



Dinas a Sir Abertawe

Hysbysiad o Gyfarfod

Fe'ch gwahoddir i gyfarfod

Y Cabinet

Lleoliad: O bell drwy Microsoft Teams

Dyddiad: Dydd Iau, 20 Mai 2021

Amser: 10.00 am

Cadeirydd: Cyngorydd Rob Stewart

Aelodaeth:

Cyngorwyr: R Francis-Davies, L S Gibbard, D H Hopkins, E J King, A S Lewis, C E Lloyd, J A Raynor, A H Stevens a/ac M Thomas

Hefyd gwahoddwyd: A Pugh

Gwyllo ar-lein: <https://bit.ly/3nzW35l>

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

Mae croeso i chi siarad Cymraeg yn y cyfarfod.

Dywedwch wrthym erbyn canol dydd, ddeuddydd cyn y cyfarfod.

Agenda

Rhif y Dudalen.

1. Ymddiheuriadau am absenoldeb.

2. Datgeliadau o fuddiannau personol a rhagfarnol.

www.abertawe.gov.uk/DatgeluCysylltiadau

3. Cofnodion.

Cymeradwyo a llofnodi, fel cofnod cywir, gofnodion y cyfarfod blaenorol.

1 - 5

4. Cyhoeddiadau Arweinydd y Cyngor.

5. Cwestiynau gan y cyhoedd.

Rhaid cyflwyno cwestiynau'n ysgrifenedig, cyn hanner dydd ar y diwrnod gwaith cyn y cyfarfod fan bellaf. Rhaid i gwestiynau ymwneud ag eitemau ar yr agenda. Ymdrinnir â chwestiynau o fewn cyfnod 10 munud.

6.	Hawl i holi cynghorwyr.	
7.	Penodiadau Llywodraethwyr yr Awdurdod Lleol.	6 - 10
8.	Cynllun Cyflawni Grant Plant a Chymunedau Llywodraeth Cymru 21/22.	11 - 78
9.	Cynllun Cyflawni Grant Cymorth Tai Llywodraeth Cymru 21/22.	79 - 109
10.	Ardal Gyhoeddus Dros Dro Bae Copr Dewi Sant.	110 - 304
11.	Rheol 7 y Weithdrefn Ariannol -Grant Adnewyddu Priffyrdd 2021-22	305 - 310
12.	Diweddariad ar y Cynllun Hawliau Plant a Phobl Ifanc.	311 - 352
13.	Adroddiad Cynnydd ar Gydbwyllgor Corfforaethol De Orllewin Cymru.	353 - 365
14.	Cynllun Gweithredu Adferiad Economaidd Abertawe.	366 - 377
15.	Gwahardd y cyhoedd: -	378 - 381
16.	Adborth ar Graffu Cyn Penderfynu - Datblygu 71/72 Ffordd y Brenin a 69/70 Ffordd y Brenin - Achos Busnes (FPR7). (Llafar)	
17.	Datblygu 71/72 Ffordd y Brenin a 69/70 Ffordd y Brenin - Achos Busnes (FPR7).*	382 - 500
18.	Awdurdodi Rhaglen Gyfalaf ar gyfer Prosiect Hwb Cymunedol Cefn Hengoed.	501 - 515
19.	Cynllun Cyfnewidfa Priffordd Pont Baldwin, Fabian Way - Caffael tir ac adeilad.	516 - 522
20.	Gwerthu Arfaethedig Tir Addysg Dros Ben yn Ysgol Olchfa.	523 - 549

** Gweithdrefn Galw i Mewn - Testun Craffu cyn Penderfynu: Mae'r penderfyniad hwn yn rhydd o Weithdrefn Galw i Mewn yr awdurdod gan fod "y penderfyniad wedi bod yn destun Craffu Cyn Penderfynu ac ni fu unrhyw newid pwysig i wybodaeth/dystiolaeth berthnasol".*

Cyfarfod Nesaf: Dydd Iau, 17 Mehefin 2021 ar 10.00 am

Huw Evans

Huw Evans
Pennaeth Gwasanaethau Democraidd
Dydd Mercher, 12 Mai 2021

Cyswllt: Gwasanaethau Democraidd - Ffon: (01792) 636923

Agenda Item 3.



City and County of Swansea

Minutes of the **Cabinet**

Remotely via Microsoft Teams

Thursday, 15 April 2021 at 2.00 pm

Present: Councillor R C Stewart (Chair) Presided

Councillor(s)

L S Gibbard
C E Lloyd
M Thomas

Councillor(s)

D H Hopkins
J A Raynor

Councillor(s)

A S Lewis
A H Stevens

Officer(s)

Huw Evans
Adam Hill
David Howes
Tracey Meredith
Phil Roberts
Ben Smith

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

Also present

Councillor(s): A Pugh

Apologies for Absence

Councillor(s): R Francis-Davies and E J King

111. Condolences - HRH, The Prince Philip, Duke of Edinburgh

The Leader of the Council commenced the Meetings with a minute's silence in memory of His Royal Highness, The Prince Philip, Duke of Edinburgh.

112. 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 117 "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) Councillors R C Stewart & A H Stevens declared a Personal & Prejudicial Interest in Minute 123 "Further Rental Concessions to Support Council Commercial Tenants during the Covid-19 Lockdown" and withdrew from the meeting prior to its consideration.

113. Minutes.

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

- 1) Cabinet held on 18 March 2021.

114. Announcements of the Leader of the Council.

The Leader of Council made no announcements.

115. Public Question Time.

No questions were asked.

116. Councillors' Question Time.

Councillor E W Fitzgerald asking a number of questions in relation to Minute 119 "FPR 7 – Local Transport Fund, Ultra Low Emission Vehicle Transformation Fund and Active Travel Fund Grants 2021/22".

117. 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)	Townhill Primary School	Cllr Cyril Anderson
2)	Trallwn Primary School	Sara Cook John Williams
3)	YG Bryntawe	Richard Taylor

118. Leisure Partnerships Annual Report 2019/2020.

The Cabinet Member for Investment, Regeneration & Tourism submitted an information report that advised of the partnership operations of key facilities within the Cultural Services portfolio.

119. FPR 7 – Local Transport Fund, Ultra Low Emission Vehicle Transformation Fund and Active Travel Fund Grants 2021/22.

The Cabinet Member for Environment Enhancement & Infrastructure Management and Cabinet Member for Homes, Energy and Service Transformation submitted a

joint report that sought to approve the funding application for Local Transport Fund (LTF) Ultra Low Emission Vehicle Transformation Fund (ULEVTF) and Active Travel Fund (ATF). It also sought delegated approval upon receipt of grant award letter to Director and Cabinet Member for expenditure on the associated projects in 2021/22.

The report also sought to comply with Financial Procedure Rule 7 "Capital Programming and Appraisals", to commit and authorise schemes in the Capital Programme.

Resolved that:

- 1) The grant funding applications be approved, and assign delegated authority to the Cabinet Members and Director of Place, to accept the grant funding upon receipt of grant award letter and that the LTF, ULEVTF and ATF schemes, together with their financial implications be included in the capital programme for 2021/2022.

120. Financial Procedure Rule 7 – Local Transport Network Fund Capital Grant 2020/21.

The Cabinet Member for Environment Enhancement & Infrastructure Management submitted a report that noted the reduction in the revised grant-funding award for the Local Transport Network Fund 2020/21 (LTNF) monies and sought approval for expenditure on the associated projects in 2020/21.

Resolved that:

- 1) The LTNF scheme, together with the financial implications, be approved.

121. Dylan Thomas House Scheme.

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

Resolved that:

- 1) The delivery of the Dylan Thomas House Scheme in partnership with the University of Wales Trinity Saint David (UWTSD) be approved.
- 2) This scheme, its legal and financial implications be approved and the scheme to be added to the capital programme.
- 3) The Director of Place and Chief Finance Officer be delegated authority to release the capital outlined in the table at paragraph 5.1 of the report and at relevant intervals, as part of the capital programme.
- 4) The Director of Place, the Chief Legal Officer and Monitoring Officer be granted delegated authority to enter into any legal agreements necessary to

progress the scheme including an agreement with UWTSD to cover off any related commercial and grant funding compliance risks.

- 5) The grant bid to the Welsh Government Building for the Future Programme to secure £900k of funding on behalf of UWTSD in support of the proposed scheme be approved and any further grant bids that may be available.

122. Exclusion of the Public.

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

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

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

(Closed Session)

Councillor A S Lewis (Joint Deputy Leader of the Council) Presiding

123. Further Rental Concessions to Support Council Commercial Tenants during the COVID-19 Lockdown.

The Cabinet Members for Delivery & Operations submitted a report that sought to deliver further financial support to the Councils commercial tenants due to extended period of lockdown. The support will be in the form of additional rent concessions and is required to ensure tenant survival, in addition to minimising the impact on the local economy & potential job losses.

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

Councillor R C Stewart (Leader of the Council) Presiding

124. Financial Procedure Rule 7 – Local Transport Fund Capital Grant 2020/21.

The Cabinet Members for Environment Enhancement & Infrastructure Management submitted a report that sought to confirm the outcome of the revised funding award letter for Local Transport Fund (LTF) monies and sought approval for expenditure on the associated projects in 2020/21.

It also sought to comply with Financial Procedure Rule 7 “Capital Programming and Appraisals” to commit and authorise the addition of new schemes to the Capital Programme.

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

The meeting ended at 2.50 pm

Chair

Call In Procedure – Relevant Dates	
Minutes Published:	15 April 2021
Call In Period Expires (3 Clear Working Days after Publication):	23.59 on 20 April 2021
Decision Comes into force:	21 April 2021

Agenda Item 7.



Report of the Local Authority Governor Appointment Group

Cabinet – 20 May 2021

Local Authority Governor Appointments

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

1.0 The nominations referred for approval

1.1 The nomination recommended for approval as follows:

1. Oystermouth Primary	Dr Martin Clift
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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.
- Deliver better outcomes for those people who experience socio-economic disadvantage

4.2 The Well-being of Future Generations (Wales) Act 2005 mandates that public bodies in Wales must carry out sustainable development. Sustainable development means the process of improving the economic, social, environmental and cultural well-being of Wales by taking action, in accordance with the sustainable development principle, aimed at achieving the 'well-being goals'.

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

Background papers: None

Appendices:

Appendix A - Integrated Impact Assessment Form

Please ensure that you refer to the Screening Form Guidance while completing this form.

Which service area and directorate are you from?

Service Area: Achievement and Partnership

Directorate: Education

Q1 (a) What are you screening for relevance?

- New and revised policies, practices or procedures
- Service review, re-organisation or service changes/reductions, which affect the wider community, service users and/or staff
- Efficiency or saving proposals
- Setting budget allocations for new financial year and strategic financial planning
- New project proposals affecting staff, communities or accessibility to the built environment, e.g., new construction work or adaptations to existing buildings, moving to on-line services, changing location
- Large Scale Public Events
- Local implementation of National Strategy/Plans/Legislation
- Strategic directive and intent, including those developed at Regional Partnership Boards and Public Services Board, which impact on a public bodies functions
- Medium to long term plans (for example, corporate plans, development plans, service delivery and improvement plans)
- Setting objectives (for example, well-being objectives, equality objectives, Welsh language strategy)
- Major procurement and commissioning decisions
- Decisions that affect the ability (including external partners) to offer Welsh language opportunities and services

(b) Please name and fully describe initiative here:

Appointing Local Authority governors to schools in Swansea

Q2 What is the potential impact on the following: the impacts below could be positive (+) or negative (-)

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

**Q3 What involvement has taken place/will you undertake e.g. engagement/consultation/co-productive approaches?
Please provide details below – either of your activities or your reasons for not undertaking involvement**

This activity does not require consultation

Q4 Have you considered the Well-being of Future Generations Act (Wales) 2015 in the development of this initiative:

a) Overall does the initiative support our Corporate Plan’s Well-being Objectives when considered together?

Yes No

b) Does the initiative consider maximising contribution to each of the seven national well-being goals?

Yes No

c) Does the initiative apply each of the five ways of working?

Yes No

d) Does the initiative meet the needs of the present without compromising the ability of future generations to meet their own needs?

Yes No

Q5 What is the potential risk of the initiative? (Consider the following impacts – equality, socio-economic, environmental, cultural, legal, financial, political, media, public perception etc...)

High risk

Medium risk

Low risk

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

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

Q7 What is the cumulative impact of this proposal on people and/or communities when considering all the impacts identified within the screening and any other key decisions affecting similar groups/ service users made by the organisation?

(You may need to discuss this with your Service Head or Cabinet Member to consider more widely if this proposal will affect certain groups/ communities more adversely because of other decisions the organisation is making. For example, financial impact/poverty, withdrawal of multiple services and whether this is disadvantaging the same groups, e.g., disabled people, older people, single parents (who are mainly women), etc.)

In order for schools to run effectively they need to have effective Governing Bodies.

Outcome of Screening**Q8 Please describe the outcome of your screening below:**

- **Summary of impacts identified and mitigation needed (Q2)**
- **Summary of involvement (Q3)**
- **WFG considerations (Q4)**
- **Any risks identified (Q5)**
- **Cumulative impact (Q7)**

Q2. We have identified high impact on children and young people because it is in school environment and Governors are appointed to those school. Race, Religion and Welsh language have been also identified as high impact because we have some religious and welsh language schools. There is no need for mitigation as impacts that have been identified are not negative impacts.

Q3. The panel choose Governors ,no public consultation required.

Q4. We have considered the WFG act.

Q5. No risks have been identified.

Q7 No cumulative impact.

(NB: This summary paragraph should be used in the relevant section of corporate report)

Full IIA to be completed

Do not complete IIA – please ensure you have provided the relevant information above to support this outcome

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.

Screening completed by:
Name: Agnieszka Majewska
Job title: Governor Support assistant
Date: 28/04/2021
Approval by Head of Service:
Name: Kate Phillips
Position: Interim Head of Achievement and Partnership
Date: 29/04/2021

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

Agenda Item 8.



Joint Report of the Cabinet Member for Supporting Communities and Cabinet Member for Children Services

Cabinet – 20 May 2021

Welsh Government Children & Communities Grant Delivery Plan 2021 - 2022

Purpose:	This report details the delivery and spend plan for Children & Communities Grant 21/22 outlining how services are commissioned to ensure service provision is sustainable, creates efficiencies and improves outcomes for people that use services.
Policy Framework:	WG Children & Communities Grant Guidance 2020 Local Authority Contract Procedure Rules and Public Contract Regulations 2015.
Consultation:	Social Services, Access to Services, Finance, Legal, Commercial Services and Procurement Education and Health.
Recommendation(s):	It is recommended that: 1) Cabinet note the receipt of the Welsh Government Children & Communities Grant 21/22 and approve the continuation and expansion of projects as outlined in the Delivery Plan agreed by Welsh Government.
Report Author:	Jane Whitmore
Finance Officer:	Chris Davies
Legal Officer:	Debbie Smith
Access to Services Officer:	Rhian Millar

1. Introduction

- 1.1 The Children and Communities Grant (CCG) together with the Housing Support Grant (HSG) form the Funding Alignment programme.

- 1.2 The vision for Funding Alignment is to provide financial flexibility that facilitates the delivery of outcomes, which can empower Local Authorities and Welsh Government to further align and improve Early Intervention and Prevention Support services together, ensuring the right support reaches the right people at the earliest opportunity. There is a clear expectation that the Children and Communities Grant and the Housing Support Grant should work in a seamless fashion, providing integrated services where appropriate.
- 1.3 Funding Alignment has five broad objectives.
- to provide greater autonomy about how services are delivered, particularly around joint planning and commissioning
 - to provide greater financial freedom and flexibility to enable local authorities to work differently
 - to enable local authorities to plan strategically and holistically
 - to enable service re-design
 - to reduce unnecessary bureaucracy
- 1.4 The outcomes we are seeking to influence reflect the Well-being of Future Generations (Wales) Act 2015 ('WFG Act') well-being goals. There should be a focus on actively helping those who require help now and also the development of innovative approaches to delivery, designed to prevent people becoming more vulnerable in the future.
- 1.5 The Core purpose of the Children & Communities Grant originates from *Prosperity for All*: the National Strategy sets out the need to deliver public services in a more collaborative and integrated way. This grant is seeking to address the support needs of the most vulnerable children and adults in our communities through a range of early intervention, prevention and support mechanisms. It will seek to mitigate or remove disadvantage to vulnerable people to enable them to have the same life chances as others, thereby contributing to a more equal Wales
- 1.6 The seven programmes in the Children and Communities Grant are:
- Childcare and Play (formerly called 'Out of School Childcare Grant')
 - Communities for Work Plus (CfW+)
 - Families First
 - Flying Start
 - Legacy Fund (for LA's formerly in receipt of Communities First funding)
 - Promoting Positive Engagement (PPE) for Young People at Risk of Offending
 - St David's Day Fund
- 1.7 The money allocated for the Children and Communities grant for 2021-22 must only be spent on delivering against this grant (and the seven programmes within it).

2. Delivery Plan 21-22

- 2.1 'Swansea's vision for the delivery of the Children and Communities Grant funded services is that through early identification of need and early intervention, targeted services working with a whole family approach will empower individuals and families to problem solve, build resilience and sustain change. The services will be delivered through collaborative multi-service and multi-agency working, supported by co-location, in a proactive, timely way to prevent escalation of need and to de-escalate existing need.'
- 2.2 The desired outcomes we are seeking by developing this approach are:
- Improved outcomes for children, young people and adults by working together effectively across the continuum of need
 - Timely support to families and individuals that promotes resilience, independence and engagement with their local community
 - Prevent or delay the need for more intensive interventions
 - Ensure families and individuals move up the continuum to receive the co-ordinated support necessary to meet their needs, ('step-up' arrangements)
 - Ensure appropriate 'step down' arrangements for families who are demonstrating an ability to meet their children's needs following more intensive support
 - Make best use of resources by identifying and realising the efficiencies that can be made by coordinating existing support services
 - Strengthen and realign early intervention and preventative services, to support the wellbeing of vulnerable children and families at a time of identified need
 - Provide a consistent approach across the authority that is understood by families, individuals and service providers across the continuum and includes a proportional joint assessment, performance management framework, and how the right response is provided at the right time.
- 2.3 In Swansea the use of the Children & Communities Grant supports three of the six corporate priorities of Swansea Council:
- Tackling Poverty
 - Safeguarding people from harm
 - Improving education and skills
- 2.4 Flexibility has supported joint planning and commissioning to make more effective use of the funding in pursuit of the constituent programmes' aims and objectives.
- 2.5 Five workstreams outlining preventative programme activity have been defined covering all ages and stages, including disability, involvement and community engagement as cross cutting workstreams, and including this year Tackling Poverty as the impact of the pandemic has highlighted a need for a greater focus on this area.
- 2.6 A key objective of amalgamating these programmes is for Local Authorities to respond with innovative approaches to improve

service delivery and align services responding to local needs. Our focus for 21-22 will be on Tackling Poverty and Early Years Integration as we continue our Covid 19 recovery.

- 2.7 Due to Covid, we have seen a profound far reaching impact on individuals and communities. Households have seen their incomes fall, living costs have increased, unemployment has increased and personal and household debt has increased. In addition to an increased adverse impact on individual's health and well-being.
- 2.8 We have had a Tackling Poverty Strategy and associated actions over a number of years, but due to the significant impact of Covid this is being refreshed and refocused to address existing and emerging needs. This refreshed approach priorities and associated areas of focus will be co-produced with partners and those with lived experience.
- 2.9 As set out in the *National Strategy Prosperity for All*, we want: "Children from all backgrounds to have the best start in life. Our aim is that everyone will have the opportunity to reach their full potential and maximise their chances of leading a healthy, prosperous and fulfilling adulthood, enabling them to participate fully in communities, the workplace, and contribute to the future economic success of Wales.
- 2.10 Due to the significant impact of Covid on Early Years through our Early Years Integration partnership work will be driving forward the development of joined up and responsive Early Years' services across all sectors to ensure needs are being met in the best possible way. This new approach will be taken forward with partners and co-produced to ensure we understand what matters to those receiving services.
- 2.11 The full delivery plan can be found at **Appendix 1** and covers detailed sections including;
- Community Engagement
 - Equalities
 - Partnership Work
 - Working with the 3rd Sector
 - Governance
 - Integration between programmes

3. Themes and Funding Allocation

- 3.1 This table below outlines the high level funding allocation to each theme identified within the delivery plan
- 3.2 High level spend plan outlined below. Please note this is for the CCG funded only and relevant to each of the 7 grant programmes included. Other funding comes from different grant sources in to these areas also.

Workstream	Themes	Sub Total	TOTAL
Early Years and Family Support	Health Services	£ 1,749,385	
	Childcare	£ 3,415,972	
	Speech & Language	£ 151,711	
	Early Help	£ 815,572	
			£ 6,132,640
Children and Family Support	Family Centres	£ 730,200	
	Early Help	£ 1,230,150	
	Emotional Health & Wellbeing	£ 125,000	
	Play and Leisure	£ 75,212	
			£ 2,160,562
Adolescents and Family Support	Promoting Positive Engagement	£ 321,974	
	Early Help	£ 645,150	
			£ 967,124
Young Adults and Family Support	Care and Care Leavers	£ 83,873	
	Employability	£ 180,281	
			£ 264,154
Adults	Employability	£ 806,875	
			£ 806,875
Disability	Disability Support	£ 323,000	
			£ 323,000
Community Involvement	Engagement	£ 144,467	
			£ 144,467
Tackling Poverty	Poverty	£ 169,386	
			£ 169,386
Central Costs	Co-ordination	£ 271,088	
			£ 271,088

TOTAL

£ 11,239,296

- 3.3 55% of the grant is externally commissioned to 3rd sector providers, schools and health
- 3.4 45% of the grant is internally commissioned to Child & Family Services, Tackling Poverty Services and Education.

4. Integrated Impact Assessments

- 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.
- Deliver better outcomes for those people who experience socio-economic disadvantage

The Well-being of Future Generations (Wales) Act 2005 mandates that public bodies in Wales must carry out sustainable development.

Sustainable development means the process of improving the economic, social, environmental and cultural well-being of Wales by taking action, in accordance with the sustainable development principle, aimed at achieving the 'well-being goals'.

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

- 4.2 An IIA Screening Form has been completed with the agreed outcome that there are no foreseeable negative impacts as a result of the increased funding; that services to people with protected characteristics may increase; that the proposals are compatible with corporate priorities and WBFGA obligations. Therefore a full IIA report is not required:

- Please refer to **Appendix 2** Integrated Impact Assessment Screening Form as a background paper

5. Legal Implications

- 5.1 The procurement of social care and housing-related support services is governed by the Public Contract Regulations (PCR) 2015, therefore any proposed modifications to existing contracts must comply with Regulation 72 of the PCR 2015 and with the terms of the signed Agreement.
- 5.2 Where a proposed expansion of the utilisation of grant monies is proposed and is outside the scope of any current Agreement the Council shall utilise other provisions which are contained within PCR 2015 and the Councils Contract Procedure Rules to ensure the effective delivery of the services required.
- 5.3 The PCR 2015 recognise the special characteristics of social services and related services and the limited cross border interest in these services, and the regulations reflect the importance of cultural context and sensitivity.
- 5.4 All contracts held under the Children & Communities Grant Programme are procured and commissioned in line with these regulations

6. Financial Implications

- 6.1 The Children & Communities Grant allocation from Welsh Government for Swansea Council for 2021/22 is **£11,239,296**

- 6.2 This is a slight increase in funding into this area for Swansea £73,444 additional has been given for Flying Start Outreach provision.
- 6.3 The table in section 3 shows a high level spend plan for the CCG programme for 21/22 and the Welsh Government Grant Offer letter can be found under **Appendix 3**.

Background Papers: None

Appendices:

- Appendix 1 Children & Communities Grant Delivery Plan 21 - 22
Appendix 2 Integrated Impact Assessment Screening Form
Appendix 3 Welsh Government Grant Offer Letter 21 - 22



Llywodraeth Cymru
Welsh Government

Children and Communities Grant
REQUEST FOR FUNDING 2021/22

PLEASE NOTE ALL REQUESTS FOR FUNDING MUST BE CLEARED AND
ENDORSED BY THE CHIEF EXECUTIVE BEFORE SUBMISSION.

Section 1 – Endorsement and Compliance

Local Authority Area: Swansea Council

Indicative Award (£): 11,239,296

Signature:

Date

1st March 2021

**Name in Block
Capitals:**

PHIL ROBERTS

Organisation and Position:

Chief Executive, Swansea Council

Contact details:

☎ 01792 637525

✉ phil.roberts@abertawe.gov.uk

✉ phil.roberts@swansea.gov.uk

Section 2 – Purpose and guidance to complete this form

Purpose:

The purpose of the Children and Communities grant is to address the support needs of the most vulnerable children and adults in our communities through a range of early intervention, prevention and support mechanisms. It will seek to mitigate or remove disadvantage to vulnerable people to enable them to have the same life chances as others, and therefore contribute to a more equal Wales.

Guidance:

Please refer to the 'Children and Communities Grant Guidance 2020-21 document' for more information.

Your delivery plan will need to include any adjustments to the way services will be delivered in light of the ongoing Coronavirus pandemic.

Please complete Sections 3 to 9 using the boxes below.

Section 10 explains which other programme specific delivery plans you are expected to complete.

There is no need to duplicate or repeat responses in different sections. If relevant, please cross-refer to other areas of the plan if you have already provided the information.

The money allocated for the Children and Communities grant for 2021-22 must only be spent on delivering against this grant (and the seven programmes within it).

Section 3 – Vision

Please set out your high level local authority vision for delivering the early intervention and prevention services funded through the CCG.

Please set out how the local authority intends aligning services and provisions across the range of programmes

Response:

(500 word limit)

Our high level vision has remained consistent throughout Covid, and we have utilised the lessons learned through our response throughout all programme areas

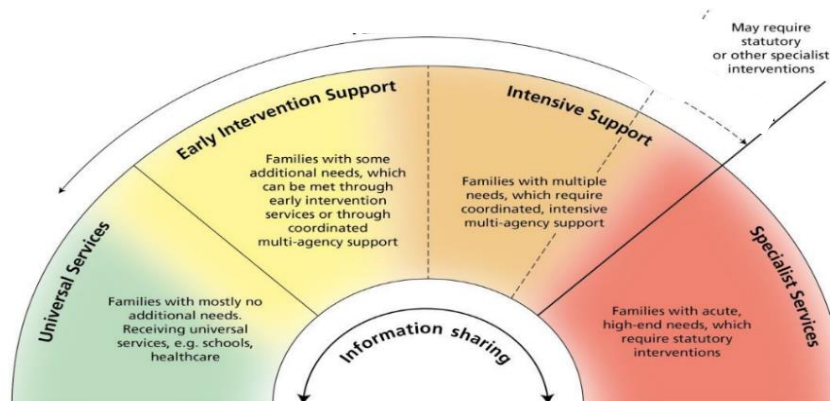
The purpose of the **Children and Communities Grant (CCG)** is to address the support needs of the most vulnerable children and adults in our communities through a range of early intervention, prevention and support mechanisms. It will seek to mitigate or remove disadvantage to vulnerable people to enable them to have the same life chances as others, and therefore contribute to a more equal Wales.

3.1 Vision

'Swansea's vision for the delivery of the Children and Communities Grant funded services is that through early identification of need and early intervention, targeted services working with a whole family approach will empower individuals and families to problem solve, build resilience and sustain change.

The services will be delivered through collaborative multi-service and multi-agency working, supported by co-location, in a proactive, timely way to prevent escalation of need and to de-escalate existing need.'

Services within the Children & Communities Grant will operate across the Continuum of Need as outlined in the figure below



3.2 Outcomes

The desired outcomes we are seeking by developing this approach are:

- ✓ Improved outcomes for children, young people and adults by working together effectively across the continuum of need
- ✓ Timely support to families and individuals that promotes resilience, independence and engagement with their local community
- ✓ Prevent or delay the need for more intensive interventions
- ✓ Ensure families and individuals move up the continuum to receive the co-ordinated support necessary to meet their needs, ('step-up' arrangements)
- ✓ Ensure appropriate 'step down' arrangements for families who are demonstrating an ability to meet their children's needs following more intensive support
- ✓ Make best use of resources by identifying and realising the efficiencies that can be made by coordinating existing support services
- ✓ Strengthen and realign early intervention and preventative services, to support the wellbeing of vulnerable children and families at a time of identified need
- ✓ Develop a commissioning strategy across C&CG and Housing Support Grant
- ✓ Provide a consistent approach across the authority that is understood by families, individuals and service providers across the continuum and includes a proportional joint assessment, performance management framework, and how the right response is provided at the right time.

3.3 Corporate Priorities

In Swansea the use of the Children & Communities Grant supports three of the six corporate priorities of Swansea Council:

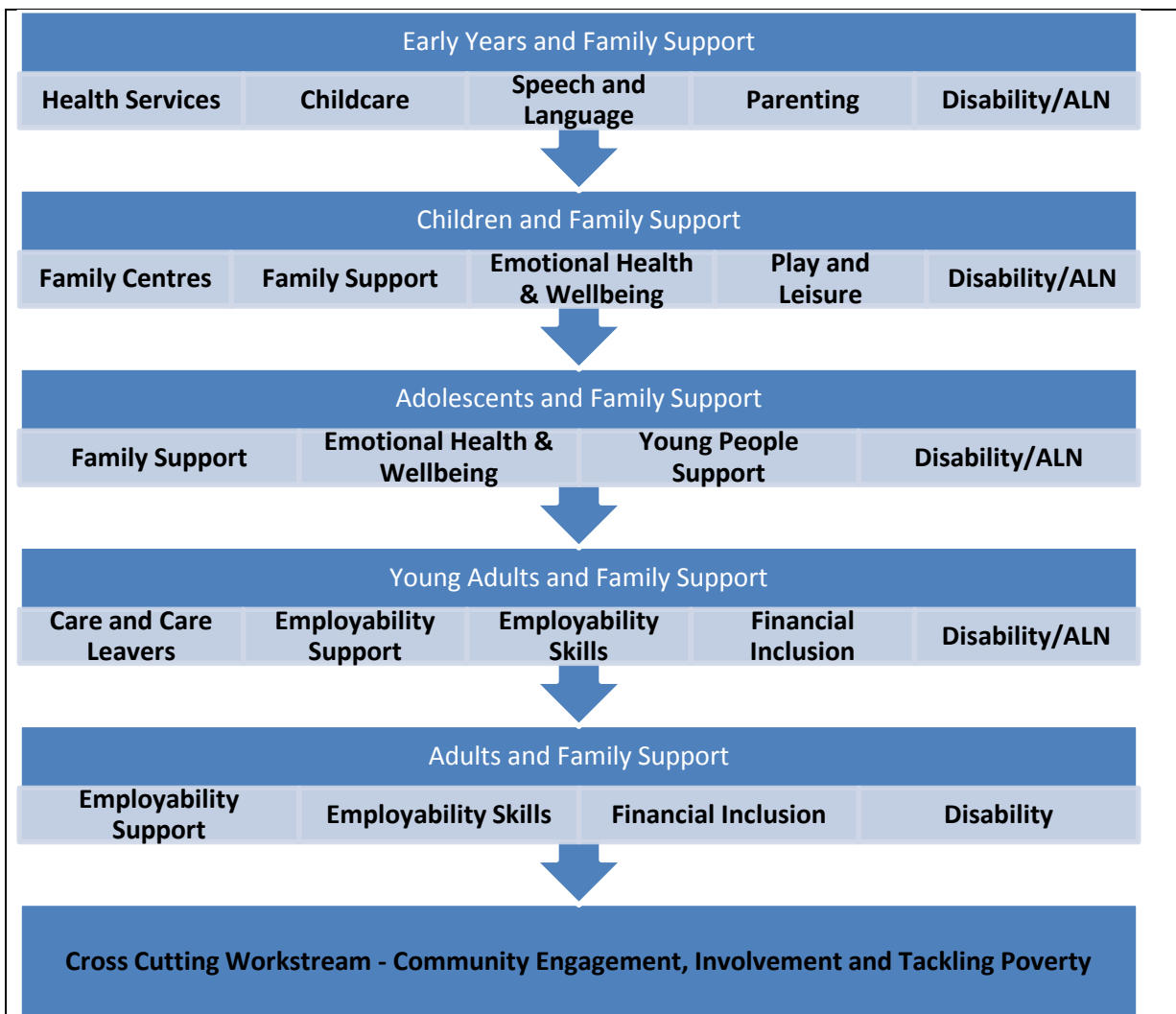
- Safeguarding people from harm
- Improving education and skills
- Tackling Poverty

The vision for the grant; identifying and implementing new approaches to improve service delivery, achieving better outcomes for citizens and achieving administrative efficiencies reinforces our corporate values of; People Focused, Working Together and Innovation.

3.4 Delivering the Vision

Flexibility has supported joint planning and commissioning to make more effective use of the funding in pursuit of the constituent programmes' aims and objectives

Five workstreams outlining preventative programme activity have been defined covering all ages and stages, including disability, involvement and community engagement as cross cutting workstreams, and including this year Tackling Poverty and the impact of the pandemic has highlighted a greater focus on this area. The diagram below outlines each workstream and the themes of activity and project delivery within.



Section 4 – New Approaches

A key objective of amalgamating these programmes into a single grant is to enable local authorities to respond with innovative approaches to improve service delivery and align services so they are easier for children, young people, individuals and families to access.

Better outcomes:

Please demonstrate how you plan to use the flexibilities to drive innovative ways of working to achieve better outcomes for people. Please show:

- which approaches are new and being tested
- which are already developed and
- how the learning is being transferred.

Achieving administrative efficiencies:

Please demonstrate your approach to minimising the administrative support required to support these grant programmes including what you are doing to achieve efficiencies through improved commissioning (where applicable). If you have already achieved administrative efficiencies, please provide details on how this will be reviewed in the future?

Response:

(500 word limit)

4.1 Tackling Poverty – refreshed new approach

The programmes within the Children and Communities Grant have focused on tackling poverty. Due to Covid, we are seeing a profound far reaching impact on individuals and communities. Households have seen their incomes fall, living costs have increased, unemployment has increased and personal and household debt has increased (Bevan Foundation – 2020). In addition to an increased adverse impact on individual's health and well-being.

Within Swansea we have had a Tackling Poverty Strategy and associated actions over a number of years, but due to the significant impact of Covid this is being refreshed and refocused to address existing and emerging needs. This refreshed approach priorities and associated areas of focus will be co-produced with partners and those with lived experience.

Tackling Poverty refreshed priorities (will be finalised through a co-productive approach)

1. Enabling strong families and communities
2. Improving educational attainment, routes to further education, training or employment and opportunities for learning throughout life
3. Improving access to affordable and secure homes
4. Improving opportunities for participation for all including social, cultural, leisure activities and coproduced solutions
5. Maximising incomes and reducing costs
6. Promoting economic growth that is accessible, inclusive and benefits everyone
7. Supporting people to improve their employability, find work that pays fairly and progression in work
8. Reducing health inequalities and improving well-being
9. Supporting people in crisis or risk of crisis

Actions contributing to the tackling poverty priorities will be across all the CCG programmes and these will be coordinated through our Tackling Poverty Forum to ensure a coherent and aligned approach.

4.2 Early Years Integration – refreshed new approach

The 21/22 plan will have a particular focus on early year's integration as many reviews and reflective practice opportunities have led to enhanced partnership working and collaborative, solution focused approaches to ensure local needs are being met, with the adaptive recovery phase actively informing service delivery models.

4.2.1 Early Years – an integrated approach, enhancing and expanding.

- Consideration in respect of all early years projects and programmes – Pathfinder, Childcare Offer, Flying Start, Family Information Service, Childcare and Play Sufficiency etc.
- The Early Years Programme Team will include a mixture of roles who will work flexibly across the early years landscape and include Flying Start, private childcare

provision, primary schools and play provision with a view to achieving quality, equity and parity, this will be undertaken in a number of ways including;

- Workforce development and the scaffolding of knowledge, skills, experiences and understanding via sector support from the right individual or service at the right time.
- Enhancement of relationships and relationship building.
- Dovetailing early years grants and funding opportunities
- Calibration of outreach opportunities
- Alignment of roles to compliment, enhance and expand the reach of existing services, projects and programmes.
- Synergy of and within organisations, services, departments, projects and programmes in relation to early years.

Which in turn will enable perception and change in respect of quality, inclusion, Safeguarding, prevention and early intervention.

- Broad examples of areas of influence, as identified by the Pathfinder mapping exercise include;
 - Speech, language and communication, Physical literacy, Nutrition, Child development, Pedagogical approaches and ALN
- Regional working as well as collaboration in its broadest sense will be a pivotal factor in measuring success with key stakeholders including colleagues in Health, Education, Social Services as well as the Swansea's childcare and play sector.
- A clear goal by the end of the financial year is the ambition of achieving an Early Years Pathway to evidence the holistic approach undertaken.

4.2.2 Early Years Early Help

A team approach providing a Swansea wide service via the Children & Communities Grant (CCG), aligning to WG Early Years Systems Integration. The Team will:

- Contribute towards the achievement of improving outcomes across the Early Years landscape by delivering evidence based programmes, practice, opportunities and interventions as well as whole family approaches, via group and one to one opportunities.
- Support and scaffold learning, knowledge, skills and understanding of the early years and childcare sector as part of the early years pathway.
- Deliver integrated and inclusive services and opportunities for children aged 0 - 11 years of age.
- Support and deliver provision for children with emerging or diagnosed disabilities
- Support families to establish and enhance skills that better enable them to help their child meet their developmental milestones. Encouraging families to engage and promote their child's language, play and holistic developmental skills

4.2.3 Early Years Outreach Programme

Continued development of a full outreach model to include all core components. Eligibility will span;

- Those moving outside of a Flying Start area (within 1mile) with continued needs.
- Specific Communities of interest – concentrating on an exit strategy into additional Flying Start Outreach Health Visiting for those in receipt of the existing provision of additional midwifery support to young vulnerable parents, targeted at parents having their first baby.
- Those living outside of a Flying Start area (within 1mile) with support needs.

Refined detail on the policy to be developed in line with plans for Early Years integration.

4.2.4 Health

Health colleagues in the broadest sense are key stakeholders in the development of an integrated early years approach and pivotal in achieving change and transformation. Being an early adopter Pathfinder Authority we will be exploring opportunities to enable joined up systems and processes as much as possible, this will include:

- Maximisation of health visitor posts
- Workforce development in respect of Speech, Language and Communication, Nutrition topics etc.
- The ambition to achieve a whole service approach.

4.2.5 Child Development / Quality and Pedagogical Approaches.

The ambition of achieving quality, parity and equity extends to **all** children and early years provision and will be achieved by the “flexing” of support;

- Holistic and more specific targeted support e.g ALN workforce development.
- Exploration in respect of expanding the Sustained Shared Thinking and Emotional Well-being (SSTEW) tool as a quality assurance tool for early years provision.
- Integrated meetings and networking opportunities – virtual and face to face.
- Improved transition arrangements across the sector. E.g Flying Start to 30 hour Childcare Offer, childcare to school.
- The delivery of evidence based programmes and interventions for families that sit across the social care continuum

4.2.6 Early Years ALN

We aim to develop a new approach by appointing an Educational Psychologist (1FTE) as well as an Early Years ALN Performance Specialist (0.6FTE). The new approach aims to consolidate the ALN Early Years offer within the wider Additional Learning Needs and Inclusion Team which includes the Educational Psychologist service.

Appointing an Educational Psychologist into the existing Educational Psychology Service will enable the development of a consistent approach of early identification and intervention supported by the Educational Psychology Service from 0-25 within the consultation model of service delivery. It will also enable the service to support settings to build their knowledge and understanding of ALN provision to meet a wide range of needs.

The introduction a new role of Performance Specialist for Early Years (0.6FTE) will support the existing Performance Specialist team to quality assure, train and support the development of setting provision for ALN learners. This will support the statutory role introduced with the ALNET Act (2018) of the EYALNLO which will provide a strategic overview of Early Years ALN provision across Swansea.

4.3 Better Outcomes

The aim of these changes would be to ensure a consistent offer of provision and support for all of the Early Years cohort regardless of whether they attend a Flying Start setting.

Greater links between Early Years and the wider Education, Child & Family Early Help Service, Health and private provision will ensure that transition will be improved and provide opportunities to identify and share good practice across age ranges.

With the support available across the early years cohort, and not just Flying Start, early identification and intervention will be improved across the local authority as a whole and will ensure equity of support and provision.

Early identification and intervention will ensure that support is provided at the earliest opportunity so that learners receive the support required at the right time to meet their full potential.

The new approach will provide greater opportunities for multiagency training for all settings and will develop a workforce that has a robust understanding of ALN and how learners with ALN can be supported effectively on their educational journey.

It is equally important to reflect on lessons learnt and that these be incorporated into new ways of working – including “blended” learning approaches in order to enhance delivery models, adding a layer of resilience to enable business continuity, whilst also being mindful of digital exclusion

4.4 Achieving administrative efficiencies

- Covid-19 put a lot of strain on our services and meant much of our delivery were not able to happen in a traditional way. This led to a number of innovative approaches being investigated including utilising different media formats such as WhatsApp, Facebook and Teams.
- In order to strengthen and develop this approach we are rolling out training to all staff across the Early Help Hubs, Early Years Early Help and offering it to organisations via our Family Support Network. The other element to this is that we are digitalising our family support resources to improve accessibility and functionality so more families are able to use those resources and they are greater outcomes and achieve efficiencies.
- Budget lines for travel, supplies and services, printing, venue hire for delivery and associated costs have been reduced because of the new way of working.

Section 5 – Community Engagement

How will you continue to engage with and involve local communities and use their responses to inform your long term vision and delivery plan?

Response:

(Up to 500 words)

Communities Engagement is a key focus across all CCG activity. This has been further improved over the last 12 months with programmes finding new effective ways of engaging and involving specific target groups. CCG programmes have also

continued to work together to ensure effective community engagement and involvement in local activity:

- We will continue to engage and involve local communities in shaping our delivery moving forwards, sometimes in new and different ways.
- We have used client feedback, involvement and co-production to inform our long term vision and delivery:

All delivery through the programme is carried out in line with the Swansea approach to co-production, 'a relationship where professionals and citizens share power to plan and deliver support together, recognising that both have vital contributions to make in order to improve the quality of life for people and communities.'

