 1.3 While the economic situation continues to be very challenging at present, with local tourism, hospitality and non-essential retailers closed, the roll out of the covid-19 vaccine offers hope and the prospects for job growth and recovery in Swansea in the latter part of 2021 are good. The UK Economy Beyond Coronavirus: *UK Powerhouse* report published by Irwin Mitchell and the Centre for Economics and Business Research at the end of November 2020, listed Swansea as the sixth placed UK city in terms of employment growth in 2021, with 8.1% year-on-year growth projected by the end of the year.

## **2.0 Supporting Economic Recovery in Swansea**

- 2.1 Many existing programmes and projects have an important role to play in the economic recovery of the city and county. Major strategic projects such as Copr Bay phases 1 and 2, 71-72 The Kingsway, the regeneration of Hafod Copperworks and restoration of the Palace Theatre have progressed at pace despite the pandemic. They are providing a visible sign of confidence in the city, raising the profile of Swansea as a business location and when completed will create new employment opportunities and economic growth.
- 2.2 Funding through the Welsh Government Transforming Towns initiative is enabling vacant buildings, such as the Kings Building in the City Centre and St Johns Church in Morriston, to be brought back into use to provide commercial floorspace and new homes, and the re-imagining Wind Street scheme will create a family friendly, high quality environment and make the street more attractive for businesses who wish to trade outdoors.
- 2.3 The Council is continuing to support rural communities and the local fishing industry through the Rural Development Programme and Swansea Bay Fisheries Local Action Group respectively. Through Crowdfund Swansea, community organisations can secure funding for new community projects, with 11 schemes already attaining their funding goal during rounds 1 and 2, resulting in £112,837 of projects underway. Community groups and local residents have now been invited to put their ideas forward for the 3<sup>rd</sup> funding round.
- 2.4 Local employability projects such as Workways+, Communities for Work, Swansea Short Term Unemployed project, Cam Nesa and Communities for Work Plus continue to support local people to overcome their barriers to employment and training. Since April 2020, 686 people have received

support and 281 people have been helped back into employment. In addition, the Council's Beyond Bricks & Mortar initiative continues to generate employment and training opportunities for local people, with nearly 3,000 targeted recruitment and training weeks achieved since April 2020.

- 2.5 The Economic Recovery Action Plan specifically references the support for the Tourism, Leisure, Events and Hospitality sectors - sectors that have been hit the hardest, being the first businesses to close and definitely some of the last to open during the imposing and lifting of restrictions in 2020/21. The hospitality sector alone employs thousands locally - both directly and indirectly. A return to business as usual as soon as possible is vital for these sectors.

### **3.0 Swansea Economic Recovery Action Plan**

- 3.1 To support the recovery of the local economy from the covid-19 pandemic the Regeneration Swansea partnership has developed an economic recovery action plan for Swansea, This sets out the additional actions we need to take to support businesses, support individuals and improve resilience of the local economy in light of the pandemic. This action plan complements the programmes and projects that were already underway pre-covid 19, and is drawing in funding and resources from Swansea Council, Welsh Government and other partners.

- 3.2 The economic recovery action plan expands on the Council's wider Covid Recovery Plan. The Economic Recovery Plan was presented to the Economic & Infrastructure Policy Development Committee in November 2020 and again in February 2021 to help inform its development.

- 3.3 The Economic Recovery Action Plan is focusing on the key aims of:

- Raising Confidence
- Supporting Businesses
- Championing Local Food
- Supporting Tourism
- Developing Skills & Employability
- A Sustainable Economic Recovery

- 3.4 Progress to date includes:

- The successful reopening of the city centre between phases of lockdown through partnership working between City Centre Management, Swansea BID, local traders and businesses.
- Over £1m of Welsh Government Transforming Towns grant funding allocated to local businesses through the Premises Outdoor Adaptions Grant, to support local businesses to adapt to social distancing requirements.
- Administering Welsh Government covid-19 financial support to local businesses through schemes such as the Firebreak discretionary grant, Restrictions grant, cultural freelancer grant and start up grant.

- Recruitment of new business development officers to deliver a new start up and enterprise service
- Launch of a county wide Shop Local Shop Swansea campaign in November, with further publicity planned once restrictions ease
- Extending and adapting employability provision to continue supporting individuals throughout the pandemic, including short term unemployed.
- Kickstart bid approved by the Department of Work & Pensions. Internal and external work placements have been set up and the scheme is live.
- Initial budget confirmed for small start-up bursaries to support business starts/ self employment
- Exploring potential for using vacant space in city centre as meanwhile spaces to support new and growing businesses and cultural/ creative activities
- Delivery of the #Brand Swansea project, a pilot grass roots initiative to improve perceptions of Swansea and feed into development of a Swansea brand
- Developing programme of work to promote local food and support local producers through the Swansea Food Partnership, to build on the increased use of local food producers/ suppliers in recent months
- Continuing to support the tourism and cultural sectors by engaging with our customers and supporting businesses. Continuing to liaise with other departments to assist with the dissemination of grants across all sectors.
- Commissioning the preparation of new Regional Economic Delivery Plan for South West Wales, to complement the South West Wales Regional Economic Framework being produced by the Welsh Government.

3.5 The economic outlook is still uncertain, so the economic recovery action plan is a working document that is evolving as circumstances change. A full copy of the latest plan is included in Appendix A for the consideration and approval of Cabinet.

#### **4.0 Equality and Engagement Implications**

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

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



- 4.2 An Equality Impact Assessment (EIA) screening has been completed and is attached at Appendix B. This tool confirms that a full EIA is not required on the Economic Recovery Action Plan.
- 4.3 The South West Workways, Swansea Short Term Unemployed and Kickstart projects have all been subject to their own equalities impact assessments. In addition, the Transforming Towns/ Target Regeneration Investment Programme Property Enhancement Development Grant, Sustainable Living Grants and Green Infrastructure grants (which are providing the funding for actions within the plan) have all been subject to their own equalities impact assessments and grant recipients are required to adhere to equal opportunities policy as a condition of their grant funding when delivering these activities.
- 4.4 For other actions within the plan, the impact on protected groups will be considered as the proposals develop, and all will be screened and full EIAs will be undertaken if appropriate in the future as the action plan progresses.

## **5.0 Legal Implications**

- 5.1 There are no legal implications arising from this report.

## **6.0 Financial Implications**

- 6.1 There are no immediate and direct implications arising from this report in itself which summarises a broad range of actions already undertaken and indeed planned to be taken forward in future. Activity will be managed within existing budgetary allocations, including any earmarked sums available to spend directly on such support and any additional sums which may be forthcoming from UK and Welsh government by way of in year specific grants and support schemes to further aid the economic recovery.

**Background Papers:** None

### **Appendices:**

Appendix A	Swansea Economic Recovery Plan
Appendix B	EIA

## Appendix A:

### Regeneration Swansea Economic Recovery Action Plan – February 2021

An important message in the wake of the Covid crisis is a clear understanding that the problems being faced have accentuated the regeneration journey the City and wider county has been on. This means accelerating new ways of working and interacting, but also highlighting their drawbacks and the impending post-lockdown need for interaction in social hubs in all spheres of life across all sectors.

The most visible sign of confidence has been the ongoing delivery of our major strategic investments, most notably the Copr Bay Digital Arena project, which, with careful planning has proceeded at pace and is now forming a new part of the Swansea skyline. Still programmed to meet the published timetable for completion, this and other major projects look beyond the Covid crisis. Design work has also continued on the 71&72 The Kingsway Digital Village development at the site of the former Oceana building. Another major development that prepares the way as a major social hub for working and playing that has been so missed during the Covid-lockdown.

As restrictions have changed, City Centre Management working closely with Swansea BID and our many businesses and traders has led to the seamless and safe reopening of our City Centre between phases of lockdown. Welsh Government approved repurposing of Transforming Towns funding to provide emergency grant assistance to businesses, particularly in the hospitality sector, to adapt to trading in line with social distancing requirements and a new Swansea Premises Outdoor Adaptions Grant was launched. Every effort is being made to ensure safe and easy access to key facilities.

The Rural Development Programme has opened fast track grant funding windows to support projects in rural communities, and the Crowdfund Swansea platform is launching its third funding round to enable community organisations to secure funding for new community projects. Employability projects have adapted their ways of working to continue supporting local people to access employment and training opportunities throughout the pandemic, and the Beyond Bricks & Mortar initiative continues to create targeted recruitment and training opportunities through social benefit clauses in contracts.

Planning for the future, as stated above, is becoming an accelerated version of the journey we were already on. We need more city and town centre living. We need more jobs of all types across all sectors of our economy and the skills training in place to ensure our people are qualified to take them, or create them. We need more start-up businesses. We need our existing businesses to have the

confidence to invest and grow. We need more quality office space for businesses to interact in open social environments. We need greener and more vibrant public spaces. We need people to shop local. Our ongoing programme of major grant and interest free loan investments, with many secured in the past few months, are ensuring all this work is being advanced.

To support the recovery of the local economy from the covid-19 pandemic the Regeneration Swansea partnership is developing this economic recovery plan for Swansea, which sets out the actions we need to take to support businesses, support individuals and improve resilience of the local economy. Many existing projects and programmes have an important role to play in the economic recovery of the city and county. This action plan lists the new actions we need to introduce, not those already being implemented. The economic outlook is still uncertain, so this is a working document that is evolving as circumstances change.

<b>Actions</b>	<b>Timescale</b>	<b>Partners (lead in bold)</b>	<b>Funding</b>	<b>Progress to date</b>	<b>Next steps</b>
<b>Aim: Raising Confidence</b>					
Delivery of reopening city centre action plan	July 2020	<b>City Centre Management / BID</b>	Council/ BID	Successful reopening	Completed
Support businesses to adapt to outdoor trading/ social distancing through delivery of Transforming Towns (TT) Premises Outdoor Adaption Grant (POAG) in city and district centres	Grant launched 29.7.20 and closed 4.9.20.	<b>Swansea Council / BID</b>	WG Transforming Towns (TT)	208 applications being processed, £362k of grant funding paid to date <a href="https://gov.wales/hundreds-swansea-businesses-apply-recovery-funding">https://gov.wales/hundreds-swansea-businesses-apply-recovery-funding</a>	Finalise outstanding claims and collect further case studies of completed schemes
Explore potential for pop up activity (food related, cinema, cultural events etc) in city and district centres and the beachfront	July 2020 onwards	<b>Swansea Council</b>	WG TT	Related to Property Enhancement Development Grant (PEDG) meanwhile	Potential to fund meanwhile use through TT

Actions	Timescale	Partners (lead in bold)	Funding	Progress to date	Next steps
				use scheme, and POAG grant funded schemes	Placemaking Grant in 21/22
Explore potential for repurposing indoor vacant space (retail, leisure, commercial) for meanwhile uses to support growth and sustainability of new and existing business	Sept 21	<b>Urban Foundry</b> Meanwhile Spaces PEDG pilot	WG TT PEDG	Not for profit delivery vehicle in place and website created  Standard meanwhile use legal documents completed  Consultation on rates, planning and related regulatory issues completed  Discussions underway with landlords with four expressions of interest and one initial space agreed  Template business plans for 2 start-up spaces created	Continue to identify potential vacant spaces  Market (once Covid restrictions begin to ease) to meanwhile users to occupy spaces
Delivery of the new #Brand Swansea initiative	July 20 - March 21	<b>Key Cymru CIC</b> UWTSD	WG Transforming Towns Revenue grant	Website developed  Collaborating with UWTSD students on the project  Meetings with local stakeholders  Social media content being compiled	Distribute social media content  Pop up space in city centre  Who are we?/ Where are we? Photography competition

<b>Actions</b>	<b>Timescale</b>	<b>Partners (lead in bold)</b>	<b>Funding</b>	<b>Progress to date</b>	<b>Next steps</b>
					Produce findings / recommendations report
Investment in transport infrastructure in city/district centres and connecting routes to promote walking/ cycling (incl. showers/lockers).	Ongoing	<b>Swansea Council</b>	WG TT Swansea Bay FLAG	Swansea Bay FLAG funding awarded for Copperworks pontoon TT PEDG funding acquisition for Clydach Canal Trust	Transport presentation at Regeneration Swansea
Accelerate investment in private rented/ owned city centre living	To March 2022	<b>Swansea Council/</b> partners	WG TT funding 2018-21	In progress through Sustainable Living Grant - 19 new homes completed in 20/21 with 78 new homes in progress	Completion of existing schemes Pipeline schemes for 21/22
<b>Aim: Supporting Businesses</b>					
Administration of WG Covid-19 financial support grants for local businesses	Ongoing	<b>Swansea Council</b> WG	WG	Start up grants, Cultural Freelancer grants, POAG and Lockdown discretionary grants administered through EDEFT, and NDR grants through business rates team	Lockdown restrictions grant being administered

<b>Actions</b>	<b>Timescale</b>	<b>Partners</b> (lead in bold)	<b>Funding</b>	<b>Progress to date</b>	<b>Next steps</b>
Multi-hub start-up and enterprise service	By May 21	<b>Swansea Council</b> / WG Business Wales	Swansea Council/ WG	Recruitment of new business development officers	Finalise proposals, Identify initial locations, engage partners
Small scale business grants (capital and revenue) to support new business starts	By March 21	Swansea Council/ WG	WG	Regional discussions underway with WG	Grant process to be established
Shop local Shop Swansea campaign to support local businesses	By March 21	<b>ED Swansea Council</b> Swansea BID 4 the Region	WG TT revenue	County wide campaign and Morriston pilot launched in November <a href="https://www.swansea.gov.uk/shoplocal">https://www.swansea.gov.uk/shoplocal</a>	Roll out to other district centres when restrictions ease
Access small scale security free property enhancement grants to support new businesses that don't have equity for PEDG	April 21	WG/ Swansea Council	WG TT	To be considered on a case by case basis	
Provision of low cost, flexible business premises (office, retail, leisure) on easy access terms to make it easier to start up a new business	From July 20	Swansea Council, Urban Foundry	WG TT	PEDG Meanwhile Spaces pilot	

<b>Actions</b>	<b>Timescale</b>	<b>Partners (lead in bold)</b>	<b>Funding</b>	<b>Progress to date</b>	<b>Next steps</b>
Continuing to provide modern, flexible floorspace and co-working space to accommodate new and growing businesses.	Ongoing	Swansea Council/ Partners	WG TT	Progressing through TT strategic projects and PEDG.	Completion of existing schemes Progress pipeline schemes for 21/22
Develop local hub concept in city and district centres	September 21	Swansea Council / WG	WG TT	Proposals being worked up	Identify locations and funding requirements
Support small businesses to start trading online	By June 21	Swansea Council/ Superfast Business Wales/ Business Wales	Free advice offered as part of Superfast Business Wales provision  Funding for websites not available	Initial discussion with Superfast Business Wales on support available	Engage with local traders to determine requirements
Foundational Economy project work to support local suppliers to access construction contracts	Feb 21	ED Swansea Council	WG Foundation -al Economy grant	Engagement with local SMEs has identified their barriers.	Lessons Learned Report

Actions	Timescale	Partners (lead in bold)	Funding	Progress to date	Next steps
				One contract let in smaller lots Two new frameworks being developed	
<b>Aim: Championing Local Food</b>					
Create local food co-ordinator post to deliver local food work programme	By Sept 21	ED Swansea Council	Tbc	Swansea Food Partnership (SFP) agree dedicated post required and resources required to take ideas forward	Write JD and spec, Identify funding and management line
Increase accessibility to and promotion of local food: <ul style="list-style-type: none"> <li>• Shop Swansea, Shop Sustainably, Shop SMART (SSS) campaign</li> <li>• Local food heroes</li> <li>• Creation of Local food trail map</li> <li>• Good food retail reward scheme</li> <li>• Meet the producer/ know your farmer/grower events</li> </ul>	On going	SFP- SSS campaign	Tbc	SFP Workshop held  Promotion of South West Wales Food directory (SWWFD),  SPF Instagram food business support and promotion  Links made with Cywain on Shop window campaign	Swansea Council and SFP comms for the SWWFD  Link with Brand Swansea  Meeting with City Centre Management
Establish Avenues to Market programme	On going	<b>ED Swansea Council SFP</b>	Identified WG CSCDS	Avenue to Market EOI submitted to Co-operation and Supply Chain	Awaiting EOI decision