We have developed a Co-production Strategy with citizens which underpins our journey for implementation of all of this area of work



A Co-Production
Strategy for Social Ca

During the last year we have delivered some of our CCG activities differently, however we have maintained a focus on the Well-being of Future Generations for Wales Act 2015, with actions reflecting the Five Ways of Working approach:

- Long-Term – Plans around short term delivery are made taking into account long term implications. CCG activity included ensuring people and families were able to access wellbeing support, financial inclusion/welfare benefits advice and employability related training to enable them to develop their own pathways from poverty. We adopt a long term preventative approach which considers long term implications.
- Integration – During the period all CCG programme activity has linked directly into the Well Being of Future Generations Act (2015) goals. We continue to review our deliver to make sure we are engaging effectively and in a representative way. We will continue to target activity and make it accessible for people and families for whom Welsh is a first language.
- Involvement – CCG activity during the period has worked closely with communities and service users to design delivery, (co-production). Local communities and existing service users have been consulted in different and non-traditional ways. We have sought to redesign project delivery through direct feedback relating to delivery (for example to address digital exclusion) whilst also finding out and asking about other well-being community and individual issues, (social isolation). We will continue this approach moving forward to enable CCG activity to help with a wider range of issues.
- Collaboration – CCG programmes have collaborated with internal/external partners to ensure more effective programme delivery. During the period key work with the Local Authority, the Third Sector and Poverty Truth Commission

has continued to take place with a view to develop the programme further in Swansea. This work will continue next year and will help us shape our CCG delivery further.

As evident in our Third Sector and Partnership sections Community engagement is key to service delivery in Swansea across all sectors. Whether it's via public involvement or engaging with our partners if we want to deliver the most efficient services to people how and when they are needed this needs to be at the start of any project/service inception and we must strive to continuously improve this.

Section 6 – Equalities

Please outline how you are ensuring that there is equality of access to services for all, including addressing barriers facing particular groups of people, including, but not limited to those with protected characteristics.

Response:

(Up to 500 words)

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.

An EIA Screening Form has been completed with the agreed outcome is that a full EIA report was not required at this stage as these arrangements are around back office functions and there is no direct change to services provided to the public as a result. A copy of the EIA Screening Form can be found below, a full EIA report will be completed if services to client groups change as a result of needs, planning and commissioning decisions.



EIA Screening
21-22.doc

In planning and designing the areas within the Children & Communities Grant, we ensure we are meeting the needs of those with protected characteristic, for example we have a maintained a focus on disability throughout all of our workstreams.

All of the staff who work within the programmes undergo equality training as a mandatory. Within tender documents for externally commissioning projects there is a section on equalities in the Supplier Suitability Questionnaire, so we ensure these are also compliant with the Equality Act before contracting with them.

As projects change throughout the process as we develop the plan, EIA's are completed on that specific problem to ensure we are not making changes which are detrimental to those with protected characteristics.

Contained within the EIA process is a specific section for a Children's rights impact assessment, which means we will pay due regard to the UNCRC in relation to any decision which directly impacts children and young people.

Section 7 – Governance arrangements

Please outline the governance arrangements in place to ensure this plan is agreed/ delivered.

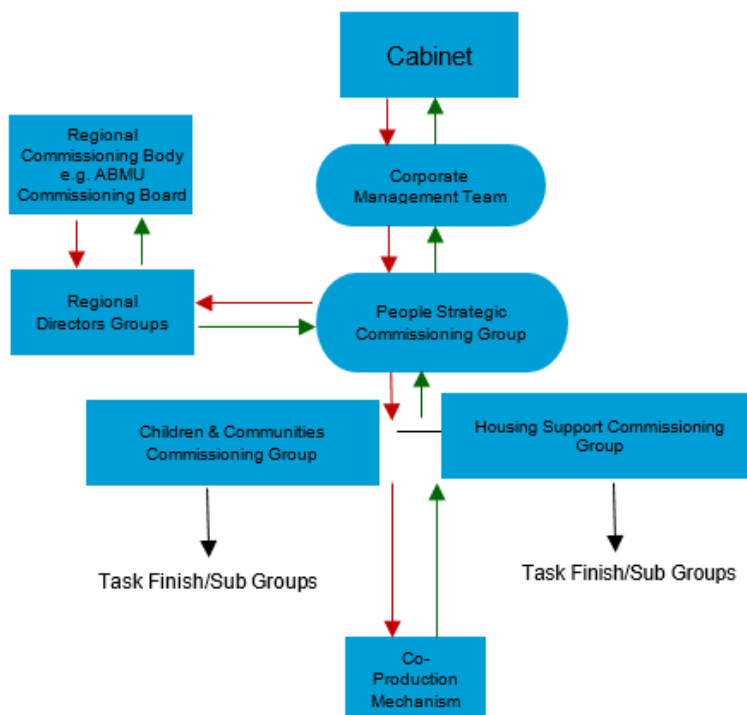
Please highlight any key risks to delivery for your local authority and describe any mitigating action to manage them.

Response:

(Up to 500 words)

The People Strategic Commissioning Group is well established to ensure of all Commissioning activity is coordinated and governed in order to support achievement of corporate objectives across Directorates. The Corporate Management Team and Cabinet are fully informed and involved in the transformation programme of this area and are fully supportive. The Governance Structure, which shows overall accountability for each commissioning group for the Children & Communities Grant and the Housing Support Grant. (Figure 1)

(Figure 1) People Strategic Commissioning Group Governance Structure



Staff communication will be planned as part of our transformation programme to ensure they are fully informed of the direction of travel and fully involved in shaping the future programme going forward.

Risk Register



CCG Risk Register
20-21.docx



high_level_audit_repo
rt - Corporate Risk Re

The risk register for the programme and the whole council risk register is embedded

Section 8 – Links with Housing Support Grant

Please outline how this CCG delivery plan links with your plans for the Housing Support Grant.

Response:

(Up to 500 words)

- Close working arrangements between CCG and HSG continue
- During 21/22 we will look to strengthen links with supported housing providers and raise awareness of our Swansea Working co-ordinated approach to employability support.
- We will continue to build on this work moving forward, especially around the tackling poverty agenda.
- We will also be exploring joint commissioning of care leavers through CCG and HSG as a workstream in the HSG
- Within our commissioning hub arrangements teams who are responsible for both the Children & Communities Grant and the Housing Support Grant, which makes sure we align both grant programmes to add value to each other and not duplicate.
- We have brought together together commissioning activities and delivery to strengthen our ability and our key partners ability to deliver preventative services for those in the greatest need.
- Planning, commissioning and delivering services which reflect the complexity of people's lives and the inter-relationships between their support needs must be the right approach.
- This approach enables us to explore opportunities to redesign services, drive sustainable long term preventative approaches and improve outcomes for vulnerable people.
- This approach has a number of advantages and has been a key driver for change for us to work collectively to ensure that crucial services are integrated as effectively as possible.
- Our Governance structure allows full links to be maintained and developed with the Housing Support Grant as we move forward, both grants will be included in our transformation programme.

**Section 9 – Plans for Legacy Fund, St David’s Day Fund,
Childcare & Play and Promoting Positive Engagement for Young
People**

Please confirm your plans for the programmes above and how you will integrate these with the other programmes in CCG. Please provide comments on COVID 19 impact for your programme specific plans

Response:

(No word limit)

Legacy Fund

The Legacy Fund will continue to work towards the priorities outlined below:

- Tackling child poverty and mitigating the impact of adverse childhood experiences.
- Enhancing employment support provision through the development of a single employability offer.
- Mitigating the impacts of Welfare Reform through provision of local specialist welfare benefits support.
- Enhancing digital inclusion to support Universal Credit claim management and the ability to seek and find work online.
- Improving financial inclusion and financial capability through income maximisation, reduction of household expenditure and mitigating the impact of the poverty premium.
- Development of sector specific employment training pathways linked to local employment growth sectors.

All work during the last 12 months has worked towards the priorities above however we have seen significant need develop for our financial inclusion and welfare rights priorities. This has been directly affected by the economic circumstances created by the CV-19 pandemic and demand for these activities has increased during the period. We will reflect this in our work to meet these priorities moving forwards and make sure this focus is linked to other CCG activity.

Research during the last year has shown us that many of the people the most affected by the CV-19 pandemic are also those in poverty. A number of people are digitally excluded from accessing these services and we will continue to support individuals develop digital skills directly and through all CCG programme provision. Over 20% of current Communities for Work/Communities for Work Plus clients did not have the internet or access to a digital device. This figure is reflected nationally and we will continue to work with other CCG activity, projects and services to address the issue locally. Additionally, we will closely align this work with our single employability offer moving forward to help people access employability support and employment. Digital skills and internet access have been (and will be moving

forwards) essential for unemployed people to update journals and apply for work opportunities. Our sector specific training opportunities continue to be essential to help people back into work. We will continue to deliver these with a degree of flexibility to recognise local economic trends and demand.

Families have been hit hard during the last 12 months. Those in poverty have been hit even harder. We plan to continue to focus on our work which tackles child poverty and mitigating the impact of adverse childhood experiences. We will continue to link these services up to our other offers through Legacy Fund provision and the wider CCG support.

St Davids Day Fund

As we emerge from the pandemic, local authorities will need to continue taking a flexible approach to allocations as care leavers are still highly likely to require support. Please set out your plans for supporting care leavers whose lives have been adversely affected because of coronavirus. For example, helping with income loss, food supplies, household bills and other essential living costs including ensuring tenancy arrangements are protected and so forth. Maintaining contact with friends, families and services has been and continues to be important for care leavers. Therefore, local authorities will also wish to ensure the digital and data needs of care leavers are identified and met. This includes access to devices such as laptops, tablets and phones, broadband connectivity and data and phone credit.

Whilst the pandemic continues to have an impact on the way our service operates, the service will continue to work on the basis of our Covid business continuity planning which is provided in the summary below. If circumstances change, we would review our existing arrangements accordingly.

- In Swansea, the St David's day application process has now moved to a virtual process and is signed and quality assured by the managers of the each service. This continues to ensure St David's day funds are managed effectively. The process continues to require Social workers and Personal Advisors make a referral to request grant funding for care leavers. The managers now meet with administrators as and when required to go through the referral's and consider each case to ensure the funds are distributed fairly and appropriately. We will continue to adopt this approach as this system ensures robust arrangements and fairness for all our Care Leavers. This process has been in effect since October 2020 and will continue as part of our plan for April 2021-2022.
- During Covid 19 – Swansea have adopted the approach of using the funds to provide all Care leavers who are living independently with an additional top of up £20 per week, per young person. This is provided on top of any maintenance or universal credit payments in place and enabled Swansea's Care Leavers with the additional funds to purchase mobile phone credit/tech or data when they require it, for the purposes of WhatsApp or FaceTime calling. The funds have been distributed in this way since April 2020. As part of our ongoing delivery plan we will continue to adopt this approach as it ensures fairness and promotes

choice and control for Care Leavers to determine how they would prefer to use the additional financial support in their lives. This will continue to enable our care leavers with the means to have some form of face to face conversations with whomever they need to have contact with during this time. We understand that our Care Leavers welcome this offer of support and have found the additional financial resource invaluable. We will continue to choose to adopt this approach as the fairest and most far reaching form of support during this time, as this has provided the maximum benefit for the majority of care leavers.

- The funds are also being used to provide Care Leavers with a range of different digital technological devices to enable them to stay in touch with professionals, family members and friends. In most cases, Care Leavers have chosen phones but there are exceptions and these were based on circumstance and their needs. Therefore, laptops, computers or tablets are also purchased for Care Leaver who request these and where the need is greatest. As part of our ongoing service delivery, we will continue to provide the same approach from April 2021-2022.

The funding has continued to support and nurture young people's aspirations to help them to work toward achieving their goals in order for them to flourish and achieve.

The funding has ensured and will continue to ensure that Care Leavers can maximise their opportunities and improve their personal outcomes. We will continue to engage young people and Care Leavers in a co-productive manner to ensure we are meeting their needs as part of our ongoing delivery plan for 2021/2022. We will also review this to ensure that we are continuing to use the grant for Care Leavers in the manner that they feel is most beneficial to them.

Last year we supported a small project in terms of setting up and providing financial support to Care Leavers to access the a traineeship program. Last year's project was a small pilot project which was designed to help those specifically who are Looked After or who are Care Leaver to access a traineeship with the view to offering a work based learning placement. This project was a success and we will be setting up another identical small scale project as part of April 2021-2022, by following the same principals of support for our LAC and Care Leavers to help them achieve success on this programme.

More recently in quarter 4, there has been an even stronger focus to use the grant to support Care Leavers around their overall well-being and this is something we will continue to adopt as our focus for 2021-2022. We will now be focusing on using the funds to support exercise based interventions including the purchase of bicycles for Care Leavers, but also providing internet connections for a minimum of year, to enable Care Leavers to access internet based well-being apps and well-being sites to help support their emotional and mental health.

The funds have previously been used to support Care Leavers who may have required accommodation which provided a much higher level of support for our most vulnerable Care Leavers post 18, particularly due to the impact of the pandemic on their emotional and mental health where they may be living more independently. This has resulted in providing additional funds to procure enhanced levels of staff support for the post 18 Care Leavers to ensure they have access to increased access to staff support by reducing the impact of isolation or during times where

they have needed ongoing emotional support during very difficult periods or where they have limited family or friendship networks.

Childcare & Play

There are 3 elements to this section of the overall funding;

- The Grants Officer has continued to administer grant funding, if anything seeing a significant increase in their remit and impact. In addition to administering traditional grants, they have liaised with funded projects to identify how their delivery and associated funding has been affected by Covid. Furthermore, they have administered a range of additional grant funding opportunities in response to Covid. They have specifically been key to the administration of mid-year funding via the CCG and ensuring it is used most effectively.
- The partner organisation Devt Officers have continued to support member settings. As above, if anything their role has become more impactful as they advise settings on closure, re-openings and social distancing considerations. They also play a key role as a conduit between the local authority and settings, ensuring concerns are raised, as well as assisting settings in accessing the additional funding opportunities available.
- The grant funding via the CYP (Children & Young People's) Fund was allocated pre-Covid and subsequently all funded settings and projects were asked to declare whether they were unaffected, revising delivery or utilising job retention scheme – the latter making them ineligible. Swansea's funded childcare settings and play projects performed a vital role in both supporting keyworkers and vulnerable families, as well as supporting the wellbeing and mental health of children during this difficult time. They were utilised extensively to deliver services arising from the additional mid-year grant funding received to support the response to Covid.

Training traditionally accessed was put on hold and virtual training opportunities, particularly relating to mandatory training is currently being developed in response. A Covid response grant was developed and implemented to support sustainability of those settings that have been affected by Covid-19. An additional temporary closures grant was developed to support settings forced to close due to a positive result. Implications for registration were relayed to projects and settings whenever updated.

- The childcare and play sector was a significant contributor in the response to the initial outbreak, particularly with children not accessing schools and unable to utilise friends and family. The steps put in place at the time could be replicated in the event of a further lockdown.

1. Grant / Training Support

Continuation of the Grant Officer post employed by the Local Authority to administer, monitor and evaluate grants as well as supporting sector specific training needs.

Outcomes

- Ensure childcare & play settings have access to a range of grant funding to support sustainability and compliance

- Ensure effective use and administration of additional grant funding in response to Covid
- Robust monitoring and evaluation of grants / expenditure supported by the Out of School Childcare Grant and as outlined in Objectives 2 and 3.
- Maintenance of effective monitoring systems.
- Support to settings in receipt of out of school grant funding.
- Out of School grant recipients will be aware of the importance of reporting procedures & accurate expenditure, with Quality Assurance visits undertaken.

2. Development Work

To support development officer hours –

- Clybiau Plant Cymru Kids Clubs (32 hours p/w)
- Early Years Wales (10 hours p/w)
- Mudiad Meithrin (6 hours p/w)

To provide business, development and sector specific support Out of School Childcare Clubs and Play projects in Swansea.

Outcomes

- Support existing provision – addressing sustainability issues and ensure growth in CSSIW registered provision to meet identified need.
- Support member childcare and play settings in their response to Covid, feeding back key issues or concerns to the local authority
- Concentrate developments in areas of high demand and low supply as evidenced via the Childcare Sufficiency Assessment (CSA).
- Maintain* the current baseline number of settings for Out of School Care and Holiday Care thus also increasing the number of childcare places available across the City.
- To maintain* the number of registered Play settings.
- Support provision (including Play projects) compliance to new and existing CSSIW regulations.
- Support the “health & wellbeing” agenda amongst provision with regards the benefit of nutrition, encouraging settings to recognise the benefits of providing healthy snacks, drinks and exercise.

3. Out of School Childcare Grants -

New places, Sustainability, Play

- a) Support the creation of up to 3 new Out of School childcare settings, offering up to 50 childcare places.
- b) To support the sustainability of up to 16 out of school childcare settings, offering up to 220+ childcare places.
- c) To support up to 14 Play Clubs in the community offering up to 340 children with play opportunities.

Outcomes

- Maintain* the number of Out of School childcare places available, the creation of which will support the needs of working parents.

- Ensure sufficient play and childcare places are available to support the response to Covid and use of any additional Covid-specific funding that Swansea receives.
- Maintenance to the current “stock” of Out of School settings and subsequently the number of childcare places being offered, which is critical to address in terms of childcare sufficiency.
- Play is essential to development because it contributes to the cognitive, physical, social, and emotional well-being of children and youth. Despite the benefits derived from play, time for free play has been markedly reduced for some children. Support for play projects has also been identified via the Play Sufficiency Assessment.

** In recognition of the likely impact of Covid, targets are to maintain existing levels through support for settings, rather than creation of additional places during 2021/22*

Promoting Positive Engagement for Young People –

Please provide the following:

- a brief description of the individual projects funded by PPE
- details of any staff funding provided by PPE.

(where Promoting Positive Engagement operates on a regional basis, please detail how you will maintain the working relationships regionally).

Whilst the pandemic continues to have a significant impact on the way our service operates, the service will continue to work on the basis of our Covid business continuity plan.

- Please refer to the business continuity plan for a breakdown of the existing services in place and how these services will continue to deliver going forward. This is a dynamic continuity plan and will respond to the ever changing circumstances should Covid require us to revert to a more restricted approach.
- Within the business continuity plan there is a breakdown of each area of the service in terms of its current delivery and ongoing service delivery
- The attached business continuity plan explores the impact on staffing and provides reference to how we have consulted both staff and CYP about the service going forward. Please see attached continuity plan



YJS Continuity Plan -
2021-22 Delivery Plan

Since the disaggregation of regional arrangements in 2019, Swansea Youth Justice service has continued on delivering the key objectives identified in the last years delivery and will continue with the same objectives in 2021-2022.

The promoting positive engagement grant is utilised for targeted diversion, prevention and early intervention services. This supports the principles set out within

the children and young people first strategy published the WG and aligns with other key national youth Justice board priorities included in the Youth Justice blue print, and the new Youth Justice National standards.

These principals are:

- **Well-designed partnership approach**
- **Early intervention, prevention and diversion**
- **Reducing re offending**
- **Effective use of custody**
- **Resettlement**
- **Reintegration at the end of sentence**

The projects have been aligned with the Swansea's Youth Justice Plan and supports the work being undertaken across the Child and Family support continuum and the development of early help hubs.

The use of resources which includes the PPE plays a key part in impacting the key performance indicators

These include:

- **Reducing number of first time entrants into the youth justice system**
- **Reducing the rate of re offending**
- **Reducing the rate of custody**
- **Access to suitable training and or education**
- **Access to suitable accommodation**
- **Access to suitable substance misuse assessment and treatment**
- **Access to CAMHS assessment and treatment**

To meet these performance indicators, there are four projects that have continued to be in place to achieve this. These four projects are

- **The Youth Bureau**
- **Prevention through Early intervention**
- **Restorative approaches**
- **Reintegration and resettlement**

The Youth Bureau - Objectives:

- Reduction in first time entrants
(Reduction of looked after children in the youth justice system)
- Reduction in re-Offending
- Reduction in the use of custody
- Increase in ETE hours accessed

To be achieved through the successful delivery and ongoing development of the Youth Bureau process in Partnership with South Wales Police. Focusing in restorative approaches and positive involvement of the victim.

Interventions offered include 1:1 and group support with the intention of diverting young people away from the youth justice system and to seek to reduce the numbers of children entering the youth justice system.

Prevention through early intervention - Objectives:

- Reduction in first time entrants
- Reduction in the use of custody
- Increased access to services with a focus on ETE
- Implementation of the trauma informed approach within early intervention

This is achieved through strong partnership working with schools, child and family services and the community safety partnership, to identify children and young people at risk of becoming involved in criminal or anti-social behaviour.

Resources are targeted in partnership with other agencies to avoid duplication and deliver targeted support. This results in an effective integrated approach to early intervention, prevention of offending and diversion from the Youth Justice System

Appropriate programmes of intervention are delivered on the basis of assessed need.

Restorative approaches - Objectives:

- Reduction in first time entrants
- Reduction in numbers of children and young people in the Youth Justice system
- Reduction in reoffending
- Reduction the use of custody
- Increasing in ETE hours accessed

To be achieved through victim liaison and engagement and to develop and deliver community reparation projects to enable young people to engage in meaningful reparation projects in their local communities

To encourage and facilitate face to face restorative justice meetings.

To offer parenting interventions/family interventions

Ongoing work to reduce the criminalisation of looked after children and young people with a particular focus on those living in residential care.

The ongoing development of multi-skilled restorative workforce

Continue to provide support to schools, where request are made for restorative approaches

Volunteer recruitment, training and support.

Reintegration / resettlement (transitions/exit strategies) - Objectives:

- Reduction in re offending
- Reduction in the use of custody and increase access to other services

To be achieved through effective multiagency working, to successfully re integrate children and young people into their community following their release from custody.

To support those young people moving on from statutory services within Swansea Youth Justice Service in accessing the appropriate universal and specialised services within the community.

To promote the Health and Wellbeing of children and young people through engagement of substance misuse services, health services and ETE provision.




In 2020-2021, additional funding was provided to help set up a regional Speech and language service SALT, this will help support those CYP who require an assessment of their speech and language skills/understanding, to enable the service to provide the rights interventions at the level that CYP need it. This service will assist in the improvement of the CYP's skills but also provide the quality of assessment to help inform the number of different partners around the right approaches to use with them. We will be reviewing this 6 monthly and determine the effectiveness of the new service to determine if we want to continue with this service as part of the delivery plan in April 2021-2022.

Furthermore, additional funding was also provided to support with training all prevention staff to carry out asset plus prevention assessments to support both the prevention agenda, and to support the delivery of a Youth Justice Early help offer to improve the level of prevention support the service can offer.

Section 10 – Programme specific plans

Please return the individual plans for each of the programmes included in the table below. We have attached the templates for completion.

Please note that for programmes with an overall spend (pan Wales) of less than £10m, you do not need to submit separate plans. Delivery actions relating to these should be built into this overarching delivery plan.

Programme	Application / Delivery Plan
Flying Start	 Flying Start Delivery Plan 21-22 (FINAL).doc
Families First	 Families First Delivery Plan 21-22 (FINAL).doc
Communities For Work Plus	 CfW+ Delivery Plan 21-22 (FINAL).doc

Section 11 – Partnership Working

Please demonstrate how your use of the grant aligns with the wellbeing objectives of the Public Services Board and the aims of other key partners and how evidence from the wellbeing plans and needs assessments have been incorporated. It is important to demonstrate that this grant is not

replacing something that should already be happening, but is providing additional support for the most disadvantaged. (please include partnership working with the third sector in the next section)

Response:
words)

(Up to 500

- Partnership working is an integral part of how we have respond to emerging needs and changing needs of our communities. It also enables services to be as effective as possible.
- We do not see the CCG funded projects/activities in isolation but as a part of the wider support and services in Swansea. This reduces duplication and increases efficiency.
- When looking at services coproduction is key. Taking time to gather partners and service users voice to reflect on and capture:
 - What has gone well and what has not,
 - What could we do differently,
 - What is possible and what's not
 - What matters to residents.

We also continue to link across to the West Glamorgan Partnership arrangements to make sure we are consistent, add value to each other and not duplicate.

The use of the Children and Communities Grant in Swansea aligns with the well-being objectives of the Swansea PSB, specifically;

- Children have the best start in life
- People live well and age well
- Build strong communities

Other partnerships involvement includes the following:

- Poverty Partnership
- Children & Young People Partnership
- Regional Early Years Pathfinder
- West Glamorgan Regional Partnership Board
- Early Action Together
- Youth Justice Service

Section 12 – Third Sector Involvement

The third sector plays a significant part in the delivery of a number of specialist services within early intervention and prevention agenda. **Describe how this overarching plan supports and involves (from an early stage) the third sector in the design and delivery of services within the local authority area.**

Response:
words)

(Up to 500

In Swansea we have a Compact Agreement which reflects joint working principles between Swansea Council, Swansea Council for Voluntary Services and the wider Third Sector to provide a robust and workable framework for ongoing dialogue between the Partners:

‘Swansea Council and The Third Sector share a fundamental aim to serve and represent the Citizens of Swansea, through working together to create an environment, which encourages Healthy Communities, community participation, self-reliance, local innovation, stronger local government and a viable, sustainable and flexible third sector’

We have established a Third Sector Liaison Group where topics for development will be discussed to ensure how overarching plans involve and support the third sector.

A number of Third Sector partners are currently commissioned through the C&CG, these include:

- Childcare and Play providers (Play and Childcare grants)
- Children’s Centres
- Ethnic Youth Support Team
- Action For Children – Stepping Stones
- SNAP
- Buddies
- Topic House
- Employment Skills Providers
- Swansea Council for Voluntary Services

A number of C&CG Projects are based in Third Sector buildings including;

- Phoenix Centre, Townhill
- Bonymaen Family Centre
- St. Teilo’s Family Centre
- Clase Family Centre
- EYST
- Topic House

A number of C&CG Projects are delivered in Third Sector projects including;

- Dyfatty Community Centre
- Seion Newydd, Morriston
- Various community centres as outreach throughout the County.

The CfW+ Engagement team work with Third Sector organisations to engage with citizens, these include community groups, interest groups and residents associations.

A number of Third Sector partners are engaged in the C&CG activity through strategic partnerships of the Poverty Partnership Forum, Financial Inclusion Steering Group, Swansea Working Partnership including: SCVS, YMCA, Pobl, Family Housing, Coastal Housing, Shelter, Men's Sheds, Faith Organisations, CAB, Crisis.

In Swansea we have the Family Support group which has over 50 members from services across the local authority and third sector. The aim of the group is for all services to communicate with each other and work together to improve services for children, young people and families in Swansea.

The Third Sector is represented on the Children & Young People Strategic Partnership Board, this will include smaller 3rd Sector organisations along with the larger providers such as NSPCC, Barnardos, Action for Children for example.

Throughout our commissioning process, stakeholders, including partners and residents are engaged in the reviews to inform and coproduce service delivery. We continue to strive to improve this and further embed co-production and the voice of the third sector and our communities.

We have a strong relationship with the Third Sector and ensure they are involved at the early stages of design and delivery. We do this through a variety of ways as outlined above, but also undertake joint training in co-production and social value, for examples to maintain and develop shared learning and practices.

Please ensure that you refer to the Screening Form Guidance while completing this form.

Which service area and directorate are you from?

Service Area: Partnership & Commissioning

Directorate: Social Services

Q1 (a) What are you screening for relevance?

- New and revised policies, practices or procedures
- Service review, re-organisation or service changes/reductions, which affect the wider community, service users and/or staff
- Efficiency or saving proposals
- Setting budget allocations for new financial year and strategic financial planning
- New project proposals affecting staff, communities or accessibility to the built environment, e.g., new construction work or adaptations to existing buildings, moving to on-line services, changing location
- Large Scale Public Events
- Local implementation of National Strategy/Plans/Legislation
- Strategic directive and intent, including those developed at Regional Partnership Boards and Public Services Board, which impact on a public bodies functions
- Medium to long term plans (for example, corporate plans, development plans, service delivery and improvement plans)
- Setting objectives (for example, well-being objectives, equality objectives, Welsh language strategy)
- Major procurement and commissioning decisions
- Decisions that affect the ability (including external partners) to offer Welsh language opportunities and services

(b) Please name and fully describe initiative here:

The report details the delivery and spend plan for Welsh Government Children & Communities Grant in 21/22 outlining how services are commissioned to ensure service provision is sustainable, creates efficiencies and improves outcomes for people that use those services

Q2 What is the potential impact on the following: the impacts below could be positive (+) or negative (-)

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

**Q3 What involvement has taken place/will you undertake e.g. engagement/consultation/co-productive approaches?
Please provide details below – either of your activities or your reasons for not undertaking involvement**

The delivery plan sees the continuation and expansion of existing projects under the approved Welsh Government Children & Communities Grant and would not disproportionately effect any of the groups highlighted above, unless there was a major change in the projects commissioned. If that was the case full co-production and engagement would take place to redesign what a new project would look like and a full IIA opened on inception of this work

Q4 Have you considered the Well-being of Future Generations Act (Wales) 2015 in the development of this initiative:

- a) Overall does the initiative support our Corporate Plan’s Well-being Objectives when considered together?
Yes No
- b) Does the initiative consider maximising contribution to each of the seven national well-being goals?
Yes No
- c) Does the initiative apply each of the five ways of working?
Yes No
- d) Does the initiative meet the needs of the present without compromising the ability of future generations to meet their own needs?
Yes No

Q5 What is the potential risk of the initiative? (Consider the following impacts – equality, socio-economic, environmental, cultural, legal, financial, political, media, public perception etc...)

High risk

Medium risk

Low risk

Q6 Will this initiative have an impact (however minor) on any other Council service?
 Yes No **If yes, please provide details below**

Q7 What is the cumulative impact of this proposal on people and/or communities when considering all the impacts identified within the screening and any other key decisions affecting similar groups/ service users made by the organisation?

There would be a cumulative impact if funding for this delivery plan ceased, which is a risk noted on the risk register. To ratify the deliver plan for 21/22 there is no significant impact

Outcome of Screening**Q8 Please describe the outcome of your screening below:**

- **Summary of impacts identified and mitigation needed (Q2)**

As this is a screening for a WG delivery plan with no significant change or dis-investment there is a low impact.

- **Summary of involvement (Q3)**

As there is no significant change required as part of this delivery plan, no planned involvement outside of the normal contract monitoring arrangements which asks service providers to feedback on service provision. Any significant change of project would be coproduced from the start.

- **WFG considerations (Q4)**

During the last year we have delivered some of our CCG activities differently, however we have maintained a focus on the Well-being of Future Generations for Wales Act 2015, with actions reflecting the Five Ways of Working approach:

- Long-Term – Plans around short term delivery are made taking into account long term implications. CCG activity included ensuring people and families were able to access wellbeing support, financial inclusion/welfare benefits advice and employability related training to enable them to develop their own pathways from poverty. We adopt a long term preventative approach which considers long term implications.
- Integration – During the period all CCG programme activity has linked directly into the Well Being of Future Generations Act (2015) goals. We continue to review our deliver to make sure we are engaging effectively and in a representative way. We will continue to target activity and make it accessible for people and families for whom Welsh is a first language.
- Involvement – CCG activity during the period has worked closely with communities and service users to design delivery, (co-production). Local communities and existing service users have been consulted in different and non-traditional ways. We have sought to redesign project delivery through direct feedback relating to delivery (for example to address digital exclusion) whilst also finding out and asking about other well-being community and individual issues, (social isolation). We will continue this approach moving forward to enable CCG activity to help with a wider range of issues.
- Collaboration – CCG programmes have collaborated with internal/external partners to ensure more effective programme delivery. During the period key work with the Local Authority, the Third Sector and Poverty Truth Commission has continued to take place with a view to develop the programme further in Swansea. This work will continue next year and will help us shape our CCG delivery further.
- In Swansea the use of the Children & Communities Grant supports three of the six corporate priorities of Swansea Council:
 - Safeguarding people from harm
 - Improving education and skills
 - Tackling Poverty
- The vision for the grant; identifying and implementing new approaches to improve service delivery, achieving better outcomes for citizens and achieving administrative efficiencies reinforces our corporate values of; People Focused, Working Together and Innovation.
- **Any risks identified (Q5)**
The only associate risk would be with withdrawal of WG Grant funding, this risk is noted, tracked and monitored on the risk register

(NB: This summary paragraph should be used in the relevant section of corporate report)

- Full IIA to be completed
- Do not complete IIA – please ensure you have provided the relevant information above to support this outcome

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.

Screening completed by:
Name: Jane Whitmore
Job title: Strategic Lead Commissioner
Date: 12th April 2021
Approval by Head of Service:
Name: Jane Whitmore
Position: Strategic Lead Commissioner
Date: 12th April 2021

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



Phil Roberts
Chief Executive
City and County of Swansea
Civic Centre,
Oystermouth Road,
Swansea
SA1 3SN

22 March 2021

Dear Mr Roberts

Award of Funding in relation to the Children and Communities Grant (CCG) 2021-22.

1. Award of Funding

- (a) We are pleased to inform you that your Application has been successful and funding of up to £11,239,296 (Eleven Million, Two Hundred Thirty Nine Thousand, Two Hundred and Ninety Six Pounds and No Pence) (“the Funding”) is awarded to you for the Purposes (as defined in Condition 4(a)).
- (b) The Funding relates to the period 1 April 2021 to 31 March 2022 and must be claimed in full by 31 April 2022 otherwise any unclaimed part of the Funding will cease to be available to you.
- (c) If you have any queries in relation to this award of Funding or the Conditions please contact the Welsh Government Official via the Flexible Funding mailbox (flexiblefunding@gov.wales) who will be happy to assist you.

2. Statutory authority

- (a) This award of Funding is made on and subject to the Conditions and under the authority of the Welsh Ministers, acting pursuant to functions transferred under section 126 of the Housing Grants, Construction and Regeneration Act 1996 and sections 60 and 58A of the Government of Wales Act 2006

Section 126 of the Housing Grants, Construction and Regeneration Act 1996 provides that the Welsh Ministers (the function having

transferred from the Secretary of State) may give financial assistance to any person in respect of expenditure incurred in connection with activities which contribute to the regeneration or development of an area. Amongst those activities which contribute to such regeneration and development are included: The provision of employment for local people; the provision and improvement of training, educational facilities or health services for local people; and assistance for local people to make use of opportunities for education, training or employment.

Section 60 of the Government of Wales Act 2006 provides that the Welsh Ministers may do anything which they consider appropriate to achieve the promotion or improvement of the economic, social or environmental well-being of Wales. This power may be exercised in relation to the whole or any part of Wales, or to all or any persons resident or present in Wales. This includes a power to enter into arrangements or agreements with any person, and to facilitate and co-ordinate the activities of any person.

Section 58A of the Government of Wales Act 2006 provides that the Welsh Ministers may exercise executive ministerial functions which are within devolved competence, or which are outside of devolved competence if they are ancillary to a function. This is a general power which includes a function involving expenditure or other financial matters

3. Interpreting the Conditions

Any reference in the Conditions to:

'you', 'your' is to

City and County of Swansea
Civic Centre,
Oystermouth Road,
Swansea
SA1 3SN

'we', 'us', 'our' is to the Welsh Ministers;

'Welsh Government Official' is to

Alyson Francis
Deputy Director Communities Division
Government Offices
Cathays Park
Cardiff
CF10 3NQ

Tel: 03000 253689
Email: Alyson.Francis@gov.Wales

or such other Welsh Government official as we may notify you.

'Project Manager' is to

Jane Whitmore
City and County of Swansea
Civic Centre,
Oystermouth Road,
Swansea
SA1 3SN

Tel: 07557 481461
Email: Jane.whitmore@swansea.gov.uk

'Application' is to your Final Delivery Plan dated 1 March 2021

'Conditions' is to the terms and conditions set out in this letter and the Schedules;

'Costs Incurred' is to the cost of goods and services you have received regardless of whether you have paid for them by the date of your claim;

'Notification Event' is to any of the events listed in Schedule 3;

'Indicative Payment Profile' is to the indicative payment profile set out in Schedule 4;

'Personnel' is to your management/employees and suppliers or any other person appointed or engaged by you in relation to the Purposes;

'Schedule' is to the schedules attached to this letter;
and

any reference to any legislation whether domestic or international law will include all amendments to and substitutions and re-enactments of that legislation in force from time to time.

4. Use of the Funding

- (a) You must use the Funding solely for the purposes set out in Schedule 1 (the "**Purposes**").
- (b) You must achieve the targets and outcomes set out in Schedule 2 (the "**Targets**").

- (c) Any change to the Purposes or Targets will require our written consent which must be obtained from us in advance of implementing any change. Please note that we are not obliged to give our consent but we will consider all reasonable written requests.
- (d) You must not use any part of the Funding for: (1) party political purposes; (2) the promotion of particular secular, religious or political views; (3) gambling; (4) pornography; (5) offering sexual services; (6) purchasing capital equipment (other than as specified in the Purposes); (7) your legal fees in relation to this letter; (8) Costs Incurred or costs incurred and defrayed by you in the delivery of the Purposes prior to the period referred to in Condition 1 (b); (9) any kind of illegal activities; or (10) any other kind of activity which in our opinion could bring us into disrepute.

5. Funding pre-conditions

- (a) We will not pay any of the Funding to you until you have provided us with the following information and documentation:
 - (i) this letter signed by you;
- (b) Where you are required to provide information and documentation to us as evidence that you have satisfied a particular pre-condition, Condition or in support of a claim, the information and documentation must be in all respects acceptable to us. We reserve the right to reject any information and documentation which is for any reason not acceptable to us.

6. How to claim the Funding

- (a) You may claim the Funding in three payments in arrears based on Costs Incurred by you in the delivery of the Purposes as detailed in the Indicative Payment Profile
- (b) You must claim the Funding in accordance with the dates set out in the Indicative Payment Profile. You must claim the Funding promptly. We reserve the right to withdraw any part of the Funding that you do not claim promptly.
- (c) You must submit your claims for payment of Funding to the Welsh Government Official via the Flexible Funding Team Mailbox (Flexiblefunding@gov.wales).

- (d) You must use our claim pro-forma (which is available from the Welsh Government Official – Funding Alignment Team) and attach the following information and documentation specified in the Indicative Payment Profile together with:
 - i) confirmation that you are operating in all respects in accordance with your constitution; and
 - ii) confirmation that you have appropriate financial, risk and control systems in place before utilising any part of the Funding to provide a grant to or procure any goods or services from third parties;
- (e) We will aim to pay all valid claims as soon as possible and typically within 28 days.

7. Your general obligations to us

You must:

- (a) safeguard the Funding against fraud generally and, in particular, fraud on the part of your Personnel and notify us immediately if you have reason to suspect that any fraud within your organisation has occurred or is occurring or is likely to occur whether or not it relates to the Funding. You must also participate in such fraud prevention initiatives as we may require from time to time;
- (b) maintain appropriate procedures for dealing with any conflicts of interest whether actual, potential or perceived;
- (c) comply with all applicable domestic or international laws or regulations or official directives;
- (d) maintain adequate insurances to cover against the risks which may arise in connection with any property or any activity undertaken in delivery of the Purposes. We reserve the right to require you to provide proof of your insurance;
- (e) maintain appropriate financial, risk and control systems before utilising any part of the Funding to provide a grant to or procure any goods or services from third parties;
- (f) co-operate fully with the Welsh Government Official and with any other employee of the Welsh Government or consultant appointed by us to monitor your use of the Funding and your compliance with the Conditions;
- (g) inform us immediately if any of the declarations made in Condition 8 is incorrect in any respect or, if repeated at any time with reference to the facts and circumstances then existing, would be incorrect;

- (h) notify us of any funding received by you from any source in relation to the effects of the spread of the Coronavirus (COVID-19) including but not limited to your insurance provider (cancellation/business disruption insurance), the UK Government's Coronavirus Job Retention Scheme and/or any Welsh Government fund/scheme.

8. Declarations

You declare that:

- (a) you have the power to enter into and to perform the obligations set out in the Conditions and you have taken all necessary action to authorise the entry into and performance of the obligations under the Conditions;
- (b) no litigation or arbitration is current or pending or, so far as you are aware, threatened, which has or could have an adverse effect on your ability to perform and comply with any of the Conditions;
- (c) the information contained in your Application is complete, true and accurate;
- (d) you have disclosed to us all material facts or circumstances which need to be disclosed to enable us to obtain a true and correct view of your business and affairs (both current and prospective) or which ought to be provided to any person who is considering providing funding to you;
- (e) you have discussed and agreed the Targets with us and you are confident that they are realistic and achievable;
- (f) there are no conflicts of interest whether actual, potential or perceived;
- (g) acceptance of this award of Funding will not result in duplicate funding in respect of any part of the Purposes. This includes but is not limited to any payments received by you in relation to the effects of the spread of the Coronavirus (COVID-19) from your insurance provider (cancellation/business disruption insurance), the UK Government's Coronavirus Job Retention Scheme and/or any Welsh Government fund/scheme.

9. Notification Events and their consequences

- (a) You must notify us immediately if a Notification Event has occurred or is likely to occur but we also reserve the right to notify you where we believe a Notification Event has occurred or is likely to occur.