Actions	Timescale	Partners (lead in bold)	Funding	Progress to date	Next steps
<p>Food hubs</p> <p>Creation of Online selling platform and physical space for distribution and click and collect.</p> <ul style="list-style-type: none"> <li>• Consumer Marketplace</li> <li>• Business Marketplace</li> <li>• Producer Marketplace</li> </ul>			TBC	<p>Development Scheme (CSCDS)</p> <p>Specs in development for programme specifics</p> <p>elements presented to SFP and local business to gauge demand – positive response</p>	Additional Funding streams to be identified
<p>Increase support for business start-up and growth</p> <ul style="list-style-type: none"> <li>• Food incubator units for new start ups</li> <li>• Business pathway tool kit – online resources</li> <li>• Increase opportunities for new start-ups and existing businesses</li> </ul>	<p>Sept 21</p> <p>Ongoing</p>	<p>SFP</p> <p>SFP</p>	TBC	<p>SFP Workshop held</p> <p>Online resources for pathway</p> <p>Existing business support on funding opportunities and outlets opportunities delivered</p>	Continue to support and provide information
<p>Increase food space</p> <ul style="list-style-type: none"> <li>• Local food night market /food parks – containers to create a healthy street food culture</li> </ul>	Ongoing	ED Swansea Council	TBC	<p>Early research being undertaken on location and viability</p> <p>Interest from food community gained</p>	Develop proposals

Actions	Timescale	Partners (lead in bold)	Funding	Progress to date	Next steps
<ul style="list-style-type: none"> <li>Development of a dedicated multi-use food centre including food hall for retail, dining experience, business unit for food development and events</li> <li>Open up land for commercial allotments to micro and small producers to use to establish business</li> <li>Create opportunity for local producers link with food banks for supply/accept food vouchers</li> </ul>	<p>Ongoing</p> <p>Ongoing</p>	<p>Swansea Council</p> <p>SFP</p> <p>SFP</p>	<p>RDP / TBC/ Crowdfunding</p>	<p>SFP Workshop September held and discussions held with external stakeholders</p> <p>Meeting held with Planning to discuss growing places</p> <p>SFP stakeholders increase for CSA uptake and new under used growing spaces</p> <p>Links made with Swansea Food Poverty Network</p>	<p>Support stakeholders to develop plans</p> <p>Contact stakeholders</p> <p>Proposal to be discussed with SFPN and food producers</p>
<b>Aim: Supporting Tourism</b>					
<b>REVIEW AND RESEARCH: Improving marketing intelligence</b>					
Identify the impact of Covid-19 on the local tourism and hospitality sector via the Tourism Trade Survey.	Mar 2021	<b>Swansea Council/</b>	In house resources	Trade survey development in progress	Execute survey, undertake analysis

<b>Actions</b>	<b>Timescale</b>	<b>Partners</b> (lead in bold)	<b>Funding</b>	<b>Progress to date</b>	<b>Next steps</b>
		Tourism businesses			and produce report.
Assessing the impact on the tourism industry as a whole in the destination via the STEAM economic model.	Dec 2020	<b>Swansea Council</b> /GTS UK Ltd	Existing budget	Completed, report received	Assess data in a regional and national context.
Utilise Air DNA (Airbnb bedstock data) to improve accuracy of the STEAM input data.	Dec 2020	<b>Swansea Council</b> /GTS UK Ltd	Existing budget	Completed, report received	Continue to incorporate Air DNA data to improve consistency of STEAM economic trend model.
Undertake bedstock survey to attain a more accurate assessment of bedstock within the destination. This is a key input to maintain the accuracy of the STEAM economic model and is also a vital component of the information required by potential investors/developers.	Mar 2021	<b>Swansea Council</b> / Welsh Government	Existing budget/ Welsh Govt funding	Research company procured, parameters set and fieldwork starting December 2020	Maintaining the database for accuracy of future reporting.
Measure the success of our paid social media campaigns by using the Potential On Investment algorithm. $POI = C_v \times C_i \times M_q$	Ongoing	<b>Swansea Council</b>		Used to estimate the potential ROI of any Tourism team paid social media activity	Analyse 2020 spend using this analysis and continue to calculate at regular intervals throughout the year. This will be

Actions	Timescale	Partners (lead in bold)	Funding	Progress to date	Next steps
					used to inform our future campaigns.
<b>REMIND AND RETURN: Destination marketing</b>					
<p><b>Autumn/Winter Campaign:</b> Audience segmentation dependant on restrictions, with message appropriate to Tiers/Restrictions:</p> <ul style="list-style-type: none"> <li>• <b>Local</b> (#LoveBeingLocal) – supporting local businesses (responsibly, within restrictions).</li> <li>• <b>Wales</b> (travel within Wales) – walking and the outdoors (Escape Routes campaign) and ‘I’m a Celebrity’ social media campaign linked to Swansea Bay businesses.</li> <li>• <b>England</b> (tier one and two) – primarily future travel plans, groundwork for spring campaign.</li> <li>• Continuing to promote visiting Swansea Bay ‘Responsibly’, and within certain markets (Tier Three) ‘Visit Swansea Bay. Later.’</li> </ul>	Dec 2020 – Mar 2021	<b>Swansea Council/</b> Tourism & hospitality businesses and local producers	Existing budget	<p>Daily social media posts issued across Facebook, Twitter and Instagram to the different audience segments, linking to new sections developed on <a href="http://visitswanseabay.com">visitswanseabay.com</a> and to tourism businesses.</p> <p>New video content procured to boost online engagement and to support paid-for social media campaign (in appropriate markets).</p>	<p>Maintain flexible approach to destination marketing in line with constantly changing situation in terms of Wales and UK wide restrictions.</p> <p>Maintain brand awareness of the destination and sustain growth in customer engagement with <a href="http://visitswanseabay.com">visitswanseabay.com</a> content and therefore the destination’s tourism</p>

Actions	Timescale	Partners (lead in bold)	Funding	Progress to date	Next steps
					businesses to support recovery.
<p><b>Gift Ideas Campaign:</b> Targeting all audiences, to encourage engagement and pre-bookings with tourism businesses and local producers:</p> <ul style="list-style-type: none"> <li>• Promoting businesses with a mail order business (eg local producers)</li> <li>• Those offering gift vouchers</li> <li>• And encouraging customers to 'give the gift of a Swansea Bay experience' (in line with Visit Wales' Christmas campaign).</li> </ul>	Dec 2020 onwards	<b>Swansea Council/</b> Tourism & hospitality businesses and local producers	Existing budget	<p>Communicated with 125 partners and secured almost 40 gift offers from local businesses. (Including 5 new businesses offering gifts.)</p> <p>Developed new section of website and actively promoted on social media from mid November until Christmas.</p>	<p>Develop gifts section for future campaigns, for example, Birthdays, Valentine's Day, Mother's Day etc.</p> <p>Recruit additional businesses to take part in gifts section.</p>
<p><b>Spring Campaign 2021 – 'Make Swansea Bay your Happy Place':</b> Target markets:</p> <p><b>New visitors</b> – to encourage new visitors to make Swansea Bay their Happy Place by using key images and promoting staycations.</p> <p><b>Existing visitors</b> – tapping into memories with existing visitors who perhaps couldn't</p>	Jan-May 2021	<b>Swansea Council/</b> Tourism & hospitality businesses and local producers	Existing budget	Planning phase, including procurement of external contracts (launch of campaign dependant on government restrictions)	<ul style="list-style-type: none"> <li>• Issue and award contracts for videography, photography and brand awareness media campaign</li> <li>• Develop creative/ content for</li> </ul>

Actions	Timescale	Partners (lead in bold)	Funding	Progress to date	Next steps
<p>visit in 2020 due to the coronavirus pandemic, encouraging them to return.</p> <p>Marketing activity to include:</p> <ul style="list-style-type: none"> <li>• 2 key campaign videos to launch</li> <li>• 8 'Happy Place' videos featuring local businesses</li> <li>• New photography content</li> <li>• Brand awareness media campaign (new visitors)</li> <li>• PR campaign, including journalist and blogger visits, and optimising editorial opportunities</li> <li>• Digital marketing campaign – both organic and paid-for content. Across social media and YouTube.</li> <li>• Develop web content including campaign led blogs, refreshed and new web pages</li> <li>• Plan-Book-Travel Guide potentially for publication in Summer (restrictions allowing)</li> </ul>					<p>videos, media and online campaigns</p> <ul style="list-style-type: none"> <li>• Plan, write and publish online content</li> <li>• Develop and execute paid-for digital advertising campaign</li> <li>• Create bespoke itineraries for journalist/ blogger visits</li> <li>• Plan, write copy, design and publish Plan-Book-Travel Guide</li> </ul>

Actions	Timescale	Partners (lead in bold)	Funding	Progress to date	Next steps
<p><b>Additional Campaigns:</b></p> <ul style="list-style-type: none"> <li>• Campaigns promoting pre-booking and online purchases e.g. Valentine’s Day, Mother’s Day etc.</li> <li>• City cultural breaks, to coincide with the soft-opening of the Arena, re-opening of City attractions and when events re-start – emphasising the city’s seafront location</li> <li>• #LoveBeingLocal, an on-your-doorstep campaign encouraging residents to engage with local businesses</li> <li>• Outdoor activities and walking, focussing on health and sustainability</li> <li>• Dog-friendly holidays, to reflect the growth of dog ownership during the pandemic (lockdowns)</li> <li>• Event led campaigns e.g. Olly Murs, Foals and Catfish and the Bottlemen</li> </ul>	Jan-Dec 2021	<b>Swansea Council/</b> Tourism & hospitality businesses and local producers	Existing budget	Planning phase	<ul style="list-style-type: none"> <li>• Plan, write and publish online content</li> <li>• Develop and execute paid-for digital advertising campaign</li> <li>• Sourcing additional offers for pre-booking and online purchasing campaigns</li> </ul>
<p><b>REMIND AND RETURN:</b> <b>Online marketing</b></p>					
<p><b>Website Developments</b></p> <ul style="list-style-type: none"> <li>• Improvements to marketing partner section and menu navigation</li> </ul>	Mar 2021	<b>Swansea Council</b>	Existing Budget	Planning Phase	Provide detailed brief for web developer.

Actions	Timescale	Partners (lead in bold)	Funding	Progress to date	Next steps
<ul style="list-style-type: none"> <li>• Add more visually prominent and integrated “Good To Go” accreditation badge.</li> <li>• Development of the mail-order and gift voucher section to enable business to generate income even during times of lockdown.</li> <li>• Implement Google AdSense advertising. Adding advertising spaces on the site in order to bring in some passive income to help cover costs.</li> <li>• Improve the Enjoy Swansea Bay section and navigation to create more of a suitable home for local and events-based content.</li> </ul>					<p>Implement, test and approve.</p> <p>Trial AdSense by monitoring income generated and impact on bounce rates/any reduction in traffic or negative feedback from customers etc.</p>
<p><b>Social Media</b></p> <ul style="list-style-type: none"> <li>• Improve and grow our Instagram account following</li> <li>• Continue to develop Facebook and Twitter engagement</li> </ul>	Jan – Dec 2021	<b>Swansea Council</b>	Additional Resources		Additional resource required (Digital Marketing Officer) to help maintain and grow accounts (as well as other duties. )



Actions	Timescale	Partners (lead in bold)	Funding	Progress to date	Next steps
<b>INFORM AND SUPPORT: Business engagement and partnership working</b>					
<p>Offer existing Visit Swansea Bay Partners and other local tourism businesses the opportunity to participate in destination tourism marketing activity and feature on <a href="http://visitswanseabay.com">visitswanseabay.com</a> (vsb.com) at no cost for an entry level package. (The Package cost was refunded in 2020 as part of a support package for local tourism businesses.)</p> <p>Being a Partner is of direct benefit to the business, and as a collective, Partners improve the product and overall destination offer available on <a href="http://vsb.com">vsb.com</a>. This in turn makes vsb.com more attractive to the customer, which increases engagement and bookings with the Partners.</p>	Jan 2021 to March 2022 (Partner Package now corresponds to financial year)	<b>Swansea Council</b> /Tourism & hospitality businesses and local producers	Existing resources	Proposal approved by senior management subject to achieving a reduced income target (to reflect reduced buy-in)	<p>Contact existing Partners and potential new Partners to recruit for new marketing activity from January 2021 and to feature on vsb.com.</p> <p>Launch of new 'free at entry level' 2021/22 Packages and additional 'paid-for' activity.</p>
Use the above opportunity as a means of recruiting additional Partners to increase not only the number of businesses who feature in destination marketing activity (and on vsb.com), but also the variety of different	Jan 2021 – Mar 2022	<b>Swansea Council</b> / Tourism & hospitality businesses	Existing resources	Planning phase: compiling list of new contacts	Contact new businesses and implement proactive

Actions	Timescale	Partners (lead in bold)	Funding	Progress to date	Next steps
business types (e.g. local food producers, craftworkers and breweries).		and local producers			recruitment campaign.
<p>Work with the Partners to improve their marketing profile on vsb.com and in destination marketing activity to maximise their exposure to customers and facilitate bookings.</p> <p>This includes offering additional paid-for activity to boost their marketing footprint across a range of available opportunities (e.g. website banners, social media posts on vsb.com channels, features on customer emails etc.).</p>	Jan 2021 – Mar 2022	<b>Swansea Council/</b> Tourism & hospitality businesses and local producers	Existing resources	Completed audit of existing Partner pages and identified improvements.	<p>Actively encourage Partners to improve their webpages on vsb.com and facilitate increased involvement in campaign activity.</p> <p>Encourage the take-up of paid for activity to boost Partner visibility across the destination's marketing campaigns and generate income for the Council.</p>
Continue to support local tourism & hospitality businesses with the latest information and sign-posting services to relevant legislation, guidance, grants &	Jan 2021 – Mar 2022	<b>Swansea Council/</b> Tourism & hospitality	Existing resources	On-going support	Maintain high level of engagement with local operators and

<b>Actions</b>	<b>Timescale</b>	<b>Partners (lead in bold)</b>	<b>Funding</b>	<b>Progress to date</b>	<b>Next steps</b>
funding, planning, business development, research, marketing opportunities, etc. via a weekly e-newsletter and tailored one-on-one support.		businesses and local producers			continue to provide business support on wide range of topics.
<b>Aim: Skills and Employability</b>					
Extend and adapt employability provision to continue supporting clients, including those who are newly unemployed	July 20	<b>Swansea Council</b>	WG / ESF	Adapted provision to remote/ online working, launched Short Term Unemployed Project, expansion of CfW+	
Explore opportunities to enhance local employability provision with WG	Ongoing	<b>Swansea Council</b>	WG	Discussions with WG/ WLGA	
Set up paid work placements within the Council and expand existing provision of work placements with employers utilising existing employability programmes and as part of the new DWP Kickstart programme. Also, to provide in-work mentoring support for those individuals on placement.	November 20 onwards	<b>ED Swansea Council</b> DWP	WG/ ESF  DWP	Approval secured for Council placements and Kickstart bid.  Employers signed up, bid submitted and approved by DWP. Placements now fully setup and scheme is live.	Deliver scheme
Utilise labour market and business intelligence gained through the delivery of programmes, networks and business	Ongoing	<b>ED Swansea Council/ All</b>	n/a	Recruitment of business development officers to provide dedicated resource	Development of CRM system

<b>Actions</b>	<b>Timescale</b>	<b>Partners (lead in bold)</b>	<b>Funding</b>	<b>Progress to date</b>	<b>Next steps</b>
development function to identify vacancy trends and skills needs to help shape service delivery and create career pathways.				Discussions and review ongoing	Intelligence collated and analysed
Reviewing employability provision to ensure a joined up offer to citizens	Ongoing	<b>Swansea Council</b>	n/a	Review underway	Finalise proposals
Dedicated resource to support self-employment/ entrepreneurship	By March 21	<b>Swansea Council</b>	Swansea Council	Business development officers being recruited	Linkages developed with employability projects
Establish small start-up bursaries to support business starts/ self-employment	March 21	<b>Swansea Council</b>	Swansea Council	Initial budget confirmed	Bursary process being established
<b>Aim: A Sustainable Economic Recovery</b>					
Preparation of new Regional Economic Delivery Plan, linking to South West Wales Regional Economic Framework	June 2021	Swansea Council, Neath Port Talbot CBC, Carmarthenshire Council, Pembrokeshire Council, WG	WG	Consultant appointed Evidence and Landscape Review being prepared	Draft strategic framework – April 21

<b>Actions</b>	<b>Timescale</b>	<b>Partners</b> (lead in bold)	<b>Funding</b>	<b>Progress to date</b>	<b>Next steps</b>
Repurposing the City Centre Report	April 21	Swansea Council, WG	WG/ Swansea Council	Initial consultations underway	Final Report due April
Regeneration of District Centres	April 21 ongoing	<b>Swansea Council</b>	WG TT	Transforming Towns placemaking grant funding secured for Swansea district centres in 21/22  Regeneration Morriston programme of work progressing well  Valleys Taskforce funded schemes in Clydach and Pontarddulais	Learning from Morriston applied to other district centres
Raising the profile of Swansea as a great place to do business	Ongoing	Swansea Council, WG, Western Gateway	tbc	Inward investment opportunities being pursued	Marketing brochure and PR
Drive forward the green economy through the Western Gateway Partnership	Ongoing	<b>Swansea Council/</b> Western Gateway partners	UK & Welsh Govt	Swansea Council agreed as the Lead for green investment priority	
Implementing the Green Infrastructure Strategy objective: Create a skilled and	Ongoing	Nature Conservation		Phase 1. Online training and awareness raising for	Phase 2. Online business training

<b>Actions</b>	<b>Timescale</b>	<b>Partners</b> (lead in bold)	<b>Funding</b>	<b>Progress to date</b>	<b>Next steps</b>
knowledgeable local economy to deliver and maintain GI		Team & ED Swansea Council/ NRW		professionals (engineers and architects) for delivery by March 21.	and awareness raising event for delivery summer 21, followed by onsite GI visit Autumn 21 when projects are underway
Promote green infrastructure investment through delivery of the pilot Green Infrastructure schemes	By March 21	<b>Grant recipients</b> , supported by Swansea Council	TRI GI funding	Funding agreements signed	Detailed design of schemes finalised

# Equality Impact Assessment Screening Form – Appendix B

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

## Section 1

Which service area and directorate are you from?