- (b) We will either (i) notify you that we consider the Notification Event is not capable of remedy or (ii) if we consider the Notification Event is capable of being remedied seek to discuss the Notification Event with you with a view to agreeing a course of action to be taken to address the Notification Event.
- (c) We will be entitled to take any of the actions listed in Condition 9(d) if:
 - (i) despite our reasonable efforts we have been unable to discuss the Notification Event with you; or
 - (ii) we notify you that the Notification Event is not capable of remedy; or
 - (iii) a course of action to address the Notification Event is not agreed with you; or
 - (iv) a course of action to address the Notification Event is agreed with you but you fail to follow it, or any conditions attached to it are not met (including without limitation the timescale for such course of action); or
 - (v) the course of action fails to remedy the Notification Event to our satisfaction.
- (d) If any of the circumstances set out in Condition 9(c) occurs we may by notice to you:
 - (i) withdraw the award of Funding; and/or
 - (ii) require you to repay all or part of the Funding; and/or
 - (iii) suspend or cease all further payment of Funding; and/or
 - (iv) make all further payments of Funding subject to such conditions as we may specify; and/or
 - (v) deduct all amounts owed to us under the Conditions from any other funding that we have awarded or may award to you; and/or
 - (vi) exercise any other rights against you which we may have in respect of the Funding.
- (e) All repayments of Funding must be made to us within 28 days of the date of our demand.

10. Monitoring requirements

You must:

- (a) provide us with such documents, information and reports which we may reasonably require from time to time in order for us to monitor your compliance with the Conditions including :
 - i) Documentation as set out in Schedule 4 Indicative Payment Profile.

- (b) meet with the Welsh Government Official and such other of our representatives as we may from time to time reasonably require;
- (c) ensure that the Project Manager (or such other person as we may agree) together with any other person we may require attends all meetings with the Welsh Government Official.

11. Audit Requirements

- (a) You must:
 - (i) maintain complete, accurate and valid accounting records identifying all income and expenditure in relation to the Purposes;
 - (ii) without charge, permit any officer or officers of the Welsh Government, Wales Audit Office or any UK subsidy enforcement body at any reasonable time and on reasonable notice (in exceptional circumstances, such as the prevention or detection of fraud, it may not be practicable to provide you with reasonable notice) being given to you to visit your premises and/or to inspect any of your activities and/or to examine and take copies of your books of account and such other documents or records howsoever stored as in such officer's reasonable view may relate in any way to your use of the Funding. This undertaking is without prejudice and subject to any other statutory rights and powers exercisable by the Welsh Government, Wales Audit Office or any UK subsidy enforcement body or any officer, servant or agent of any of the above;
 - (iii) retain this letter and all original documents relating to the Funding until we inform you in writing that it is safe to destroy them;
 - (iv) provide us with certificate Statement of Expenditure in accordance with the requirements set out in Schedule 5. This is to be sent to the Welsh Government by 30 September 2022. The Welsh Government reserves the right to appoint an external auditor if required, in particular if the funding is considered to be high risk.
- (b) Under paragraph 17 of Schedule 8 to the Government of Wales Act 2006 the Auditor General for Wales has extensive rights of access to documents and information relating to monies provided by the Welsh Government. They and their officials have the power to require relevant persons who control or hold documents to give any assistance, information and explanation that they may require; and to require those persons to attend before them for such a purpose. The Auditor General and their staff may exercise this right at all reasonable times.

12. Third party obligations

- (a) Nothing in the Conditions imposes any liability on us in respect of any liability incurred by you to any third party (including, without limit, employees and contractors).
- (b) You must indemnify us against any liabilities, claims, proceedings, demands, losses, costs and expenses suffered or incurred by us directly or indirectly arising as a result of or in connection with any failure by you to perform fully or in part any obligation you may have to a third party.

13. Intellectual property rights and publicity

- (a) Nothing in the Conditions transfers to us any rights in any intellectual property created by you as a result of the Purposes.
- (b) You must acknowledge our support in relation to the Purposes. Such acknowledgement(s) must be in a form approved by us and must comply with the Welsh Government's branding guidelines.
- (c) You must provide the Welsh Government Official with details of all the acknowledgement(s) referred to in Condition 13(b) for our approval before any such acknowledgements are used and you may not use such acknowledgments without our prior written approval. We will endeavour to respond to all written requests for approval within 10 working days.
- (d) You agree that from the date of this letter until 5 years from the date of the final payment of Funding we may include details about your organisation and business, the Funding and the Purposes in Welsh Government promotional materials and you further agree to cooperate with our reasonable requests to achieve the production of such materials.

14. Information

- (a) You acknowledge that we are subject to the requirements of the Freedom of Information Act 2000 (the "FOIA"), the Environmental Information Regulations 2004 (the "EIR"), the Data Protection Act 2018 (the "DPA") and the retained EU law version of the General Data Protection Regulation ((EU) 2016/679) (the "UK GDPR").
- (b) You acknowledge that we are responsible for determining in our absolute discretion whether:

- (i) to disclose any information which we have obtained under or in connection with the Funding to the extent that we are required to disclose such information to a person making a disclosure request under the FOIA or the EIR; and/or
 - (ii) any information is exempt from disclosure under the FOIA or the EIR.
- (c) You acknowledge that we may share any data you provide to us with fraud prevention agencies and third parties for the purposes of preventing and detecting fraud. Any personal data we collect will be managed in accordance with our Privacy Notice which is available to view here <http://beta.gov.wales/privacy-notice-welsh-government-grants>
- (d) Please refer to Schedule 6 which provides details of your obligations in respect of the UK GDPR.

15. Buying goods and services

If you decide to buy any goods and/or services to deliver the Purposes, they must be purchased in a competitive and sustainable way so as to demonstrate that you have achieved best value in the use of public funds.

16. Giving notice

- (a) Where notice is required to be given under the Conditions it must be in writing (this does not include email but may include a letter attached to an email) and must prominently display the following heading:

“Notice in relation to the Children and Communities Grant (CCG) 2021-22”.

- (b) The address and contact details for the purposes of serving notice under the Conditions are as follows

You: the Project Manager at the address stated in Condition 3.

Us: the Welsh Government Official at the address stated in Condition 3.

- (c) A notice will be deemed to have been properly given as follows:-

Prepaid first class post: on the second working day after the date of posting.

By hand: upon delivery to the address or the next working day if after

4pm or on a weekend or public holiday.

By email attachment:

upon transmission or the next working day if after 4pm or on a weekend or public holiday.

17. Equal opportunities

You must apply a policy of equal opportunities as employers, as users of volunteers, and as providers of services, regardless of race, gender/gender identification, sexual orientation, religion and belief, age or any disability.

18. Welsh language

- (a) Where the Purposes include or relate to the provision of services in Wales they must be provided in Welsh and English unless it would be unreasonable or disproportionate to do so. Where they are provided in both Welsh and English they must be provided in such a way as to not treat the Welsh language less favourably than English, in accordance with the Welsh Language (Wales) Measure 2011.
- (b) For advice on providing services bilingually and in accordance with the Conditions please contact the Welsh Language Commissioner's Hybu team:
<https://www.welshlanguagecommissioner.wales>

19. Sustainable development

Your use of the Funding must contribute to the achievement of the Welsh Government's well-being objectives contained in the Welsh Government's Programme for Government. You must work in a sustainable way (sustainable development principle) in delivering the Purposes so as to ensure you are working in a preventative, integrated, long-term and collaborative way that involves people that reflect the diversity of Wales. Please refer to Schedule 1 for further information.

20. Welsh Ministers' functions

You acknowledge that the Welsh Ministers have a range of functions which will continue to accrue and be amended and that decisions in relation to each such function are obliged to be taken in the light of all relevant and to the exclusion of all irrelevant considerations. You agree that nothing contained or implied in, or arising under or in connection with, the Conditions will in any way prejudice, fetter or affect the functions of the Welsh Ministers or any of them nor oblige the

Welsh Ministers or any of them to exercise, or refrain from exercising, any of their functions in any particular way.

21. General

- (a) If at any time any of the Conditions are deemed to be or become invalid, illegal or unenforceable in any respect under any law, the validity, legality and enforceability of the remaining provisions will not in any way be affected or impaired.
- (b) No failure or delay on our part to exercise any power, right or remedy under the Conditions will operate as a waiver of any such power, right or remedy or preclude its further exercise or the exercise of any other power, right or remedy. The powers, rights or remedies hereby provided are cumulative and not exclusive of any powers, rights or remedies provided by law.
- (c) Any amendment or variation to the Conditions must be in writing and signed by us and you in the same manner as this letter.
- (d) You may not assign or otherwise dispose of in any way your rights, benefits, obligations or duties under the Conditions.
- (e) Conditions 7, 9, 11, 13, 14, and 21(e) and such other Conditions which by implication need to continue in force beyond the final payment of Funding will so continue in full force and effect.
- (f) The award of the Funding is to you alone and no one else is entitled to make any claim in respect of the Funding or seek to rely on or enforce any of the Conditions.
- (g) In circumstances where you comprise two or more persons or bodies, the liabilities of such persons or bodies shall be joint and several and the default of one of such persons or bodies shall be deemed to be the default of all.
- (h) The Conditions are to be governed by and construed in accordance with the laws of Wales and England as applied in Wales and the parties hereto submit to the exclusive jurisdiction of the courts of Wales and England.

22. How to accept this award of Funding

- (a) To accept this award of Funding you must sign and return a copy of this letter to the Welsh Government Official. None of the Funding will be paid to you until we have received your signed letter

- (b) We must receive your signed letter within 28 days of the date of this letter, or this award of Funding will automatically be withdrawn.

Yours faithfully

A handwritten signature in grey ink, appearing to read 'Alyson Francis', is positioned above the typed name.

Signed by Alyson Francis
Deputy Director Communities Division under authority of the Welsh Ministers

SCHEDULE 1

The Purposes

The Purpose of the Funding (CCG) is to seek to address the support needs of the most vulnerable children and adults in our communities through a range of early intervention, prevention and support mechanisms. It will seek to mitigate or remove disadvantage to vulnerable people to enable them to have the same life chances as others, and therefore contribute to a more equal Wales.

The money allocated for the Children and Communities Grant for 2021-22 must only be spent on delivering against this grant (and the seven programmes within it).

Please refer to the CCG guidance document for more details:

Overview

For 2021-22, the approach of this Grant is to deliver on the key principles of the seven programmes listed below, whilst providing greater freedom and flexibility to local authorities to use their local knowledge and information to design and manage services to meet the needs of people in their areas.

The **seven** programmes within CCG are:

Childcare and Play (formerly Out of School Childcare)
Communities for Work Plus (CfW+)
Families First
Flying Start
Legacy Fund
Promoting Positive Engagement for Young People at risk of offending (PPE)
St David's Day Fund

SCHEDULE 2

The Targets/Outcomes

Data collection for each of the seven programmes is specified in the Indicative Payment Profile at Schedule 4.

Local Authorities will be held to account against the commitments made in their Application for 2021-22. These commitment must include the Welsh Government minimum targets in relation to Flying Start.

The purpose of the Outcomes Framework is to allow the Welsh Government and local authorities to assess the performance of the flexible funding approach in the round. The Outcomes Framework also provides a mechanism that can assist and bring together information about the extent to which early intervention and prevention support services are contributing towards the long-term prosperity and well-being of citizens. These services should prevent problems from escalating and requiring further, and potentially more complex support later.

SCHEDULE 3

Notification Events

The Notification Events referred to in Condition 9 are listed below:

1. repayment of any part of the Funding is required in accordance with any relevant legislation;
2. you fail to comply with any of the Conditions;
3. the Funding, in full or in part, is not being used for the Purposes;
4. you fail to achieve any or all of the Targets;
5. there is unsatisfactory progress towards completing the Purposes, including meeting the Targets;
6. you fail to provide information about the Purposes requested by us or any UK subsidy enforcement body or any of its auditors, agents or representatives;
7. we have reason to believe that you and/or any of your Personnel are involved in fraudulent activity or have been involved in fraudulent activity [whilst the Purposes are/were being carried out];
8. we have made an overpayment of Funding to you;
9. there is a duplication of funding in respect of any part of the Purposes. This includes but is not limited to any payments received by you in relation to the effects of the spread of the Coronavirus (COVID-19) from your insurance provider (cancellation/business disruption insurance), the UK Government's Coronavirus Job Retention Scheme and/or any Welsh Government fund/scheme
10. any declaration made in Condition 8 is incorrect in any respect or, if repeated at any time with reference to the facts and circumstances then existing, would be incorrect;
11. there has been a modification (qualification, adverse or disclaimer) to the auditor's opinion on your financial statements;
12. any petition is presented or resolution passed or other action taken for your bankruptcy or winding-up or a petition is presented for an administration order against you;
13. a receiver or an administrative receiver is appointed in respect of you or in respect of all or any part of your assets;

14. a moratorium in respect of all or any of your debts or a composition or an agreement with your creditors is agreed, applied for, ordered or declared;
15. you are unable, or admit in writing your inability, to pay your debts as they fall due;
16. any distress, execution, attachment or other process affects any of your assets;
17. a statutory demand is issued against you;
18. you cease, or threaten to cease, to carry on all or a substantial part of your business;
19. there is a change in your constitution, status, control or ownership and/or your external auditors resign;
20. there is any change, whether permanent or temporary, in your shareholders, directors, trustees or partners and/or Personnel which may affect your ability to deliver the Purposes;
21. any event occurs or circumstances arise which in our opinion gives reasonable grounds for believing that you may not, or may be unable, to perform or comply with any of your obligations under the Conditions.

SCHEDULE 4
Indicative Payment Profile
(Refer to Conditions 5(b), 6(a) and (b))

CCG Payment Profile

Claim No.	Claim Period	Last date for claim	Documents which must accompany claim pro-forma
1	April to September	22 October 2021	<ul style="list-style-type: none"> • CCG Financial Claim form • *CCG monitoring form - including embedded documents requested within this, for the following programmes – Childcare and Play, Families First Progress Report, Flying Start Progress Report, Legacy Fund, Promoting Positive Engagement for Young People, CfW+ Programme Quarterly Management Information, and/or anything else we deem necessary. • Please also refer to the CCG Guidance 2020-21
2	October to December	21 January 2022	<ul style="list-style-type: none"> • CCG Financial Claim form • *CCG monitoring form - including embedded documents requested within this, for the following programmes - CfW+ Programme Management Information, Families First Progress Report, Flying Start Progress Report, and/or anything else we deem necessary. • Please refer to the CCG Guidance for 2020-21
3	January to March	29 April 2022	<ul style="list-style-type: none"> • CCG Financial Claim Form • *CCG monitoring form – including documents requested within this for the following programmes - Childcare and Play, Families First Progress Report, Flying Start Progress Report, St Davids Day Fund, Legacy Fund, Promoting Positive Engagement for Young People, CfW+ Programme Quarterly Management Information, and/or anything else we deem necessary.

			<ul style="list-style-type: none"> • Please refer to the CCG Guidance for 2020-21
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In July/August 2021 we will ask you to provide an estimate of the amount you are likely to claim at Claim period 1 (this is for cash purposes only and will not affect your claim)

Aside to the monitoring requirements above, please see additional monitoring required for CfW+, Families First and Flying Start

CfW+

Require management information on a monthly basis.

Flying Start and Families First

In **addition** to the Progress Reports for Families First and Flying Start as shown above, the following monitoring information is also required:

- (1) **Families First Data monitoring** which must be completed using the “Families First Performance Management Framework Workbook” (see




Performance-manag
ement-framework-bl

link below) once at year end

<https://gov.wales/topics/people-and-communities/people/children-and-young-people/parenting-support-guidance/help/families-first/?lang=en>

- (2) **Flying Start Data monitoring** at the end of Term 1 and data for Terms 2 and 3 together at year end, , which must be uploaded to the Welsh Government Data Collection Team via (AFON) www.afonwales.org.uk

The table below shows the submission dates for Flying Start and Families First Data monitoring requirements:

Schedule of submission dates for Families First and Flying Start monitoring			
Document Required	Period Covered	Deadline Return	Documents to be submitted to Welsh Government
(1) Flying Start Data Monitoring Form Term 1 2021-22	01/04/2021 - 31/08/2021	28/09/21	<p><u>Flying Start</u> Completed Monitoring Form with Term 1 data and comments where there are validation errors. Monitoring Forms must be uploaded to the Welsh Government Data Collection team via AFON (www.afonwales.org.uk)</p>
(1) Flying Start Monitoring Form Terms 1,2, 3 2021-22	01/04/2021 - 31/03/2022	30/04/22	<p><u>Flying Start</u> Completed Monitoring Form with Terms 1, 2 and 3 data and comments where there are validation errors. Monitoring Forms must be uploaded to the Welsh Government Data Collection team via AFON (www.afonwales.org.uk)</p>
(2) Families First Monitoring Data	01/04/2021 - 31/03/2022	30/04/22	<p><u>Families First</u> Completed Families First Performance Management Framework Workbook</p>  <p>Performance-management-framework-bl to be emailed to familiesfirst@gov.wales</p>

*The CCG Monitoring form (2021-22) will be issued separately.

**SCHEDULE 5
Statement of Expenditure**

Please complete this statement for the Children and Communities Grant and return to Welsh Government by 30 September 2022. The Welsh Government reserves the right to appoint an external auditor if required, in particular if the funding is considered to be high risk.

Local Authority Allocation Certificate - Children and Communities Grant

End of Year income / expenditure report

a) Total grant received for 2021-22 £

b) Actual Expenditure £

Grant to be reclaimed by the Welsh Ministers (a-b) £

I confirm that the agreed aims and objectives have been met.

Certificate of the Chief Finance Officer

I certify to the best of my knowledge and belief that:

- the Information given above is correct and that all expenditure correctly records actual amounts incurred by the authority in relation to the Purposes and costs approved by the Welsh Government as being eligible under the grant;
- Activity was carried out against the agreed aims and objectives in accordance with the Award letter and associated Terms and Conditions of the grant;
- Systems and Controls were in place to ensure that the grant was used solely for the Purposes for which it was given, whether spent directly or passed to other organisations;
- No claims have been made for other funding from the Welsh Government or any other body in respect of the expenditure shown on this statement; and
- Monitoring arrangements were in place to ensure that implementation progressed as recorded on any agreed Delivery plan.

I have attached a qualification report outlining why I am unable to certify the above.

Signature:

Date:

Position: Chief Finance Officer / Director of Finance (please delete as appropriate)

SCHEDULE 6

Requirements of the UK GDPR

Part 1

Carrying out the Purposes will require the processing of Personal Data on our behalf. We will be the Data Controller and the table below provides details of the permitted processing to be undertaken in carrying out the Purposes.

You must comply with any further written instructions from us in respect of processing on our behalf. Any such further instructions shall be incorporated into the table:

Description	Detail
Legal Basis for Processing	The collection and processing of this data is necessary to perform a public task (i.e. exercising our official authority to undertake the core role and functions of the Welsh Government). This enables the operation of, and to provide information which will help the Welsh Ministers to make decisions relating to the development of the policy in relation to employability, which is being delivered to improve the economic and social wellbeing in Wales in accordance with section 60 of the Government of Wales Act 2006.
Subject Matter Of The Processing	You will determine the eligibility of individuals to engage with and access support from Communities for Work Plus (CfW+) programme.
Duration of the Processing	You will process the data from 1 st April 2021 to 31 st March 2022
Location of Processing	The data must be processed within the United Kingdom and must not be transferred outside the UK unless it is in accordance with Condition 2.6.6.
Nature of the Processing	As the data processors you must collect, check, record and store the

	<p>data outlined in this document (Schedule 6). You must also disclose this data anonymously, when required, to the Welsh Government in accordance with the processes developed for CfW+.</p> <p>Additionally, if requested, you must share some data to independent evaluators appointed by the Welsh Government to provide independent evaluation of the impact of CfW+ in helping individuals either in, or at risk of poverty access support to gain employment; and an assessment of the processes used to deliver it. Where this dissemination includes data which could be used to identify individuals this will be approved and controlled by an appropriate Welsh Government data access agreement which will:</p> <ul style="list-style-type: none"> • Ensure secure transfer, storage and eventual destruction of the data; • Limit the use to the specific requirement identified and only allow the data to be stored for the duration of the research product; <p>Anonymise any data collected through research tools at the earliest opportunity.</p>
<p>Purposes of the Processing</p>	<p>The purpose of you undertaking these activities as the data processor is to:</p> <ul style="list-style-type: none"> • Determine the eligibility of individuals to engage with the CfW+ programme. • To enable CfW+ programme in offering the right type of employability support to the individual. • Support improvements of CfW+ programme. • To support wider research into supporting individuals either at risk of, or in poverty in accessing employability support.

	<ul style="list-style-type: none"> • To evaluate the impact of the programme on individuals who took part. • To evaluate the impact of the programme on achieving the object of promoting and improving the economic and social well-being of Wales.
<p>Type of Personal Data to be Processed</p>	<p>You will process data containing the following individual information on behalf of Welsh Government as the data controller and retain the following locally:</p> <ul style="list-style-type: none"> • Name • Address • Contact details • Date of Birth <p>You will process data for engagements and employment outcomes containing the following individual information and submit to Welsh Government anonymously on a quarterly basis:</p> <ul style="list-style-type: none"> • Gender • Ethnic Origin • Employment Status • Duration of unemployment • Existing Qualifications • Benefit Status • Work Limiting Health Condition • Disability • Care and Childcare responsibilities • Migrant status • Jobless household • Homeless affected by housing exclusion • Welsh Language <p>You will process data containing the following project information and submit to Welsh Government anonymously on a quarterly basis:</p> <ul style="list-style-type: none"> • Number of early exits

	<ul style="list-style-type: none"> • Number of participants engaged onto the CfW+ programme • Number of participants that have entered employment as a result of CfW+ programme • Employment type • Work pattern
Categories of Data Subjects	You will process data from individuals partaking in CfW+ programme.
Plan for the return and/or destruction of the data once the processing is complete UNLESS requirement under Law to preserve that type of data	CfW+ privacy notice sets this as 7 years.

Part 2

1. The definitions set out below for the following terms shall be used in this Schedule 6:

Data Security Event	means any event that results or may result in unauthorised access to Personal Data held by you under the Award of Funding , and/or actual or potential loss and/or destruction of Personal Data in breach of this Award of Funding including any Personal Data Breach (as defined in the UK GDPR);
Data Protection Impact Assessment	means an assessment by the Controller of the impact of the envisaged Processing on the protection of Personal Data;
Data Protection Legislation	all applicable data protection and privacy legislation in force from time to time in the UK including without limitation the UK GDPR; the DPA 2018 (and regulations made thereunder); the Privacy and Electronic Communications Regulations 2003 (SI 2003/2426) as amended; and the guidance and codes of practice issued by the Commissioner and which are applicable to a party;
Data Subject Access Request	means a request made by or on behalf of a Data Subject in accordance with rights granted pursuant

	to the Data Protection Legislation to access their Personal Data;
DPA 2018	means the Data Protection Act 2018;
UK GDPR	means the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data as it forms part of the law of England and Wales, Scotland and Northern Ireland by virtue of section 3 of the European Union (Withdrawal) Act of 2018;
Law	<p>means:</p> <p>(a) any applicable statute or proclamation or any delegated or subordinate legislation;</p> <p>(b) any applicable guidance, code of practice, direction or determination with which we and/or you are bound to comply to the extent that the same are published and publicly available or the existence or contents of them have been notified to you by us ; and</p> <p>(c) any applicable judgment or order of a relevant court of law which is a binding precedent in England and Wales,</p> <p>in each case in force or applicable in both England and Wales, or in Wales only;</p>
Party	means us or you, together ' the Parties ';
Protective Measures	means appropriate technical and organisational measures which may include pseudonymising and encrypting Personal Data, ensuring confidentiality, integrity, availability and resilience of systems and services, ensuring that availability of and access to Personal Data can be restored in a timely manner after an incident and regularly assessing and evaluating the effectiveness of the measures adopted by it;
Sub-Processor	means any third party appointed to Process Personal Data on your behalf in relation to the Award of Funding;

Working Days	means a day other than a Saturday, a Sunday, Christmas Day, Good Friday or a bank holiday in Wales under the Banking and Financial Dealings Act 1971.
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2. PROTECTION OF PERSONAL DATA

2.1 In this Schedule 6 the following terms shall have the meaning given to them in the UK GDPR: **Controller, Processor, Data Subject, Personal Data, Process, Personal Data Breach, Data Protection Officer.**

2.2 The Parties acknowledge that for the purposes of the Data Protection Legislation we are the Controller and you are the Processor.

2.3 Unless otherwise required to do so by Law (in which case you shall inform us of that legal requirement before Processing, unless law prohibits such information on important grounds of public interest), the only Processing of Personal Data you are authorised to do is described in this Schedule 6 or is the subject of prior written approval by us and may not be determined by you. You will not process the Personal Data for any other purpose or in a way that does not comply with this Award of Funding or the Data Protection Legislation. You must comply promptly with our written instructions requiring you to amend, transfer, delete or otherwise process the Personal Data, or to stop, mitigate or remedy any unauthorised processing.

2.4 You must notify us immediately if you consider that any of our instructions infringe the Data Protection Legislation.

2.5 You must provide all reasonable assistance to us in any on-going Data Protection Impact Assessment prior to and after commencing any Processing. Such assistance may, at our discretion, include:

2.5.1 a systematic description of the envisaged Processing operations and the purpose of the Processing;

2.5.2 an assessment of the necessity and proportionality of the Processing operations in relation to the Purposes;

2.5.3 an assessment of the risks to the rights and freedoms of Data Subjects; and

2.5.4 a systematic description of the measures envisaged to address the risks, including safeguards, security measures and mechanisms to ensure the protection of Personal Data.

2.6 You must in relation to any Personal Data Processed in connection with your obligations under the Award of Funding:

2.6.1 process that Personal Data only in accordance with Condition 2.3 of this Schedule 6, unless you are required to do otherwise by Law. If you are so required you must promptly notify us before Processing the Personal Data unless prohibited by Law;

2.6.2 ensure that you have in place Protective Measures, which have been reviewed and approved by us as appropriate, to protect against a Data Security Event having taken account of the:

- (i) nature of the data to be protected;
- (ii) harm that might result from a Data Security Event;
- (iii) state of technological development; and
- (iv) cost of implementing any measures;

2.6.3 you must, where you are required under the Award of Funding to notify Data Subjects of the purpose and detail of the Processing to be undertaken, cooperate with us to agree an appropriate notice which complies with the Data Protection Legislation. The notice must have our prior written approval. You must not modify or alter the notice in any way without our prior written consent;

2.6.4 ensure that your Personnel do not Process Personal Data except in accordance with the Award of Funding;

2.6.5 ensure that you take all reasonable steps to ensure the reliability and integrity of any of your Personnel who have access to the Personal Data and ensure that they:

- (i) are aware of and comply with your obligations under the Conditions;
- (ii) are subject to appropriate confidentiality undertakings with you or any Sub-Processor;
- (iii) are informed of the confidential nature of the Personal Data and do not publish, disclose or divulge any of the

Personal Data to any third party unless directed in writing to do so by us or as otherwise permitted by the Award of Funding; and
(iv) have undergone adequate training in the use, care, protection and handling of Personal Data;

2.6.6 not transfer Personal Data outside the UK unless our prior written consent has been obtained or Article 28(3)(a) of the UK GDPR applies.

2.6.7 At our written direction, delete or return Personal Data (and any copies of it) to us on expiry of the Award of Funding unless you are required by Law to retain the Personal Data.

2.7 Subject to Condition 2.8, you must notify us immediately if in connection with the Award of Funding you:

2.7.1 receive a Data Subject Access Request (or purported Data Subject Access Request);

2.7.2 receive a request to rectify, block processing or erase any Personal Data;

2.7.3 receive any other request, complaint or communication relating to either Party's obligations under the Data Protection Legislation;

2.7.4 receive any communication from the Information Commissioner or any other regulatory authority in connection with Personal Data Processed under the Award of Funding;

2.7.5 receive a request from any third party for disclosure of Personal Data where compliance with such request is required or purported to be required by Law; or

2.7.6 become aware of a Data Security Event.

2.8 Your obligation to notify under Condition 2.7 of this Schedule 6 includes the provision of further information to us in phases without undue delay as details become available.

2.9 Taking into account the nature of the Processing, you must provide us with full assistance in relation to either Party's obligations under Data Protection Legislation and any complaint, communication or request made

under Condition 2.7 of this Schedule 6 (and insofar as possible within the timescales reasonably required by us) including by promptly providing us with:

2.9.1 full details and copies of the complaint, communication or request;

2.9.2 such assistance as we may reasonably request to enable us to comply with a Data Subject Access Request within the relevant timescales set out in the Data Protection Legislation;

2.9.3 at our request, any Personal Data you hold in relation to a Data Subject;

2.9.4 assistance as we may reasonably request following any Data Security Event;

2.9.5 assistance as we may reasonably request with respect to any request from the Information Commissioner's Office or any consultation by us with the Information Commissioner's Office.

2.10 You must maintain complete and accurate records and information to demonstrate your compliance with this Condition 2 of this Schedule 6. This requirement does not apply where you employ fewer than 250 staff unless:

2.10.1 we determine that the Processing is not occasional; or

2.10.2 we determine the Processing includes special categories of data as referred to in Article 9(1) of the UK GDPR or Personal Data relating to criminal convictions and offences referred to in Articles 10 of the UK GDPR; or

2.10.3 we determine that the Processing is likely to result in a risk to the rights and freedoms of Data Subjects.

2.11 You must allow for audits of your Data Processing activity by us or our designated auditor.

2.12 You must designate a data protection officer if required by the Data Protection Legislation.

2.13 Before allowing any Sub-Processor to Process any Personal Data related to the Award of Funding you must:

2.13.1 notify us in writing of the intended Sub-Processor and Processing;

2.13.2 obtain our prior written consent;

2.13.2 enter into a written agreement with the Sub-Processor which gives effect to the terms set out in this Condition 2 of this Schedule 6 such that they apply to the Sub-Processor; and

2.13.3 provide us with such information regarding the Sub-Processor as we may reasonably require.

2.14 You shall remain fully liable for all acts or omissions of any Sub-Processor.

2.15 We may at any time on not less than 30 Working Days' notice revise this Condition 2 of this Schedule 6 by replacing it with any applicable controller to processor standard clauses or similar terms forming part of an applicable certification scheme (which shall apply when incorporated by attachment to the Award of Funding).

2.16 The Parties agree to take account of any guidance issued by the Information Commissioner's Office and other guidance where relevant. We may on not less than 30 Working Days' notice to you amend the Award of Funding to ensure that it complies with any guidance issued by the Information Commissioner's Office.

2.17 For the avoidance of doubt, nothing in the Award of Funding shall relieve you of your own direct responsibilities and liabilities under the Data Protection Legislation.

2.18 You agree to indemnify and keep us indemnified against all claims and proceedings and all liability, loss, costs and expenses incurred in connection therewith by us as a result of any claim made or brought by any individual or other legal person in respect of any loss, damage or distress caused to that individual or other legal person as a result of your unauthorised processing, unlawful processing, destruction of and/or damage to any Personal Data process by you, your employees or agents in your performance of the Award of Funding or as otherwise agreed between the Parties.

2.19 The provisions of this Condition 2 of this Schedule 6 shall apply during the continuance of the Award of Funding and indefinitely after its expiry.

TWO SIGNATORIES ARE REQUIRED

We declare we are duly authorised to accept the award of Funding for the Children and Communities Grant 2021-22 and the Conditions relating to the Funding.

An authorised signatory of City and County of Swansea

Signature

Name

Job Title

Date

An authorised signatory of City and County of Swansea

Signature

Name

Job Title

Date

Agenda Item 9.



Joint Report of the Cabinet Member for Adult Social Care & Community Health Services and Cabinet Member for Homes, Energy and Service Transformation

Cabinet – 20 May 2021

Welsh Government Housing Support Grant Delivery Plan 2021 - 2022

Purpose:	This report details the delivery and spend plan for Housing Support Grant 21/22 outlining how services are commissioned to ensure service provision is sustainable, creates efficiencies and improves outcomes for people that use services.
Policy Framework:	WG Housing Support Grant Guidance 2020 Local Authority Contract Procedure Rules and Public Contract Regulations 2015.
Consultation:	Social Services, Access to Services, Finance, Legal, Commercial Services and Procurement and Housing.
Recommendation(s):	It is recommended that: 1) Cabinet note the receipt of the Welsh Government Housing Support Grant and approve the continuation and expansion of projects as outlined in the Delivery Plan agreed by Welsh Government.
Report Authors:	Jane Whitmore/Peter Field
Finance Officer:	Chris Davies
Legal Officer:	Debbie Smith
Access to Services Officer:	Rhian Millar

1. Introduction

- 1.1 The Housing Support Grant (HSG) together with the Children and Communities Grant (CCG) form the Funding Alignment programme.

- 1.2 The vision for Funding Alignment is to provide financial flexibility that facilitates the delivery of outcomes, which can empower Local Authorities and Welsh Government to further align and improve Early Intervention and Prevention Support services together, ensuring the right support reaches the right people at the earliest opportunity. There is a clear expectation that the Children and Communities Grant and the Housing Support Grant should work in a seamless fashion, providing integrated services where appropriate.
- 1.3 As a result of the funding alignment three former grant programmes the Supporting People; Homeless Prevention and Rent Smart Wales Enforcement were combined to form the new Housing Support Grant with a new single practice guidance published in February 2020.
- 1.4 The vision for the grant is to secure “A Wales where nobody is homeless and everyone has a safe home where they can flourish and live a fulfilled, active and independent life”.
- 1.5 The aim of the grant can be summarised as:
- To support working together to prevent homelessness and where it cannot be prevented ensuring it is rare, brief and un-repeated.
 - To tackle the root cause of homelessness and work to enable people to stay in their own homes longer.
 - To work in partnership with colleagues in Housing & Homelessness to commission services using the Housing support grant that makes a significant contribution to the implementation of Part 2 of the Housing (Wales) Act 2014, which is focused on homelessness prevention.
 - To prevent homelessness and support people to have the capability, independence, skills and confidence to access and/or maintain a stable and suitable home.
(Housing Support Practice Guidance: February 2020)
- 1.6 HSG has housing, and preventing homelessness or people living in inappropriate institutional settings, at its core. Support can be offered to anyone eligible, regardless of the tenure, services can be of a fixed nature or float between service users homes. The emphasis of the programme is “doing with” as opposed to doing for and building their personal resilience.

2. Delivery Plan 21-22

- 2.1 An initial indicative allocation of HSG of £18.49 Million for 21/22 was received in January 2021. This represented an uplift of £4.4 Million, a 31% increase from the previous year’s allocation. Welsh Government has given specific guidance on what the new allocation should be spent on to transform Homeless Prevention and Housing Support Services.
- 2.2 Listed in no priority order are the criteria agreed by the local HSG commissioning group to prioritise the proposed new expenditure for 21/22 for which has been approved by WG.

- a) Sustaining existing services, bolstering pay and conditions, improving recruitment, retention and training of front line staff.
- b) Sustaining legacy Phase 1 and Phase 2 revenue services funded in 20/21 to address the impact of the additional Covid Duties (suspension of non-priority need and use of night shelters) and associated pressures.
- c) Delivery of a transformation shift to a Housing Led/Rapid Rehousing Approach as set out in the Homeless Action Group Reports 1, 2 & 3.
- d) Increasing capacity/addressing previously unmet need.
- e) Delivering Psychological/Trauma informed services addressing root causes of complex homelessness with an outreach multidisciplinary approach for general health, mental health, sexual health, and substance misuse.
- f) Early intervention and prevention in the local communities.
- g) Eligible and strategically relevant homeless prevention services previously funded outside the HSG due to lack of HSG availability previously.
- h) Eligible and strategically relevant temporary funded services outside of HSG from external sources which would otherwise be discontinued.

2.3 A Proposed Spend Plan template for 21/22 outlining spend proposals was agreed by the commissioning group and submitted to WG for its scrutiny and approval at the end of February.

2.4 Following feedback from WG a final spend plan template **Appendix 1** was submitted to WG giving a more detailed narrative to the spend plan proposals.

2.5 The Council has now received approval of these proposals with a letter confirming the allocation of HSG for 21/22.

3. Themes and Funding Allocation

3.1 This table below outlines the high level allocation to each theme as specified as eligible funding in the WG Housing Support Grant guidance.

3.2 Please note that the table refers to only the HSG commitment to these thematic areas and the Council and other partners will also be providing other sources of funding.

3.3 High level spend plan is outlined below;

High Level Spend Plan for Housing Support Grant 21-22	
Theme	Total
VAWDASV Services	£ 1,150,086.00
People with Learning Disabilities	£ 3,196,341.00
People with Mental Health Issues	£ 3,490,092.71

People with Substance Misuse Issues (Drugs)	£ 611,225.84
People with Physical and/or Sensory disabilities	£ 162,370.00
Young People with Support Needs (16-24)	£ 2,573,023.04
Families with support needs	£ 866,216.00
Single People with support needs	£ 1,637,113.22
People over 55 years of age with support needs	£ 1,474,430.83
Generic Floating Support to prevent Homelessness	£ 1,755,238.66
Other: <i>Includes various uplifts across programme and bolstering provision as and when need arises</i>	£ 1,573,097.22
TOTAL	£18,489,233.52

- 3.4 85% of the grant is externally commissioned to 29 different providers and 15% of the grant is internally commissioned to Adult Services, Child & Family Services, Tackling Poverty Services and Housing

4. Integrated Impact Assessments

- 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.
 - Deliver better outcomes for those people who experience socio-economic disadvantage

The Well-being of Future Generations (Wales) Act 2005 mandates that public bodies in Wales must carry out sustainable development.

Sustainable development means the process of improving the economic, social, environmental and cultural well-being of Wales by taking action, in accordance with the sustainable development principle, aimed at achieving the 'well-being goals'.

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

- 4.2 An IIA Screening Form has been completed with the agreed outcome that there are no foreseeable negative impacts as a result of the increased

funding; that services to people with protected characteristics may increase; that the proposals are compatible with corporate priorities and WBFGA obligations. Therefore a full IIA report is not required:

- Please refer to **Appendix 2** Integrated Impact Assessment Screening Form as a background paper

5. Legal Implications

- 5.1 The procurement of social care and housing-related support services is governed by the Public Contract Regulations (PCR) 2015, therefore any proposed modifications to existing contracts must comply with Regulation 72 of the PCR 2015 and with the terms of the signed Agreement.
- 5.2 Where a proposed expansion of the utilisation of grant monies is proposed and is outside the scope of any current Agreement the Council shall utilise other provisions which are contained within PCR 2015 and the Councils Contract Procedure Rules to ensure the effective delivery of the services required.
- 5.3 The PCR 2015 recognise the special characteristics of social services and related services and the limited cross border interest in these services, and the regulations reflect the importance of cultural context and sensitivity.

6. Financial Implications

- 6.1 The Housing Support Grant allocation from Welsh Government for Swansea Council for 2021/22 is £18,489,233.52.
- 6.2 This is a 4.4 Million increase in funding into this area for Swansea, and is as a result of the additional £40m being allocated to the total Housing Support Grant budget in Welsh Government.
- 6.3 This additional funding will help maintain the services established in 20/21 as part of the Covid response and respond to local need and priorities in 21/22.
- 6.4 The table in section 3 shows a high level spend plan for the HSG programme for 21/22 and the Welsh Government Grant Offer letter can be found under **Appendix 3**.

Background Papers: None

Appendices:

- Appendix 1 WG Housing Support Grant Spend Plan 21-22
Appendix 2 Integrated Impact Assessment Screening Form
Appendix 3 Welsh Government Grant Offer Letter 21 - 22

Appendix 1

Local Authority HSG Spend Plan 2021/22 Version 1.0
Table 1

Spend Plan collection period		Local Authority HSG Spend Plan 2021/22				
Regional Collaborative Committee:		Western Glamorgan				
Local Authority:		Swansea				
HSG Annual Allocation:		18,489,233.10				
Project Type	Project Type Breakdown	Client Units	Total HSG spend against Project Type	Spend per Unit	Local Authority contribution	Notes (brief explanation of spend)
		Numbers	£	£	£	Text
PRS Access Schemes	TOTAL	20	155,000.00	7,750	0.00	Social Lettings for PRS formerly RSG funded
Rapid rehousing/Housing Led Services	Housing Led	70	262,448.00	3,749	0.00	Includes Phase 2 Rapid Rehousing Services and increased RRH capacity including for younger persons
	Housing First (verified)	25	300,000.00	12,000	0.00	
	Housing First (unverified)	0	0.00	0	0.00	
	TOTAL	95	562,448.00	5,749	0.00	
Emergency Accommodation Provision	General	7	51,100.00	7,300		
	Specific 'sh' accommodation	0	0.00	0		
	Specific 'wst' accommodation	0	0.00	0		
	TOTAL	7	51,100.00	7,300	0.00	
Rough Sleeper Assertive Outreach services	TOTAL	20	92,000.00	4,600	0.00	Spend in addition to s180 from VWG to up to 7 day week cover
Mediation services	Landlord	0	0.00	0		
	Family	0	0.00	0		
	TOTAL	0	0.00	0	0.00	
Daytime drop in services	TOTAL	75	85,945.00	1,146		VAWDASV
Enforcement, investigation or compliance with housing legislation	TOTAL	0	25,636.22	0		Private rented sector enforcement linked to Rent Smart Wales
Activities designed to promote and publicise compliance with housing legislation	TOTAL	0	0.00	0		
Floating Support	VAWDASV	222	583,793.00	2,630		
	Learning disability	34	291,670.00	8,579		
	Mental health	114	620,633.74	5,444		
	Substance misuse and/or alcohol issues	3	43,171.50	14,391		
	Ex-offenders	0	0.00	0		
	Young people	129	953,513.04	7,392		
	Refugees	0	0.00	0		
	Older people	656	901,343.40	1,374		
	Gypsy and travellers	0	0.00	0		
	Generic	500	1,445,358.66	2,891		
	Other	185	998,586.00	5,398		
TOTAL	1,843	5,838,069.34	5,838	0.00		
Temporary Supported Accommodation	Learning disability	0	0.00	0		
	Physical disability	0	0.00	0		
	Mental health	55	1,254,417.12	22,808		
	Substance misuse and/or alcohol issues (Wet accommodation)	18	356,786.82	19,821		
	Substance misuse and/or alcohol issues (Dry accommodation)	12	160,236.00	13,353		
	Ex-offenders	0	0.00	0		
	Young people	122	1,688,630.00	13,841		
	Older people	0	0.00	0		
	Refugees	0	0.00	0		
	Generic	131	1,720,093.00	13,130		
Other	0	0.00	0			
TOTAL	338	5,180,162.94	5,180	0.00		
Permanent Supported Accommodation	Older people	1,022	704,687.00	690		Includes contribution to sheltered and supported housing services
	Learning disability	287	2,904,670.00	10,121		
	Other	83	1,010,048.60	23,013		
TOTAL	1,392	5,194,045.60	5,192	0.00		
Extra Care services	TOTAL	0	0.00	0		
Alarmservices	VAWDASV	110	47,442.00	431		Part of Safety & Security Service
	Other	0	0.00	0		
TOTAL	110	47,442.00	431	0.00		
Refuges	Male	0	0.00	0		Refuges and safe houses
	Female	34	547,006.00	16,088		
	Other	0	0.00	0		
TOTAL	34	547,006.00	16,088	0.00		
Target Hardening Equipment	TOTAL	20	6,000.00	300		Part of Safety & Security Service
Non Statutory HSG Funded Posts	TOTAL	60	146,425.00	2,440		Includes Phase 2 PT MH Outreach
Other Homelessness Prevention Projects	TOTAL	0	232,593.00	0		Includes: Peer mentoring
Other	Uncommitted Spend			0		
	General Other			0		
TOTAL	0	0.00	0	0.00		
GRAND TOTAL		4,014	18,489,233.10	4,014	0.00	



Llywodraeth Cymru
Welsh Government

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Please ensure that you refer to the Screening Form Guidance while completing this form.