Service Area: Planning and City Regeneration

Directorate: Place

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

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

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

The Economic Recovery Action Plan for Swansea, which sets out the new actions being taken by the Council and its Regeneration Swansea partners to support economic recovery in Swansea. This is a working document for the partners to co-ordinate activities, not a policy document

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

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

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

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

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

	High Impact (H)	Medium Impact (M)	Low Impact (L)	Don't know (H)
Children/young people (0-18)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Older people (50+)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Any other age group	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Race (including refugees)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Asylum seekers	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gypsies & travellers	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Religion or (non-)belief	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Welsh Language	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Poverty/social exclusion	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carers (inc. young carers)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Community cohesion	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

# Equality Impact Assessment Screening Form – Appendix B

**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

The Economic Recovery Action plan has been prepared through the Swansea Regeneration partnership, which is a broad local partnership encompassing public, private and third sector organisations. In addition, the projects and activities outlined in the Economic Recovery Action Plan all have their own mechanisms for consulting and engaging as part of delivery of the activities

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

High visibility <input type="checkbox"/> (H)	Medium visibility <input type="checkbox"/> (M)	Low visibility <input checked="" type="checkbox"/> (L)
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**(b) WHAT IS THE POTENTIAL RISK TO THE COUNCIL’S REPUTATION?**  
*(Consider the following impacts – legal, financial, political, media, public perception etc...)*

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

**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 Cabinet report provides an overview of the Economic Recovery Action Plan, which outlines current and planned activities that are supporting economic recovery from the covid pandemic in Swansea. In line with the Equality Act 2010 and Public Sector Equality Duty, due regard is being given to the impact on protected groups in delivery of all the actions within the plan.



## Equality Impact Assessment Screening Form – Appendix B

The South West Workways, Swansea Short Term Unemployed and Kickstart projects have all been subject to their own equalities impact assessments. In addition, the Transforming Towns/ Target Regeneration Investment Programme Property Enhancement Development Grant, Sustainable Living Grants and Green Infrastructure grants (which are providing the funding for actions within the plan) have all been subject to their own equalities impact assessments and grant recipients are required to adhere to equal opportunities policy as a condition of their grant funding when delivering these activities.

For other actions within the plan, the impact on protected groups will be considered as the proposals develop, and all will be screened and full EIAs will be undertaken if appropriate in the future as the action plan progresses.

### 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: Clare James
Job title: Economic Development Manager
Date: 18 <sup>th</sup> February 2021
<b>Approval by Head of Service:</b>
Name: Phil Holmes
Position: Head of Planning & City Regeneration
Date: 18 <sup>th</sup> February 2021

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

# Agenda Item 16.



## Report of the Cabinet Member for Education Improvement, Learning and Skills

Cabinet – 18 March 2021

### School Improvement - Future Regional Arrangements

<b>Purpose:</b>	To defer withdrawal from the regional school improvement service (ERW) from 31 March 2021 to 31 August 2021.
<b>Policy Framework:</b>	Welsh Government model for regional school improvement services. Corporate priorities 2018-2022
<b>Consultation:</b>	Corporate Management Team (CMT), Legal, Finance & Access to Services
<b>Recommendation(s):</b>	It is recommended that Cabinet:  <ol style="list-style-type: none"><li>1) Notes that since serving notice to withdraw from ERW the work around a new footprint and model for regional school improvement has not been progressed to enable a smooth transition to a new model by 31 March 2021;</li><li>2) Notes that any new model for school improvement is likely to need legal changes to governance arrangements which will not be in place by 31 March 2021;</li><li>3) Agrees to therefore withdraw the notice to withdraw served on 20 March 2020 and remain in ERW until 31 August 2021;</li><li>4) Delegates to the Director of Education and Chief Legal Officer authority to enter into any Deed of Variation necessary to ensure any change to withdrawal arrangements or any other necessary amendments approved by the Joint Committee.</li></ol>
<b>Report Author:</b>	Helen Morgan-Rees
<b>Finance Officer:</b>	Ben Smith
<b>Legal Officer:</b>	Tracey Meredith
<b>Access to Services Officer:</b>	Rhian Millar

## 1. Introduction

- 1.1 On 19 March 2020 Cabinet agreed to serve notice to withdraw from formal regional arrangements for education improvement, Education through Regional Working, (ERW) on 31 March 2021. It was intended that the Authorities would work together to ensure a smooth transition to a new footprint and model. Notice was served under cover of letter dated 20 March on the Leader of Ceredigion Council and at present Swansea Council is due to leave ERW on 31 March 2021.
- 1.2 Currently, there are ongoing discussions within the Swansea Bay City Deal footprint local authorities to establish new education consortium arrangements. Formal discussions between Directors have resulted in agreement about the main functions of a new partnership. Directors have agreed the principles for future regional working. However, the formation of a new partnership or consortium has been complex and subject to the following issues:
- Insufficient notice to exit a legal agreement at the same time resulting in a requirement to amend the legal agreement
  - More time required to agree functions of a new regional arrangement in light of parameters set by Welsh Government
  - The contingent liabilities of exiting local authorities have become clearer
  - Service users in Swansea have now provided their views on what a new regional arrangement should deliver within Welsh Government's expectations
  - Swansea has recently articulated to other Directors what functions it would want to preserve at a local level and what functions should be delivered by the new regional arrangements
  - Covid-19 response has taken priority
- 1.3 At the Joint Committee held on 13 November 2020, it was resolved that local authorities move at pace to dissolve ERW by 31 March 2021 and establish a new consortium arrangement by 1 April 2021. Given the issues listed in 1.2 it is now more realistic to allow more time to build a new arrangement that is fit for purpose. If the recommendation is approved, the other four remaining Council Leaders will be informed in writing that the second option discussed at Joint Committee on 13 November 2020, namely, new regional arrangements commencing on 1 September 2021 will become the preferred option. At the Joint Committee held on 9 February 2021, it was noted that Swansea requires more time to work towards a collaborative arrangement. If Cabinet agrees to defer withdrawal, a letter will be sent from the Leader of Swansea Council to the Leaders of the remaining four Councils, as outlined in appendix B.
- 1.4 The Welsh Government met with the Swansea Bay City Deal footprint authorities in January and February 2021 to support common expectations that met local, regional and national needs. The message from Welsh Government has been clear; collaboration is a requirement but the form of that collaboration is not mandated. It is for the councils themselves to agree how this will be done. As a result, Swansea has

articulated what it needs a new regional arrangement to deliver for Swansea. In addition, Swansea wants to deliver a few school improvement services at a local level, within the parameters set out by Welsh Government.

## **2. Background**

- 2.1 There is broad agreement within the Swansea Bay City Deal footprint that challenge advisers should be employed by each local authority but that their work is aligned to regional objectives.
- 2.2 There has been a growing understanding that a region is best placed to deliver workforce development for practitioners in respect of a new Curriculum for Wales because of economies of scale and alignment to the work of other education consortia in Wales.
- 2.3 There is an acknowledgement that the national programmes for the development of leadership are best delivered on a regional basis because of good quality existing delivery by ERW.
- 2.4 There is an understanding that the elements within the wellbeing, excellence and equity agenda can be delivered on a regional basis.
- 2.5 There is an emerging understanding that local authorities may wish to preserve resources at a local authority level in order to meet local priorities, according to the maturity of school improvement within each local authority.
- 2.6 In order to move towards a new regional partnership by 1 September 2021, Directors will need to agree the footprint, functions and structure of a new entity. Workshops are currently underway to achieve the position required within an extended timeline.

## **3. Finance**

- 3.1 With regards to finance, in FY2019-2020, ERW had an income of £64m; of this, £57m was pass ported directly to schools and local authorities via the Pupil Development Grant (PDG) and Regional Consortium School Improvement Grant (RCSIG) formulae. In Swansea's case all of the PDG funding and over 95% of RCSIG funding is delegated directly to schools. The remaining £7m is targeted at a range of school improvement activities, £4m of which was delegated to schools and local authorities across the ERW region.
- 3.2 Over and above this funding, local authorities were expected to maintain their school improvement capacity at a total of 58 challenge advisers and a financial threshold of £5.3m, of which were expected to fund a service to the value of £1.3m. This is funded from core local authority funding.
- 3.3 The 5 local authorities contribute to the cost of the ERW central team of which Swansea's contribution is £159,000. If Swansea remains as part of ERW between 1 April and 31 August 2021, the pro-rated contribution

would be £66,250. It is not expected that entering into a new partnership would see an annual contribution exceed £159,000.

- 3.4 Clause 15.2 of the ERW agreement states that for a withdrawing authority ... “will indemnify the other authorities against any Loss to the other authorities arising directly out of the consequences of its withdrawal from this Agreement”. That would need to be quantified in due course by agreement with those other authorities.
- 3.5 ERW has a significant accumulated pension deficit recorded in its last accounts and it would be expected a share of those liabilities would either fall to the Council on exit or pass to successor regional arrangements. Equally, however, there would be a share of ERW assets and those at last balance sheet date exceeded pension fund deficit liabilities.
- 3.6 The authority would remain liable for residual contribution costs and redundancies, if any, as set out in section 6.4.

#### **4. Equality and Engagement Implications**

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

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

An EIA screening has been undertaken (Appendix A), there are no immediate Equality Implications in relation to this report. We are asking for Cabinet’s agreement to remain in ERW until 31 August 2021 instead of the previously agreed leaving date of 31 March 2021. There will be no immediate change to service delivery from a service users’ perspective and any changes will be subject to a separate EIA.

#### **5. Financial Implications**

- 5.1 The cost of exiting on 31 March 2021 for Swansea rather than 31 August 2021 could be as much as £0.5M. This estimate is based on Swansea having 28% of the pupil population of ERW and it is logical to assume that redundancy costs for all exiting Local Authorities collectively are c£2M.

## **6. Legal Implications**

- 6.1 The Welsh Government guidance document 'National model for regional working' sets out the role, structure and governance arrangements for regional consortia.
- 6.2 Clause 15 of the Agreement to constitute a Joint Committee provides for withdrawal and indemnity for consequences of withdrawal.
- 6.3 The Agreement provides that any authority may withdraw from the agreement by giving notice in writing to each of the other authorities to expire 12 months from the end of the Financial Year in which the notice is given. The deferment of the exit date to 31 August 2021 will be communicated to other local authorities.
- 6.4 The authority withdrawing shall remain liable for their contribution calculated to the date upon which its notice expires including any costs of redundancy directly attributable to the withdrawal of that authority as per clause 15.4 of the agreement which ranges from 100% in the first 2 years after withdrawal to 40% in the 5<sup>th</sup> year after withdrawal.
- 6.5 Any staffing implications arising from the withdrawal from ERW will be dealt with under the appropriate procedures. Appropriate legal advice should be sought as and when required.

### **Background Papers:**

None

### **Appendices:**

Appendix A – EIA

Appendix B – Letter of notice of withdrawal to Chair of ERW Joint Committee

# Equality Impact Assessment Screening Form – Appendix A

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

## Section 1

Which service area and directorate are you from?

Service Area: Education

Directorate: Education

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

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

(b) Please name and describe here:

### School Improvement - Future Working Arrangements

This EIA is in relation to the proposal to move a new model for school improvement based on a new footprint in the future. To allow the Council to explore this we must terminate our current consortium arrangement via ERW by 1 September 2021. This requires the serving of notice to leave by 31 August 2021. Previously, on 19 March 2020, Cabinet agreed to withdraw on 31 March 2021. Cabinet is now asked to recommend a deferred date from 31 March 2021 to 31 August 2021.

We are asking for Council's agreement to defer serving notice from ERW by the 31 March 2021 to 31 August 2021. There will be no immediate change to service delivery from a service users perspective and any change will be subject to a separate EIA. The reason for the deferment is to allow more time to consolidate future working arrangements.

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

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

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

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

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

	High Impact (H)	Medium Impact (M)	Low Impact (L)	Don't know (H)
Children/young people (0-18) →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Older people (50+) →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Any other age group →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Disability →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Race (including refugees) →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Asylum seekers →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gypsies & travellers →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Religion or (non-)belief →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sex →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sexual Orientation →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

# Equality Impact Assessment Screening Form – Appendix A

Gender reassignment		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Welsh Language	➔	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Poverty/social exclusion	➔	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Carers (inc. young carers)	➔	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Community cohesion	➔	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership	➔	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity	➔	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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

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

We will be working with all ERW partners over the next few months to obtain agreement for our departure and finalise the details of the future arrangements.

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

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

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

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

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

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

**Q7 HOW DID YOU SCORE?**  
*Please tick the relevant box*

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

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

**Q8 If you determine that this initiative is not relevant for an EIA report, you must provide a full explanation here. Please ensure that you cover all of the relevant protected groups.**

There are no immediate Equality Implications. We are asking for Cabinet's agreement to service notice from ERW by the 31 August 2021. There will be no immediate change to service delivery from a service users perspective and any changes will be subject to a separate EIA .



**Section 2**

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

Screening completed by:
Name: Rhian Millar
Job title: Access to Services Manager
Date: 9 February 2021.

Approval by Head of Service:
Name: Helen Morgan-Rees
Position: Director of Education
Date: 9 February 2021.

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

Councillor Emlyn Dole  
Chair  
ERW Joint Committee  
C/o Leader's Office  
Carmarthenshire Council  
19 March 2021

Dear Emlyn

I am writing formally to give notice of Swansea Council's intention to defer notice of withdrawal from ERW from 31 March 2021, under Clause 15.1 of the Joint Committee Agreement dated 16 July 2014, to 31 August 2021.

We have identified a number of challenges in meeting the timelines indicated to the Joint Committee on 13 November 2020. Our preferred option on 13 November 2020 was option 1 where a new regional arrangement would commence on 1 April 2021. Realistically, a new arrangement is likely to commence on 1 September 2021. In order to allow more time to fully consider alternative regional arrangements, we wish to withdraw from ERW at the end of the academic year.

The main challenges for moving towards new regional arrangements include:

- Reaching mutual understanding of Welsh Governments expectations on future regional arrangements;
- Uncertainty on the future footprint of a new consortium arrangements; and
- Understanding the complex implications of change spanning two organisations.

We have concluded that more time is required to work towards a new footprint and model for regional school improvement.

Please be assured we will work collaboratively with all the other local authorities involved to ensure a smooth transition to a new footprint and model.

We will also continue to work to ensure that the current support given to schools across the ERW region continues for the remainder of the academic year 2020-2021.

I am also sending copies of this letter to the Leaders of Ceredigion, Pembrokeshire and Powys.

Yours sincerely

**Councillor Rob Stewart**  
**Leader of Swansea Council**

# Agenda Item 17.



## Report of the Chief Finance Officer (Section 151 Officer)

Cabinet - 18 March 2021

### **Business Rates – Temporary Rate Relief Scheme (Wales) 2020/2021**

<b>Purpose:</b>	To provide information and to consider the adoption of a new temporary Enhanced Hospitality and Leisure Rates Relief Scheme (EHLRRS) relating to the Non-Domestic Rates due in respect of very large hospitality, leisure and tourism properties, which the Welsh Government has introduced for the financial year 2020/21. This supplements the previously announced Retail, Leisure and Hospitality Rates Relief Scheme that was adopted by the Council on 18 June 2020.
<b>Policy Framework:</b>	None
<b>Consultation:</b>	Access to Services, Finance, Legal.
<b>Recommendation(s):</b>	It is recommended that:  1) The details of the scheme in this report are noted;  2) The rate relief scheme and the application process outlined in this report are adopted for 2020/21.
<b>Report Author:</b>	Julian Morgans
<b>Finance Officer:</b>	Ben Smith
<b>Legal Officer:</b>	Tracey Meredith
<b>Access to Services Officer:</b>	Rhian Millar

#### 1. Introduction

- 1.1 In April 2017, the Welsh Government introduced a temporary High Street Rate Relief Scheme (HSRRS) to reduce Non-Domestic rates (NDR) in certain circumstances. This scheme was amended and extended in

2018/19, 2019/20 and for 2020/21. Due to the impact of the Covid 19 pandemic, Welsh Government determined to supplement that scheme with a more generous Retail, Leisure and Hospitality Rates Relief Scheme (RLHRRS) to further support businesses impacted by the pandemic. It has now determined to further supplement that scheme with an Enhanced Hospitality and Leisure Rates Relief Scheme (EHLRRS) 2020-2021. This latest support measure is aimed at businesses in Wales in the hospitality, leisure and tourism sectors operating from properties with a rateable value over £500,000 by offering a grant equal to a discount of 100% on their non-domestic rates bill.