Which service area and directorate are you from?

Service Area: Partnership & Commissioning

Directorate: Social Services

Q1 (a) What are you screening for relevance?

- New and revised policies, practices or procedures
- Service review, re-organisation or service changes/reductions, which affect the wider community, service users and/or staff
- Efficiency or saving proposals
- Setting budget allocations for new financial year and strategic financial planning
- New project proposals affecting staff, communities or accessibility to the built environment, e.g., new construction work or adaptations to existing buildings, moving to on-line services, changing location
- Large Scale Public Events
- Local implementation of National Strategy/Plans/Legislation
- Strategic directive and intent, including those developed at Regional Partnership Boards and Public Services Board, which impact on a public bodies functions
- Medium to long term plans (for example, corporate plans, development plans, service delivery and improvement plans)
- Setting objectives (for example, well-being objectives, equality objectives, Welsh language strategy)
- Major procurement and commissioning decisions
- Decisions that affect the ability (including external partners) to offer Welsh language opportunities and services

(b) Please name and fully describe initiative here:

The report details the delivery and spend plan for Welsh Government Housing Support Grant in 21/22 outlining how services are commissioned to ensure service provision is sustainable, creates efficiencies and improves outcomes for people that use those services

Q2 What is the potential impact on the following: the impacts below could be positive (+) or negative (-)

	High Impact		Medium Impact		Low Impact		Needs further investigation
	+	-	+	-	+	-	
Children/young people (0-18)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input 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"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Any other age group	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Future Generations (yet to be born)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<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"/>	<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"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Asylum seekers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gypsies & travellers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Religion or (non-)belief	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Welsh Language	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Poverty/social exclusion	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carers (inc. young carers)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community cohesion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Q3 What involvement has taken place/will you undertake e.g. engagement/consultation/co-productive approaches?
Please provide details below – either of your activities or your reasons for not undertaking involvement**

The delivery plan sees the continuation and expansion of existing projects under the approved Welsh Government HSG Grant and would not disproportionately or negatively affect any of the groups highlighted above. Future re-procurement of these services will require co-production and engagement and IIA impacts will be considered as this work progresses. Full IAA assessments will be undertaken where required.

Q4 Have you considered the Well-being of Future Generations Act (Wales) 2015 in the development of this initiative:

- a) Overall does the initiative support our Corporate Plan’s Well-being Objectives when considered together?
Yes No
- b) Does the initiative consider maximising contribution to each of the seven national well-being goals?
Yes No
- c) Does the initiative apply each of the five ways of working?
Yes No
- d) Does the initiative meet the needs of the present without compromising the ability of future generations to meet their own needs?
Yes No

Q5 What is the potential risk of the initiative? (Consider the following impacts – equality, socio-economic, environmental, cultural, legal, financial, political, media, public perception etc...)

High risk Medium risk Low risk

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

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

Potential impact on Housing services since proposals may lead to reduced homelessness and improved tenancy sustainment and reduced negative community impacts associated with tenancy problems and failures.

Q7 What is the cumulative impact of this proposal on people and/or communities when considering all the impacts identified within the screening and any other key decisions affecting similar groups/ service users made by the organisation?

There would be a cumulative negative impact if funding for this delivery plan ceased, which is a risk noted on the risk register. To ratify the deliver plan for 21/22 there is no foreseen negative impact.

The significant uplift to the programme adds additional support capacity to people who may have protected characteristics including disability and mental health, services for older persons and for younger persons aged 16 to 25, services to LGBTQ and older people who require VAWDASV support. The programme also provides support for vulnerable families which includes individuals who are pregnant and may be single parenting.

Outcome of Screening

Q8 Please describe the outcome of your screening below:

- **Summary of impacts identified and mitigation needed (Q2)**

As this is a screening for a WG delivery plan with no significant change or dis-investment there is a low impact.

- **Summary of involvement (Q3)**

As there is no significant change required as part of this delivery plan, no planned involvement outside of the normal contract monitoring arrangements which asks service providers to feedback on service provision. Any significant change of project would require engagement with stakeholders and a full IAA undertaken if required.

- **WFG considerations (Q4)**

Redesigning HSG activities will require maintaining a focus on the Well-being of Future Generations for Wales Act 2015, to reflect the Five Ways of Working approach to ensure:

- Long-Term – Plans around short term delivery are made taking into account long term implications.
- Integration – All HSG programme activity will link directly into the Well Being of Future Generations Act (2015) goals and we'll continue to review our delivery plans to make sure we are engaging effectively and in a representative way, and to make it accessible for people and families for whom Welsh is a first language.
- Involvement – HSG commissioning will work closely with stakeholders and service users to design delivery, (co-production). This may involve consulting in different and non-traditional ways.
- Collaboration – HSG programmes have traditionally collaborated with a range of internal/external partners to ensure more effective programme delivery. This work will continue to help shape HSG delivery as described in the delivery plan.
- In Swansea the use of the Housing Support Grant supports three of the six corporate priorities of Swansea Council:
 - Safeguarding people from harm
 - Improving education and skills
 - Tackling Poverty
- The vision for the grant; identifying and implementing new approaches to improve service delivery, achieving better outcomes for citizens and achieving administrative efficiencies reinforces our corporate values of; People Focused, Working Together and Innovation.
- **Any risks identified (Q5)**
The only associate risk would be with withdrawal of WG Grant funding, this risk is noted, tracked and monitored on the risk register

(NB: This summary paragraph should be used in the relevant section of corporate report)

Full IIA to be completed

Do not complete IIA – please ensure you have provided the relevant information above to support this outcome

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.

Screening completed by:
Name: Peter Field
Job title: Principal Officer Commissioning Adult Services
Date: 13.04.21
Approval by Head of Service:
Name: Amy Hawkins
Position: Interim Head of Adult Services
Date: 13.04.21

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



Phil Roberts
Chief Executive
Swansea City and County
Housing Service
Civic Centre
Oystermouth Road
Swansea
SA1 3SN

23rd March 2021

Dear Phil

Award of Funding in relation to Housing Support Grant – Award of Grant 2021-2022

1. Award of Funding

- (a) We are pleased to inform you that your Application has been successful and funding of up to £18,489,233.10 (“the Funding”) is awarded to you for the Purposes (as defined in Condition 4(a)).
- (b) The Funding relates to the period 1st April 2021 to 31st March 2022 and must be claimed in full by 30th April 2022 otherwise any unclaimed part of the Funding will cease to be available to you.
- (c) If you have any queries in relation to this award of Funding or the Conditions please contact the Welsh Government Official who will be happy to assist you.

2. Statutory authority

- (a) This award of Funding is made on and subject to the Conditions and under the authority of the Minister for Housing and Local Government, one of the Welsh Ministers, acting pursuant to sections 70 and 71(1) of the Government of Wales Act 2006 and sections 169(6) and (7) of the Local Government and Housing Act 1989.

3. Interpreting the Conditions

Any reference in the Conditions to:

‘you’, ‘your’ is to

Swansea City and County
Housing Service
Civic Centre
Oystermouth Road
Swansea
SA1 3SN

'we', 'us', 'our' is to the Welsh Ministers;

'Welsh Government Official' is to

Karen Tudor
Housing Support & Welfare Branch
Housing Policy Division
Welsh Government
Rhydycar
Merthyr Tydfil
CF48 1UZ
Email: Karen.Tudor@gov.wales

or such other Welsh Government official as we may notify you.

'Project Manager' is to

Peter Field
Swansea City and County
Housing Service
Civic Centre
Oystermouth Road
Swansea
SA1 3SN

'Application' is to you for funding submitted on your Spend Plan

'Conditions' is to the terms and conditions set out in this letter and the Schedules;

'Costs Incurred' is to the cost of goods and services you have received regardless of whether you have paid for them by the date of your claim;

'Notification Event' is to any of the events listed in Schedule 3;

'Payment Profile' is to the indicative payment profile set out in Schedule 3;

'Personnel' is to your management/employees and suppliers or any other person appointed or engaged by you in relation to the Purposes;

'Schedule' is to the schedules attached to this letter;
and

any reference to any legislation whether domestic or international law will include all amendments to and substitutions and re-enactments of that legislation in force from time to time.

4. Use of the Funding

- (a) You must use the Funding solely for the purposes set out in Schedule 1 (the **"Purposes"**).
- (b) Any change to the Purposes or Targets will require our written consent which must be obtained from us in advance of implementing any change. Please note that we are not obliged to give our consent but we will consider all reasonable written requests.
- (c) You must not use any part of the Funding for: (1) party political purposes; (2) the promotion of particular secular, religious or political views; (3) gambling; (4) pornography; (5) offering sexual services; (6) purchasing capital equipment (other than as specified in the Purposes); (7) your legal fees in relation to this letter; (8) Costs Incurred or costs incurred and defrayed by you in the delivery of the Purposes prior to the period referred to in Condition 1 (b); (9) any kind of illegal activities; or (10) any other kind of activity which in our opinion could bring us into disrepute.

5. Funding pre-conditions

- (a) We will not pay any of the Funding to you until you have provided us with the following information and documentation:
 - (i) this letter signed by you;
 - (ii) documentary evidence that you have put in place all staff and other resources detailed in the Application as required to commence and complete the Purposes;
- (b) Where you are required to provide information and documentation to us as evidence that you have satisfied a particular pre-condition, Condition or in support of a claim, the information and documentation must be in all respects acceptable to us. We reserve the right to reject any information and documentation which is for any reason not acceptable to us.

6. How to claim the Funding

- (a) You may claim the Funding quarterly in arrears based on your estimated expenditure as detailed in the Payment Profile.
- (b) You must claim the Funding in accordance with the dates set out in the Payment Profile. You must claim the Funding promptly. We reserve the right to withdraw any part of the Funding that you do not claim promptly.
- (c) You must submit your claims for payment of Funding to the Welsh Government Official.
- (d) You must use our claim pro-forma (which is available from the Welsh Government Official) and attach the following information and documentation to each claim the information and documentation specified in the Payment Profile together with:
 - i) confirmation that you are operating in all respects in accordance with your constitution; and
 - ii) confirmation that you have appropriate financial, risk and control systems in place before utilising any part of the Funding to provide a grant to or procure any goods or services from third parties;
- (e) We will aim to pay all valid claims as soon as possible and typically within 28 days.

7. Your general obligations to us

You must:

- (a) safeguard the Funding against fraud generally and, in particular, fraud on the part of your Personnel and notify us immediately if you have reason to suspect that any fraud within your organisation has occurred or is occurring or is likely to occur whether or not it relates to the Funding. You must also participate in such fraud prevention initiatives as we may require from time to time;
- (b) maintain appropriate procedures for dealing with any conflicts of interest whether actual, potential or perceived;
- (c) comply with all applicable domestic or international laws or regulations or official directives;
- (d) maintain adequate insurances to cover against the risks which may arise in connection with any property or any activity undertaken in delivery of the Purposes. We reserve the right to require you to provide proof of your insurance;

- (e) maintain appropriate financial, risk and control systems before utilising any part of the Funding to provide a grant to or procure any goods or services from third parties;
- (f) co-operate fully with the Welsh Government Official and with any other employee of the Welsh Government or consultant appointed by us to monitor your use of the Funding and your compliance with the Conditions;
- (g) inform us immediately if any of the declarations made in Condition 8 is incorrect in any respect or, if repeated at any time with reference to the facts and circumstances then existing, would be incorrect;
- (h) notify us of any funding received by you from any source in relation to the effects of the spread of the Coronavirus (COVID-19) including but not limited to your insurance provider (cancellation/business disruption insurance), the UK Government's Coronavirus Job Retention Scheme and/or any Welsh Government fund/scheme.

8. Declarations

You declare that:

- (a) you have the power to enter into and to perform the obligations set out in the Conditions and you have taken all necessary action to authorise the entry into and performance of the obligations under the Conditions;
- (b) no litigation or arbitration is current or pending or, so far as you are aware, threatened, which has or could have an adverse effect on your ability to perform and comply with any of the Conditions;
- (c) the information contained in your Application is complete, true and accurate;
- (d) you have disclosed to us all material facts or circumstances which need to be disclosed to enable us to obtain a true and correct view of your business and affairs (both current and prospective) or which ought to be provided to any person who is considering providing funding to you;
- (e) you have discussed and agreed the Targets with us and you are confident that they are realistic and achievable;
- (f) there are no conflicts of interest whether actual, potential or perceived;

- (g) acceptance of this award of Funding will not result in duplicate funding in respect of any part of the Purposes. This includes but is not limited to any payments received by you in relation to the effects of the spread of the Coronavirus (COVID-19) from your insurance provider (cancellation/business disruption insurance), the UK Government's Coronavirus Job Retention Scheme and/or any Welsh Government fund/scheme.

9. Notification Events and their consequences

- (a) You must notify us immediately if a Notification Event has occurred or is likely to occur but we also reserve the right to notify you where we believe a Notification Event has occurred or is likely to occur.
- (b) We will either (i) notify you that we consider the Notification Event is not capable of remedy or (ii) if we consider the Notification Event is capable of being remedied seek to discuss the Notification Event with you with a view to agreeing a course of action to be taken to address the Notification Event.
- (c) We will be entitled to take any of the actions listed in Condition 9(d) if:
 - (i) despite our reasonable efforts we have been unable to discuss the Notification Event with you; or
 - (ii) we notify you that the Notification Event is not capable of remedy; or
 - (iii) a course of action to address the Notification Event is not agreed with you; or
 - (iv) a course of action to address the Notification Event is agreed with you but you fail to follow it, or any conditions attached to it are not met (including without limitation the timescale for such course of action); or
 - (v) the course of action fails to remedy the Notification Event to our satisfaction.
- (d) If any of the circumstances set out in Condition 9(c) occurs we may by notice to you:
 - (i) withdraw the award of Funding; and/or
 - (ii) require you to repay all or part of the Funding; and/or
 - (iii) suspend or cease all further payment of Funding; and/or
 - (iv) make all further payments of Funding subject to such conditions as we may specify; and/or
 - (v) deduct all amounts owed to us under the Conditions from any other funding that we have awarded or may award to you; and/or

- (vi) exercise any other rights against you which we may have in respect of the Funding.
- (e) All repayments of Funding must be made to us within 28 days of the date of our demand.

10. Monitoring requirements

You must:

- (a) provide us with such documents, information and reports which we may reasonably require from time to time in order for us to monitor your compliance with the Conditions
- (b) meet with the Welsh Government Official and such other of our representatives as we may from time to time reasonably require;
- (c) ensure that the Project Manager (or such other person as we may agree) together with any other person we may require attends all meetings with the Welsh Government Official.

11. Audit Requirements

- (a) You must:
 - (i) maintain complete, accurate and valid accounting records identifying all income and expenditure in relation to the Purposes;
 - (ii) without charge, permit any officer or officers of the Welsh Government, Wales Audit Office or any UK subsidy enforcement body at any reasonable time and on reasonable notice (in exceptional circumstances, such as the prevention or detection of fraud, it may not be practicable to provide you with reasonable notice) being given to you to visit your premises and/or to inspect any of your activities and/or to examine and take copies of your books of account and such other documents or records howsoever stored as in such officer's reasonable view may relate in any way to your use of the Funding. This undertaking is without prejudice and subject to any other statutory rights and powers exercisable by the Welsh Government, Wales Audit Office or any UK subsidy enforcement body or any officer, servant or agent of any of the above;
 - (iii) retain this letter and all original documents relating to the Funding until we inform you in writing that it is safe to destroy them;
 - (iv) Provide us with an audit certificate in accordance with the requirements set out in Schedule 4 by 30th September 2021.

- (b) Under paragraph 17 of Schedule 8 to the Government of Wales Act 2006 the Auditor General for Wales has extensive rights of access to documents and information relating to monies provided by the Welsh Government. They and their officials have the power to require relevant persons who control or hold documents to give any assistance, information and explanation that they may require; and to require those persons to attend before them for such a purpose. The Auditor General and their staff may exercise this right at all reasonable times.

12. Third party obligations

- (a) Nothing in the Conditions imposes any liability on us in respect of any liability incurred by you to any third party (including, without limit, employees and contractors).
- (b) You must indemnify us against any liabilities, claims, proceedings, demands, losses, costs and expenses suffered or incurred by us directly or indirectly arising as a result of or in connection with any failure by you to perform fully or in part any obligation you may have to a third party.

13. Intellectual property rights and publicity

- (a) Nothing in the Conditions transfers to us any rights in any intellectual property created by you as a result of the Purposes.
- (b) You must acknowledge our support in relation to the Purposes. Such acknowledgement(s) must be in a form approved by us and must comply with the Welsh Government's branding guidelines.
- (c) You agree that from the date of this letter until 5 years from the date of the final payment of Funding we may include details about your organisation and business, the Funding and the Purposes in Welsh Government promotional materials and you further agree to cooperate with our reasonable requests to achieve the production of such materials.

14. Information

- (a) You acknowledge that we are subject to the requirements of the Freedom of Information Act 2000 (the "FOIA"), the Environmental Information Regulations 2004 (the "EIR"), the Data Protection Act 2018 (the "DPA") and the retained EU law version of the General Data Protection Regulation ((EU) 2016/679) (the "UK GDPR").
- (b) You acknowledge that we are responsible for determining in our absolute discretion whether:

- (i) to disclose any information which we have obtained under or in connection with the Funding to the extent that we are required to disclose such information to a person making a disclosure request under the FOIA or the EIR; and/or
 - (ii) any information is exempt from disclosure under the FOIA or the EIR.
- (c) You acknowledge that we may share any data you provide to us with fraud prevention agencies and third parties for the purposes of preventing and detecting fraud. Any personal data we collect will be managed in accordance with our Privacy Notice which is available to view here <http://beta.gov.wales/privacy-notice-welsh-government-grants>

15. Buying goods and services

If you decide to buy any goods and/or services to deliver the Purposes, they must be purchased in a competitive and sustainable way so as to demonstrate that you have achieved best value in the use of public funds.

16. Giving notice

- (a) Where notice is required to be given under the Conditions it must be in writing (this does not include email but may include a letter attached to an email) and must prominently display the following heading:

“Notice in relation to the Housing Support Grant 2021/2022”.

- (a) The address and contact details for the purposes of serving notice under the Conditions are as follows

You: the Project Manager at the address stated in Condition 3.

Us: the Welsh Government Official at the address stated in Condition 3.

- (c) A notice will be deemed to have been properly given as follows:-

Prepaid first class post: on the second working day after the date of posting.

By hand: upon delivery to the address or the next working day if after 4pm or on a weekend or public holiday.

By email attachment:

upon transmission or the next working day if after 4pm or on a weekend or public holiday.

17. Equal opportunities

You must apply a policy of equal opportunities as employers, as users of volunteers, and as providers of services, regardless of race, gender/gender identification, sexual orientation, religion and belief, age or any disability.

18. Welsh language

- (a) Where the Purposes include or relate to the provision of services in Wales they must be provided in Welsh and English unless it would be unreasonable or disproportionate to do so. Where they are provided in both Welsh and English they must be provided in such a way as to not treat the Welsh language less favourably than English, in accordance with the Welsh Language (Wales) Measure 2011.
- (b) For advice on providing services bilingually and in accordance with the Conditions please contact the Welsh Language Commissioner's Hybu team:
<http://www.comisiynyddygydraeg.cymru/hybu/en/home/Pages/home.aspx>

19. Sustainable development

Your use of the Funding must contribute to the achievement of the Welsh Government's well-being objectives contained in the Welsh Government's Programme for Government. You must work in a sustainable way (sustainable development principle) in delivering the Purposes so as to ensure you are working in a preventative, integrated, long-term and collaborative way that involves people that reflect the diversity of Wales. Please refer to Schedule 1 for further information.

20. Welsh Ministers' functions

You acknowledge that the Welsh Ministers have a range of functions which will continue to accrue and be amended and that decisions in relation to each such function are obliged to be taken in the light of all relevant and to the exclusion of all irrelevant considerations. You agree that nothing contained or implied in, or arising under or in connection with, the Conditions will in any way prejudice, fetter or affect the functions of the Welsh Ministers or any of them nor oblige the Welsh Ministers or any of them to exercise, or refrain from exercising,

any of their functions in any particular way.

21. General

- (a) If at any time any of the Conditions are deemed to be or become invalid, illegal or unenforceable in any respect under any law, the validity, legality and enforceability of the remaining provisions will not in any way be affected or impaired.
- (b) No failure or delay on our part to exercise any power, right or remedy under the Conditions will operate as a waiver of any such power, right or remedy or preclude its further exercise or the exercise of any other power, right or remedy. The powers, rights or remedies hereby provided are cumulative and not exclusive of any powers, rights or remedies provided by law.
- (c) Any amendment or variation to the Conditions must be in writing and signed by us and you in the same manner as this letter.
- (d) You may not assign or otherwise dispose of in any way your rights, benefits, obligations or duties under the Conditions.
- (e) Conditions 7, 9, 11, 13, 14, and 21(e) and such other Conditions which by implication need to continue in force beyond the final payment of Funding will so continue in full force and effect.
- (f) The award of the Funding is to you alone and no one else is entitled to make any claim in respect of the Funding or seek to rely on or enforce any of the Conditions.
- (g) In circumstances where you comprise two or more persons or bodies, the liabilities of such persons or bodies shall be joint and several and the default of one of such persons or bodies shall be deemed to be the default of all.
- (h) The Conditions are to be governed by and construed in accordance with the laws of Wales and England as applied in Wales and the parties hereto submit to the exclusive jurisdiction of the courts of Wales and England.

22. How to accept this award of Funding

- (a) To accept this award of Funding you must sign and return a copy of this letter to the Welsh Government Official. None of the Funding will be paid to you until we have received your signed letter
- (b) We must receive your signed letter 14 days of the date of this letter or this award of Funding will automatically be withdrawn.

Yours faithfully

A handwritten signature in dark ink, consisting of a series of overlapping loops and a long horizontal stroke extending to the right.

Signed by Karen Tudor
under authority of the Minister for Housing and Local Government, one of the
Welsh Ministers

SCHEDULE 1 The Purposes

The purpose of the Housing Support Grant (HSG) funding is to provide housing-related support services which prevent homelessness and support people to have the capability, independence, skills and confidence to access and/or maintain a stable and suitable home. This includes delivery of activities related to Rent Smart Wales, including promotional and enforcement activities.

Housing-related support services should;

- Help prevent homelessness.
- Provide early interventions to help people secure a home and stop people becoming homeless, this could include pre-tenancy work.
- Help vulnerable people live independently, support should create independence.
- Prevent problems in the first place or provide help as early as possible in order to reduce demand on other services such as health and social services.
- Complement personal or medical care which people already receive.
- Put those who need support at the heart of the programme by ensuring service users are involved in developing, commissioning, monitoring and evaluating services, and gather evidence on the difference they make to services.
- Ensure quality services are delivered as efficiently and effectively as possible through joint working between organisations that plan and fund services, those which provide services and people who use them. This must include local authority Homelessness operational leads, provider and landlord representatives on local planning and commissioning groups.
- Link or signpost people accessing support to services which will enable them to engage in education, employment and training opportunities, to help maintain longer term independence.
- Fund support based on need, not tenure or age.
- Promote equality and reduce inequalities by ensuring all funding decisions consider the equality impacts on people with protected characteristics.

- Ensure Outcomes data is collected in the prescribed format and use outcomes data to inform commissioning decisions.
- Ensure all providers have appropriate disclaimers in place to enable service user's information to be available for research and evaluation purposes.
- Work with the local authority homelessness department in order to identify support needs, where appropriate, early on to prevent homelessness and help mitigate the impact of welfare reform.
- Ensure that all support providers who receive HSG funding have domestic abuse policies for their staff and service users.
- Ensure that all support providers who receive HSG funding refer individuals they support to Local Authorities Homelessness Teams where someone is homeless or at threat of homelessness, so they can benefit from the support available as a result of the Housing (Wales) Act 2014 and are also recorded within the statistics.
- Work with other Welsh Government programmes. In particular Children and Communities Grant funded services.
- Ensure all services funded are registered on DEWIS Cymru <https://www.dewis.wales/>.
- Services must be provided in such a way as to not treat the Welsh language less favourably than English, in line with the Welsh Language Measure (Wales) 2011 and also in line with Local Authority duties under the Welsh Language Standards.

Any activities funded must be able to demonstrate that they accord with the purpose of the grant as set out in the HSG Practice Guidance.

The funding must not be used to fund Local Authority Commissioning Teams, including commissioning activity or grant administration, contract specific monitoring and evaluation, and any associated IT costs.

However for 2021-22 only, Local Authorities can use a small and capped amount of HSG money to fund short term project management and/or strategic planning resource, providing authorities with the additional capacity necessary for them to commence effective delivery of the transformation agenda in 2021-22 and ensuring best use of their increased grant allocation. The parameters for this resource are set out in the HSG Supplementary Guidance note issued separately.

The resource may only be funded using HSG monies for the period April 2021 - March 2022. If a local authority wishes to continue the resource beyond this

period, after March 2022, it will need to be funded from an alternative funding source, such as the authority's RSG/Core budget.

Gateway services can be funded, together with associated IT licence costs, which facilitate access for service users to appropriate service responses. This excludes the delivery of statutory duties under homelessness and social care legislation.

The funding must not be used to fund care services, or to fund domestic assistance services. It must not be used to fund services that are a statutory duty which Social Services are required to fund under community care legislation, or housing management tasks. These should be funded by rents or service charge such as setting, collecting and accounting for rent and service charges, or establishing, issuing and enforcing licence or tenancy agreements, reporting and issuing repairs.

Alarms can be funded, through HSG, where local authorities take the strategic decision to do so. Funding can be used for the provision of alarms and monitoring services where the provision improves the ability of the recipient to maintain their ability to remain in their home.

The provision of housing-related support services can be provided via a grant or through procurement. The stream of funding must be provided in a competitive and sustainable way so the provision demonstrates that best value has been achieved in the use of public funds.

Providing low and medium level support for people experiencing domestic abuse, which needn't be strictly housing related support for example, but not limited to, fitting target hardening equipment. Support provided should aim to prevent the need for future crisis intervention such as refuge or homelessness hostel. It is expected that projects commissioned would provide specific information and data evidencing the benefits to the individual supported of this preventative approach.

Management Charges

If management charges are applied to the Purposes they must not total more than 10% of the total grant awarded. If the management charges do exceed 10%, we will require further explanation and detailed breakdown of these charges.

Data Linkage

All Local Authorities and support providers must use appropriate disclaimers on documents such as Support Plans which ensure that individuals are aware their information may be used to help with planning of services, but also research and statistical purposes. This aim of this is to enable greater data linkage.

You will have a data sharing agreement in place which will enable you to share data between other internal local authority teams and external local authorities and/or Welsh Government or their agents for planning, research and statistical purposes.

You will ensure administrative data is held at an appropriate level by the Authority for the purposes of better data linkage. Where the information is not held by the Authority you must ensure it is being held, and is accessible from the appropriate provider. This must include recording the full address and postcode of a person receiving a service; however the postcode must be recorded in its own data box or column on a spreadsheet. The data of birth must be completed in the format dd/mm/yy and gender must also be recorded accurately. Where use of an address or postcode could disproportionality increase the risk to an individual, for example in the case of Domestic Abuse refuge services, an appropriate alternative should be used.

All Local Authorities are expected to work with data linkage researchers for the purposes of the SAIL data linkage project, and should ensure all data is made available to the project annually.

Contract Management

- All housing related support contracts should be regularly monitored using a risk based approach. Monitoring should happen at least annually.
- All housing related support contracts should be strategically reviewed every 4 years.
- All housing related support providers should be subject to (as a minimum) annual due diligence checks.

Co-operation between providers and local authorities

It is the Welsh Government's intention to ensure that everyone who is entitled to support under Part 2 of Housing (Wales) Act 2014, is given the opportunity to benefit from the services and protections provided by legislation.

Therefore, where support is being provided to someone who is likely to be owed a duty, you must work with providers to ensure that applicants are given the opportunity to make an application to the homelessness service for support.

We do not, however, propose that all support is also deferred to the local authority. Support should be undertaken by the most appropriate agency, with the stipulation that the local authority homelessness service is aware of the activity and the individual has had the opportunity to enter the legislative system via a s.62 assessment if they are homeless or threatened with homelessness within 56 days.

SCHEDULE 2

Notification Events

The Notification Events referred to in Condition 9 are listed below:

1. repayment of any part of the Funding is required in accordance with any relevant legislation;
2. you fail to comply with any of the Conditions;
3. the Funding, in full or in part, is not being used for the Purposes;
4. you fail to achieve any or all of the Targets;
5. there is unsatisfactory progress towards completing the Purposes, including meeting the Targets;
6. you fail to provide information about the Purposes requested by us or any UK subsidy enforcement body or any of its auditors, agents or representatives;
7. we have reason to believe that you and/or any of your Personnel are involved in fraudulent activity or have been involved in fraudulent activity [whilst the Purposes are/were being carried out];
8. we have made an overpayment of Funding to you;
9. there is a duplication of funding in respect of any part of the Purposes. This includes but is not limited to any payments received by you in relation to the effects of the spread of the Coronavirus (COVID-19) from your insurance provider (cancellation/business disruption insurance), the UK Government's Coronavirus Job Retention Scheme and/or any Welsh Government fund/scheme
10. any declaration made in Condition 8 is incorrect in any respect or, if repeated at any time with reference to the facts and circumstances then existing, would be incorrect;
11. there has been a modification (qualification, adverse or disclaimer) to the auditor's opinion on your financial statements;
12. any petition is presented or resolution passed or other action taken for your bankruptcy or winding-up or a petition is presented for an administration order against you;
13. a receiver or an administrative receiver is appointed in respect of you or in respect of all or any part of your assets;

14. a moratorium in respect of all or any of your debts or a composition or an agreement with your creditors is agreed, applied for, ordered or declared;
15. you are unable, or admit in writing your inability, to pay your debts as they fall due;
16. any distress, execution, attachment or other process affects any of your assets;
17. a statutory demand is issued against you;
18. you cease, or threaten to cease, to carry on all or a substantial part of your business;
19. there is a change in your constitution, status, control or ownership and/or your external auditors resign;
20. there is any change, whether permanent or temporary, in your shareholders, directors, trustees or partners and/or Personnel which may affect your ability to deliver the Purposes;
21. any event occurs or circumstances arise which in our opinion gives reasonable grounds for believing that you may not, or may be unable, to perform or comply with any of your obligations under the Conditions.

SCHEDULE 3
Payment Profile
(refer to Conditions 5(b), 6(a) and (b))

Instalment number	Maximum amount of instalment	Period for the claim	Last date for claim	Documents which must accompany claim pro-forma
1	£4,622,308.28	April to June 2021	31 July 2021	Signed Award Letter
2	£4,622,308.28	July to September 2021	31 October 2021	<p>Six monthly update on spend/underspend by 14 October 2021</p> <p>Six month narrative progress report for the period April to September by 14 October 2021.</p> <p>Audited Accounts and Audit Certificate for the previous financial year 2020-21 Schedule 4 by 30 September 2021</p>
3	£4,622,308.28	October to December 2021	31 January 2022	Update on spend (report by exception on any underspend / overspend) by 13 January 2022
4	£4,622,308.26	January to March 2022	30 April 2022	<p>Final outturn expenditure statement by 13 April 2022</p> <p>End of year progress report by 13 April 2022</p>

Payment Profile is used when the timing and/or amounts of payment of the Funding vary and/or where distinct evidence or information is required in support of each instalment. All timescales for claiming the Funding must fit within the period set out in Condition 1(b).

**SCHEDULE 4
Audit Certificate**

Grant reference number:	Name of organisation:	
Project title:		
Project costs: £		
Approved Grant Allocation: £	For the Year: /	
Total Income (e.g. from Partners): £	Total Amount Paid as Grant: £	
Total Actual Net Expenditure £ (Including all Grant And Match-Funding) (Please add a monetary value for contributions in Kind)	Claim is hereby made for grant approved under the Welsh Government's HSG Programme on the basis of net expenditure for the year ended 31 March 2022	
I certify that: <ul style="list-style-type: none"> a. The net expenditure set out above was incurred wholly and solely in financing the project described above to meet the aims and objectives set out in the application for funding; b. No further claim for grant in respect of expenditure in the said financial year on this project will be made against the Welsh Government; c. I undertake to repay any overpayment of grant; and d. To the best of my knowledge and belief the information contained in this form is accurate and, wherever amounts may differ from those shown in grant claim forms previously submitted in respect of the named project, the details shown above should be taken as correct. 		
Signed:	Date:	
Name in capitals:		
Position in organisation:		

To be completed by Organisation's Internal Auditor or Chief Finance Officer:

I certify that I have considered: The project's aims and objectives as set out in the application form; and The grant offer. I am of the opinion that the entries are fairly stated and that the expenditure has been properly incurred in accordance with the offer of grant. I am enclosing / have submitted on (date), 1 copy of the audited accounts clearly identifying grant received.	
Signed:	Date:
Name in capitals:	
Position in organisation:	

TWO SIGNATORIES ARE REQUIRED

We declare we are duly authorised to accept the award of Funding for Housing Support Grant 2021/2022 and the Conditions relating to the Funding.

An authorised signatory of **Swansea City and County** Signature

_____ Name

_____ Job Title

_____ Date

An authorised signatory of **Swansea City and County** Signature

_____ Name

_____ Job Title

_____ Date

Agenda Item 10.



Report of the Cabinet Member for Investment, Regeneration & Tourism

Cabinet – 20 May 2021

Copr Bay St. David's Temporary Public Realm

Purpose:	This report is to agree the temporality and associated conditions of the interim public realm, including the parklet, which will be installed in the St. David's area as part of the Copr Bay programme.
Policy Framework:	Swansea Local Development Plan (LDP) 2010-2025, Swansea Central Area Regeneration Framework (SCARF) 2016, Regenerating our City for Well Being and Wildlife (2020), Corporate Priority Creating a Vibrant and Viable City and Economy
Consultation:	Access to Services, Finance, Legal
Recommendation(s):	It is recommended that Cabinet: 1) Agree the installation of the interim public realm solution in the St. David's area in preparation for future development phases, subject to the conditions outlined in this report. 2) Agree the installation of a temporary parklet on the site of the former St David's units 1-7, and associated conditions: a) To be located at the abovementioned temporary brownfield regeneration site for a maximum term of two years, with the option to extend subject to a further report to cabinet if the development timetable is not achieved. b) To be able to close and remove the Parklet from the site before the end of the term in preparation for development and grant delegated authority to the Director of Place in consultation with the Cabinet Member for Economy, Finance and Strategy to determine the timing of such. c) Grant delegated authority to the Director of Place, Chief Finance Officer and Chief Legal Officer to agree letting of units within the parklet on flexible terms and to enter into any documentation necessary to protect the Council's interests.

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Legal Officer:	Debbie Smith
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1. Introduction and background

- 1.1. This report sets out the context, recommendations, and associated conditions for the interim public realm solutions for the St. David's area during the period between demolitions and site preparatory work completed as part of the Copr Bay (formerly known as Swansea Central Phase 1) and the commencement of the forthcoming regeneration programme.
- 1.2. For previous decision making and background information on Copr Bay and forthcoming development plans for the St David's area please refer to the related reports listed below:
- Swansea Central, the digital waterfront project (18th August 2016, 16th March 2017, 15th June 2017, 17th March 2017, July 2018, 29th November 2018, and 21st November 2019).
 - The 'City Centre Marketing of Strategic Site Joint Venture Opportunity and FPR7' report was agreed by Cabinet on 21st November 2019, which gained approval for the delivery method for the forthcoming development of the St. David's area under the regeneration programme known as Swansea Central North.
- 1.3. Swansea Council is leading a major regeneration programme to facilitate the creation of a vibrant, sustainable central area. Copr Bay, the first phase of this programme is currently onsite, with estimated completion in December 2021.
- 1.4. Part of the Copr Bay programme includes the preparatory works to the St David's area to facilitate forthcoming development and provide interim pedestrian and service access, pending redevelopment of the site for mixed use purposed. This series of works comprises of:
- demolition of St David's units 1 –7 (Completed in April 2020)
 - demolition of the St. David's multi story car park (Estimated completion in September – December 2021)
 - demolition of Llys Dewi Sant (Estimated completion in September – December 2021)
 - installation of temporary landscaping and public realm (Dates to be confirmed – dependant on the St. David's MSCP and Llys Dewi Sant demolition programmes)
- 1.5. Swansea Central North, the next phase of development in St. David's locale is expected to commence on site in 2023. Swansea Council are currently in the process of appointing a long-term private sector

development partner via the 'Shaping Swansea' initiative, with expected appointment in Q3 2021. The St. David's area is a priority site, and work to progress its regeneration is expected to commence immediately after the partner's appointment.

2. Treatment of the St David's site post-demolition and pre-development

2.1. The provision of the temporary public realm has been included in the Copr Bay project from inception. The original 'Swansea Central' scheme, and subsequent outline planning permission, covers both the 'Copr Bay' and 'Swansea Central North' programme area, divided into development zones to acknowledge the multi-phased nature of the development programme. The scale and complexity of the development in this area means it is not feasible to construct the entire scheme at once.

2.2. The installation of temporary public realm is required to make the St Davids area safe and accessible during the interim period between site clearance and redevelopment. Planning application 2018/2130/FUL states the obligation to make the site accessible and grants permissions and works described in section 1.4. The covering letter to the application describes the proposal and provides the reasoning for the temporary public realm and associated uses:

"...Swansea Central [Copr Bay] is a complex regeneration scheme and whilst development begins on the initial phases, this proposal will provide temporary landscaping and public uses which will contribute towards the regeneration of the city centre. Public realm and landscaping (hard and soft) has been a key consideration in developing the temporary proposal for the site and will ensure that the temporary use the site aligns with the Council's aspiration for the City, as detailed in local planning policy and regeneration frameworks. The temporary uses seeks flexibility to ensure a range of different uses could take place, and that the opportunities are attractive to potential operators and other organisations. The uses are envisaged to include retail, leisure (active and passive), community, and sport uses".

(Nick Green, Savills, (02.10.2018), Covering Letter accompanying planning application for 'Land to the east of Phase 2 of the Swansea Central Development application for demolition of existing building and structures and provision of temporary uses and landscaping for on behalf of Swansea Council).

2.3. The multi-phased nature of the regeneration programme means there will be a short interim period before construction begins on the next buildings. The sites left empty by the demolitions and site clearance performed as part of the Copr Bay programme must be made safe and key access routes to the arena and city made accessible. These temporary spaces in the central area also provides an opportunity to support the post Covid -19 recovery of the city centre through encouraging vibrancy through short-term uses.

- 2.4. It is planned that the temporary public realm will be replaced by a permanent solution within 2-5 years. To reduce expenditure on this short-term installation the materials, surfaces and finishes selected are low-cost options. The overall quality of finish and design, whilst compliant to all relevant standards and accessibility requirements, are lower than Swansea Council's standard public realm specifications. The finish of the public realm will also communicate to the public that further redevelopment of the area is forthcoming.
- 2.5. It is not recommended to install the long-term public realm at this stage because the demises of forthcoming buildings are not yet confirmed, thus the public realm cannot be designed to accommodate the building footprints. The permanent public realm solution will include sustainable urban drainage (SUDs) infrastructure and significant greening to meet the Council's statutory and policy obligations. There is significant likelihood that the surfaces, greening and below ground infrastructure would be damaged during the construction of St. David's developments due to heavy vehicle traffic and areas being used as compounds.
- 2.6. Consideration has been given to hoarding off areas of the St. David's site to prevent public access, therefore removing the need for the public realm to be installed. Lower costs are associated with hoarding areas compared to the installation of the interim solution. The installation of large areas of hoarding however would be visually intrusive, and the appearance of hoarding panels often deteriorate due to damage and weathering, which could negatively impact on the public's perception of Copr Bay. Restricting access and blocking sight lines with hoardings present crime and safety risks and could provide areas for anti-social behaviour. The maintenance of the large sections of hoarding should be considered as an ongoing cost. In addition, it limits opportunities to use the area for activities and uses to attract visitors to the city centre.
- 2.7. The Design Commission for Wales' review of the outline scheme for Swansea Central also recommended that site should be made accessible for meanwhile uses, as they would be of benefit of the overall city centre vision in terms maintaining momentum and perceptions, given that the Swansea Central development be phased over a number of years.
- 2.8. A comprehensive communications programme will inform the public of the temporary nature of the public realm and the parklet (as described in section 3). On site signage and information panels will notify the public of the forthcoming development and associated timescales, supported by clear messaging on the temporality of the installation, and their subsequent removal. Digital and traditional channels will communicate that the scheme is an interim solution before further construction commences and will link to announcements on the 'Shaping Swansea' initiative and the appointment of a partner to progress the Swansea Central North development.