- 1.2 In Swansea, there is only one business premises that will be eligible for this new relief at this time.
- 1.3 Rate relief under the scheme is available for the financial year 2020/21. Welsh Government will reimburse each local authority in Wales for expenditure incurred, up to a defined limit, for providing rates relief under this scheme in line with the guidance issued. This will be done via a grant under section 31 of the Local Government Act 2003 and Section 58A of the Government of Wales Act 2006. The funding is subject to local authorities formally accepting the grant offer.
- 1.4 It is a condition of the grant that the relief under this scheme is provided by way of discretionary rate relief under Section 47 of the Local Government finance Act 1988. Welsh Government has set the qualifying criteria for the EHLRRS and there are no powers to vary. The local discretionary rate relief policy currently used to grant relief to charities and other organisations does not require amendment.

## **2.0 The Enhanced Hospitality and Leisure Rates Relief Scheme**

- 2.1 This relief is aimed at businesses in Wales in occupying hospitality, leisure and tourism properties that have a rateable value of over £500,000 – such as hotels, holiday parks and stadia across Wales.
- 2.2 Welsh Government has not specifically defined what it considers ‘hospitality, leisure and tourism properties’ premises to be. However, it has provided examples as to the types of premises that it considers would be eligible for this new relief in the guidance that has been issued (see Appendix 1 to this report). The guidance does not replace any existing non-domestic rates legislation or any other relief.
- 2.3 EHLRRS is to be applied to the net charge after mandatory reliefs and other discretionary reliefs funded by section 31 grants have been applied. Relief should be granted to each eligible business as a reduction to its rates bill based on occupation between 1 April 2020 and 31 March 2021.
- 2.4 The scheme aims to provide support for businesses by offering a discount of 100% on the non-domestic rates bill due for eligible premises for the period 1 April 2020 to 31 March 2021. The scheme will apply to all eligible premises with a rateable value of over £500,000.

- 2.5 Empty properties becoming occupied after 1 April 2020 will also qualify for this relief. In addition, if there is a change in occupier part way through the financial year, after relief has already been provided to the previous occupant of the property, the new occupier will qualify for the relief on a pro-rata basis based on the remaining days of occupation to the end of the financial year.
- 2.6 Welsh Government has offered Swansea Council funding of £642,000.00 to fund this relief. The Council is required to accept this offer by 22 March 2021 and the necessary return has been submitted to advise of the acceptance.
- 2.7 Following the end of the transition period for the United Kingdom leaving the European Union on 31 December 2020, EU State Aid regulations only apply in limited circumstances. As the grant support is not funded by EU residual funds, EU State Aid regulations no longer apply for this scheme. As of 1 January 2021, the UK Subsidy Regime came into force, the scheme has been viewed to be outside the scope of any international trade agreements as measures are focused locally within Wales.
- 2.8 To qualify for the relief, the hereditament should be wholly or mainly used for the qualifying purposes. In a similar way to other reliefs, this is a test on use rather than occupation. Therefore, hereditaments which are occupied, but not wholly or mainly used for the qualifying purpose will not qualify for the relief. For the avoidance of doubt, hereditaments which closed temporarily due to the government's advice on Covid-19 should be treated as occupied for the purposes of this relief.

### **3.0 Eligibility Criteria**

- 3.1 The total amount of government-funded support available for each property will be 100% of the non-domestic rates liability for the 2020-21 financial year subject to two criteria being met.
- The ratepayer must occupy a hospitality, leisure or tourism premises with a rateable value in excess of £500,000
  - The ratepayer must demonstrate that there has been a material negative impact on their business between 1 April 2020 and 31 December 2020.
  - The level of support, equal to 100% of the non-domestic rates liability, should not exceed operating costs over the same period (1 April 2020 to 31 December 2020). If the level of support exceeds operating costs the amount of support will be equal to the value of the operating costs.

### **4.0 Administration and Application of the Scheme**

- 4.1 All potential beneficiaries of the relief are required to apply formally, in writing, using a standard application form provided by Welsh Government

(see Appendix 1). Local authorities are required to submit copies of completed application forms to the Welsh Government.

## **5.0 Implementation of the Scheme**

5.1 Welsh Government has provided the following to authorities:

- Guidance for the EHLRRS
- A certificate to confirm that the award of funding has been accepted.

## **6.0 Financial Implications**

6.1 Welsh Government have specified the amount of funding to be made available for this scheme which is considered to be sufficient to cover the cost of the relief, in full.

## **7.0 Legal Implications**

7.1 There are no further legal implications to those set out in the report.

## **8.0 Equality and Engagement Implications**

8.1 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 to regard to the above.

8.2 A full EIA report is not required as Welsh Government has set the qualifying criteria for the EHLRRS and there is no power for the authority to vary them. Similar schemes (for smaller premises) have previously been provided by Welsh Government and did not require a full EIA report.

**Background Papers:** None

### **Appendices:**

Appendix 1 - Enhanced Hospitality and Leisure Rates Relief Scheme 2020-21 - Guidance.

Appendix 2 - EIA Screening Form



## Non-Domestic Rates

### Enhanced Hospitality and Leisure Rates Relief Scheme 2020-21

## Guidance

## **Contents**

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# Non-Domestic Rates – Enhanced Hospitality and Leisure Rates Relief Scheme 2020-21

## Guidance

### About this guidance

1. This guidance is intended to support county and county borough councils (local authorities) in administering the Enhanced Hospitality and Leisure Rates Relief Scheme 2020-21 (the Scheme). This guidance applies to Wales only.
2. This guidance sets out the criteria which the Welsh Government will use to determine the funding for local authorities for grant support provided to large hospitality, leisure and tourism properties. The guidance does not replace any existing non-domestic rates legislation or any other support.
3. Enquiries about the scheme should be sent to:  
[localtaxationpolicy@gov.wales](mailto:localtaxationpolicy@gov.wales)
4. The grant support is being provided for the 2020-21 financial year.

### Introduction

5. This support is aimed at businesses in Wales in the hospitality, leisure and tourism sectors operating from properties with a rateable value over £500,000.
6. The Welsh Government will provide grant funding to the relevant local authorities in Wales to provide the support to eligible ratepayers for 2020-21. The scheme aims to provide support for eligible occupied properties by offering a grant equal to a discount of 100% on the non-domestic rates bill for a property, subject to conditions. The scheme will apply to all eligible ratepayers with a rateable value of more than £500,000.
7. This document provides guidance on the operation and delivery of the scheme.

# Enhanced Hospitality and Leisure Rates Relief Scheme 2020-21

## How will the support be provided?

8. As this is a temporary measure, we are providing the support by reimbursing local authorities which use their discretionary relief powers under section 47 of the Local Government Finance Act 1988. It will be for individual local authorities to adopt a scheme and decide in each individual case when to provide support under section 47. The Welsh Government will reimburse local authorities for the grant support that is provided in line with this guidance via a grant under section 31 of the Local Government Act 2003 and section 58A of the Government of Wales Act 2006.

## How will the support be administered?

9. Local authorities are responsible for contacting eligible ratepayers, assessing applications received, and amending billing data. Any payments made by the ratepayer towards their liability for the 2020-21 financial year should be refunded accordingly.

## Which properties will benefit from the support?

10. Properties that will benefit from this support will be occupied hospitality, leisure and tourism properties that have a rateable value of over £500,000 – such as hotels, holiday parks and stadia across Wales.
11. Grant support should be provided to each eligible business as a reduction to its rates bill based on occupation between 1 April 2020 and 31 March 2021.
12. For the avoidance of doubt, hereditaments which closed temporarily due to the government's advice on Covid-19 should be treated as occupied for the purposes of this support.
13. As the support is discretionary, local authorities may choose not to provide the support if they consider it appropriate, for example where providing the support would go against the local authority's wider objectives for the local area.

## Eligibility criteria

14. The total amount of government funded support available for each property will be 100% of the non-domestic rates liability for the 2020-21 financial year subject to two criteria being met.
  - Ratepayers can demonstrate that there has been a material negative impact on their business between 1 April 2020 and 31 December 2020.
  - The level of support, equal to 100% of the non-domestic rates liability, should not exceed operating costs over the same period (1 April 2020 to

31 December 2020). If the level of support exceeds operating costs the amount of support will be equal to the value of the operating costs.

15. To ascertain whether the criteria have been met, applicants should provide the following information to local authorities:

- Annual turnover information. This should include income from sales as well as revenue from public sources (eg Grants, Economic Resilience Fund, or special rental arrangements). The application should also include a declaration that turnover has been negatively impacted by 40% or more as a result of coronavirus restrictions.
- Operating costs (minus staff) between 1 April 2020 and 31 December 2021.
- Details of their business' current headcount and also planned headcount at October 2021. This should be based on the number of full-time equivalent (FTE) staff.
- Declarations confirming whether the applicant has received other funding from the Welsh Government, and where appropriate can be checked against any Economic Resilience Fund application in terms of existing job safeguard conditions already in place.
- A declaration stating whether the applicant has an Economic Contract in place with the Welsh Government. For those that do not, the Welsh Government will work with them to put one in place within a 4 week period of relief being awarded.

16. The attached form (Annex 1) should be completed by all eligible ratepayers and local authorities should submit copies of completed forms to the Welsh Government [localtaxationpolicy@gov.wales](mailto:localtaxationpolicy@gov.wales)

## State Aid

17. Following the end of the transition period for the United Kingdom leaving the European Union on 31 December 2020, EU State Aid regulations only apply in limited circumstances. As the grant support is not funded by EU residual funds, EU State Aid regulations no longer apply for this scheme. As of 1 January 2021, the UK Subsidy Regime came into force, the scheme has been viewed to be outside the scope of any international trade agreements as measures are focused locally within Wales.

## Enhanced Hospitality and Leisure Rates Relief Scheme 2020-21

### ENHANCED HOSPITALITY AND LEISURE RATES RELIEF - PURPOSE OF THE RELIEF

Non-domestic rates relief is available to all ratepayers who operate in the leisure, hospitality and tourism sectors in properties with a rateable value of over £500,000. Ratepayers need to declare that they meet the eligibility criteria set out in this guidance document and are able to declare a 40% or more reduction in their annual turnover as a result of coronavirus restrictions.

Successful applicants will receive a 100% reduction to their non-domestic rates liability in 2020-21. The level of support, equal to 100% of the non-domestic rates liability, should not exceed operating costs over the same period (1 April 2020 to 31 December 2020). If the level of support exceeds operating costs, the amount of support will be equal to the value of the operating costs.

### All applicants will need to provide the following information

Company Name and Address:

Subject Area	Question	Response
Property Valuation	Rateable Value	£
Annual Turnover	Feb 2019 - Feb 2020	£
	Feb 2020 – Feb 2021	£
Operating Costs	Operating Costs (Minus Staff Costs) - 1 April 2020 to 31 December 2020	£
Staff Headcount (Full-Time Equivalent)	February 2021	FTE =
	Predicted October 2021	FTE =
Have you received any support previously?	Economic Resilience Fund?	Yes / No
	Job Retention Scheme?	Yes / No
	NDR based Grant?	Yes / No
	Coronavirus Business Interruption Loan Scheme?	Yes / No
Economic Contract	Do you currently have an Economic Contract with the Welsh Government?	Yes / No

# Equality Impact Assessment Screening Form – Appendix 2

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: Revenues and Benefits

Directorate: Corporate Services

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

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

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

Business Rates - Enhanced Hospitality and Leisure Rates Relief Scheme (EHLRRS). A scheme by which the 2020/21 liability for Business Rates is reduced to £0.00 for businesses / organisations that satisfy the criteria set by Welsh Government. The Council cannot vary those criteria. Swansea businesses that appear to be eligible (numbering one) will be required to apply for the relief and confirm they satisfy the eligibility criteria.

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

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

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

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

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

	High Impact (H)	Medium Impact (M)	Low Impact (L)	Don't know (H)
Children/young people (0-18) →	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Older people (50+) →	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Any other age group →	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Disability →	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Race (including refugees) →	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Asylum seekers →	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Gypsies & travellers →	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Religion or (non-)belief →	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Sex →	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Sexual Orientation →	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Gender reassignment →	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Welsh Language →	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Poverty/social exclusion →	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Carers (inc. young carers) →	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Community cohesion →	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Marriage & civil partnership →	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Pregnancy and maternity →	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>

## Equality Impact Assessment Screening Form – Appendix 2

**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

None – the qualifying criteria for the EHLRRS has been set by Welsh Government and there is no power to vary them. Relief will be awarded to all eligible ratepayers as per the criteria set out in the guidance provided.

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

High visibility <input type="checkbox"/> (H)	Medium visibility <input type="checkbox"/> (M)	Low visibility X (L)
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**(b) WHAT IS THE POTENTIAL RISK TO THE COUNCIL’S REPUTATION? (Consider the following impacts – legal, financial, political, media, public perception etc...)**

High risk X (H) if we fail to allow it	Medium risk <input type="checkbox"/> (M)	Low risk <input type="checkbox"/> (L)
---	---	--

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

Yes      X No      If yes, please provide details below

**Q7 HOW DID YOU SCORE? Please tick the relevant box**

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

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

**Q8 If you determine that this initiative is not relevant for an EIA report, you must provide a full explanation here. Please ensure that you cover all of the relevant protected groups.**

A full EIA report is not required as Welsh Government has set the qualifying criteria for the EHLRRS and there is no power for the authority to vary them. Similar schemes (for smaller premises) have previously been provided by Welsh Government and did not require a full EIA report.

## Equality Impact Assessment Screening Form – Appendix 2

### Section 2

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

Screening completed by:
Name: Julian Morgans
Job title: Revenues and Benefits Manager
Date: 25/2/21
Approval by Head of Service:
Name: Ben Smith
Position: Chief Finance Officer (S151 Officer)
Date:

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

# Agenda Item 18.



## Report of the Chief Legal Officer

Cabinet – 18 March 2021

### Exclusion of the Public

<b>Purpose:</b>	To consider whether the Public should be excluded from the following items of business.	
<b>Policy Framework:</b>	None.	
<b>Consultation:</b>	Legal.	
<b>Recommendation(s):</b>	It is recommended that:	
<b>1)</b>	The public be excluded from the meeting during consideration of the following item(s) of business on the grounds that it / they involve(s) the likely disclosure of exempt information as set out in the Paragraphs listed below of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007 subject to the Public Interest Test (where appropriate) being applied.	
	<b>Item No.</b>	<b>Relevant Paragraphs in Schedule 12A</b>
	19	14 & 16
	20	14
<b>Report Author:</b>	Democratic Services	
<b>Finance Officer:</b>	Not Applicable	
<b>Legal Officer:</b>	Tracey Meredith – Chief Legal Officer (Monitoring Officer)	

#### 1. Introduction

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

#### 2. Exclusion of the Public / Public Interest Test

- 2.1 In order to comply with the above mentioned legislation, Cabinet will be requested to exclude the public from the meeting during consideration of the



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

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

### **3. Financial Implications**

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

### **4. Legal Implications**

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

**Background Papers:** None.

**Appendices:** Appendix A – Public Interest Test.

## Public Interest Test

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

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

# Agenda Item 19.

By virtue of paragraph(s) 14, 16 of Schedule 12A  
of the Local Government Act 1972  
as amended by the Local Government (Access to  
Information) (Variation) (Wales) Order 2007.

Document is Restricted

By virtue of paragraph(s) 14, 16 of Schedule 12A  
of the Local Government Act 1972  
as amended by the Local Government (Access to  
Information) (Variation) (Wales) Order 2007.

Document is Restricted

By virtue of paragraph(s) 14, 16 of Schedule 12A  
of the Local Government Act 1972  
as amended by the Local Government (Access to  
Information) (Variation) (Wales) Order 2007.

Document is Restricted

By virtue of paragraph(s) 14, 16 of Schedule 12A  
of the Local Government Act 1972  
as amended by the Local Government (Access to  
Information) (Variation) (Wales) Order 2007.

Document is Restricted

# Agenda Item 20.

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

Document is Restricted



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

Document is Restricted