3. Proposed Temporary Public Realm

- 3.1. The objectives for the proposed temporary public realm scheme are:
- Provide safe and accessible routes through the site and to Copr Bay.
 - Promote vibrancy and activity in the central area with multi-generational offers.
 - Delivery a cost-effective solution appropriate to its interim nature.
 - Maximise reuse of existing surfaces and infrastructure to minimise cost.
 - Enable reuse and relocation of installations once development on the site commences and the interim solution is removed.
- 3.2. The draft proposal for the temporary public realm and soft landscaping can be found in appendix A. The proposed design largely adheres to the scheme presented as part of the 2018 planning application. The key components of the design are:
- Wayfinding and desire line paths accompanied by appropriate lighting.
 - Multi age free standing play equipment.
 - Power and water connections in strategic locations for mobile units and pop-up use.
 - Amenity and meadow grassland with soft landscaping grading to mitigate level changes.
 - Vehicle deterrents adjacent to highway.
- 3.3. Design to provide flexible spaces and accessible routes through the development site, the proposal is an uncomplicated, cost effective solution to address the transition between development programmes. The design allows for pop-up events, and the container units will provide opportunities for small businesses and will attract people into the central area.
- 3.4. The works will be completed by Buckingham, the main contractor for the Copr Bay development, and are included the main contract. Current estimated date for completion of the public realm works is December 2021.

4. Proposed Temporary Recreational Uses – Parklet

- 4.1. The original scheme for the St David's site, as set out in planning application 2018/2130/FUL, saw the site of the former St David's Shopping Centre (Units 1-7; demolished as part of Copr Bay programme), shown edged red on the attached plan (Appendix B) remain vacant and boundary hoarded to prevent access, until redevelopment occurs.
- 4.2. The site sits on the edge of the main pedestrian linkage between the central area and the Arena. Due to the site strategic location and to assist with the post-Covid 19 city centre recovery its proposed that instead of hoarding the site until it is redeveloped, an interim solution of a pop-up parklet, should be installed to bring activation, footfall, and greening to the site.

- 4.3. The proposal is based upon the principles and objectives defined in the recently adopted 'Swansea Central Area: Regenerating our City for Wellbeing and Wildlife' and developed in collaboration with Natural Resources Wales, Urban Foundry and cross departmentally within the Council.
- 4.4. The key objectives of the parklet are:
- Deliver a focal point along the key pedestrian route between the city centre and Copr Bay to improve the visitor experience to increase dwell time and activity in St David's in the interim period before redevelopment.
 - Contribute to the Council's post Covid-19 recovery plans for the city centre by attracting visitors to the central area, thereby further strengthening the City Centre's offer.
 - Provide a social meeting space to support residents and visitors' wellbeing and community cohesion.
 - Increase biodiversity and space as prescribed in 'Swansea Central Area: Regenerating Our City for Wellbeing and Wildlife;' through the application of the 5 principles of Green Infrastructure (multi-functionality, adapted for climate change, biodiverse, healthy, smart, and sustainable)
 - Act as a 'learning lab' by piloting new green and biodiverse design solutions, enabling the development of maintenance skills and trial new greening solutions in an urban context.
- 4.5. A draft concept design has been produced, see Appendix C. Key features of the parklet include:
- **Urban greening and green infrastructure:** The greening of the Parklet will be achieved by multiple planters and green roofs, planted with native pollinator species, minimal maintenance, and drought tolerant species to suit the urban environment. It is hoped the planting and habitat structures will provide food and shelter for wildlife, and promote engagement with nature in the city centre.
 - **Green infrastructure education:** The Parklet will include interpretation explaining the benefits of the green shelters and green roofs and other typologies as part of creating resilient ecosystems and a city centre fit for the future with the ability to adapt to and mitigate to climate change impacts.
 - **Green infrastructure skill development:** The Parklet will act as a test bed for green infrastructure features, allowing for maintenance techniques and green infrastructure installations to be tested before being rolled out in other parts of Swansea. The site also offers the potential for onsite training on green roof fitting and maintenance, as the containers units will have the green roofs retrofitted.
 - **Containers for Food and Beverage Start-up businesses:** To maximise the parklet's use and dwell time it is proposed the parklet contains two container units for food and beverage uses. The units will be fully converted, to include wood cladding and all apertures glazed and furnished externally, and partially fitted out internally. This level of fit out will allow a tenant to start trading immediately with

minimal outlay and cost once the units are connected to utilities, thus providing an ideal opportunity for local business start-ups. A green roof will be fitted to contribute to sustainable surface water management and biodiversity. The lettings strategy will focus upon local start-ups and small businesses, ideally with an offer that compliments the sustainability messages of the parklet. It is hoped this platform will allow for the evolution of these businesses, with them later relocating into larger units on Cupid's Way or the redeveloped St. David's.

- **Community Container:** A third container will be fitted out as a flexible space available for use by the Council for engagement and consultation purposes and by community, school, and third sector groups to facilitate education and training on GI technologies and approaches.
- **Outside Social Space:** The central social space around the food & beverage units, will contain integrated tables and seating to allow for people to consume their purchases from the containers in a manner that adheres to the latest Covid-19 restrictions. This area will be highly visible to draw people into the parklet and provide clear lines of sight for accessibility and safety.
- **Cycle storage with green roofs and habitat structures:** multi-functional structures which promote active travel, support sustainable drainage of surface water, and contribute towards urban greening. These are prototype structures that could potentially be installed elsewhere if successful.

- 4.6. It must be noted that this brownfield urban site is a key regeneration site, and the parklet is only occupying the space on a temporary basis. The former St David's units is identified for redevelopment under the Swansea Central North regeneration programme.
- 4.7. An additional planning application is required for the containers. The temporary permission for the units will allow them to remain in situ for a maximum of two years, with the option to extend subject to a further report to cabinet if the development timetable is not achieved. The time limited permission aligns with the development plans for the site, and ensure the temporality of the installation.
- 4.8. The temporality of the parklet installation has required all components of the proposal to be designed to be relocatable. When the site is redeveloped the moveable nature of the components means the scheme can either be relocated in its entirety to a new location, or the elements relocated individually. For example, the planters could be relocated into schools for educational purposes, and the containers could be relocated to licenced pitches on strategic points along the Swansea Bay promenade to provide refreshments along this popular route. A comprehensive relocation for all the elements will be developed ahead of the redevelopment of the site and the removal of the parklet, thus maximising the longevity and the benefits realisation of the initial capital spend. A full relocation plan for all the components will be produced ahead of the parklet

closure and communicated via standard regeneration governance channels.

- 4.9. The impermanence of the Parklet translates through to the letting strategy, whereby the commercial units are for business start-ups and incubation. A tenant should have the ability to start trading within a week of signing the tenancy, the units will include many fixtures and fittings and will be decorated to a basic level internally. This will encourage tenant turnover and transient uses, assisting in keeping the food and beverage offer fresh, and supporting new business start-ups.
- 4.10. The tenancy agreements will be drafted to ensure the ability to appropriately terminate lettings or relocate the tenant, allowing for timely redevelopment of the site according to programme. Lettings will be for either six or twelve months, flexible lease terms, no security of tenure (any tenancies for more than six months will be contracted out of the Landlord and Tenant Act 1954 Part II meaning that there is no obligation on the Council to renew the tenancy upon expiry).
- 4.11. The Parklet is informed by local and national guidance and policy, it contributes to the Local Development Plan (LDP) Policy ER 2 Strategic Green Infrastructure Network and emerging Supplementary Planning Guidance on Green Infrastructure and will contribute to the Council's duties under the Well-being of Future Generations (Wales) Act 2015, Environment (Wales) Act 2016. It also delivers one of the steps in the Council's well-being objective: maintaining and enhancing Swansea's natural resources and biodiversity and, the Swansea Public Service Board's Working with Nature Objective. It is also hoped it will raise awareness at ground level of climate change and environmental issues.
- 4.12. The works will be completed by Buckingham, the main contractor for the Copr Bay development, and are incorporated via a variation to the main contract. Current estimated dates for completion of the parklet is September 2021.
- 4.13. The Parklet will be an innovative addition to the city centre in the short-term and deliver longer term benefits through education on environmental matters, and the development of the Council's green infrastructure maintenance skills and knowledge. The Council will also own a collection of containers, planters and GI installations that can be relocated to schools, other development sites or elsewhere in the county, thus continuing to create new habitat for wildlife and supply ongoing opportunities for business start-up.

5. Integrated Assessment 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.
 - Deliver better outcomes for those people who experience socio-economic disadvantage
- 5.2. The Integrated Impact Assessment process ensures that due regard has been paid to the above.
- 5.3. In order to comply with the relevant equality regulations, an Integrated Impact Assessment Screening Form has been completed. The Screening Form is attached as Appendix D.
- 5.4. As this scheme is part of the overall Swansea Central Phase 1 development and is an interim solution before future development of the St. David's area, it is recommended that a full Integrated Impact Assessment (IIA) is not undertaken; however, the screening form will become part of the Swansea Central Phase 1 full EIA Report.
- 5.5. Generally, this temporary scheme will advantage all, as it will add a greener area to the city centre, which will be available to all residents and visitors to Swansea and will enhance the social well-being of all thus positively impacting all protected characteristic groups.
- 5.6. The temporary surfacing and lighting will make the area safe and accessible for all groups during the interim period before further development of the site occurs in the next 2-5 years as part of the city centre regeneration programme.
- 5.7. The play equipment and parklet will provide free play and social opportunities for children and promote social cohesion.
- 5.8. The appended Swansea Central Phase 1 Sustainability Statement (Appendix E) shows that the Corporate Plan Objectives and the Well Being and Future Generations Act has been fully adhered to, how we are considering maximising contribution to each of the seven national well-being goals, how we apply each of the five ways of working and how we are doing this without compromising the ability of future generations to meet their own needs.
- 5.9. It is recognised even at this early state there may be some potential equality implications, for example disabled users and older people may be impacted. These potential implications will be fully explored, and consideration will be given to minimising the potential impact within the design process.
- 5.10. Consultation on this scheme is currently scheduled as part of an upcoming Design Update meeting, focusing up accessibility on the bridge and surrounding public realm.

6. Financial Implications

- 6.1. There are no additional financial implications associated with this report.
- 6.2. All costs are included within the project budget presented in 'Swansea Central Phase 1 Contractor Appointment and FPR7' report agreed by Cabinet on 21st November 2019.
- 6.3. There will be none or minimal additional revenue financial implications related to the temporary public realm. All maintenance costs will be covered by the budgetary arrangements set out in of 'Swansea Central Phase 1 Contractor Appointment and FPR7' report (November 2019).
- 6.4. Any financial implications for the removal of the temporary works during the future development of the site would be subject to a further cabinet report.

7. Legal Implications

- 7.1. Tenancy agreements as per the conditions set out in section 4.9-4.10

Background Papers:

None

Appendices:

Appendix A	Draft Temporary Public Realm General Arrangement Plan
Appendix B	Parklet Red Line Plan
Appendix C	Draft Temporary Parklet General Arrangement Plan
Appendix D	Integrated Impact Assessment Screening Form
Appendix E	Swansea Central Sustainability Statement

St Mary's Church

Appendix

NOTES

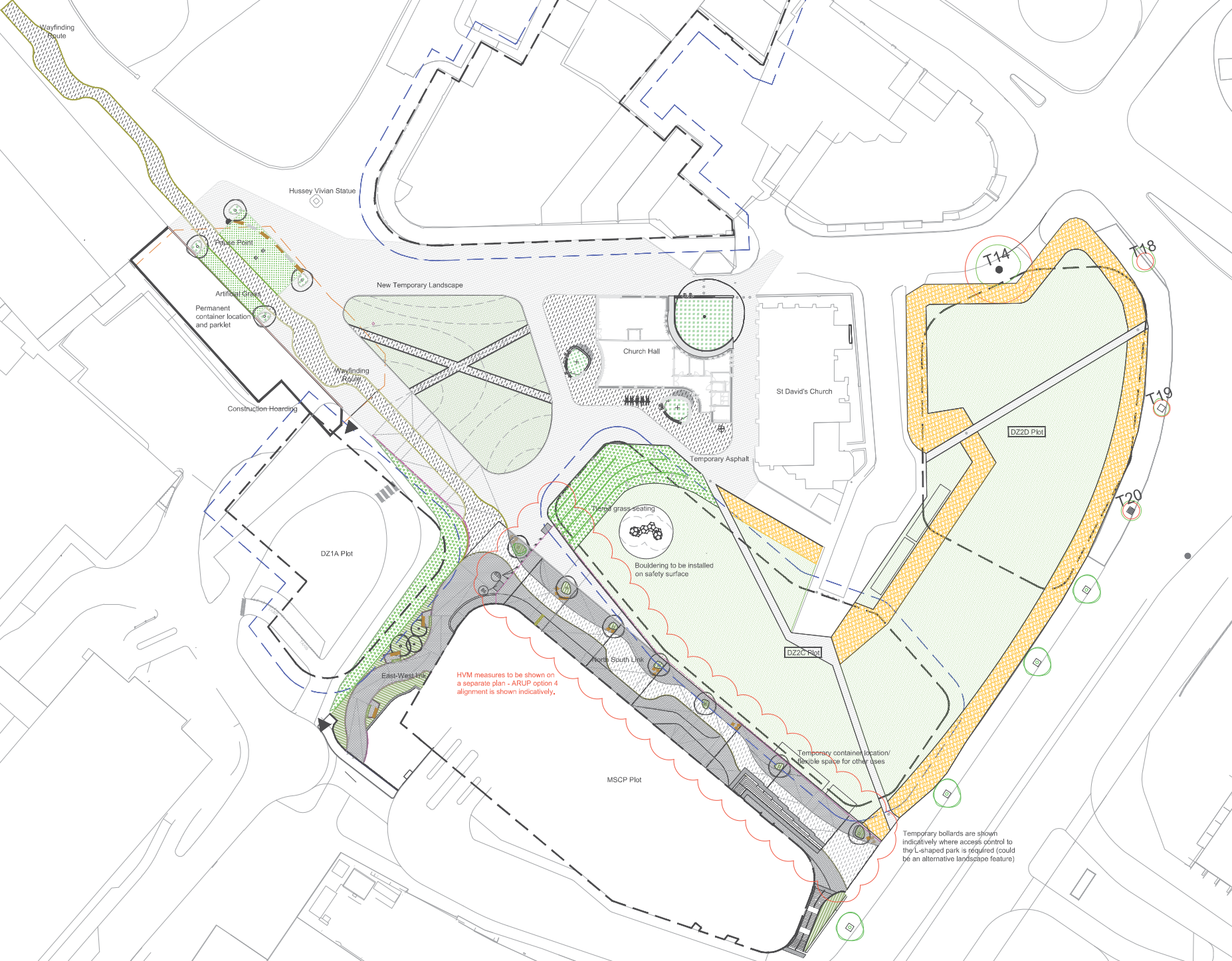
1. This drawing should be viewed and read in colour.



LEGEND

KEY

- Proposed level
- Existing level
- Gradient
- Proposed coloured asphalt
- Temporary asphalt
- Compacted gravel
- Proposed ornamental planting
- Temporary grass embankments
- Temporary grass
- Temporary artificial grass
- Temporary wildflower meadow
- Temporary landscape berm (exact height to be confirmed) Engineer to specify drainage requirements
- Existing grass verge to be retained
- Proposed Building footprint
- Temporary balustrade / knee rail
- Construction hoarding
- Proposed re-used stone wall with timber slat seating
- Proposed timber seat (hollow box)
- Proposed planter seating walls formed of re-used existing stone
- Proposed cycle stands
- Reinstated Celtic Cross (Exact location to be agreed)
- Planters to be moved to north-south link
- Existing street trees (in hard landscape)
- Proposed trees to CMR Boulevard agreed as part of Phase 1
- Proposed polling post
- Proposed media viewer
- Benches to be moved to east-west link or Coastal Park
- Disabled sitting point
- Proposed permanent wall to be detailed
- Proposed temporary bollards (bollards/landscape features to L-shaped amenity grass areas)



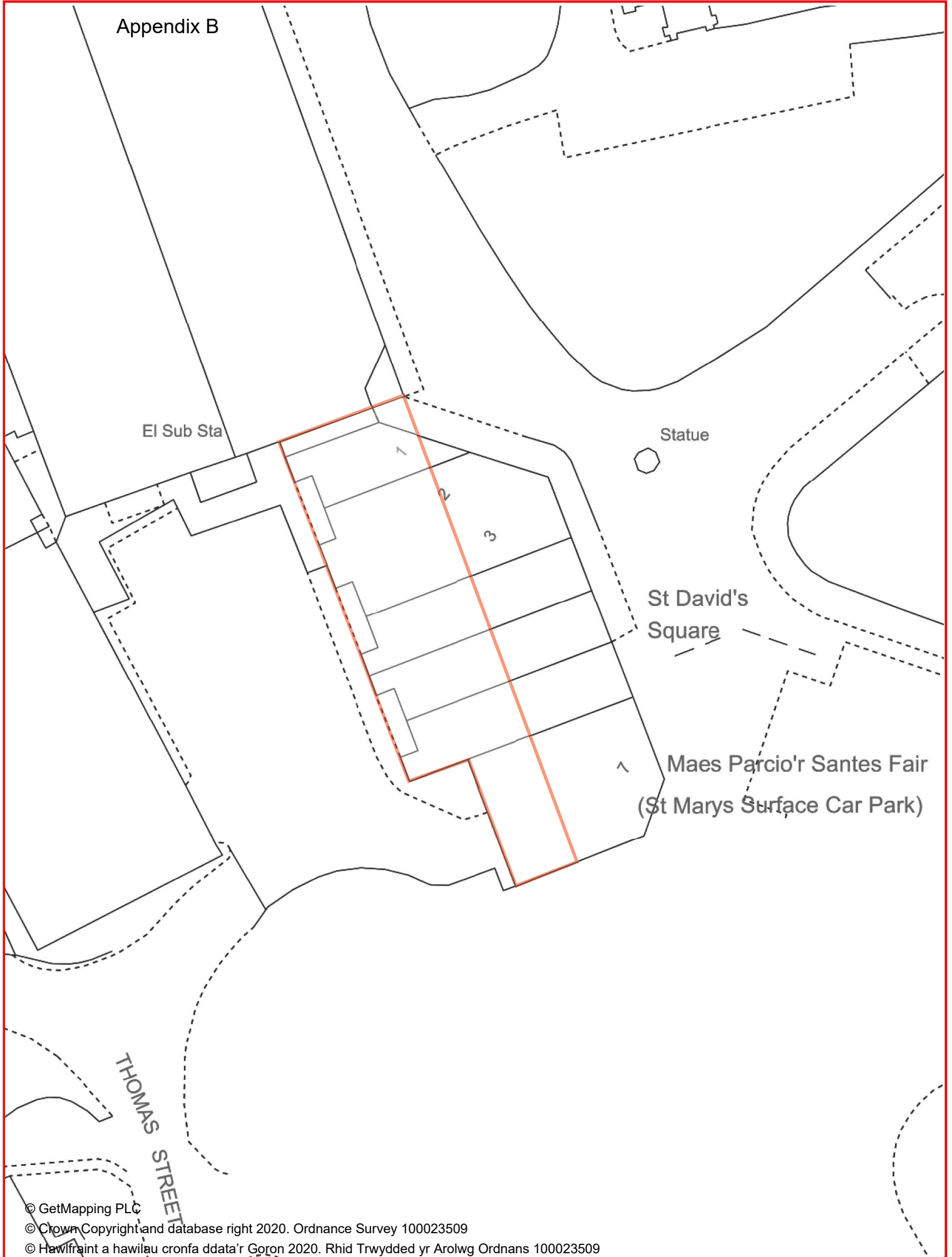
HVM measures to be shown on a separate plan - ARUP option 4 alignment is shown indicatively.

MSCP Plot

Temporary bollards are shown indicatively where access control to the L-shaped park is required (could be an alternative landscape feature)

Rev	1	2	3	4
By				
Date				
Proposed Issue				
FOR COMMENT				
Classification				
Commercial in Confidence				
Client				
THE COUNCIL FOR CITY & COUNTY OF SWANSEA				
Project				
ST DAVIDS CHURCH HALL PHASE 2				
Drawing				
NORTH SITE TEMPORARY PARK				
Scale (if A0)	Drawn	Checked	Approved	
1:250	NM	SC	JW	
Project No.	Date			
GHO60034	FEB 2021			
Drawing Number	Project Number			
GHO60034-SK210207-01	GHO60034-SK210207-01		PD1	





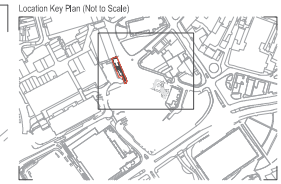
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Appendix C

NOTES
 - This information has been provided for discussion and serves only as a indicative work in progress.
 - Design arrangement and finishes are subject to further information on services, levels and existing site conditions.



KEY

	Access Boundary	
	Burial Treatment Type 1 Termination/Cut/Light/Burn Protection (TBC)	
	F&B Container Educational Space Container Uses and materials to be confirmed with client	
	Table Planters (See Vendor Product/Manual TBC)	
	Outdoor Benches (Product/Manual TBC)	
	Seating & Tables Type 5 Steel Box Steel Product/Manual TBC (See Vendor Product/Manual TBC)	
	Pergola w/ P Cover (See Vendor Product/Manual TBC)	
	Cycle Shelter (Manufacturer specification)	
	Standard Hoarding	Feature Hoarding (Distance TBC with client)
	Vertical Sliding (Product/Manual TBC with client)	
	Container Green Walls (Product/Manual TBC)	
	Shrub Planting (TBC)	Rain Garden Planters (Product/Manual TBC)
	Tree Planting (TBC)	
	Landscape Feature (TBC)	Educational Floor Graphics (TBC)
	Rainwater Harvesting Feature (TBC)	

A	DC	WORK IN PROGRESS DRAFT	06/01/2021
Rev	Date	Description	Date

Purpose of Issue
DRAFT FOR INFORMATION

Classification
Commercial in Confidence

Client
THE COUNCIL FOR CITY & COUNTY OF SWANSEA

Project
SWANSEA CENTRAL PARKLET

Drawing
GENERAL ARRANGEMENT
WIP
DRAFT FOR INFORMATION

Scale @ A1	Drawn	Checked	Approved
1:100	DC	NM	SC

Project No.	Date
GH060095	26-MARCH-21

Drawing Identifier	881102 Control
Project - Originator - Zone - Level - File Type - Risk - Number	Revised
SDC-GLH-00-XX-DR-L-102	00

GL Hearn
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LAND PLANNING
 65 Gresham Street, London, EC2V 7JQ

Integrated Impact Assessment Screening Form – Appendix D

Please ensure that you refer to the Screening Form Guidance while completing this form.

Which service area and directorate are you from?

Service Area:

Directorate:

Q1 (a) What are you screening for relevance?

- New and revised policies, practices or procedures
- Service review, re-organisation or service changes/reductions, which affect the wider community, service users and/or staff
- Efficiency or saving proposals
- Setting budget allocations for new financial year and strategic financial planning
- New project proposals affecting staff, communities or accessibility to the built environment, e.g., new construction work or adaptations to existing buildings, moving to on-line services, changing location
- Large Scale Public Events
- Local implementation of National Strategy/Plans/Legislation
- Strategic directive and intent, including those developed at Regional Partnership Boards and Public Services Board, which impact on a public bodies functions
- Medium to long term plans (for example, corporate plans, development plans, service delivery and improvement plans)
- Setting objectives (for example, well-being objectives, equality objectives, Welsh language strategy)
- Major procurement and commissioning decisions
- Decisions that affect the ability (including external partners) to offer Welsh language opportunities and services

(b) Please name and fully describe initiative here:

Copr Bay St. David's Temporary Public Realm – a scheme under the Copr Bay (formerly Swansea Central Phase 1) development (Oystermouth Rd South and North sides)

Proposed Design

The installation of temporary public realm and parklet being installed as part of the Copr Bay regeneration programme as an interim solution before future development of the St. David's area.

This will offer:-

- Temporary surfacing (tarmac, amenity grass and meadow grass) lighting to make future sites (post-demolition) safe and accessible before development
- Grassed bank to address level changes with potential tiered seating
- Central grassed area with gently undulating forms
- Wayfinding route supported by temporary Paths and lighting connecting key routes
- Power connections in strategic locations for events and units
- Multi-age Bouldering unit
- Berm to prevent vehicle access
- Pop-Up Green Infrastructure Parklet
 - 2 commercial units
 - Community unit
 - Raised beds and planters
 - Two bike shelters
 - Informal Seating
 - Information Displays on GI, environmental issues and nature

Integrated Impact Assessment Screening Form – Appendix D

Q2 What is the potential impact on the following: the impacts below could be positive (+) or negative (-)

	High Impact		Medium Impact		Low Impact		Needs further investigation
	+	-	+	-	+	-	
Children/young people (0-18)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Older people (50+)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Any other age group	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Future Generations (yet to be born)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input 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"/>	<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"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Asylum seekers	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gypsies & travellers	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Religion or (non-)belief	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input 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"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Welsh Language	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Poverty/social exclusion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carers (inc. young carers)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community cohesion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Q3 What involvement has taken place/will you undertake e.g. engagement/consultation/co-productive approaches? Please provide details below – either of your activities or your reasons for not undertaking involvement

In 2018 consultation was undertaken which covered all of the schemes under the Swansea Central Phase 1 development from which Redwood developed a consultation report – regarding the north side the consultation carried out covered the temporary area (including Parklet), the temporary landscaping and ground level public realm improvements.

Following Cabinet approval/phase 1 design, informal engagement on the amendments to temporary landscaping plans previously presented as part of the 2018/2130/FUL for demolition of St David units, MSCP, and Llys Dewi Sant, and temporary public realm will be carried out with the groups **below** going forward as part of the Copr Bay development’s programme of engagement meetings , currently scheduled as part of an upcoming Design Update meeting , focusing up accessibility on bridge and surrounding public realm.

- Internal Swansea Council – Operational - waste/highways/maintenance/C&T/Legal/Procurement /CLLRs WARD MEMBERS
- Access Groups
- WECTU/Resilience
- Green Infrastructure
- Access Interests
- Local Residents
- Surrounding Businesses
- Wider Public Consultation via the Copr Bay website

We will also be engaging with the DLG on the proposal to answer any questions they have an identify any issues.

Integrated Impact Assessment Screening Form – Appendix D

After these have taken place there will be:-

- Regular project communications at key milestones including via press, web, social media, e-mail distribution list to local community, business (via BID).
- Site notice boards.
- Stakeholder liaison meetings

Q4 Have you considered the Well-being of Future Generations Act (Wales) 2015 in the development of this initiative:

- a) Overall does the initiative support our Corporate Plan’s Well-being Objectives when considered together?
Yes No
- b) Does the initiative consider maximising contribution to each of the seven national well-being goals?
Yes No
- c) Does the initiative apply each of the five ways of working?
Yes No
- d) Does the initiative meet the needs of the present without compromising the ability of future generations to meet their own needs?
Yes No

Q5 What is the potential risk of the initiative? (Consider the following impacts – equality, socio-economic, environmental, cultural, legal, financial, political, media, public perception etc...)

High risk

Medium risk

Low risk

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

- Yes No **If yes, please provide details below**
Maintenance obligations/Parks/Events/C&T/Legal/Procurement/Finance

Q7 What is the cumulative impact of this proposal on people and/or communities when considering all the impacts identified within the screening and any other key decisions affecting similar groups/ service users made by the organisation?

(You may need to discuss this with your Service Head or Cabinet Member to consider more widely if this proposal will affect certain groups/ communities more adversely because of other decisions the organisation is making. For example, financial impact/poverty, withdrawal of multiple services and whether this is disadvantaging the same groups, e.g., disabled people, older people, single parents (who are mainly women), etc.)

Temporary surfacing (tarmac, amenity grass and meadow grass) lighting to make future sites (post-demolition) safe and accessible before development

The demolition St. David’s multi- storey carpark, Llys Dewi Sant, and the a number of St David’s shopping centre units in preparation for the forthcoming development requires the Council to make these safe and accessible. The temporary surfacing and lighting will ensure all groups can safely navigate the site.

Integrated Impact Assessment Screening Form – Appendix D

The demolition of the buildings also facilitates the regeneration of the site, which will see a mixed use scheme which aims to deliver a vibrant and vibrant city centre, thus supporting the job creation and economic prosperity for future generations.

All signage will be bilingual.

- Wayfinding route Paths connecting key routes

Liaison has taken place between with the senior engineer and the project team on the overall project to ensure all paths and routes are complaint with the Equality Act 2010 enabling ease of accessibility for all.

- Power connections in strategic locations for events and units

The provision of pop-up power points will encourage events and activities which will be an attraction for all ages. Increasing the level of day time and early evening activity and diversifying the demographic of visitors to the area, in particular families and encourage social cohesion

- Multi-age Bouldering unit

The bouldering unit will provide play opportunities for ranges, addressing the limited nature of the play opportunities in the central area. This free to use play equipment removes cost as potential barrier to play. The unit will be relocated elsewhere in the county when the site is redeveloped therefore continuing to provide free multi age play beyond the life of the project.

- Pop up – GI Parklet and Greening

A greener City Centre will improve the amenity value for residents and contribute positively to creating an attractive destination space for visitors, connecting the city centre to the waterfront by reinforcing the City's green artery. This area will be open to all therefore not discriminating against people experiencing social poverty in the City.

For all protected characteristic groups the positive impacts would be:-

- Climatic improvements resulting from the increase in green spaces, which will contribute to the improvement of the environment which we live in.
- Aid in the Covid recovery plan resulting from outdoor space in which people will be able to socialise at a safe distance and if necessary under cover which will have a positive impact on the mental wellbeing of the visitor
- 2 commercial units

This will bring more business opportunities to the area. To maximise the parklet's use and dwell time it is proposed the parklet contains two container units for food and beverage uses. The units will be fully converted, to include wood cladding and all apertures glazed and furnished externally, and partially fitted out internally. This level of fit out will allow a tenant to start trading immediately with minimal outlay and cost once the units are connected to utilities, thus providing an ideal opportunity for local business start-ups. The lettings strategy will focus upon local start-ups and small businesses, ideally with an offer that compliments the sustainability messages of the parklet. It is hoped this platform will allow for the evolution of these businesses, with them later relocating into larger units on Cupid's Way or the redeveloped St. David's.

Integrated Impact Assessment Screening Form – Appendix D

- Community Unit

A third container will be fitted out as a flexible space available for use by the Council for engagement and consultation purposes and by community, school, and third sector groups to facilitate education and training on GI technologies and approaches.

- Two Green roof bike shelters

This will enable more sustainable travel/reducing carbon footprint within the city centre. The green roof will contribute towards sustainable management of surface water.

Outcome of Screening

Q8 Please describe the outcome of your screening below:

- **Summary of impacts identified and mitigation needed (Q2)**

Generally, this temporary scheme will advantage all as a more greener area to the city centre which will be available to all residents and visitors to Swansea and will enhance the social well-being of all thus positively impacting all protected characteristic groups.

The temporary surfacing and lighting will make the area safe and accessible for all groups during the interim period before further development of the site occurs in the next 2-5 years as part of the city centre's regeneration programme.

The play equipment and parklet will provide free play and social opportunities for children and promote social cohesion.

- **Summary of involvement (Q3)**

Consultation on this scheme is currently scheduled as part of an upcoming Design Update meeting, focusing up accessibility on bridge and surrounding public realm.

- **WFG considerations (Q4)**

Please see the appended Swansea Central Phase 1 Sustainability Statement which shows that the Corporate Plan Objectives and the Well Being and Future Generations Act has been fully adhered to, how we are considering maximising contribution to each of the seven national well-being goals, how we apply each of the five ways of working and how we are doing this without compromising the ability of future generations to meet their own needs.

- **Any risks identified (Q5)**

There may be the risk of using different materials causing a minimal negative impact on some groups however, this being a temporary scheme should not cause too much concern.

Integrated Impact Assessment Screening Form – Appendix D

- **Cumulative impact (Q7)**
 - Environmental, social and economic benefits in introducing a new vibrant area to the city centre.
 - Accessibility to all.
 - Diversify the demographic of visitors to the area, in particular families and encourage social cohesion.
 - Provide play opportunities for all age ranges.
 - This area will be open to all therefore not discriminating against people experiencing social poverty in the city.
 - Climatic improvements resulting from the increase in green spaces which will contribute to the improvement of the environment which we live in.
 - Aid in the Covid recovery plan resulting from outdoor space in which people will be able to socialise at a safe distance which will have a positive impact on the mental wellbeing of the visitor.
 - Bring more business opportunities to the area.
 - Provides flexible space.
 - Enable more sustainable travel/reducing carbon footprint.

As this is a temporary scheme and the components will be relocated in approx. 3 years it was agreed that following the formal consultation carried out in 2018 we would now carry out informal engagement as detailed above and a full IIA would not be required. This approved screening form will then be inserted into the main SC Phase 1 report as were the other included schemes within the overall project.

(NB: This summary paragraph should be used in the relevant section of corporate report)

Full IIA to be completed

Do not complete IIA – please ensure you have provided the relevant information above to support this outcome

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.

Screening completed by:
Name: Chantel Ellis/Project Team
Job title: IIA Co Ordinator
Date: 16/4/21
Approval by Head of Service:
Name: Phil Holmes
Position: HoS
Date: 16/4/21

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

SWANSEA CENTRAL SUSTAINABILITY STATEMENT

23 MARCH 2017

PREPARED BY
GREENGAGE ENVIRONMENTAL

FOR



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SUSTAINABILITY STATEMENT



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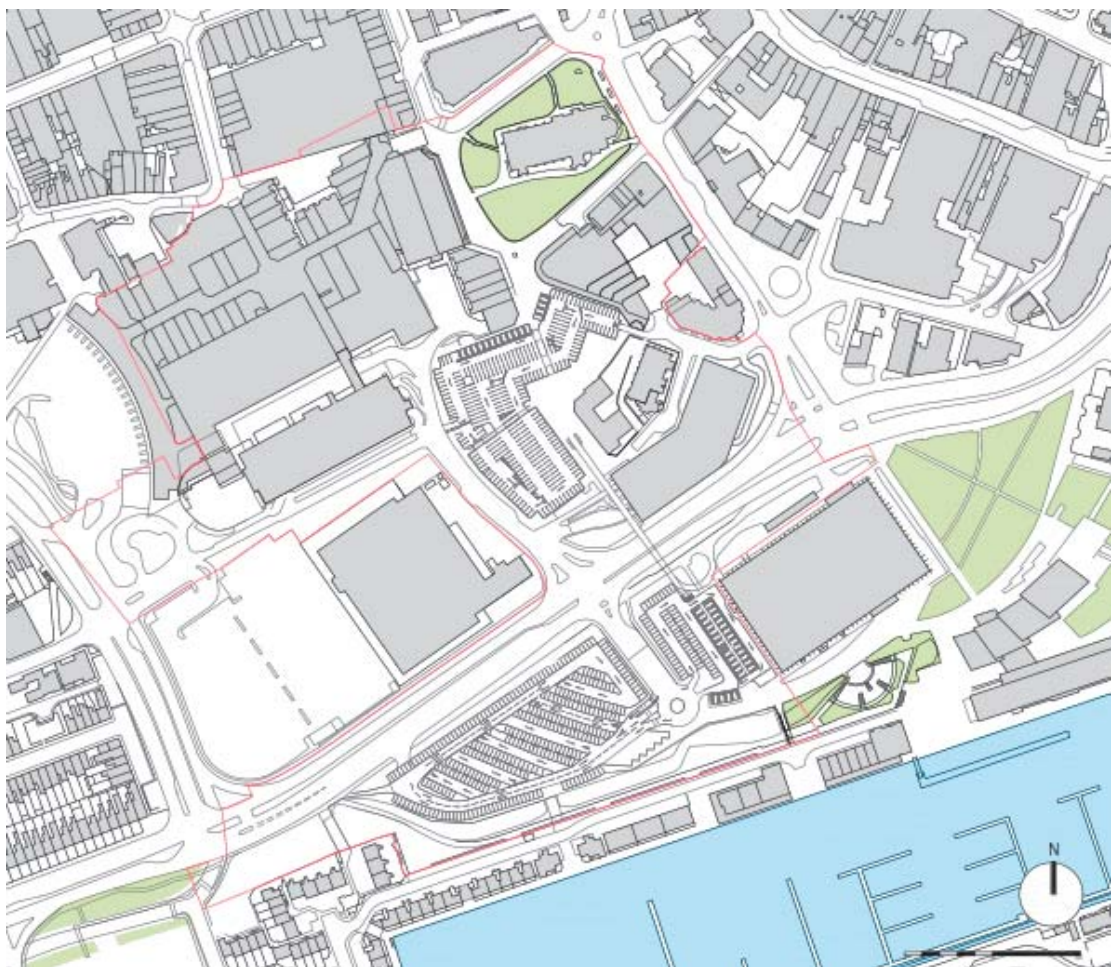
1.0 EXECUTIVE SUMMARY

- 1.1 Greengage Environmental Ltd were commissioned by the Council of the City and County of Swansea (the 'applicant') to prepare a Sustainability Statement for the proposed Swansea Central development within the administrative boundary of the City of Swansea.
- 1.2 This report details the approach that the applicant and the design team have collectively taken towards achieving a high standard of sustainable development and environmental performance. This Statement outlines the features that have been incorporated into the design proposals and the measures that will be implemented during the construction and operation phases, which seek to simultaneously progress economic, social, cultural and environmental goals and policies in ways that develop and maintain a good quality of life for everyone and enable future generations to do the same.
- 1.3 The purpose of the Sustainability Statement is to provide an independent verification that the design of the proposed development is in accordance with the sustainability objectives of relevant planning policy at all levels and is an example of good practice in sustainable design. This Statement reports the performance of the proposed development using national, regional and local level guidance on sustainability indicators from both government and industry.
- 1.4 The Statement includes:
- A brief description of the proposed development;
 - A summary of the relevant international, national and local sustainable development policy drivers; and
 - An examination of the performance of the outline scheme in accordance with other key sustainable policies at all levels, including the Well-being of Future Generations Act¹; the Environment (Wales) Act², Planning Policy Wales³, the Swansea Local Development Plan⁴ and Swansea Central Area: Regeneration Framework⁵.
- 1.5 A review of the proposed development's sustainability against set planning objectives and best practice identifies the opportunities and constraints of both the application site and the proposals. By undertaking an assessment of the sustainability at this stage in the design process, the potential to contribute positively to sustainable development is optimised.

2.0 THE PROPOSED DEVELOPMENT

- 2.1 The proposed development is located on the land block St David's/Quadrant in Swansea City Centre either side of the A4067 Oystermouth Road. The site includes the former St. David's shopping centre, the existing Quadrant Shopping Centre, two surface car parks, two multi-storey car parks and various other commercial buildings covering a total of 11.4 hectares.
- 2.2 The proposed development is an outline planning application (with all matters reserved) for the refurbishment, alteration and / or demolition of all existing buildings / structures on the site (except St Mary's Church and St David's Church) and redevelopment of site with indicative access / layout and scale parameters on the north site of a maximum of 1 to 7 storeys and maximum new floorspace of 84,050 sqm comprising retail / commercial / office use (Classes A1/A2/A3/B1) residential (Class C3), non-residential institution (Class D1) and leisure (Class D2), multi storey car park and redevelopment of south site of a maximum of 40,700 sqm of floorspace comprising a new arena (Class D2), up to 13 storey hotel / residential building (Class C1/ C3), food and drink (Class A3), potential energy centre. Across both sites, the provision of associated new public open space / public realm and landscaping, new pedestrian and vehicular access and servicing arrangements (including a pedestrian bridge link across Oystermouth Road), provision of new bus stops on Oystermouth Road, new pedestrian access through existing arches along Victoria Quay, relocation of Sir H Hussey Vivian statue, earthworks, and plant.

Figure 2.1 Red line plan of buildings at Swansea Central (existing buildings in grey)



3.0 PLANNING POLICY & LEGISLATIVE CONTEXT

3.1 KEY SUSTAINABILITY DRIVERS

3.1.1 Strategies for sustainable development – broad, long-term plans of action aimed at achieving the goals of sustainable development – have been developed by national governments, and a range of organisations throughout the world, to set out a blueprint for action. There are also several international and national policy drivers for energy efficiency and reduced carbon dioxide (CO₂) emissions, which have been introduced to address the implications of climate change.

CLIMATE CHANGE ACT 2008

3.1.2 On 26th November 2008, the UK Government published the Climate Change Act 2008⁶, the world's first long-term legally binding framework to mitigate against climate change. Within this framework, the Act sets legally binding targets to reduce greenhouse gas emissions by 80% by 2050 compared to 1990 levels. In addition, there is an interim target that carbon dioxide emissions must be at least 26% lower than the 1990 baseline by 2020.

Convention on Biological Diversity 1992

3.1.3 The Convention on Biological Diversity⁷ (CBD), known informally as the Biodiversity Convention, is a multilateral treaty. The three main goals of the CBD are:

- conservation of biological diversity;
- sustainable use of its components; and
- fair and equitable sharing of benefits arising from genetic resources.

3.1.4 Its objective is therefore to develop national strategies for the conservation and sustainable use of biological diversity.

Well-being of Future Generations (Wales) Act 2015

3.1.5 In May 2015, the Welsh Government published the Well-being of Future Generations (Wales) Act 2015. This Act is about improving the social, economic, environmental and cultural well-being of Wales. The legislation requires public bodies to carry out sustainable development, meaning that they must act in a manner which seeks to ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs. The Act outlines five ways of working which public bodies are required to take into account when applying the sustainability principle:

- The importance of balancing short term needs with the need to safeguard the ability to meet long term needs, especially where things done to meet short term needs may have detrimental long term effect;
- The need to take an integrated approach, by considering how –

i. The body's well-being objectives may impact upon each of the well-being goals;

- ii. The body's well-being objectives impact upon each other or upon other public bodies' objectives, in particular where steps taken by the body may contribute to meeting one objective but may be detrimental to meeting another.
- The importance of involving other persons with an interest in achieving the well-being goals and of ensuring those persons reflect the diversity of the population of –
 - i. Wales (where the body exercises functions in relation to the whole of Wales), or
 - ii. The part of Wales in relation to which the body exercises functions.
 - How acting in collaboration with any other person (or how different parts of the body acting together) could assist the body to meet its well-being objectives, or assist another body to meet its objectives; and
 - How deploying resources to prevent problems occurring or getting worse may contribute to meeting the body's well-being objectives, or another body's objectives.
- 3.1.6 The Act establishes a statutory Future Generations Commissioner for Wales, whose role is to act as a guardian for the interests of future generations in Wales, and to support the public bodies listed in the Act to work towards achieving the well-being goals.
- 3.1.7 The Act also establishes Public Services Boards (PSBs) for each local authority area in Wales. Each PSB must improve the economic, social, environmental and cultural well-being of its area by working to achieve the well-being goals.
- 3.1.8 The Act has seven goals that are known as the Wellbeing Goals:
- i. A globally responsible Wales - A nation which, when doing anything to improve the economic, social, environmental and cultural well-being of Wales, takes account of whether doing such a thing may make a positive contribution to global well-being;
 - ii. A prosperous Wales - An innovative, productive and low carbon society which recognises the limits of the global environment and therefore uses resources efficiently and proportionately (including acting on climate change); and which develops a skilled and well-educated population in an economy which generates wealth and provides employment opportunities, allowing people to take advantage of the wealth generated through securing decent work;
 - iii. A resilient Wales - A nation which maintains and enhances a biodiverse natural environment with healthy functioning ecosystems that support social, economic and ecological resilience and the capacity to adapt to change (for example climate change);
 - iv. A healthier Wales - A society in which people's physical and mental well-being is maximised and in which choices and behaviours that benefit future health are understood;
 - v. A more equal Wales - A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio-economic background and circumstances);
 - vi. A Wales of cohesive communities - Attractive, viable, safe and well-connected communities; and

vii. A Wales of vibrant culture and thriving Welsh language - A society that promotes and protects culture, heritage and the Welsh language, and which encourages people to participate in the arts, and sports and recreation.

3.1.9 The Wales of vibrant culture and thriving Welsh language is underpinned by the Welsh Language (Wales) Measure⁸ legislation 2011.

3.1.10 The City and County of Swansea is subject to the Act.

Environment (Wales) Act 2016

3.1.11 In March 2016, the Welsh Government published the Environment (Wales) Act 2016. The Environment (Wales) Act puts in place the legislation needed to plan and manage Wales' natural resources in a more proactive, sustainable and joined-up way. The Act received Royal Assent on 21st March 2016. It delivers against the Programme for Government commitment to introduce new legislation for the environment and positions Wales as a low carbon, green economy ready to adapt to the impacts of climate change. The key parts of the Act are:

- a. Sustainable management of natural resources – enables Wales' resources to be managed in a more proactive, sustainable and joined-up way with the aim of making the most of the opportunities that the resources present while safeguarding and building the resilience of natural systems to continue to provide these benefits over the long term;
- b. Climate change – provides the Welsh Ministers with powers to put in place statutory emission reduction targets, including at least an 80% reduction in emissions by 2050 and carbon budgeting to support their delivery. This is vital within the context of existing UK and EU obligations and sets a clear pathway for decarbonisation. It also provides certainty and clarity for business and investment;
- c. Charges for carrier bags – extends the Welsh Ministers' powers so that they may set a charge for other types of carrier bags such as bags for life. It also places a duty on retailers to donate the net proceeds from the sale of carrier bags to good causes;
- d. Collection and disposal of waste – improves waste management processes by helping to achieve higher levels of business waste recycling, better food waste treatment and increased energy recovery. This will help to decrease pressure on natural resources whilst also contributing towards positive results for both the economy and the environment;
- e. Fisheries for shellfish and marine licensing – clarifies the law in relation to shellfisheries management and marine licensing; and
- f. Flood & Coastal Erosion Committee and land drainage – clarifies the law for other environmental regulatory regimes including flood risk management and land drainage.

3.1.12 The Environment Act places an enhanced Biodiversity Duty on Local Authorities which are now required "to seek to maintain and enhance biodiversity in the exercise of functions in relation to Wales, and in so doing, promote the resilience of ecosystems so far as consistent with the proper

exercise of those functions”. The Act also requires local authorities to prepare a Plan by March 2017 setting out what it proposes to do to comply with the new Duty.

Planning Policy Wales (Jan 2016)

- 3.1.13 Planning Policy Wales (PPW) sets out the land use planning policies of the Welsh Government. It is supplemented by a series of Technical Advice Notes (TANs). Procedural advice is given in circulars and policy clarification letters. It translates the Welsh Government’s commitment to sustainable development into the planning system so that it can play an appropriate role in moving towards sustainability.
- 3.1.14 Every local planning authority in Wales must prepare a Local Development Plan (LDP) for its area based on the policy statements. The LDP will be the development plan for each county or county borough council and each National Park, superseding the Unitary Development Plan (UDP) or any other existing development plan.
- 3.1.15 PPW also provides further guidance on how the seven wellbeing goals can be accounted for in the planning of developments.
- 3.1.16 PPW Chapter 4 ‘Planning for Sustainability’ sets out the objectives of ‘good design’ and states that all development proposals should meet these:
- Access – ensuring ease of access for all;
 - Character – promoting innovative design and sustaining or enhancing local character;
 - Community safety – ensuring attractive, safe public spaces;
 - Environmental sustainability – efficient use and protection of natural resources, enhancing biodiversity, designing for change; and
 - Movement – promoting sustainable means of travel.
- 3.1.17 Chapter 4 of PPW also sets out the importance of tackling climate change as a fundamental part of delivering sustainable development. The Welsh Government has a target to achieve a 40% reduction in greenhouse gas emissions by 2020, against a 1990 baseline. Closely linked to this is the policy and guidance set out in Chapter 4 to reduce Wales’ ecological footprint, whilst also delivering sustainable development and tackling climate change. The guidance encourages the development of Green Belts and green wedges to increase access to the countryside and outdoor recreation as well as maintaining landscape and wildlife interest and creating a carbon sink.

Waste Framework Directive (2008/98/EC)

- 3.1.18 The revised Waste Framework Directive⁹ (2008/98/EC) came into force in 2008. Article 40 required EU member states to bring into force the laws, regulations and administrative provisions necessary to comply with this Directive by 2010.
- 3.1.19 The Directive provides the legislative framework for the collection, transport, recovery and disposal of waste, and includes a common definition of waste. The directive requires all member states to take the necessary measures to ensure waste is recovered or disposed of without endangering human health or causing harm to the environment and includes permitting, registration and inspection requirements.

- 3.1.20 Revisions to the Waste Framework Directive have been implemented in England and Wales through the Waste (England and Wales) Regulations 2011 and ancillary legislation in Wales.
- 3.1.21 The Directive also requires member states to take appropriate measures to encourage firstly, the prevention or reduction of waste production and its harmfulness, and secondly the recovery of waste by means of recycling, re-use or reclamation or any other process with a view to extracting secondary raw materials, or the use of waste as a source of energy. The Directive's requirements are supplemented by other directives for specific waste streams.
- 3.1.22 The Directive requires the UK to design and implement waste prevention programmes and sets the challenging target to reuse and recycle 70% of construction and demolition waste by 2020. Such programmes will need to take account of the following five-step waste hierarchy:
- Waste prevention;
 - Reuse;
 - Recycling;
 - Recovery (including energy recovery); and
 - Safe disposal.

The Active Travel (Wales) Act 2013

- 3.1.23 The Active Travel (Wales) Act¹⁰ requires Welsh ministers to publish annual reports on the amount so active travel journeys that are made in Wales.
- 3.1.24 The Act was implemented in September 2014, making it a legal requirement for local authorities in Wales to map and plan for suitable routes for active travel, and to build and improve their infrastructure for walking and cycling every year. It also creates new duties for highways authorities to consider and make provisions for walkers and cyclists.

The Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011

- 3.1.25 The Equality Act 2010¹¹ brings together a number of pieces of existing legislation regarding discrimination including equal pay, race relations, sex discrimination and disability discrimination. In the case of disability, employers and service providers are under a duty to make reasonable adjustments to their workplaces to overcome barriers experienced by disabled people.
- 3.1.26 The Welsh Regulations were produced in 2011 and aim to ensure public authorities and those carrying out a public function consider how they can positively contribute to a fairer society in their day-to-day activities through paying due regard to eliminating unlawful discrimination, advancing equality of opportunity and fostering good relations.
- 3.1.27 Associated to the Act is the Public Sector Equality Duty for Wales that aims to ensure that the consideration of issues of equality forms part of the day-to-day routine of decision making and the operational delivery of public bodies.

3.2 LOCAL POLICY DRIVERS

Swansea Local Development Plan, Draft Plan July 2016

- 3.2.1 Once adopted, the City and County of Swansea LDP for the period 2010-2025 will provide a clear planning framework to address key issues facing Swansea; its policies and proposals will enable the delivery of sustainable development and ensure that social, economic, environmental and cultural well-being goals are all suitably balanced.
- 3.2.2 The policies of relevance to sustainability at the Proposed Development are detailed in the paragraphs below.

Policy SI 1: Health and well-being

This policy aims to encourage healthy lifestyles to reduce health inequalities by ensuring that developments create sustainable places according to the principles of placemaking, are supported by appropriate community facilities, maintain green infrastructure networks and do not result in significant risk to life, human health or well-being particularly in respect of air, noise, light, water or land pollution.

Policy ER 1: Climate change

To mitigate against the effects of climate change and ensure resilience, developments should take into account reducing carbon emissions; increasing carbon sinks; adapting to climate change effects at a strategic and detailed level; promoting energy and resource efficiency and increasing the supply of renewable and low carbon energy; avoiding unnecessary flood risk, and maintaining ecological resilience.

Policy ER 2: Strategic green infrastructure network

Development is required to maintain or enhance the extent, quality and connectivity of Swansea's multi-functional green infrastructure network.

Policy ER 9: Ecological networks and features of importance for biodiversity

This policy requires development proposals to maintain, protect and enhance ecological networks and features of importance for biodiversity with particular importance for protected and priority species.

Policy ER 11: Trees and development

Any development that would adversely affect trees, woodlands and hedgerows of public amenity, cultural value or that provide important ecosystem services will not normally be permitted.

Policy T 1: Transport

This policy sets out the transport measures and infrastructure that should be provided for all development. This includes the provision of safe and efficient access to the transport network, reduction in reliance on the car by maximising use of public transport, ensuring all new transport measures are integral elements and ensuring developments have adequate parking provision.

Policy T 2: Active travel

Development must enhance walking and cycling access by providing routes connecting the proposed development to surrounding areas, leisure, community facilities, employment areas and transport nodes. Facilities that encourage the uptake of walking and cycling should also be included such as signage, cycle parking and changing/shower facilities.

Policy EU 2: Renewable and low carbon energy technology in new development

Development is required to maximise the contribution of renewable or low carbon energy technology to meet the energy demands of the proposal.

Policy EU 3: District heating and cooling

Significant energy consuming developments will be expected to facilitate the development of and/or connection to proposed district heating and cooling networks.

Policy RP 1: Safeguarding public health and natural resources

Development that would result in significant risk to life, human health and well-being, property, controlled waters or the natural and historic environment will not be permitted, particularly in respect of air, noise or light pollution; flood risk; quality and quantity of water resources; land contamination; land instability; sustainable development of mineral resources; and sustainable waste management.

Policy RP 2: Air, noise or light pollution

If development could lead to exposure to any of these sources of pollution, appropriate mitigation measures must be implemented to minimise the effects on future occupants.

RP 3: Water pollution and the protection of water resources

This policy seeks to ensure that development that compromises the quality of the water environment will not be permitted and requires sustainable drainage systems to be implemented wherever they would be effective and practicable.

RP 4: Avoidance of flood risk

Development will not be permitted in areas at risk of all types of flooding or where the development would lead to an increase in the risk of flooding unless there is a verifiable assessment that shows how the new development is designed to alleviate the threat and consequences of flooding.

RP 8: Sustainable waste management for new development

Development will be required to incorporate adequate and effective provision for the storage, recycling and other sustainable management of waste and allow for appropriate access arrangements for recycling and refuse collection vehicles.

IO 2: Employment and training opportunities

Developers are required to maximise added benefits from the development in relation to the creation of job opportunities in line with the Council's Beyond Bricks and Mortar Policy.

Swansea Central Area: Regeneration Framework

- 3.2.3 The Swansea Central Area: Regeneration Framework (SCARF) is a guide to future new development and investment and provides a robust evidence base on which to plan future regeneration of the area. It considers initiatives from the 2007 Strategic Framework and proposes alternative means of regenerating particular areas with the overall vision ‘to create a mixed-use location with a strong retail, commercial and leisure heart supported by a vibrant resident population.’
- 3.2.4 The framework is divided into strategic themes, the first one being ‘sustainability strategy’ with the objective ‘to create a resilient Central Area by reinforcing its regional role for commerce, shopping and leisure and to increase city living, from which there will be economic longevity, social inclusivity and environmental equilibrium for existing and future residents and visitors. These will be achieved through the following objectives:
- Sustainable transport;
 - Provide a high quality built and natural environment with a distinct sense of place;
 - Build a new urban economy;
 - Meet community requirements;
 - Encourage good health, well-being and healthy living;
 - Ensure that learning opportunities are available and affordable to all;
 - Energy efficiency and carbon reduction; and
 - Sustainable Urban Design.
- 3.2.5 The framework also focusses on selected areas including St David’s/Quadrant, of which the proposed development is a part. The key vision theme for this area is the delivery of a retail and leisure led mixed use centre. The development and design principles that are set out for the area include adopting a place-making approach to develop a comprehensive vibrant viable retail and leisure mixed use place; substantially increase green space through innovative design; promote the use of high quality and sustainable materials; connection or allowing space provision to connect to a district heat network, and flexible design solutions that enable the site and buildings to be adapted to the changing requirements of occupiers.
- 3.2.6 The framework promotes the theme of a connecting ‘Green Artery’ through the Central Area that provides new and enhanced existing public realm with the aim of increasing green space and biodiversity.

Places to live: Residential design guide

- 3.2.7 The City and County of Swansea adopted a residential design guide¹² in January 2014 with the aim of inspiring, encouraging and supporting the creation of more sustainable communities through the application of urban design principles to new residential development.
- 3.2.8 The principles of relevance to sustainability include:

- Design to encourage walking and cycling;
- Carry out an ecological assessment of the site at an early stage to identify important species and habitats;
- Design in new features to promote biodiversity, for example by planting native trees or developing the ecological value of a sustainable drainage system (SuDS);
- Consider the value of the existing or new features in providing natural wind mitigation in exposed locations;
- Ensure access for all to the natural environment without diminishing the value of the ecological resource;
- Consider the requirements of public transport early in the design process;
- Ensure that public space is accessible to all and caters for all elements of the community from children to older people;
- Design for community safety;
- Provision for refuse and recycling storage should be positively integrated and visually unobtrusive;
- Provide convenient, covered and secure cycle parking;
- Use permeable surfaces to reduce surface water runoff where ground conditions are suitable;
- Select materials carefully to reflect the best aspects of local character whilst addressing robustness, fitness for purpose and weathering; also consider the environmental impact of materials through the Green Guide to Specification.

Tall Buildings Strategy Supplementary Planning Guidance (SPG)

- 3.2.9 The Swansea Tall Buildings Strategy SPG¹³ was adopted in November 2016 in order to implement the visions in the Swansea Central Area Regeneration Framework.
- 3.2.10 The strategy defines a tall building as one that is more than twice the height of adjacent buildings, generally buildings of 6-10 storeys in the City Centre. It highlights their increasing role in future development of cities as iconic structures, for signifying areas of regeneration or acting as symbols of economic activity.
- 3.2.11 The strategy states that there is a role for a critical mass of taller buildings at three strategic gateways into the City Centre.
- 3.2.12 The area of the proposed development is located in an area designated a ‘considered zone’ meaning tall buildings may have a positive impact, subject to the availability of supporting information to justify the proposals.
- 3.2.13 The key design principles for tall buildings relevant to this statement are as follows:

- Transport – tall buildings should be accessible by sustainable transport means;
- Movement – great emphasis is expected on high standards of inclusive design;
- Public realm – this should form an integral part of the design and promote safety and accessibility for all;
- Adaptability – tall buildings should be adaptable to ensure flexibility over time, be functional and fit for purpose;
- Sustainability – tall building proposals must demonstrate an integrated energy conscious design that sets to achieve the highest energy efficiency and sustainability levels; and
- Lighting – tall buildings must be illuminated at night and sensitivity on surrounding developments and habitats considered.

City & County of Swansea’s Energy Strategy

3.2.14 The City & County of Swansea developed an Energy Strategy¹⁴ in April 2016, the aim of which is to define how the Authority will contribute towards a sustainable low carbon economy by delivering real benefits to society, the economy and the environment. It sets out wider and long term aims for energy across Swansea the place, as well as the Council within the context of national and international developments. In order to achieve Swansea’s vision ‘to create a safer, greener, smarter, fairer, healthier and richer Swansea’, the strategy is focused around opportunities to:

- Invest in renewable energy (solar, hydro, wind, tidal, biomass etc.);
- Reduce our own rising electricity and gas costs and those of our communities;
- Invest in energy saving and storage initiatives (LED, insulation, smart controls, batteries etc.);
- Deliver targets on CO₂ emissions (£% per annum savings) and reduce our Carbon Reduction Commitment Energy Efficiency Scheme charges;
- Meet energy efficiency standards e.g. BREEAM;
- Look at innovative energy generation and saving initiatives, which can create economic benefit, including employment and inward investment in Swansea, building on world class projects like the Tidal Lagoon; and
- Look to increase local energy security, becoming less reliant on imported fossil fuels and less exposed to higher energy prices in the future.

City & County of Swansea Community Benefit Policy

3.2.15 The Community Benefit Policy¹⁵ sets out the principles of including community benefit clauses in all suitable procurements, developments and planning applications.

Beyond Bricks & Mortar is the team implementing the policy and was set up to help tackle poverty and promote inclusion.

4.0 POLICY RESPONSE

- 4.0.1 The Well-being of Future Generations Act is used as the basis for examining the proposed development's response to all policy requirements as it covers all aspects of sustainability – environmental, social, cultural and economic – and ensures all are considered equally within the development proposal. A response to other policies is also incorporated throughout to show how the proposed development meets all policy requirements.
- 4.0.2 The policy response will also consider how the five ways of working established in the Well-being of Future Generations Act will be addressed by the proposed development.

4.1 A GLOBALLY RESPONSIBLE WALES

A nation which, when doing anything to improve the economic, social, environmental and cultural well-being of Wales, takes account of whether doing such a thing may make a positive contribution to global well-being.

- 4.1.1 The proposed redevelopment aims to provide high quality urban realm and landscaped areas that contribute to a better environment for everyone. The proposed building uses would bring jobs, accommodation and commerce back to the City Centre, adding economic and social value to the area. The improved environment would contribute towards global well-being, thus meeting the goals of the Swansea LDP Policy SI 1 on Health and well-being, and the social and economic development is likely to encourage further social growth in the surrounding areas.
- 4.1.2 In order to provide recognition of the sustainability credentials of the proposed development, the buildings will be certified under the internationally recognised Building Research Establishment Environmental Assessment Methodology (BREEAM). It has been shown in the standalone BREEAM pre-assessment report (appended to this statement) that a 'Very Good' rating is achievable for all buildings but an 'Excellent' rating is the aspiration.
- 4.1.3 The buildings will be designed with a long design life so they can be adapted if the required use changes in the future. This is undertaken as acknowledgement that both the local and global environmental and social conditions may change significantly throughout the life of the building, thus necessitating a change of use. By ensuring the building can be adapted for this change of use without significant rebuilding, material use is minimised, a positive contribution to global environmental well-being is made and both the long and short term needs are considered, as required by the Well-being of Future Generations Act.
- 4.1.4 The active retail area to be provided as part of the proposed development will have extended opening hours for many shops, restaurants and other similar amenities. This will attract people to the area and contribute to the local economy but from a wider point of view, will also mark Swansea out as an area that provides high standards of well-being with a range of facilities.

4.2 A PROSPEROUS WALES

An innovative, productive and low carbon society which recognises the limits of the global environment and therefore uses resources efficiently and proportionately (including acting on climate change); and which develops a skilled and well-educated population in an economy which generates wealth and provides employment opportunities, allowing people to take advantage of the wealth generated through securing decent work.

- 4.2.1 The proposed development will contribute to a prosperous Wales by creating high quality work and living spaces that retain talent and bring in new jobs, particularly in the retail, leisure and service industries. This will also contribute to meeting the SCARF requirements for building a new urban economy and meeting community needs.
- 4.2.2 The proposed development will contribute to a prosperous Wales by ensuring participation in the economic and social regeneration of the locality and implementation of the Council's Beyond Bricks & Mortar community benefit policy, which aims to help secure the social and physical regeneration of the City for the lasting benefits of the community.
- 4.2.3 Through initial development, construction phases and end use, the proposed development will deliver on community benefits such as targeted recruitment and training, requiring employment opportunities to be targeted at people registered with agreed agencies, including in particular, new entrants and returners to the labour market.
- 4.2.4 The challenges of climate change will be addressed through the design including energy efficiency measures, appropriate thermal performance of buildings, efficient water use and the use of renewable energy where possible to meet carbon emission targets. These design intentions will contribute towards multiple policies in the Swansea draft LDP, including Policy ER1, EU2, EU3, RP1 & RP4.
- 4.2.5 The project has adopted good practice energy objectives to consider adoption of passive measures including the use of thermal mass and external shading in architectural design, and to provide mechanical and electrical engineering systems that assist in achieving the lowest possible annual energy input to reduce CO₂ emissions and contribute to the target in the Swansea Energy Strategy of a 3% per annum CO₂ reduction compared to a 2009/2010 baseline. The passive energy measures include thermal performance and U-values improved beyond Building Regulations Part L 2013 standards, solar shading and solar glazing, where applicable.
- 4.2.6 In order to ensure effective resource use into the future, all central heating systems in the buildings will be provided with connection points to allow future connection to an energy centre if one becomes available. In line with Swansea's Energy Strategy, renewable sources of energy including PV, air source heat pumps and solar water heating will also be considered.
- 4.2.7 To use resources efficiently, decrease pressure on natural resources, and contribute to the local economy and environment, the design will consider where material wastage can be designed out of the process, reused or recycled in line with the requirements of the Waste Hierarchy. The use of recycled materials will also be considered where appropriate and monitoring of waste through the Construction phase will be measured using industry benchmarks and waste management tools such as Site Waste Management Plans.
- 4.2.8 Other material considerations, that will also reduce waste over the life of the building, include selecting materials that are durable, for example high quality, robust hard landscaping will be included that can cope with the expected pedestrian footfall. All materials will be selected guided by a sustainable procurement plan that will set out the principles for material procurement including the required environmental rating and level of responsible sourcing.
- 4.2.9 In recognition of the fact that the global environment has limits, air quality and noise assessments will be carried out prior to development so that any findings from these can be incorporated into the design and mitigate any impacts as appropriate.

4.3 A RESILIENT WALES

A nation which maintains and enhances a biodiverse natural environment with healthy functioning ecosystems that support social, economic and ecological resilience and the capacity to adapt to change (for example climate change).

- 4.3.1 The proposed development contains several features and design principles that will ensure the natural environment is a biodiverse one that can adapt to climate change and also that social and economic considerations are incorporated.
- 4.3.2 The ground conditions report identified that there are no groundwater abstraction sites within 2000m and no areas of ecological sensitivity within 500m of the site. Considering also the record of no pollution incidents within the site boundary, this report concluded that identified pollutant contamination risks are low or very low, thus confirming that the area is suitable as the basis for a healthy, functioning ecosystem.
- 4.3.3 Due to its coastal location, a flood consequences assessment has been carried out for the proposed development. This has concluded that the present-day risk of tidal and fluvial flooding is acceptable but as a result of climate change, the consequences of tidal flooding will be unacceptable by 2080 and therefore require a strategic flood defence scheme. This will also be required for protection against the risk of flooding from wave overtopping.
- 4.3.4 The proposed development is potentially at risk of surface water flooding but it is considered that this can be mitigated with enhanced drainage measures. The drainage strategy has confirmed that, in line with planning policy, a decrease in discharge rate will be achieved for the proposed development as well as the discharge volume remaining the same through no increase in impermeable area or decreasing due to the introduction of soft landscaping. An allowance of 20% for climate change will also be incorporated into the drainage capacity and attenuation requirements to ensure that the development has the capability to adapt to change. On-site rainwater retention, such as via a green roof and rainwater harvesting tank, will be considered as a means of reducing surface water run-off and preventing flooding, thus complying with Swansea draft LDP Policy RP3. This will take the form of an integrated sustainable urban drainage system combining surface water management at roof and podium parkland to provide rainwater attenuation and assist with irrigation. A clear maintenance and ownership system will also be set out for the drainage scheme to ensure that it remains fully resilient to the effects of flooding over the long term as described in the strategy.
- 4.3.5 An ecological report and habitat survey has been carried out as part of this outline planning application, as advised in the 'Places to live: Residential design guide'. This has enabled all existing habitats and species to be identified and concluded that the site is currently of limited biodiversity value. Adequate protection measures are recommended where necessary, for example site clearance outside of the breeding bird season. The report also suggests opportunities for further biodiversity gains to be made and existing areas to be enhanced to ensure they continue to function healthily and are resilient to climate change over a long time period. The design plan intends to retain as many of the existing trees so that habitats that are already established in and around the trees are not lost. New trees and native plants are also to be planted as well as green roofs and green walls considered that would create new habitats and have the additional benefit of improving air quality, visual amenity and flood resilience.
- 4.3.6 The public realm strategy has the intention of enhancing green infrastructure within the site boundary to fill the existing hole identified in the green network. This will improve ecological

connectivity and enable ecosystems to flourish and expand and hence be more resilient to change. Areas of green informal parkland will also enhance the natural environment, encourage biodiversity and provide areas for social interaction too, thereby meeting the requirements of Policy SI1, ER2 and ER9 within the Swansea LDP that will require green infrastructure networks that contribute to well-being of residents and users.

- 4.3.7 The scheme will include opportunities to provide green infrastructure across the development, which will be linked to a wider network of green corridors beyond the site boundary. Green infrastructure can include green roofs, green walls, landscaping and pocket parks and the emerging CCS Green Infrastructure Strategy will provide further guidance. The proposed development will explore the opportunities for interaction between people and wildlife through interpretation and interactive features within the landscape, providing a valuable ecological and educational resource, and enhancing the experience nature brings to people's lives. The landscape framework will be designed by integrating a comprehensive range of habitats to deliver a wide range of environmental benefits for both the local community and wildlife. These different landscape layers offer climate change adaptation benefits such as being heat sinks and intercepting rainfall, as well as having economic value.

4.4 A HEALTHIER WALES

A society in which people's physical and mental well-being is maximised and in which choices and behaviours that benefit future health are understood.

- 4.4.1 The design of the proposed development will incorporate many features that improve both physical and mental well-being. Pedestrianised streets and cycle routes encourage walking and cycling, whilst pocket parks and seats will encourage rest and relaxation outdoors.
- 4.4.2 Air quality and noise assessments that have been carried out ensure that physical well-being is maximised by ensuring people are not exposed to unacceptable levels of air pollution or noise pollution within their home or work life and the principles of Swansea LDP Policy RP2 are met. The air quality impact assessment concluded that there are no air quality constraints to the proposed development and the only pollution is likely to be construction dust that can be controlled by a package of recommended mitigation measures. Electric vehicle charging points will also be considered, these would contribute towards a reduction in local air pollution if electric cars were encouraged.
- 4.4.3 The noise and vibration assessment concluded that the site is suitable for the proposed development from a noise impact perspective. Acoustic criteria and limits have been suggested for the building services plant, retail units and arena, and provided these limits are complied with there is unlikely to be a significant noise impact on the surrounding receptors.
- 4.4.4 The daylight assessment has concluded that daylight availability is sufficiently good that conventional window design is likely to provide good internal daylight except at low level where it can be mitigated through design development. With regards to sunlight, the proposed development would have no significant impacts on existing buildings or open spaces requiring sunlight. Some facades do not benefit from good levels of solar exposure, although this could again be mitigated by design development.
- 4.4.5 The lighting design will also be carefully considered so that it provides adequate lighting of open spaces in the evening, enhances the presence of listed buildings but also mitigates any negative impacts and prevents light pollution, thus enhancing physical and mental well-being.

- 4.4.6 New trees are planned to be planted throughout the development and the species will be selected to be sensitive to the local natural environment, as advised by the 'Places to live: Residential design guide'. These will have many purposes, one of which is to improve the microclimate and provide visual amenity, thus improving physical and mental well-being.
- 4.4.7 The public realm in the development will be well maintained and managed, therefore ensuring that the area remains an attractive and welcoming place that encourages people to spend time in it and improve their well-being.
- 4.4.8 As part of the development of the design, the local community will be consulted to seek their feedback and ensure the development is meeting their needs. By doing this, it will improve community cohesion and well-being by providing a development that benefits all members of the community and is consequently socially sustainable. This will also ensure that community requirements are fully addressed as required by the Swansea Central Area Regeneration Framework and that collaboration and involvement under the Well-being of Future Generations Act are achieved to meet well-being objectives.

4.5 A MORE EQUAL WALES

A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio-economic background and circumstances).

- 4.5.1 Inclusive design will be a focal point of the proposed scheme, thereby ensuring that it can be used by all members of society in Swansea and visitors from all backgrounds and circumstances will also be attracted to live, work or use the leisure facilities there. This meets the guidance in the residential design guide by ensuring the natural environment and public space is accessible for all.
- 4.5.2 Affordable housing in line with Council policy will be provided to ensure accommodation is available for people from all economic backgrounds.
- 4.5.3 An accessibility consultant has been appointed to ensure that all areas of the design of all buildings meet the requirements for the whole spectrum of potential users and comply with the requirements of the Equality Act through a pan disability approach. The consultant will speak to and enhance the contribution of local accessibility and disabled people's groups, thus ensuring all aspects specific to the local and wider area are fully considered. Accessible routes and step free access are important considerations throughout the public realm and building entrances. Vertical movement is provided by stairs and ramps, for example the pedestrian street in the Development Zone is intended to rise gently so as all users can make use of this and enjoy the views that are created over the elevated promenade. This also contributes to the main objectives of the PPW by ensuring ease of access for all.
- 4.5.4 The play strategy will be designed to enable all ages and abilities of children to use the different facilities and several informal play opportunities will be provided that are accessible to all socio-economic backgrounds.

4.6 A WALES OF COHESIVE COMMUNITIES

Attractive, viable, safe and well-connected communities.

- 4.6.1 The vision for the scheme is that of an attractive and safe environment with adequate lighting, good quality surfaces and street furniture, connecting to all neighbouring areas and throughout the development site with well proportioned, mainly pedestrian, streets. The scheme also has the aim of being a design leader and establishing a precedent for high quality design within the area.
- 4.6.2 The key design components for the scheme include ‘sequence of spaces’, ‘movement’ and ‘green infrastructure’. These all mean that it is a priority to connect the various areas of the development to each other and the wider area, including a physical and visual connection to the water front, through active travel and green links, both of which also contribute to the design objectives set out in PPW that require environmental sustainability and movement as well as Swansea LDP Policy T2 that requires improved access to walking and cycling.
- 4.6.3 The Green Bridge that may be developed will provide a vital function in terms of accessibility for pedestrians and cyclists and improve their safety by separating them from vehicular traffic. The street level will also be used by pedestrians and cyclists, thus creating a more extensive accessibility network for them. Pedestrian permeability is considered as one of the key design principles with the aim of developing routes beyond the City Centre to create a truly sustainable network of routes to connect communities.
- 4.6.4 New pedestrian and vehicle access points will be incorporated into the design as well as new bus stops to maintain and improve traffic flows around and through the area. There is also a cycle path strategy connecting both university campuses that can be used by users of the redevelopment and therefore improve connectivity between areas of the city and contribute towards the requirements of the Active Travel (Wales) Act and Policy T2 ‘Active travel’ in the draft LDP. Increased provision of cycling and walking facilities has multiple benefits including combatting transport poverty, providing for the student population, reducing reliance on the motor car for road networks that cannot cope and also the sustainability and health benefits from active travel.
- 4.6.5 The redevelopment area is approximately half a mile away from Swansea mainline station that provides good connectivity to the rest of Wales and longer distance routes to London and Manchester. Its location therefore enables easy access via sustainable transport means, making it a well-connected area and encouraging more people to use the facilities there, as well as meeting the requirements of the Swansea Central Area Regeneration Framework for sustainable transport.
- 4.6.6 General security is of high importance within the design principles and advised in the residential design guide to design for community safety. Extensive consultation will be carried out to determine the requirements and the development will be designed with Secure by Design principles employed. This will include the use of CCTV cameras as well as considering the design to improve natural surveillance.
- 4.6.7 The lighting design has several functions across the development, but the primary function is to provide safety, security, orientation and assist wayfinding. It will also be designed to be attractive and provide a unique identity for the area as well as creating an appropriate ambience and mood. Ensuring attractive, safe public spaces is one of the key ‘good design’ objectives of PPW, which is therefore met by the lighting design.
- 4.6.8 The material design will be considered carefully in terms of the way it can be used to meet other functions such as preventing overheating and maximising natural lighting. Another example is green infrastructure, such as green walls, which will also be considered as it would have a variety of functions and benefits to both people and the natural environment.
- 4.6.9 The look of shop fronts and the quality of the facades will be controlled to maintain the integrity of the architectural expression. This will contribute to maintaining the attractiveness of the area and ensure that all buildings meet the required design standards.

4.7 A WALES OF VIBRANT CULTURE AND THRIVING WELSH LANGUAGE

A society that promotes and protects culture, heritage and the Welsh language, and which encourages people to participate in the arts, and sports and recreation.

- 4.7.1 The proposed redevelopment incorporates multiple facilities for culture, leisure and recreation and the design incorporates aspects of Welsh heritage and protects the existing features.
- 4.7.2 One of the key design principles is to enhance the appearance of buildings and the setting of all listed buildings through lighting and design of the surrounding area so improving the heritage value of the buildings.
- 4.7.3 The proposed development has a mix of uses including retail, office, restaurants, a cinema, a hotel, an arena, landscaped areas and residential dwellings. By its very nature, this range of facilities will provide a varied culture that accommodates all tastes. The landscaped areas of public realm and the Green Artery provide ample space for recreation and could be used to host a range of events. The significant development of the public realm will provide a high quality built and natural environment with a distinct sense of place as the Regeneration Framework requires. This will also be an opportunity to incorporate public art to increase local heritage value.
- 4.7.4 Public buildings will have Welsh language signage and audio announcements and businesses/tenants for the proposed development will be encouraged to have a proactive approach to using the Welsh language.
- 4.7.5 The play strategy will ensure that there are a range of accessible play options across the site for different ages and abilities. This includes the provision of defined playable space, for example on the top deck of one of the car parks, which will be carefully designed to ensure it is safe and secure and provide sensory delight. Incidental play will also be integrated within the public realm framework, which will be associated with key spaces and key pedestrian routes to form a 'play trail'. The trail might include artwork, sculptures, or similar elements that offer informal play/stimulate imagination and creativity.
- 4.7.6 The materials proposed for the main design palette have a strong local history in Swansea and some can be locally produced, therefore maintaining the heritage value of the proposed buildings. Natural stone is also a traditional Welsh building material that is proposed to be used throughout the public realm to ensure the development is in keeping with the local area and further maintain the heritage value. This also contributes to the requirements of the Environment (Wales) Act as it represents a proactive, sustainable use of local resources.
- 4.7.7 Heritage value will also be maintained by using local skills and processes in the construction of the buildings, public realm and landscape features wherever possible. This will also contribute to the Green Artery running through the proposed development and ensure this also provides Welsh heritage value.

4.8 WELL-BEING OF FUTURE GENERATIONS ACT: FIVE WAYS OF WORKING

- 4.8.1 The five ways of working set out in the Well-being of Future Generations Act have been incorporated across the development proposals and will continue to be applied throughout the redevelopment of the City Centre. The below highlights the key points:

4.8.2 *The importance of balancing short term needs with the need to safeguard the ability to meet long term needs, especially where things done to meet short term needs may have detrimental long term effect.*

This forms the basis of the widely-recognised definition of sustainability and this statement aims to demonstrate how this has been achieved across all aspects of the development, including demonstrating how key sustainability policy has been met and will be embedded throughout the ongoing development. Environmental (energy, biodiversity, climate change), social (wellbeing, transport, security) and economic (employment, local spend, business space creation) aspects of the proposed development have all been considered to ensure it is truly sustainable.

4.8.3 *The need to take an integrated approach, by considering how –*

- *The body's well-being objectives may impact upon each of the well-being goals;*
- *The body's well-being objectives impact upon each other or upon other public bodies' objectives, in particular where steps taken by the body may contribute to meeting one objective but may be detrimental to meeting another.*

An integrated appraisal has been undertaken looking at different policy and seeking the best solution that balances all objectives. Through the consultation described below, impacts and trade-offs with other public bodies have been addressed throughout the development process.

4.8.4 *The importance of involving other persons with an interest in achieving the well-being goals and of ensuring those persons reflect the diversity of the population of –*

- *Wales (where the body exercises functions in relation to the whole of Wales), or*
- *The part of Wales in relation to which the body exercises functions.*

Extensive consultation has been carried out with a range of stakeholders to compile the sustainability statement at an early stage in the design to ensure all well-being goals can be achieved and maximum benefit is obtained from them.

4.8.5 *How acting in collaboration with any other person (or how different parts of the body acting together) could assist the body to meet its well-being objectives, or assist another body to meet its objectives;*

Consultation and collaboration with a range of groups, technical consultants and organisations has enabled a detailed strategy to be produced, thus meeting well-being objectives. Before construction, a range of groups/individuals will be consulted including the local community, security officers, specialist consultants and local disability groups.

4.8.6 *How deploying resources to prevent problems occurring or getting worse may contribute to meeting the body's well-being objectives, or another body's objectives.*

A number of climate change mitigation measures will be considered and incorporated, including sustainable drainage and green infrastructure. Active travel measures will also be incorporated to reduce potential problems with increasing vehicular traffic and comply with the Active Travel (Wales) Act.

5.0 SUMMARY

5.0.1 This Sustainability Statement shows that the development proposals are meeting key policy objectives, responding to local needs and requirements, and conforming to best practice sustainability criteria applicable to this development.

5.0.2 The seven Wellbeing Goals in the Well-being of Future Generations Act are all incorporated into the proposed development as well as the five ways of working, so that community well-being is placed at the heart of the design but also meeting the other policy requirements for the area. The proposed development provides a mixed-use strategy and community facilities that result in a significant improvement in well-being. Key features include:

- Consideration of climate change and the long-term needs of the development as well as short term requirements;
- A range of buildings to provide employment opportunities and grow the economic potential of the area;
- Biodiversity improvements to enhance well-being, visual amenity and ecosystem resilience;
- Areas of public realm and play space to provide areas for social interaction, relaxation and connectivity;
- Inclusive design to enable the whole community to benefit from the development;
- A safe and attractive layout and design that is well connected through sustainable means of transport;
- Use of local materials where possible to minimise travel distances, improve the local economy and protect Welsh heritage; and
- Demonstration that a BREEAM 'Very Good' level can be achieved for all buildings, demonstrating all-round sustainability.

5.0.3 Throughout this statement, it has been demonstrated how the five ways of working will be addressed at all stages of the proposed development, in particular by taking an integrated approach, using extensive consultation and considering environmental, social and economic aspects of the development to ensure it meets sustainability criteria from all angles throughout the development lifetime.

REFERENCES

- ¹ Welsh Government, (2015), Well-being of Future Generations (Wales) Act 2015
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- ¹⁰ Welsh Government, (2013), Active Travel (Wales) Act, November 2013
- ¹¹ Welsh Statutory Instruments, (2011), The Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011
- ¹² City and County of Swansea, (2014), Places to Live, Residential Design Guide, January 2014
- ¹³ City and County of Swansea, (2016), Swansea Tall Buildings Strategy, November 2016
- ¹⁴ City and County of Swansea, (2016), City & County of Swansea's Energy Strategy
- ¹⁵ City and County of Swansea, (2016), City & County of Swansea Community Benefit Policy



APPENDIX

BREEAM PRE-ASSESSMENT (ARENA – FULLY FITTED)

BREEAM PRE-ASSESSMENT (SHELL AND CORE)



BREEAM PRE- ASSESSMENT (ARENA – FULLY FITTED)

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I.0 INTRODUCTION

- 1.0 Greengage Environmental Ltd were commissioned by the Council of the City and County of Swansea (the 'applicant') to undertake a BREEAM pre-assessment for the proposed Swansea Central development within the administrative boundary of the City of Swansea.
- 1.1 This BREEAM pre-assessment report details the credits currently targeted by the design and presents an assessment strategy to achieve the best possible BREEAM rating. The assessment outlined in this document provides a strategy for the Arena building on site that is being specified as fully fitted. It therefore includes all building elements of the building from fabric to Cat- A and B fit out.
- 1.2 In accordance with commitments made for the scheme, and what is considered appropriate and achievable for the arena building, a 'Very Good' rating has been targeted as the minimum performance standard. An aspiration remains to achieve an 'Excellent' rating if feasible. As the design progresses, credits targeted will be regularly reviewed to determine the highest rating possible.

2.0 BREEAM

BACKGROUND

- 2.1 The Building Research Establishment's Environmental Assessment Method (BREEAM) is a nationally recognised means of reviewing and improving the environmental performance of buildings. There are several BREEAM methodologies in place to assess different types of projects e.g. BREEAM New Construction for new buildings and BREEAM Refurbishment and Fit-Out for refurbishment or fit-out projects. This assessment provides a strategy for the arena building which has will be fully fitted on handover to the operator and is therefore being assessed in this way. This has been undertaken using the BREEAM New Construction 2014 Fully Fitted methodology, which is appropriate to establish a credit framework for the project at this stage of works.
- 2.2 Used as a design tool, BREEAM will assess the environmental performance of new build buildings and refurbishments, providing a framework for improvement and an auditable demonstration of good design practice.

BREEAM CATEGORIES

- 2.3 BREEAM considers key global and local environmental issues and the internal environment for building occupants under various categories, covering:
- **Management** – rewards good construction site practices, provision of information to building occupants and security;
 - **Health & Wellbeing** – promotes a healthy internal environment;
 - **Energy** – rewards energy efficiency and renewable energy generation;
 - **Transport** – encourages locations with good access to public transport;
 - **Water** – promotes water efficiency and water recycling;
 - **Materials** – rewards the responsible sourcing of materials;
 - **Waste** – encourages good waste management practices and recycling;
 - **Land Use & Ecology** – encourages ecological enhancement and use of land already built on; and
 - **Pollution** – promotes measures to reduce air and water pollution.

CATEGORY WEIGHTINGS

- 2.4 Each BREEAM category is allocated an environmental weighting factor, which is dependent on the credits applicable to the scope of work and the type of assessment being undertaken, as

appropriate to the project. The total available score for each BREEAM category can be found in Section 5.

- 2.5 In addition to this, there are varying numbers of credits within each category; the result is that not all credits carry equal value and some credits have a higher individual percentage score than others.

BREEAM RATINGS

- 2.6 At the certified assessment stage, the building is assessed against the BREEAM criteria and credits are awarded where it can be demonstrated, by an auditable trail of supporting evidence, that the BREEAM credit requirements have been met. The overall environmental performance across the categories is calculated as a percentage score and expressed as a single rating on a scale of Pass, Good, Very Good, Excellent or Outstanding.

Table 1: BREEAM Ratings and percentage scores

Rating	Percentage Score
UNCLASSIFIED	<30
PASS	≥30
GOOD	≥45
VERY GOOD	≥55
EXCELLENT	≥70
OUTSTANDING	≥85

MINIMUM RATING REQUIREMENT CREDITS

- 2.7 Under Management, Energy, Water, Materials, Waste and Land Use & Ecology, there are minimum credit requirements that need to be obtained for each BREEAM rating i.e. specific credits that will need to be achieved before a particular BREEAM rating can be awarded. All other credits are flexible.
- 2.8 The following minimum standards are required to reach the targeted 'Very Good' rating:

Table 2: BREEAM Very Good minimum standards

Credit	Minimum Standard
Ene 02: Energy monitoring	One credit (First sub-metering credit)
Wat 01: Water consumption	One credit
Wat 02: Water monitoring	Criterion 1 only
Mat 03: Responsible sourcing of materials	Criterion 1 only
LE 03: Minimising impact on existing site ecology	One credit

3.0 THE ASSESSMENT PROCESS

THE PRE-ASSESSMENT

- 3.1 The purpose of a BREEAM pre-assessment is to:
- Confirm those credits that have been identified as a framework for the minimum targeted rating; and
 - Confirm the supporting information to be submitted at the certified assessment stage and thereby enable the team to address BREEAM requirements at the earliest opportunity, and the appropriate stage in the design, with the aim of reducing the need for design reiterations.
- 3.2 A certified assessment is third party verified by the Building Research Establishment (BRE) ensuring comparable benchmarking and high standards of assessment across the UK. Carried out by trained assessors, BREEAM provides an easily understood, independent and transparent label of environmental performance. In addition, to ensure high standards of BREEAM assessors and assessments, all BREEAM schemes are operated under a Competent Person Scheme, which is UKAS accredited as meeting the requirements of ISO 17024.

THE DESIGN STAGE (DS) ASSESSMENT

- 3.3 Following completion of detailed design, the appropriate supporting evidence in the form of detailed drawings, completed specifications, and manufacturers' information etc. is available and therefore, the certified DS assessment can be undertaken. During the certified assessment, the relevant information is collected from the appropriate design team members and evaluated against the BREEAM criteria requirements.
- 3.4 Following the collation and review of the outstanding information, a BREEAM DS Assessment report will be produced that will be submitted to the BRE for quality assurance and 'interim' certification of the assessment undertaken, following which, it is anticipated that the 'Interim' DS BREEAM certificates will be issued by the BRE.

THE POST CONSTRUCTION REVIEW (PCR)

- 3.5 The PCR assessment is undertaken to confirm that buildings are built to the BREEAM DS specifications, or if there are variances from the DS these are documented, reassessed, and a new rating determined.
- 3.6 A PCR assessment comprises a site visit at or towards the end of completion, as near to handover as possible. Each issue must be reviewed, or assessed where there was no DS assessment, and documentary evidence recorded to confirm that it complies with the requirements for PCR assessment. It should be noted that because the evidence required for the PCR assessment relates to what has been, or is actually being done, for some credits to be awarded the evidence required differs from that required at the DS (for example, a written commitment to use FSC Timber at the DS has to be matched by documentation that demonstrates that the timber used was actually FSC).
- 3.7 On completion of the PCR assessment, a Final Certified BREEAM Report will be submitted to the BRE for final certification and quality assurance for the scheme.

4.0 THE PROPOSED DEVELOPMENT'S BREEAM PERFORMANCE

- 4.1 Liaison with the design team was undertaken to identify the opportunities and constraints of the proposed development site and to confirm where credits can be targeted, in correspondence with the project team.
- 4.2 This BREEAM pre-assessment report has set out a possible BREEAM pathway for the arena building that is being constructed to a fully fitted specification for handover to the building operator.
- 4.3 The pre-assessment BREEAM score that can be achieved for the building is 60.61%, which is equivalent to a BREEAM rating of 'Very Good'.
- 4.4 The credit framework identified within this report for pursuing the target rating is based on a number of assumptions that will need to be substantiated by team members during the detailed design stage, prior to final confirmation of their feasibility. As such, the pathway identifies one possible route to achieving a rating, but as the design evolves, the credits that can or cannot be targeted may change.
- 4.5 It should also be noted that the strategy outlined in this report may vary when building specific assessments are undertaken for each building type on the site. There will be some minor variation when detailed pre-assessments are undertaken for each of the building types, however at this stage it is possible to group them together to provide an indication of those credits that can be targeted.
- 4.5 We would always recommend that a score of at least 4 or 5 percent above this minimum score is aimed for during the design stages and achieved at the final certification stage. This is to ensure that during the project's progress as well as the BRE third party review of the certified final report, in the event that a credit was lost or disputed and revoked, the target rating would still be likely to be achieved. The credit pathway set out provides this 'buffer' above the 'Very Good' rating boundary.
- 4.6 The credit summary tables indicating the proposed development's performance against the BREEAM 2014 New Construction scheme are provided in Section 5.
- 4.7 A breakdown summary of the targeted BREEAM credits is presented in Section 6.

5.0 BREEAM PRE-ASSESSMENT CREDIT SUMMARY

Table 3: BREEAM credit summary

		Available	Targeted
Man 01	Project brief and design	4	4
Man 02	Life cycle cost and service life planning	4	1
Man 03	Responsible construction practices	6	6
Man 04	Commissioning and handover	4	3
		21	14
Hea 01	Visual Comfort	4	2
Hea 02	Indoor Air Quality	5	3
Hea 04	Thermal comfort	3	3
Hea 05	Acoustic Performance	3	3
Hea 06	Safety and Security	2	2
		17	13
Ene 01	Reduction of energy use and carbon emissions	12	0
Ene 02	Energy Monitoring	2	2
Ene 03	External Lighting	1	1
Ene 04	Low carbon design	3	0
Ene 06	Energy efficient transportation systems	3	3
Ene 08	Energy Efficient Equipment	2	0
		23	6
Tra 01	Public Transport Accessibility	5	3
Tra 02	Proximity to amenities	1	1
Tra 03	Cyclist facilities	2	0
Tra 04	Maximum car parking capacity	2	0
Tra 05	Travel Plan	1	1
		11	5
Wat 01	Water Consumption	5	3
Wat 02	Water Monitoring	1	1
Wat 03	Leak Detection	2	2
Wat 04	Water Efficient Equipment	1	1
		9	7
Mat 01	Life Cycle Impacts	6	2
Mat 02	Hard Landscaping and Boundary Protection	1	1
Mat 03	Responsible Sourcing of Materials	4	2
Mat 04	Insulation	1	1
Mat 05	Designing for durability and resilience	1	1
Mat 06	Material efficiency	1	0
		14	7
Wst 01	Construction Waste Management	4	2
Wst 02	Recycled Aggregates	1	0
Wst 03	Operational Waste	1	1

Wst 05	Adaptation to climate change	1	0
Wst 06	Functional adaptability	1	1
		8	4
LE 01	Site Selection	2	1
LE 02	Ecological Value of Site and Protection of Ecological Features	2	2
LE 03	Minimising impact on existing site ecology	2	2
LE 04	Enhancing site ecology	2	2
LE 05	Long Term Impact on Biodiversity	2	2
		10	9
Pol 01	Impact of Refrigerants	3	1
Pol 02	NOx emissions	3	3
Pol 03	Surface Water Run Off	5	4
Pol 04	Reduction of Night Time Light Pollution	1	1
Pol 05	Noise Attenuation	1	1
		13	10
Man 03	Responsible construction practices	1	0
Man 05	Aftercare	1	0
Hea 01	Visual Comfort	1	0
Hea 02	Indoor Air Quality	2	0
Ene 01	Reduction of energy use and carbon emissions	5	0
Wat 01	Water Consumption	1	0
Mat 01	Life Cycle Impacts	3	0
Mat 03	Responsible Sourcing of Materials	1	0
Wst 01	Construction Waste Management	1	0
Wst 02	Recycled Aggregates	1	0
Wst 05	Adaptation to climate change	1	0
AI	Approved Innovation	1	0
		Max 10	0

6.0 DETAILED CREDIT ASSUMPTIONS

6.1 The detailed credit assumptions for the BREEM strategy are set out below.



MANAGEMENT

Man 01: Project brief and design		
Targeted: 4 of 4		
Credit 1 - 1 credit where;		
Requirement 1	Prior to completion of the Concept Design (RIBA Stage 2 or equivalent), the project delivery stakeholders (see Relevant definitions) have met to identify and define their roles, responsibilities and contributions for each of the key phases of project delivery.	One credit targeted
Requirement 2	In defining the roles and responsibilities for each key phase of the project, the following must be considered: End user requirements Aims of the design and design strategy Particular installation and construction requirements/limitations Occupiers budget and technical expertise in maintaining any proposed systems Maintainability and adaptability of the proposals Requirements for the production of project and end user documentation Requirements for commissioning, training and aftercare support	
Requirement 3	The project team demonstrate how the project delivery stakeholder contributions and the outcomes of the consultation process have influenced or changed the Initial Project Brief, including if appropriate, the Project Execution Plan, Communication Strategy, and the Concept Design.	
Credit 2 - 1 credit where;		

Requirement 4	Prior to completion of the Concept Design stage, all relevant third party stakeholders have been consulted by the design team and this covers the minimum consultation content (see compliance note CN3).	One credit targeted
Requirement 5	The project must demonstrate how the stakeholder contributions and outcomes of the consultation exercise have influenced or changed the Initial Project Brief and Concept Design.	
Requirement 6	Prior to completion of the detailed design (RIBA Stage 4, Technical Design or equivalent), consultation feedback has been given to, and received by, all relevant parties.	
Credit 3 - 1 credit where;		
Requirement 8	A Sustainability Champion has been appointed to facilitate the setting and achievement of BREEAM performance target(s) for the project. The design stage Sustainability Champion is appointed to perform this role during the feasibility stage (Stage 1, Preparation and Brief stage, as defined by the RIBA Plan of Work 2013 or equivalent).	One credit targeted
Requirement 9	The defined BREEAM performance target(s) has been formally agreed (see Relevant definitions) between the client and design/project team no later than the Concept Design stage (RIBA Stage 2 or equivalent).	
Requirement 10	To achieve this credit at the interim design stage assessment, the agreed BREEAM performance target(s) must be demonstrably achieved by the project design. This must be demonstrated via the BREEAM Assessor's design stage assessment report.	
Credit 4 - 1 credit where;		
Requirement 11	The Sustainability Champion criteria 8, 9 and 10 have been achieved.	One credit targeted

Requirement 12	<p>A Sustainability Champion is appointed to monitor progress against the agreed BREEAM performance target(s) throughout the design process and formally report progress to the client and design team.</p> <p>Note: To do this the Sustainability Champion must attend key project/design team meetings during the Concept Design, Developed Design and Technical Design stages, as defined by the RIBA Plan of Work 2013, reporting during, and prior to, completion of each stage, as a minimum.</p>	
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Man 02: Life cycle cost and service life planning		
Targeted: 1 of 4		
Credit 1 – Up to 2 credits where;		
Requirement 1	<p>An outline, entire asset elemental life cycle cost (LCC) analysis has been carried out, at Process Stage 2 (equivalent to Concept Design - RIBA Stage 2) together with any design option appraisals in line with 'Standardised method of life cycle costing for construction procurement' PD 156865:2008.</p>	Credit not targeted
Requirement 2	<p>The elemental LCC: Provides an indication of future replacement costs over a period of analysis as required by the client (e.g. 20, 30, 50 or 60 years); and Includes service life, maintenance and operation cost estimates.</p>	
Requirement 3	<p>Demonstrate, using appropriate examples provided by the design team, how the elemental LCC plan has been used to influence building and systems designs/specification to minimise life cycle costs and maximise critical value.</p>	
Credit 2 – 1 credit where;		
Requirement 4	<p>A component level LCC plan has been developed by the end of Process Stage 4 (equivalent to Technical Design – RIBA Stage 4) in line with PD 156865:2008 and includes the following component types (where present):</p>	Credit not targeted

	Envelope e.g. cladding, windows and/or roofing; Services e.g. heat source, cooling source and/or controls; Finishes e.g. walls, floors and/or ceilings; and External spaces e.g. alternative hard landscaping, boundary protection.	
Requirement 5	Demonstrate, using appropriate examples provided by the design team, how the component level LCC plan has been used to influence building and systems design/specification to minimise life cycle costs and maximise critical value.	
Credit 3 – 1 credit where;		
Requirement 6	Report the capital cost for the building in pounds per square metre via the BREEM Assessment Scoring and Reporting tool, Assessment Scoring tab, Management section	One credit targeted

Man 03: Responsible construction practices

Targeted: 6 of 6

Pre-requisite

Requirement 1	All timber and timber based products used on the project is 'legally harvested and traded timber' (see Relevant definitions). Note: For other materials, there are no pre-requisite requirements at this stage.	Pre-requisite assumed
Credit 1 - 1 credit where;		
Requirement 2	The principal contractor operates an environmental management system (EMS) covering their main operations. The EMS must be either: third party certified, to ISO 14001/EMAS or equivalent standard; or have a structure that is in compliance with BS 8555:2003 and has reached phase four of the implementation stage, 'implementation	One credit targeted

	and operation of the environmental management system', and has completed phase audits one to four, as defined in BS 8555.	
Requirement 3	The principal contractor implements best practice pollution prevention policies and procedures on-site in accordance with Pollution Prevention Guidelines, Working at construction and demolition-sites: PPG6.	
Credit 2 - 1 credit where;		
Requirement 4	<p>A Sustainability Champion is appointed to monitor the project to ensure ongoing compliance with the relevant sustainability performance/process criteria, and therefore BREEAM target(s), during the Construction, Handover and Close Out stages (as defined by the RIBA Plan of Works 2013, stages 5 and 6).</p> <p>To do this the Sustainability Champion will ideally be site based or will visit the site regularly to carry out spot checks, with the relevant authority to do so and require action to be taken to address shortcomings in compliance. The Sustainability Champion will monitor site activities with sufficient frequency (see compliance note CN6) to ensure that risks of noncompliance are minimised. They will report on progress at relevant project team meetings including identifying potential areas of non-compliance and any action needed to mitigate.</p>	One credit targeted
Requirement 5	The defined BREEAM performance target forms a requirement of the principal contractor's contract (see compliance note Man 01 Project brief and design – CN5 and in Man 01 Project brief and design – Relevant definitions).	
Requirement 6	To achieve this credit at the final post-construction stage of assessment, the BREEAM related performance target for the project must be demonstrably achieved by the project. This is	

	demonstrated via the BREEM assessor's final post-construction stage certification report.	
Credit 3 – Up to 2 credits where;		
Requirement 7	<p>Where the principal contractor has used a 'compliant' organisational, local or national considerate construction scheme and their performance against the scheme has been confirmed by independent assessment and verification. The BREEM credits can be awarded as follows:</p> <p>One credit where the contractor achieves 'compliance' with the criteria of a compliant scheme.</p> <p>Two credits where the contractor significantly exceeds 'compliance' with the criteria of the scheme.</p> <p>Refer to the Relevant definitions section for a list of compliant schemes and therefore how performance, as determined by a compliant scheme, translates in to BREEM credits.</p>	Two credits targeted
Credit 4 – Up to 2 credits where;		
Requirement 8	<p>Responsibility has been assigned to an individual(s) for monitoring, recording and reporting energy use, water consumption and transport data (where measured) resulting from all on-site construction processes (and dedicated off-site monitoring) throughout the build programme.</p> <p>To ensure the robust collection of information, this individual(s) must have the appropriate authority and responsibility to request and access the data required. Where appointed, the Sustainability Champion could perform this role.</p>	Two credits targeted
Requirement 9	<p>First monitoring credit: Utility consumption - Energy</p> <p>Criterion 8 is achieved.</p>	

Requirement 10	Monitor and record data on principal constructor's and subcontractors' energy consumption in kWh (and where relevant, litres of fuel used) as a result of the use of construction plant, equipment (mobile and fixed) and site accommodation.
Requirement 11	Report the total carbon dioxide emissions (total kgCO ₂ /project value) from the construction process via the BREEAM Assessment Scoring and Reporting tool.
Requirement 12	First monitoring credit: Utility consumption - Water Criterion 8 is achieved.
Requirement 13	Monitor and record data on principal constructor's and subcontractors' potable water consumption (m ³) arising from the use of construction plant, equipment (mobile and fixed) and site accommodation.
Requirement 14	Using the collated data, report the total net water consumption (m ³), i.e. consumption minus any recycled water use, from the construction process via the BREEAM Assessment Scoring and Reporting tool.
Requirement 15	Second monitoring credit: Transport of construction materials & waste Criterion 8 is achieved.
Requirement 16	Monitor and record data on transport movements and impacts resulting from delivery of the majority of construction materials to site and construction waste from site. As a minimum, this must cover: Transport of materials from the factory gate to the building site, including any transport, intermediate storage and distribution. See Relevant definitions.



	<p>Scope of this monitoring must cover the following as a minimum:</p> <p>Materials used in major building elements (i.e. those defined in BREEM issue Mat 01 Life cycle impacts), including insulation materials.</p> <p>Ground works and landscaping materials.</p> <p>Transport of construction waste from the construction gate to waste disposal processing/recovery centre gate. Scope of this monitoring must cover the construction waste groups outlined in the project's waste management plan.</p>
Requirement 17	<p>Using the collated data, report separately for materials and waste, the total fuel consumption (litres) and total carbon dioxide emissions (kgCO2 eq), plus total distance travelled (km) via the BREEM Assessment Scoring and Reporting tool.</p>

Man 04: Commissioning and handover	
Targeted: 3 of 4	
Credit 1 - 1 credit where;	
Requirement 1	<p>A schedule of commissioning and testing that identifies and includes a suitable timescale for commissioning and recommissioning of all complex and non-complex building services and control systems and testing and inspecting building fabric.</p>
Requirement 2	<p>The schedule will identify the appropriate standards that all commissioning activities will be conducted in accordance with, such as current Building Regulations, BSRIA and CIBSE guidelines and/or other appropriate standards, where applicable. Where a building management system (BMS) is specified, refer to compliance note CN5 on BMS commissioning procedures.</p>
One credit targeted	

Requirement 3	An appropriate project team member(s) is appointed to monitor and programme pre-commissioning, commissioning, testing and, where necessary, re-commissioning activities on behalf of the client.
Requirement 4	The principal contractor accounts for the commissioning and testing programme, responsibilities and criteria within their budget and main programme of works, allowing for the required time to complete all commissioning and testing activities prior to handover.
Credit 2 - 1 credit where;	
Requirement 5	The commissioning and testing schedule and responsibilities credit (credit 1) is achieved.
Requirement 6	For buildings with complex building services and systems, a specialist commissioning manager is appointed during the design stage (by either the client or the principal contractor) with responsibility for: Undertaking design reviews and giving advice on suitability for ease of commissioning. Providing commissioning management input to construction programming and during installation stages. Management of commissioning, performance testing and handover/post-handover stages. Where there are simple building services, this role can be carried out by an appropriate project team member (see criterion 3), provided they are not involved in the general installation works for the building services system(s).
Credit 3 - 1 credit where;	
Requirement 7	The commissioning and testing schedule and responsibilities credit is achieved.
One credit targeted	
Credit not targeted	



Requirement 8	The integrity of the building fabric, including continuity of insulation, avoidance of thermal bridging and air leakage paths is quality assured through completion of post construction testing and inspection. Dependent on building type or construction, this can be demonstrated through the completion of a thermographic survey as well as an airtightness test and inspection (see compliance notes CN6 and CN7. The survey and testing is undertaken by a Suitably Qualified Professional (see Relevant definitions) in accordance with the appropriate standard.	
Requirement 9	Any defects identified in the thermographic survey or the airtightness testing reports are rectified prior to building handover and close out. Any remedial work must meet the required performance characteristics for the building/element.	
Credit 4 – 1 credit where		
Requirement 10	A Building User Guide (BUG) is developed prior to handover for distribution to the building occupiers and premises managers (see Relevant definitions).	One credit targeted
Requirement 11	<p>A training schedule is prepared for building occupiers/premises managers, timed appropriately around handover and proposed occupation plans, which includes the following content as a minimum:</p> <p>The building's design intent</p> <p>The available aftercare provision and aftercare team main contact(s), including any scheduled seasonal commissioning and post occupancy evaluation</p> <p>Introduction to, and demonstration of, installed systems and key features, particularly building management systems, controls and their interfaces</p> <p>Introduction to the Building User Guide and other relevant building documentation, e.g. design data, technical guides,</p>	



	<p>maintenance strategy, operations and maintenance (O&M) manual, commissioning records, log book etc. Maintenance requirements, including any maintenance contracts and regimes in place.</p>	
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HEALTH & WELLBEING

Hea 01: Visual Comfort		
Targeted: 2 of 4		
Credit 1 – 1 credit where;		
Requirement 1	The potential for disabling glare has been designed out of all relevant building areas using a glare control strategy, either through building form and layout and/or building design measures.	One credit targeted
Requirement 2	<p>The glare control strategy avoids increasing lighting energy consumption, by ensuring that:</p> <p>a. The glare control system is designed to maximise daylight levels under all conditions while avoiding disabling glare in the workplace or other sensitive areas. The system should not inhibit daylight from entering the space under cloudy conditions, or when sunlight is not on the facade</p> <p>AND</p> <p>b. The use or location of shading does not conflict with the operation of lighting control systems.</p>	
Credit 2 - 1 credit where;		
Requirement 3	<p>Daylighting criteria have been met using either of the following options:</p> <p>The relevant building areas meet good practice daylight factor(s) and other criterion as outlined in Table - 10 and Table - 11.</p> <p>OR</p> <p>The relevant building areas meet good practice average and minimum point daylight illuminance criteria as outlined in Table - 12.</p>	Credit not targeted

Credit 3 - 1 credit where;		Credit not targeted
Requirement 4	95% of the floor area in relevant building areas is within 7m of a wall which has a window or permanent opening that provides an adequate view out.	
Requirement 5	The window/opening must be $\geq 20\%$ of the surrounding wall area (refer to Relevant definitions in the Additional information section). Where the room depth is greater than 7m, compliance is only possible where the percentage of window/opening is the same as, or greater than, the values in table 1.0 of BS 8206.	
Requirement 6	In addition, the building type criteria in Table - 13 are applicable to view out criteria.	
Credit 4 - 1 credit where;		One credit targeted
Requirement 7	Internal lighting All fluorescent and compact fluorescent lamps are fitted with high frequency ballasts.	
Requirement 8	Internal lighting in all relevant areas of the building is designed to provide an illuminance (lux) level appropriate to the tasks undertaken, accounting for building user concentration and comfort levels. This can be demonstrated through a lighting design strategy that provides illuminance levels in accordance with the SLL Code for Lighting 2012 and any other relevant industry standard.	
Requirement 9	For areas where computer screens are regularly used, the lighting design complies with CIBSE Lighting Guide 7 sections 3.3, 4.6, 4.7, 4.8 and 4.9. This gives recommendations highlighting: Limits to the luminance of the luminaires to avoid screen reflections. (Manufacturers' data for the luminaires should be sought to confirm this.)	



	<p>For uplighting, the recommendations refer to the luminance of the lit ceiling rather than the luminaire; a design team calculation is usually required to demonstrate this.</p> <p>Recommendations for direct lighting, ceiling illuminance, and average wall illuminance.</p>
<p>Requirement 10</p>	<p>External lighting</p> <p>All external lighting located within the construction zone is designed to provide illuminance levels that enable users to perform outdoor visual tasks efficiently and accurately, especially during the night. To demonstrate this, external lighting provided is specified in accordance with BS 5489-1:2013 Lighting of roads and public amenity areas and BS EN 12464-2:2014 Light and lighting - Lighting of work places - Part 2: Outdoor work places.</p>
<p>Requirement 11</p>	<p>Zoning and occupant control</p> <p>Internal lighting is zoned to allow for occupant control (see Relevant definitions) in accordance with the criteria below for relevant areas present within the building:</p> <p>In office areas, zones of no more than four workplaces</p> <p>Workstations adjacent to windows/atria and other building areas separately zoned and controlled</p> <p>Seminar and lecture rooms: zoned for presentation and audience areas</p> <p>Library spaces: separate zoning of stacks, reading and counter areas</p> <p>Teaching space or demonstration area</p> <p>Whiteboard or display screen</p> <p>Auditoria: zoning of seating areas, circulation space and lectern area</p>

	<p>Dining, restaurant, café areas: separate zoning of servery and seating/dining areas</p> <p>Retail: separate zoning of display and counter areas</p> <p>Bar areas: separate zoning of bar and seating areas</p> <p>Wards or bedded areas: zoned lighting control for individual bed spaces and control for staff over groups of bed spaces</p> <p>Treatment areas, dayrooms, waiting areas: zoning of seating and activity areas and circulation space with controls accessible to staff.</p>
Requirement 12	Areas used for teaching, seminar or lecture purposes have lighting controls provided in accordance with CIBSE Lighting Guide 5.
Requirement 13	In addition, meet the building type criteria in Table - 14 (where relevant).

Hea 02: Indoor Air Quality	
Targeted: 3 of 5	
Credit 1 – 1 credit where;	
Requirement 1	<p>An indoor air quality plan has been produced, with the objective of facilitating a process that leads to design, specification and installation decisions and actions that minimise indoor air pollution during occupation of the building. The indoor air quality plan must consider the following:</p> <ol style="list-style-type: none"> Removal of contaminant sources Dilution and control of contaminant sources Procedures for pre-occupancy flush out Third party testing and analysis Maintaining indoor air quality in-use
Credit 2 - 1 credit where;	
	One credit targeted

Requirement 2	<p>The building has been designed to minimise the concentration and recirculation of pollutants in the building as follows:</p> <p>Provide fresh air into the building in accordance with the criteria of the relevant standard for ventilation.</p>	One credit targeted
Requirement 3	<p>Design ventilation pathways to minimise the build-up of air pollutants in the building, as follows:</p> <p>In air conditioned and mixed mode buildings/spaces:</p> <p>The building's air intakes and exhausts are over 10m apart and intakes are over 20m from sources of external pollution. OR</p> <p>The location of the building's air intakes and exhausts, in relation to each other and external sources of pollution, is designed in accordance with BS EN 13779:2007 Annex A2.</p> <p>In naturally ventilated buildings/spaces: openable windows/ventilators are over 10m from sources of external pollution.</p>	
Requirement 4	<p>Where present, HVAC systems must incorporate suitable filtration to minimise external air pollution, as defined in BS EN 13779:2007 Annex A3.</p>	
Requirement 5	<p>Areas of the building subject to large and unpredictable or variable occupancy patterns have carbon dioxide (CO2) or air quality sensors specified and:</p> <p>In mechanically ventilated buildings/spaces: sensor(s) are linked to the mechanical ventilation system and provide demand-controlled ventilation to the space.</p> <p>In naturally ventilated buildings/spaces: sensors either have the ability to alert the building owner or manager when CO2 levels exceed the recommended set point, or are linked to controls</p>	

	with the ability to adjust the quantity of fresh air, i.e. automatic opening windows/roof vents.	
Credit 3 – 1 credit where;		
Requirement 6	All decorative paints and varnishes specified meet the criteria in Table - 18	One credit targeted
Requirement 7	At least five of the seven remaining product categories listed in Table - 18 meet the testing requirements and emission levels criteria for volatile organic compound (VOC) emissions (listed in the table).	
Credit 4 – 1 credit where;		
Requirement 8	The formaldehyde concentration level is measured post construction (but pre-occupancy) and is found to be less than or equal to 100µg/averaged over 30 minutes (WHO guidelines for indoor air quality: Selected pollutants, 2010).	Credit not targeted
Requirement 9	The total volatile organic compound (TVOC) concentration level is measured post construction (but pre-occupancy) and found to be less than 300µg/over 8 hours, in line with the building regulation requirements.	
Requirement 10	Where VOC and formaldehyde levels are found to exceed the limits defined in criteria 10 and 11, the project team confirms the measures that have, or will be taken, in accordance with the IAQ plan, to reduce the levels to within these limits.	
Requirement 11	The testing and measurement of the above pollutants are in accordance with the following standards where relevant:	
	<ul style="list-style-type: none"> a. BS ISO 16000-4: 2011 Diffusive sampling of formaldehyde in air b. BS ISO 16000-6: 2011 VOCs in air by active sampling c. BS EN ISO 16017-2: 2003 VOCs - Indoor, ambient and workplace air by passive sampling 	



	d. BS ISO 16000-3: 2011 formaldehyde and other carbonyls in air by pumped sampling.
Requirement 12	The measured concentration levels of formaldehyde ($\mu\text{g}/\text{m}^3$) and TVOC ($\mu\text{g}/\text{m}^3$) are reported, via the BREEAM Assessment Scoring and Reporting Tool.
Credit 5 – 1 credit where;	
Requirement 13	<p>The building ventilation strategy is designed to be flexible and adaptable to potential building occupant needs and climatic scenarios. This can be demonstrated as follows:</p> <p>Occupied spaces of the building are designed to be capable of providing fresh air entirely via a natural ventilation strategy. The following are methods deemed to satisfy this criterion dependent upon the complexity of the proposed system: Room depths are designed in accordance with CIBSE AM10 to ensure effectiveness of any natural ventilation system. The openable window area in each occupied space is equivalent to 5% of the gross internal floor area of that room/floor plate. OR The design demonstrates that the natural ventilation strategy provides adequate cross flow of air to maintain the required thermal comfort conditions and ventilation rates. This is demonstrated using ventilation design tool types recommended by CIBSE AM10.</p> <p>For a strategy that does not rely on openable windows, or which has occupied spaces with a plan depth greater than 15m, the design must demonstrate (in accordance with criterion 13i above) that the ventilation strategy can provide adequate cross flow of air to maintain the required thermal comfort conditions and ventilation rates.</p>
Credit not targeted	

Requirement 14	<p>The natural ventilation strategy is capable of providing at least two levels of user-control on the supply of fresh air to the occupied space (see compliance note CN6).</p> <p>Note: Any opening mechanisms must be easily accessible and provide adequate user-control over air flow rates to avoid draughts. Relevant industry standards for ventilation can be used to define 'adequate levels of fresh air' sufficient for occupancy and internal air pollution loads relevant to the building type.</p>
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Hea 04: Thermal comfort	
Targeted: 3 of 3	
Credit 1 - 1 credit where;	
Requirement 1	Thermal modelling has been carried out using software in accordance with CIBSE AM11 Building Energy and Environmental Modelling.
Requirement 2	The software used to carry out the simulation at the detailed design stage provides full dynamic thermal analysis. For smaller and more basic building designs with less complex heating or cooling systems, an alternative less complex means of analysis may be appropriate (such methodologies must still be in accordance with CIBSE AM11).
Requirement 3	<p>The modelling demonstrates that:</p> <p>For air conditioned buildings, summer and winter operative temperature ranges in occupied spaces are in accordance with the criteria set out in CIBSE Guide A Environmental design, Table 1.5; or other appropriate industry standard (where this sets a higher or more appropriate requirement/level for the building type). For naturally ventilated/free running buildings:</p>
One credit targeted	

	<p>Winter operative temperature ranges in occupied spaces are in accordance with the criteria set out in CIBSE Guide A Environmental design, Table 1.5; or other appropriate industry standard (where this sets a higher or more appropriate requirement/level for the building type). The building is designed to limit the risk of overheating, in accordance with the adaptive comfort methodology outlined in CIBSE TM52: The limits of thermal comfort: avoiding overheating in European buildings.</p>	
Requirement 4	For air conditioned buildings, the PMV (predicted mean vote) and PPD (predicted percentage of dissatisfied) indices based on the above modelling are reported via the BREEAM assessment scoring and reporting tool.	
Credit 2 - 1 credit where;		
Requirement 5	Criteria 1 to 4 are achieved.	One credit targeted
Requirement 6	The thermal modelling demonstrates that the relevant requirements set out in criteria 3 are achieved for a projected climate change environment (see Relevant definitions).	
Requirement 7	Where thermal comfort criteria are not met for the projected climate change environment, the project team demonstrates how the building has been adapted, or designed to be easily adapted in future using passive design solutions in order to subsequently meet the requirements under criterion 6.	
Requirement 8	For air conditioned buildings, the PMV and PPD indices based on the above modelling are reported via the BREEAM assessment scoring and reporting tool.	
Credit 3 – 1 credit where;		

Requirement 9	Criteria 1 to 4 are achieved.	One credit targeted
Requirement 10	The thermal modelling analysis (undertaken for compliance with criteria 1 to 4) has informed the temperature control strategy for the building and its users.	
Requirement 11	<p>The strategy for proposed heating/cooling system(s) demonstrates that it has addressed the following:</p> <ul style="list-style-type: none"> a. Zones within the building and how the building services could efficiently and appropriately heat or cool these areas. For example, consider the different requirements for the central core of a building compared with the external perimeter adjacent to the windows. b. The degree of occupant control required for these zones, based on discussions with the end user (or alternatively building type or use specific design guidance, case studies, feedback) considers: <ul style="list-style-type: none"> i. User knowledge of building services iii. Occupancy type, patterns and room functions (and therefore appropriate level of control required) iii. How the user is likely to operate or interact with the system(s), e.g. are they likely to open windows, access thermostatic radiator valves (TRV) on radiators, change air-conditioning settings etc., iv. The user expectations (this may differ in the summer and winter) and degree of individual control (i.e. obtaining the balance between occupant preferences, for example some occupants like fresh air and others dislike drafts). 	

	<p>c. How the proposed systems will interact with each other (where there is more than one system) and how this may affect the thermal comfort of the building occupants.</p> <p>d. The need or otherwise for an accessible building user actuated manual override for any automatic systems.</p>
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Hea 05: Acoustic Performance	
Targeted: 3 of 3	
Credit 1 - Up to 3 credits where;	
Requirement 2	<p>Up to two credits are available for Industrial, Retail, Prisons and 'Other' building types:</p> <p>Where the building meets the acoustic performance standards and testing requirements detailed in Table - 21 (see additional information) for all relevant functional areas.</p>
Requirement 3	<p>Up to one credit Where a suitably qualified acoustician (see relevant definitions) is appointed to define a bespoke set of performance requirements for all function areas in the building using the three acoustic principles defined in criterion 1, setting out the performance requirements for each and the testing regime required.</p>
Three credits targeted	

Hea 06: Safety and Security	
Targeted: 2 of 2	
Credit 1 - 1 credit where;	
Requirement 1	<p>Where external site areas form part of the assessed development the following apply:</p>
One credit targeted	

	Dedicated cycle paths provide direct access from the site entrance(s) to any cycle storage provided, without the need to deviate from the cycle path and, if relevant, connect to off-site cycle paths (or other appropriate safe route) where these run adjacent to the development's site boundary.
Requirement 2	Footpaths on-site provide direct access from the site entrance(s) to the building entrance(s) and connect to public footpaths off-site (where existing), providing practical and convenient access to local transport nodes and other off-site amenities (where existing).
Requirement 3	Where provided, drop-off areas are designed off/adjoining to the access road and provide direct access to pedestrian footpaths, therefore avoiding the need for the pedestrian to cross vehicle access routes.
Requirement 4	Dedicated pedestrian crossings are provided where pedestrian routes cross vehicle access routes, and appropriate traffic calming measures are in place to slow traffic down at these crossing points.
Requirement 5	For large developments with a high number of public users or visitors, pedestrian footpaths must be signposted to other local amenities and public transport nodes off-site (where existing).
Requirement 6	The lighting for access roads, pedestrian routes and cycle lanes is compliant with the external lighting criteria defined in Hea 01 Visual comfort, i.e. in accordance with BS 5489-1:2013 Lighting of roads and public amenity areas.
Requirement 7	Where vehicle delivery access and drop-off areas form part of the assessed development, the following apply: Delivery areas are not directly accessed through general parking areas and do not cross or share pedestrian and cyclist routes and



	other outside amenity areas accessible to building users and general public.
Requirement 8	There is a dedicated parking/waiting area for goods vehicles with appropriate separation from the manoeuvring area and staff and visitor car parking.
Requirement 9	Parking and turning areas are designed for simple manoeuvring according to the type of delivery vehicle likely to access the site, thus avoiding the need for repeated shunting.
Requirement 10	There is a dedicated space for the storage of refuse skips and pallets away from the delivery vehicle manoeuvring area and staff/visitor car parking (if appropriate given the building type/function).
Credit 2 - 1 credit where;	
Requirement 11	A suitably qualified security specialist (SQSS) conducts an evidence-based Security Needs Assessment (SNA) during or prior to Concept Design (RIBA Stage 2 or equivalent).
Requirement 12	The SQSS develops a set of recommendations or solutions during or prior to Concept Design (RIBA Stage 2 or equivalent). These recommendations or solutions aim to ensure that the design of buildings, public and private car parks and public or amenity space are planned, designed and specified to address the issues identified in the preceding SNA.
Requirement 13	The recommendations or solutions proposed by the SQSS are implemented (see CN9). Any deviation from those recommendations or solutions will need to be justified, documented and agreed in advance with a suitably qualified security specialist.
One credit targeted	

ENERGY

Ene 01: Reduction of energy use and carbon emissions	
Targeted: 0 of 12	
Credit 1 - Up to 12 credits where;	
Requirement 1	Calculate an Energy Performance Ratio for New Constructions (EPRNC). Compare the EPRNC achieved with the benchmarks in Table - 25 and award the corresponding number of BREEAM credits.
	Zero credits targeted

Ene 02: Energy Monitoring	
Targeted: 2 of 2	
Credit 1 - 1 credit where;	
Requirement 1	Energy metering systems are installed that enable at least 90% of the estimated annual energy consumption of each fuel to be assigned to the various end-use categories of energy consuming systems (see Methodology).
Requirement 2	The energy consuming systems in buildings with a total useful floor area greater than 1,000m ² are metered using an appropriate energy monitoring and management system.
Requirement 3	The systems in smaller buildings are metered either with an energy monitoring and management system or with separate accessible energy sub-meters with pulsed or other open protocol communication outputs, to enable future connection to an energy monitoring and management system (see Relevant definitions).
Requirement 4	The end energy consuming uses are identifiable to the building users, for example through labelling or data outputs.
Credit 2 - 1 credit where;	
One credit targeted	

Requirement 5	An accessible energy monitoring and management system or separate accessible energy sub-meters with pulsed or other open protocol communication outputs to enable future connection to an energy monitoring and management system are provided, covering a significant majority of the energy supply to tenanted areas or, in the case of single occupancy buildings, relevant function areas or departments within the building/unit.	One credit targeted
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Ene 03: External Lighting		
Targeted: 1 of 1		
Credit 1 - 1 credit where;		
Requirement 1	The building has been designed to operate without the need for external lighting (which includes on the building, signs and at entrances). OR alternatively, where the building does have external lighting, one credit can be awarded as follows:	One credit targeted
Requirement 2	The average initial luminous efficacy of the external light fittings within the construction zone is not less than 60 luminaire lumens per circuit Watt.	
Requirement 3	All external light fittings are automatically controlled for prevention of operation during daylight hours and presence detection in areas of intermittent pedestrian traffic.	

Ene 04: Low carbon design		
Targeted: 0 of 3		
Credit 1 - 1 credit where;		

Requirement 1	The first credit within issue Hea 04 Thermal comfort has been achieved to demonstrate the building design can deliver appropriate thermal comfort levels in occupied spaces.	Credit not targeted
Requirement 2	The project team carries out an analysis of the proposed building design/development to influence decisions made during Concept Design stage (RIBA Stage 2 or equivalent) and identify opportunities for the implementation of passive design solutions that reduce demands for energy consuming building services (see compliance note CN4).	
Requirement 3	The building uses passive design measures to reduce the total heating, cooling, mechanical ventilation and lighting loads and energy consumption in line with the findings of the passive design analysis and the analysis demonstrates a meaningful reduction in the total energy demand as a result (see compliance note CN16).	
Credit 2 – 1 credit where;		
Requirement 4	The passive design analysis credit (credit 1) is achieved.	Credit not targeted
Requirement 5	The passive design analysis carried out under criterion 2 includes an analysis of free cooling and identifies opportunities for the implementation of free cooling solutions.	
Requirement 6	The building uses ANY of the free cooling strategies listed in compliance note CN5 to reduce the cooling energy demand, i.e. it does not use active cooling.	
Credit 3 – 1 credit where;		
Requirement 7	A feasibility study has been carried out by the completion of the Concept Design stage (RIBA Stage 2 or equivalent) by an energy specialist (see Relevant definitions) to establish the most appropriate recognised local (on-site or near-site) low or zero carbon (LZC) energy source(s) for the building/development (see compliance note CN7).	Credit not targeted



Requirement 8	A local LZC technology/technologies has/have been specified for the building/development in line with the recommendations of this feasibility study and this method of supply results in a meaningful reduction in regulated carbon dioxide (CO2) emissions (see compliance note CN16).	
Ene 08 Energy Efficient Equipment		
Targeted: 0 of 2		
Credit 1 – 2 credits where;		
Requirement 1	Identify the building's unregulated energy consuming loads and estimate their contribution to the total annual unregulated energy consumption of the building, assuming a typical/standard specification.	Credits not targeted
Requirement 2	Identify the systems and/or processes that use a significant proportion of the total annual unregulated energy consumption of the development and its operation.	
Requirement 3	Demonstrate a meaningful reduction in the total annual unregulated energy consumption of the building. See Table - 28 Table - 28 contains solutions deemed to satisfy compliance for common examples of significant contributors to unregulated energy consumption, for a number of different building types/functions.	

TRANSPORT

Tra 01: Public Transport Accessibility		Three credits targeted
Targeted: 3 of 5		
Credit 1 - Up to 5 credits where;		
Requirement 1	<p>Up to 5 credits - Accessibility Index</p> <p>The public transport Accessibility Index (AI) for the assessed building is calculated and BREEAM credits awarded in accordance with the table of building types, AI benchmarks and BREEAM credits in Table - 29 (see checklists and tables).</p>	
Requirement 2	<p>The Accessibility Index is determined by entering the following information in to the BREEAM Tra 01 calculator:</p> <p>The distance (m) from the main building entrance to each compliant public transport node</p> <p>The public transport type(s) serving the compliant node e.g. bus or rail</p> <p>The average number of services stopping per hour at each compliant node during the operating hours of the building for a typical day (see compliance notes and Table - 30 in the Additional Information section).</p> <p>OR</p> <p>One credit - Dedicated bus service</p> <p>For buildings with a fixed shift pattern, i.e. where building users will predominantly arrive/depart at set times, one credit can be awarded where the building occupier provides, or commits to providing a dedicated bus service to and from the building at the beginning and end of each shift/day.</p>	
Requirement 3		



	This credit is only available in cases where a development is unable to achieve any of the available credits using the Accessibility Index criteria (i.e. its location has a low public transport Accessibility Index).
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Tra 02: Proximity to amenities	
Targeted: 1 of 1	
Credit 1 - 1 credit where;	
Requirement 1	Where the building is located within close proximity of, and accessible to, local amenities which are likely to be frequently required and used by building occupants, as outlined in Table - 31
Requirement 2	Where a building type is indicated to have core amenities (Labelled as C in Table - 31) at least two of these must be provided as a part of the total number required. The remaining number of amenities required can be met using any other applicable amenities (including any remaining core amenities).
	One credit targeted

Tra 03: Cyclist facilities	
Targeted: 0 of 2	
Credit 1 - 1 credit where;	
Requirement 1	Compliant cycle storage spaces that meet the minimum levels set out in Table - 32 (see checklists and tables) are installed.
	Credit not targeted
Credit 2 - 1 credit where;	
Requirement 2	Criterion 1 has been achieved.
	Credit not targeted
Requirement 3	At least two of the following types of compliant cyclist facilities have been provided for all staff and pupils (where appropriate)

	(see relevant definitions for the scope of each compliant cyclist facilities: Showers Changing facilities Lockers Drying spaces
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Tra 05: Travel Plan	
Targeted: 1 of 1	
Credit 1 - 1 credit where;	
Requirement 1	A travel plan has been developed as part of the feasibility and design stages.
Requirement 2	A site specific travel assessment/statement has been undertaken to ensure the travel plan is structured to meet the needs of the particular site and covers the following (as a minimum): Where relevant, existing travel patterns and opinions of existing building or site users towards cycling and walking so that constraints and opportunities can be identified. Travel patterns and transport impact of future building users. Current local environment for walkers and cyclists (accounting for visitors who may be accompanied by young children) Disabled access (accounting for varying levels of disability and visual impairment) Public transport links serving the site Current facilities for cyclists.
Requirement 3	The travel plan includes a package of measures to encourage the use of sustainable modes of transport and movement of people and goods during the buildings operation and use.
One credit targeted	

Requirement 4	If the occupier is known, they must be involved in the development of the travel plan and they must confirm that the travel plan will be implemented post construction and be supported by the buildings management in operation.	
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WATER

Wat 01: Water Consumption		
Targeted: 3 of 5		
Credit 1 - Up to 5 credits where;		Three credits targeted
Requirement 1	An assessment of the efficiency of the building's domestic water-consuming components is undertaken using the BREEAM Wat 01 calculator.	
Requirement 2	The water consumption (L/person/day) for the assessed building is compared against a baseline performance and BREEAM credits awarded based upon Table - 35.	
Requirement 3	The efficiency of the following 'domestic scale' water-consuming components must be included in the assessment (where specified): WCs Urinals Taps (wash hand basins and where specified kitchen taps and waste disposal unit) Showers Baths Dishwashers (domestic and commercial sized) Washing machines (domestic and commercial or industrial sized). The BREEAM Wat 01 calculator defines the building types and activity areas for which the above components must be assessed.	
Requirement 4	Where a greywater and/or rainwater system is specified, its yield (L/person/day) is used to off-set non potable water demand from components that would otherwise be supplied using potable water.	

Requirement 5	Any greywater systems must be specified and installed in compliance with BS 8525-1:2010 Greywater Systems - Part 1 Code of Practice. Any rainwater systems must be specified and installed in compliance with BS 8515:2009+A1:2013 Rainwater Harvesting Systems - Code of practice.
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Wat 02: Water Monitoring	
Targeted: 1 of 1	
Credit 1 - 1 credit where;	
Requirement 1	The specification of a water meter on the mains water supply to each building; this includes instances where water is supplied via a borehole or other private source.
Requirement 2	Water-consuming plant or building areas, consuming 10% or more of the building's total water demand, are either fitted with easily accessible sub-meters or have water monitoring equipment integral to the plant or area (see Compliance notes).
Requirement 3	Each meter (main and sub) has a pulsed or other open protocol communication output to enable connection to an appropriate utility monitoring and management system, e.g. a building management system (BMS), for the monitoring of water consumption (see Relevant definitions).
Requirement 4	If the site on which the building is located has an existing BMS, managed by the same occupier/owner (as the new building), the pulsed/digital water meter(s) for the new building must be connected to the existing BMS.
One credit targeted	

Wat 03: Leak Detection	
Targeted: 2 of 2	
Credit 1 - 1 credit where;	

Requirement 1	<p>A leak detection system which is capable of detecting a major water leak on the mains water supply within the building and between the building and the utilities water meter is installed. The leak detection system must be:</p> <p>A permanent automated water leak detection system that alerts the building occupants to the leak OR an in-built automated diagnostic procedure for detecting leaks is installed.</p> <p>Activated when the flow of water passing through the water meter/data logger is at a flow rate above a pre-set maximum for a pre-set period of time.</p> <p>Able to identify different flow and therefore leakage rates, e.g. continuous, high and/or low level, over set time periods.</p> <p>Programmable to suit the owner/occupiers' water consumption criteria.</p> <p>Where applicable, designed to avoid false alarms caused by normal operation of large water-consuming plant such as chillers.</p>	One credit targeted
Credit 2 - 1 credit where;		
Requirement 2	Flow control devices that regulate the supply of water to each WC area/facility according to demand are installed (and therefore minimise water leaks and wastage from sanitary fittings).	One credit targeted
Wat 04: Water efficient equipment		
Targeted: 1 of 1		
Credit 1 - 1 credit where;		
Requirement 1	The design team has identified all unregulated water demands that could be realistically mitigated or reduced.	One credit targeted
Requirement 2	System(s) or processes have been identified to reduce the unregulated water demand and demonstrate, through either	

good practice design or specification, a meaningful reduction in the total water demand of the building.



MATERIALS

Mat 01: Life Cycle Impacts		Two credits targeted
Targeted: 2 of 6		
Credit 1 - Up to 6 credits where;		
Requirement 1	BREEAM awards credits on the basis of the building's quantified environmental life cycle impact through assessment of the main building elements, as set out in Table - 38:	
Requirement 2	Credits are awarded on the basis of the total number of points achieved, as set out in Table - 39 below, and calculated using the BREEAM Mat 01 calculator. This points score is based on the Green Guide rating(s) achieved for the specifications that make up the main building elements (as in Table - 38). Note: Where an independently verified third party Environmental Product Declaration (EPD), covering part of or the whole life cycle, is available for a material or product that forms part of an assessed building element, this can be used to increase the contribution of that element to the building's Mat 01 performance. (Refer to Calculation procedure where a specific Environmental Product Declaration (EPD) is available for a material in the Methodology section for more details.)	
Requirement 3	Life cycle greenhouse gas emissions (kgCO2 eq.) for each element are also required to be reported based on a 60-year building life. Where specific data is not available for a product or element, generic data should be used. Generic data can be obtained from the online Green Guide for each element and must be entered in to the BREEAM Mat 01 calculator.	
Mat 02: Hard Landscaping and Boundary Protection		

Targeted: 1 of 1	
Credit 1 - 1 credit where;	
Requirement 1	Where at least 80% of all external hard landscaping and 80% of all boundary protection (by area) in the construction zone achieves an A or A+ rating, as defined in the Green Guide to Specification. Green Guide ratings for the specification(s) of each element can be found at www.thegreenguide.org.uk
	One credit targeted
Mat 03: Responsible Sourcing of Materials	
Targeted: 2 of 4	
Pre-requisite	
Requirement 1	All timber and timber based products used on the project is 'legally harvested and traded timber' (see Relevant definitions). Note: It is a minimum requirement for achieving a BREEAM rating (for any rating level) that compliance with criterion 1 is confirmed. For other materials there are no pre-requisite requirements at this stage.
	Pre-requisite assumed
Credit 1 - 1 credit where;	
Requirement 2	The principal contractor sources materials for the project in accordance with a documented sustainable procurement plan (see the Relevant definitions in the Additional information section).
	One credit targeted
Credit 2 – Up to 3 credits where;	
Requirement 3	The available RSM credits (refer to Table - 43) can be awarded where the applicable building materials (refer to Table - 44) are responsibly sourced in accordance with the BREEAM
	One credit targeted

	methodology, as defined in steps 1 to 2 in the Methodology section.
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Mat 04: Insulation	
Targeted: 1 of 1	
Credit 1 - 1 credit where;	
Requirement 1	Any new insulation specified for use within the following building elements must be assessed: External walls Ground floor Roof Building services
Requirement 2	The Insulation index for the building fabric and services insulation is the same as or greater than 2.5. See Mat 04 Insulation section for a description of calculating the Insulation index.
	One credit targeted

Mat 05: Designing for durability and resilience	
Targeted: 1 of 1	
Credit 1 - 1 credit where;	
Requirement 1	Protecting vulnerable parts of the building from damage. The building incorporates suitable durability and protection measures or designed features/solutions to prevent damage to vulnerable parts of the internal and external building and landscaping elements. This must include, but is not necessarily limited to:
	One credit targeted

	<p>Protection from the effects of high pedestrian traffic in main entrances, public areas and thoroughfares (corridors, lifts, stairs, doors etc.).</p> <p>Protection against any internal vehicular/trolley movement within 1m of the internal building fabric in storage, delivery, corridor and kitchen areas.</p> <p>Protection against, or prevention from, any potential vehicular collision where vehicular parking and manoeuvring occurs within 1m of the external building façade for all car parking areas and within 2m for all delivery areas.</p>	
Requirement 2	<p>Protecting exposed parts of the building from material degradation</p> <p>The relevant building elements incorporate appropriate design and specification measures to limit material degradation due to environmental factors. (See Methodology for the process to assess this criterion).</p> <p>See Table - 47 in the Checklists and tables section for a list of applicable elements, environmental factors and material degradation effects to consider.</p>	

Mat 06: Material efficiency		
Targeted: 0 of 1		
Credit 1 - 1 credit where;		
Requirement 1	<p>Opportunities have been identified, and appropriate measures investigated and implemented, to optimise the use of materials in building design, procurement, construction, maintenance and end of life</p>	Credit not targeted

<p>Requirement 2</p>	<p>The above is carried out by the design/construction team in consultation with the relevant parties (see CN3) at each of the following RIBA stages:</p> <ul style="list-style-type: none"> Preparation and Brief Concept Design Developed Design Technical Design Construction. 	
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WASTE

Wst 01: Construction Waste Management	
Targeted: 2 of 4	
Credit 1 - Up to 3 credits where;	
Requirement 1	Up to three credits Where a Resource Management Plan (RMP) has been developed covering the non-hazardous waste related to on-site construction and dedicated off-site manufacture or fabrication (including demolition and excavation waste) generated by the building's design and construction (see CN3).
Requirement 2	Where construction waste related to on-site construction and dedicated off-site manufacture/fabrication (excluding demolition and excavation waste) meets or is lower than that shown in Table - 48:
Requirement 3	Where existing buildings on the site will be demolished a pre-demolition audit of any existing buildings, structures or hard surfaces is completed to determine if, in the case of demolition, refurbishment/reuse is feasible and, if not, to maximise the recovery of material from demolition for subsequent high grade/value applications. The audit must be referenced in the RMP and cover: Identification of the key refurbishment/demolition materials. Potential applications and any related issues for the reuse and recycling of the key refurbishment and demolition materials in accordance with the waste hierarchy.
Credit 2 - 1 credit where;	
One credit targeted	

Requirement 4	The following percentages of non-hazardous construction (on-site and off-site manufacture/fabrication in a dedicated facility), demolition and excavation waste (where applicable) generated by the project have been diverted from landfill as shown in Table - 49.	One credit targeted
Requirement 5	Waste materials will be sorted into separate key waste groups as per Table - 50 (according to the waste streams generated by the scope of the works) either on-site or through a licensed contractor for recovery.	

Wst 02: Recycled Aggregates

Targeted: 0 of 1

Credit 1 - 1 credit where;

Requirement 1	The percentage of high-grade aggregate that is recycled and/or secondary aggregate, specified in each application (present) must meet the following minimum % levels (by weight or volume) to contribute to the total amount of recycled and/or secondary aggregate, as specified in table -48.	Credit not targeted
Requirement 2	The total amount of recycled or secondary aggregate specified, and meeting criterion 1, is greater than 25% (by weight or volume) of the total high grade aggregate specified for the development. Where the minimum level in criterion 1 is not met for an application, all the aggregate in that application must be considered as primary aggregate when calculating the total high grade aggregate specified.	
Requirement 3	The recycled and/or secondary aggregates are EITHER: Construction, demolition and excavation waste obtained on-site or off-site OR	

	Secondary aggregates obtained from a non-construction post-consumer industrial by product source (see Relevant definitions section).	
Wst 03: Operational Waste		
Targeted: 1 of 1		
Credit 1 - 1 credit where;		
Requirement 1	<p>Dedicated space(s) is provided for the segregation and storage of operational recyclable waste volumes generated by the assessed building/unit, its occupant(s) and activities. This space must be:</p> <p>Clearly labelled, to assist with segregation, storage and collection of the recyclable waste streams</p> <p>Accessible to building occupants or facilities operators for the deposit of materials and collections by waste management contractors</p> <p>Of a capacity appropriate to the building type, size, number of units (if relevant) and predicted volumes of waste that will arise from daily/weekly operational activities and occupancy rates.</p>	One credit targeted
Requirement 2	<p>Where the consistent generation in volume of the appropriate operational waste streams is likely to exist, e.g. large amounts of packaging or compostable waste generated by the building's use and operation, the following facilities are provided:</p> <p>Static waste compactor(s) or baler(s); situated in a service area or dedicated waste management space.</p> <p>Vessel(s) for composting suitable organic waste resulting from the building's daily operation and use; OR adequate space(s) for storing segregated food waste and compostable organic material prior to collection and delivery to an alternative composting facility.</p>	

	Where organic waste is to be stored/composted on-site, a water outlet is provided adjacent to or within the facility for cleaning and hygiene purposes.
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Wst 05: Adaptation to climate change	
Targeted: 0 of 1	
Credit 1 - 1 credit where;	
Requirement 1	<p>Credit not targeted</p> <p>Conduct a climate change adaptation strategy appraisal for structural and fabric resilience by the end of Concept Design (RIBA Stage 2 or equivalent), in accordance with the following approach:</p> <p>Carry out a systematic (structural and fabric resilience specific) risk assessment to identify and evaluate the impact on the building over its projected life cycle from expected extreme weather conditions arising from climate change and, where feasible, mitigate against these impacts. The assessment should cover the following stages:</p> <ul style="list-style-type: none"> Hazard identification Hazard assessment Risk estimation Risk evaluation Risk management

Wst 06: Functional adaptability	
Targeted: 1 of 1	
Credit 1 - 1 credit where;	
Requirement 1	<p>One credit targeted</p> <p>A building-specific functional adaptation strategy study has been undertaken by the client and design team by Concept Design</p>

	(RIBA Stage 2 or equivalent), which includes recommendations for measures to be incorporated to facilitate future adaptation.	
Requirement 2	Functional adaptation measures have been implemented (RIBA Stage 4 or equivalent) in accordance with the functional adaptation strategy recommendations, where practical and cost effective. Omissions have been justified in writing to the assessor.	

LAND USE & ECOLOGY

LE 01: Site Selection	
Targeted: 1 of 2	
Credit 1 - 1 credit where;	
Requirement 1	At least 75% of the proposed development's footprint is on an area of land which has previously been occupied by industrial, commercial or domestic buildings or fixed surface infrastructure.
Credit 2 – 1 credit where;	
Requirement 2	A contaminated land specialist's site investigation, risk assessment and appraisal has deemed land within the site to be affected by contamination. The site investigation, risk assessment and appraisal have identified: The degree of contamination The contaminant sources/types The options for remediating sources of contamination which present an unacceptable risk
Requirement 3	The client or principal contractor confirms that remediation of the site will be carried out in accordance with the remediation strategy and its implementation plan as recommended by the contaminated land specialist.
	Credit not targeted

LE 02: Ecological Value of Site and Protection of Ecological Features	
Targeted: 2 of 2	
Credit 1 - 1 credit where;	
Requirement 1	Land within the construction zone is defined as 'land of low ecological value' using either:
	One credit targeted

	<p>The BREEAM checklist for defining land of low ecological value (see Table -52); OR</p> <p>A Suitably Qualified Ecologist (SQE) who has identified the land as being of 'low ecological value' within an ecological assessment report, based on a site survey.</p>	
Credit 2 - 1 credit where;		
Requirement 2	All existing features of ecological value within and surrounding the construction zone and site boundary area are adequately protected from damage during clearance, site preparation and construction activities in line with BS42020: 2013.	One credit targeted
Requirement 3	In all cases, the principal contractor is required to construct ecological protection recommended by the SQE, prior to any preliminary site construction or preparation works (e.g. clearing of the site or erection of temporary site facilities).	

LE 03: Minimising impact on existing site ecology		
Targeted: 2 of 2		
Credit 1 - Up to 2 credits where;		
Requirement 1	<p>Two credits</p> <p>The change in ecological value of the site is equal to or greater than zero plant species, i.e. no negative change, using the methods outlined in either (a) or (b) below:</p> <p>Determine the following information and input this data in to the BREEAM LE 03/LE 04 calculator:</p>	Two credits targeted

	<p>The broad habitat type(s) that define the landscape of the assessed site in its existing pre-developed state and proposed state (see Table - 53). Area (m2) of the existing and proposed broad habitat types. OR</p> <p>Where a Suitably Qualified Ecologist (SQE) has been appointed and, based on their site survey, they confirm the following and either the assessor or ecologist inputs this data in to the BREEAM LE 03/LE 04 calculator:</p> <p>The broad habitat types that define the landscape of the assessed site in its existing pre-developed state and proposed state. Area (m2) of the existing and proposed broad habitat plot types. Average total taxon (plant species) richness within each habitat type. OR</p>	
Requirement 2	<p>One credit</p> <p>Where the change in ecological value of the site is less than zero but equal to or greater than minus nine plant species i.e. a minimal change, use the methods outlined in either 1(a) or (b) above.</p>	

LE 04: Enhancing site ecology		
Targeted: 2 of 2		
Credit 1 - 1 credit where;		
Requirement 1	A suitably qualified ecologist (SQE) has been appointed by the client or their project representative by the end of the	One credit targeted

	Preparation and Brief stage (RIBA Stage 1 or equivalent) to advise on enhancing the ecology of the site at an early stage.	
Requirement 2	The SQE has provided an Ecology Report with appropriate recommendations for the enhancement of the site's ecology at Concept Design stage (RIBA Stage 2 or equivalent). The report is based on a site visit/survey by the SQE (see also CN4).	
Requirement 3	The early stage advice and recommendations of the Ecology Report for the enhancement of site ecology have been, or will be, implemented in the final design and build.	
Credit 2 - 1 credit where;		
Requirement 4	The criteria of the first credit are met.	One credit targeted
Requirement 5	The recommendations of the Ecology Report for the enhancement of site ecology have been implemented in the final design and build, and the SQE confirms that this will result in an increase in ecological value of the site, with an increase of six plant species or greater (refer also to Compliance note CN8 for alternative means of compliance).	
Requirement 6	The increase in plant species has been calculated using the BREEAM LE 03/LE 04 calculator, using actual plant species numbers.	

LE 05: Long Term Impact on Biodiversity

Targeted: 2 of 2

Credit 1 - Up to 2 credits where;

Requirement 1	Where a Suitably Qualified Ecologist (SQE) is appointed prior to commencement of activities on-site and they confirm that all relevant UK and EU legislation relating to the protection and	Two credits targeted
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	enhancement of ecology has been complied with during the design and construction process.	
Requirement 2	Where a landscape and habitat management plan, appropriate to the site, is produced covering at least the first five years after project completion in accordance with BS 42020:2013 Section 11.1. This is to be handed over to the building owner/occupants for use by the grounds maintenance staff.	
Requirement 3	<p>Where additional measures to improve the assessed site's long term biodiversity are adopted, according to Table - 55.</p> <ul style="list-style-type: none"> • One credit where at least 2 additional measures are adopted • Two credits where at least 4 additional measures are adopted <p>Where the Suitably Qualified Ecologist (SQE) confirms that some of the additional measures listed in Table - 55 are not applicable to the assessed development, the credits can be awarded in accordance with the table in the Tracker Plus Additional Guidance document.</p>	



POLLUTION

Pol 01: Impact of Refrigerants		One credit targeted under requirement 5
Targeted: 1 of 3		
Credit 1 - Up to 3 credits where;		
Requirement 1	<p>Three credits - No refrigerant use</p> <p>Where the building does not require the use of refrigerants within its installed plant/systems.</p> <p>OR alternatively, where the building does require the use of refrigerants, the three credits can be awarded through compliance with requirements 2 to 7.</p>	
Requirement 2	<p>Pre-requisite</p> <p>All systems (with electric compressors) must comply with the requirements of BS EN 378:2008 (parts 2 and 3) and where refrigeration systems containing ammonia are installed, the Institute of Refrigeration Ammonia Refrigeration Systems Code of Practice.</p>	
Requirement 3	<p>Impact of refrigerant:</p> <p>2 credits:</p> <p>Where the systems using refrigerants have Direct Effect Life Cycle CO2 equivalent emissions (DELCO2e) of ≤ 100 kgCO2e/kW cooling/heating capacity. To calculate the DELCO2e please refer to the Relevant definitions in the Additional information section and the Methodology section.</p> <p>OR</p>	



Requirement 4	Where air-conditioning or refrigeration systems are installed the refrigerants used have a Global Warming Potential (GWP) ≤ 10.
	OR
Requirement 5	Where the systems using refrigerants have Direct Effect Life Cycle CO2 equivalent emissions (DELCO2e) of ≤ 1000 kgCO2e/kW cooling/heating capacity.

Pol 02: NOx emissions	
Targeted: 3 of 3	
Credit 1 - Up to 3 credits where;	
Requirement 1	Where the plant installed to meet the building's delivered heating and hot water demand has, under normal operating conditions, a NOx emission level (measured on a dry basis at 0% excess O2) as follows: <ul style="list-style-type: none"> • 1 Credit: ≤ 100 mg/kWh • Credits: ≤ 70 mg/kWh • 3 Credits: ≤ 40 mg/kWh
Requirement 2	Report via the BREEAM scoring and reporting tool the direct and indirect NOx emissions in mg/kWh and energy consumption in kWh/m2/yr arising from systems installed to meet the building's space heating, cooling and hot water demands.
Three credits targeted	

Pol 03: Surface Water Run Off	
Targeted: 4 of 5	
Credit 1 - Up to 2 credits where;	

Requirement 1	<p>Two credits - Low flood risk</p> <p>Where a site-specific flood risk assessment (FRA) confirms the development is situated in a flood zone that is defined as having a low annual probability of flooding (in accordance with current best practice national planning guidance). The FRA must take all current and future sources of flooding into consideration (see CN5).</p>	Two credits targeted
Requirement 2	<p>One credit - Medium / High flood risk</p> <p>Where a site-specific FRA confirms the development is situated in a flood zone that is defined as having a medium or high annual probability of flooding and is not in a functional floodplain (in accordance with current best practice national planning guidance). The FRA must take all current and future sources of flooding into consideration (see CN5).</p> <p>AND</p>	
Requirement 3	<p>To increase the resilience and resistance of the development to flooding, one of the following must be achieved:</p> <p>The ground level of the building and access to both the building and the site, are designed (or zoned) so they are at least 600mm above the design flood level of the flood zone in which the assessed development is located (see CN8); OR</p> <p>The final design of the building and the wider site reflects the recommendations made by an appropriate consultant in accordance with the hierarchy approach outlined in section 5 of BS 8533:2011.</p>	
Credit 2 - Up to 2 credits where;		

Requirement 4	<p>Pre-requisite</p> <p>An Appropriate Consultant is appointed to carry out, demonstrate and/or confirm the development's compliance with the following criteria:</p>	Pre-requisite assumed
Requirement 5	<p>One credit</p> <p>Where drainage measures are specified to ensure that the peak rate of run-off from the site to the watercourses (natural or municipal) is no greater for the developed site than it was for the pre-development site. This should comply at the 1-year and 100-year return period events.</p>	One credit targeted
Requirement 6	<p>Relevant maintenance agreements for the ownership, long term operation and maintenance of all specified SuDS are in place.</p>	
Requirement 7	<p>Calculations include an allowance for climate change; this should be made in accordance with current best practice planning guidance (see definitions).</p>	
Requirement 8	<p>One credit</p> <p>Where flooding of property will not occur in the event of local drainage system failure (caused either by extreme rainfall or a lack of maintenance); AND</p> <p>EITHER</p>	One credit targeted
Requirement 9	<p>Drainage design measures are specified to ensure that the post development run-off volume, over the development lifetime, is no greater than it would have been prior to the assessed site's development for the 100-year 6-hour event, including an allowance for climate change (see criterion 14).</p>	



Requirement 10	Any additional predicted volume of run-off for this event is prevented from leaving the site by using infiltration or other Sustainable Drainage System (SuDS) techniques.
Requirement 11	<p>OR (only where criteria 9 and 10 for this credit cannot be achieved):</p> <p>Justification from the Appropriate Consultant indicating why the above criteria cannot be achieved, i.e. where infiltration or other SuDS techniques are not technically viable options.</p>
Requirement 12	<p>Drainage design measures are specified to ensure that the post development peak rate of run-off is reduced to the limiting discharge. The limiting discharge is defined as the highest flow rate from the following options:</p> <p>The pre-development 1-year peak flow rate; OR The mean annual flow rate Q_{bar}; OR 2L/s/ha.</p> <p>Note that for the 1-year peak flow rate the 1-year return period event criterion applies (as described in the peak run-off criteria above).</p>
Requirement 13	Relevant maintenance agreements for the ownership, long term operation and maintenance of all specified SuDS are in place.
Requirement 14	For either option, above calculations must include an allowance for climate change; this should be made in accordance with current best practice planning guidance.
Credit 3 - 1 credit where;	
Requirement 15	There is no discharge from the developed site for rainfall up to 5mm (confirmed by the Appropriate Consultant).
	Credit not targeted



Requirement 16	In areas with a low risk source of watercourse pollution, an appropriate level of pollution prevention treatment is provided, using appropriate SuDS techniques.
Requirement 17	Where there is a high risk of contamination or spillage of substances such as petrol and oil (see Compliance notes for a list of areas), separators (or an equivalent system) are installed in surface water drainage systems.
Requirement 18	Where the building has chemical/liquid gas storage areas, a means of containment is fitted to the site drainage system (i.e. shut-off valves) to prevent the escape of chemicals to natural watercourses (in the event of a spillage or bunding failure).
Requirement 19	All water pollution prevention systems have been designed and installed in accordance with the recommendations of documents such as Pollution Prevention Guideline 3 (PPG 3) and/or where applicable the SUDS manual. For areas where vehicle washing will be taking place, pollution prevention systems must be in accordance with Pollution Prevention Guidelines 13.
Requirement 20	A comprehensive and up-to date drainage plan of the site will be made available for the building/site occupiers.
Requirement 21	Relevant maintenance agreements for the ownership, long term operation and maintenance of all specified SuDS must be in place.
Requirement 22	Where present, all external storage and delivery areas designed and detailed in accordance with the current best practice planning guidance (see Other information for further information).

Pol 04: Reduction of Night Time Light Pollution
Targeted: 1 of 1

Credit 1 - 1 credit where;		One credit targeted
Requirement 1	Where external lighting pollution has been eliminated through effective design that removes the need for external lighting without adversely affecting the safety and security of the site and its users. OR alternatively, where the building has no external lighting, one credit may be awarded as follows:	
Requirement 2	The external lighting strategy has been designed in compliance with Table 2 (and its accompanying notes) of the ILP Guidance notes for the reduction of obtrusive light, 2011. This can be demonstrated via completion of the checklists in Annexes B and C of the guidance note by a relevant member of the design team.	
Requirement 3	All external lighting (except for safety and security lighting) can be automatically switched off between 23:00 and 07:00.	
Requirement 4	If safety or security lighting is provided and will be used between 23:00 and 07:00, this part of the lighting system complies with the lower levels of lighting recommended during these hours in Table 2 of the ILP's Guidance notes.	
Requirement 5	Illuminated advertisements, where specified, must be designed in compliance with ILE Technical Report 5 – The Brightness of Illuminated Advertisements.	

Pol 05: Noise Attenuation		
Targeted: 1 of 1		
Credit 1 - 1 credit where;		
Requirement 1	Where there are, or will be, no noise-sensitive areas or buildings within 800m radius of the assessed development.	One credit targeted



Requirement 2	<p>OR alternatively, where the building does have noise-sensitive areas or buildings within 800m radius of the development, one credit can be awarded as follows:</p> <p>Where a noise impact assessment in compliance with BS 7445 has been carried out and the following noise levels measured/determined:</p> <p>Existing background noise levels at the nearest or most exposed noise-sensitive development to the proposed development or at a location where background conditions can be argued to be similar.</p> <p>The rating noise level resulting from the new noise source (see CN4).</p>
Requirement 3	<p>The noise impact assessment must be carried out by a suitably qualified acoustic consultant holding a recognised acoustic qualification and membership of an appropriate professional body (see Relevant definitions in the Additional information section).</p>
Requirement 4	<p>The noise level from the proposed site/building, as measured in the locality of the nearest or most exposed noise-sensitive development, is a difference no greater than +5dB during the day (07:00 to 23:00) and +3dB at night (23:00 to 07:00) compared to the background noise level.</p>
Requirement 5	<p>Where the noise source(s) from the proposed site/building is greater than the levels described in criterion 4, measures have been installed to attenuate the noise at its source to a level where it will comply with criterion 4.</p>

INNOVATION

Man 03: Responsible construction practices	
Targeted: 0 of 1	
Credit 1 - 1 credit where;	
Requirement 17	With reference to the considerate construction criterion 7, in addition to meeting the criteria for two credits, the contractor achieves compliance with the criteria of the compliant scheme to an exemplary level of practice.
	Credit not targeted

Hea 01: Visual Comfort	
Targeted: 0 of 1	
Credit 1 - 1 credit where;	
Requirement 14	Daylighting criteria have been met using either of the following options: Relevant building areas meet exemplary daylight factor(s) and the relevant criteria in Table - 15. OR Relevant building areas meet exemplary average and minimum point daylight illuminance criteria in Table - 16.
	Credit not targeted

Ene 01: Reduction of energy use and carbon emissions	
Targeted: 0 of 5	
Credit 1 - Up to 5 credits where;	

Requirement 2	Up to four credits - Zero regulated carbon The building achieves an EPRNC \geq 0.9 and zero net regulated CO2 emissions (see Relevant definitions).	Credit not targeted
Requirement 3	An equivalent percentage of the buildings modelled 'regulated' operational energy consumption, as stipulated in Table - 26, is generated by carbon neutral on-site or near-site sources and used to meet energy demand from 'unregulated' building systems or processes.	
Requirement 4	Five credits - Carbon negative The building is 'carbon negative' in terms of its total modelled operational energy consumption, including regulated and unregulated energy (see Relevant definitions in the Additional information section of this issue).	

Wat 01: Water Consumption		
Targeted: 0 of 1		
Credit 1 - 1 credit where;		
Requirement 1	An assessment of the efficiency of the building's domestic water-consuming components is undertaken using the BREEAM Wat 01 calculator.	Credit not targeted
Requirement 2	The water consumption (L/person/day) for the assessed building is compared against a baseline performance and BREEAM credits awarded based upon Table - 35.	
Requirement 3	The efficiency of the following 'domestic scale' water-consuming components must be included in the assessment (where specified): W/Cs	

	<p>Urinals Taps (wash hand basins and where specified kitchen taps and waste disposal unit) Showers Baths Dishwashers (domestic and commercial sized) Washing machine (domestic and commercial or industrial sized) The BREEAM Wat 01 calculator defines the building types and activity areas for which the above components must be assessed.</p>
Requirement 4	Where a greywater and/or rainwater system is specified, its yield (L/person/day) is used to off-set non potable water demand from components that would otherwise be supplied using potable water.
Requirement 5	Any greywater systems must be specified and installed in compliance with BS 8525-1:2010 Greywater Systems - Part 1 Code of Practice. Any rainwater systems must be specified and installed in compliance with BS 8515:2009+A1:2013 Rainwater Harvesting Systems - Code of practice.

Mat 01: Life Cycle Impacts	
Targeted: 0 of 3	
Credit 1 - 1 credit where;	
Requirement 4	Where assessing four or more applicable building elements, the building achieves at least two points in addition to the total points required to achieve maximum credits under the standard BREEAM criteria (as outlined in the table above) OR
Requirement 5	Where assessing fewer than four applicable building elements, the building achieves at least one point in addition to the total points required to achieve maximum credits under the standard BREEAM criteria.
Credit not targeted	

	Where the assessed building does not specify an element listed above, see the compliance note CN3 regarding the exemplary level benchmark.	
Credit 2 - Up to 2 credits where;		
Requirement 6	Where the design team has used an IMPACT compliant software tool (or equivalent) to measure the environmental impact of the building;	Credits not targeted
Requirement 7	Where the design team can demonstrate how the use of an IMPACT compliant software (or equivalent) has benefited the building in terms of measuring and reducing its environmental impact. See compliance note CN16.	
Requirement 8	Where the design team submit the building information model (BIM) from the IMPACT compliant software tool (or equivalent) for the assessed building to BRE Global (via the project's appointed BREEM Assessor). See compliance note CN17.	

Mat 03: Responsible Sourcing of Materials

Targeted: 0 of 1

Credit 1 - 1 credit where;

Requirement 4	Where at least 70% of the available RSM points are achieved.	Credit not targeted
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Wst 01: Construction Waste Management

Targeted: 0 of 1

Credit 1 - 1 credit where;

Requirement 6	Non-hazardous construction waste generated by the building's design and on-site construction and off-site manufacture or	Credit not targeted
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	fabrication (excluding demolition and excavation waste) is no greater than the exemplary level resource efficiency benchmark (outlined in Table - 48).
Requirement 7	The percentage of non-hazardous construction (on-site and dedicated off-site manufacture/fabrication), demolition and excavation waste (if relevant) diverted from landfill meets or exceeds the exemplary level percentage benchmark (outlined in Table - 49).
Requirement 8	All key waste groups are identified for diversion from landfill in the RMP.

Wst 02: Recycled Aggregates	
Targeted: 0 of 1	
Credit 1 - 1 credit where;	
Requirement 4	The percentage of high grade aggregate that is recycled or secondary aggregate, specified in each application (present) must meet the exemplary minimum levels (by weight or volume), as defined in table -51. Where this minimum level is not met, all the aggregate in that application must be considered as primary aggregate when calculating the total high grade aggregate specified.
Requirement 5	Where the total amount of recycled or secondary aggregate specified is greater than 35% (by weight or volume) of the total high grade aggregate specified for the project. Where the minimum level in criterion 1 is not met for an application, all the aggregate in that application must be considered as primary aggregate when calculating the total high grade aggregate specified.
Requirement 6	The contributing recycled or secondary aggregate must not be transported more than 30 km by road transport.
	Credit not targeted

Wst 05: Adaptation to climate change	
Targeted: 0 of 1	
Credit 1 - 1 credit where;	
Requirement 2	<p>Achievement of the Structural and fabric resilience criterion in this issue and the following criteria points or credits:</p> <p>Hea 04 Thermal comfort (Link to Wst 05 issue:- to preventing increasing risks of overheating) Criterion 6 in the second credit of the Hea 04 issue has been achieved.</p> <p>Ene 01 Reduction of energy use and carbon emissions (Link to Wst 05 issue: to maximise energy efficiency contributing to low carbon emissions resulting from increasing energy demands) At least eight credits in this issue have been achieved.</p> <p>Ene 04 Low carbon design (Link to Wst 05 issue: to maximise opportunities to avoid unnecessary carbon emissions) The Passive design analysis credit in this issue has been achieved.</p> <p>Wat 01 Water consumption (Link to Wst 05: to minimise water demands in periods of drought) A minimum of three credits in this issue have been achieved.</p> <p>Mat 05 Designing for durability and resilience (Link to Wst 05 issue: to avoid increased risks of deterioration and higher maintenance demands)</p>
	Credit not targeted

	<p>Criterion 2 relating to material degradation in this issue has been achieved.</p> <p>Pol 03 Surface water run-off (Link to Wst 05: to minimise the risks of increased flood risk and surface water run-off affecting the site or others) Flood risk – a minimum of one credit has been achieved. Surface water run-off – two credits have been achieved.</p>	
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AI: Approved Innovation		
Targeted: 0 of 1		
Credit 1 - 1 credit where;		
Requirement 2	One innovation credit can be awarded for each innovation approved by BRE Global, where the building complies with the criteria defined within an Approved Innovation application form.	Credit not targeted

7.0 CONCLUSION

- 7.1 This BREEAM pre-assessment report has set out a pathway to achieve a 'Very Good' rating for the arena building at Swansea Central that is being constructed to a fully fitted specification.
- 7.2 The report highlights the development's sustainability credentials and environmental performance through compliance with BREEAM standards. The resulting pre-assessment BREEAM score that is likely to be achieved is 60.61%, equivalent to a 'Very Good' rating.
- 7.3 Following this pre-assessment report, a BREEAM Design Stage and eventually Post Construction Stage assessment should be undertaken to gain full BREEAM certification. The current strategy achieves a score with a 5.61% buffer score over the 55% benchmark requirement for a 'Very Good' rating. As the assessment progresses this therefore allows for potential changes to the strategy to account for variation in the scheme design.

BREEAM PRE- ASSESSMENT (SHELL AND CORE)

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I.0 INTRODUCTION

- 1.0 Greengage Environmental Ltd were commissioned by the Council of the City and County of Swansea (the 'applicant') to undertake a BREEAM pre-assessment for the proposed Swansea Central development within the administrative boundary of the City of Swansea.
- 1.1 This BREEAM pre-assessment report details the credits currently targeted by the design and presents an assessment strategy to achieve the best possible BREEAM rating. The assessment outlined in this document provides a strategy for those commercial buildings on site being constructed to a Shell and Core specification
- 1.2 In accordance with commitments made for the scheme, and what is considered appropriate and achievable for the commercial buildings in the development, a 'Very Good' rating has been targeted as the minimum performance standard. An aspiration remains to achieve an 'Excellent' rating if feasible. As the design progresses, credits targeted will be regularly reviewed to determine the highest rating possible.

2.0 BREEAM

BACKGROUND

- 2.1 The Building Research Establishment's Environmental Assessment Method (BREEAM) is a nationally recognised means of reviewing and improving the environmental performance of buildings. There are several BREEAM methodologies in place to assess different types of projects e.g. BREEAM New Construction for new buildings and BREEAM Refurbishment and Fit-Out for refurbishment or fit-out projects. This assessment represents an overarching strategy for a commercial building that can be applied to the variety of specific building types that will be developed in the Swansea Central scheme. This has been undertaken using the BREEAM New Construction 2014 Shell and Core methodology, which is considered appropriate to establish a credit framework for the project at this stage of works.
- 2.2 Used as a design tool, BREEAM will assess the environmental performance of new build buildings and refurbishments, providing a framework for improvement and an auditable demonstration of good design practice.

BREEAM CATEGORIES

- 2.3 BREEAM considers key global and local environmental issues and the internal environment for building occupants under various categories, covering:
- **Management** – rewards good construction site practices, provision of information to building occupants and security;
 - **Health & Wellbeing** – promotes a healthy internal environment;
 - **Energy** – rewards energy efficiency and renewable energy generation;
 - **Transport** – encourages locations with good access to public transport;
 - **Water** – promotes water efficiency and water recycling;
 - **Materials** – rewards the responsible sourcing of materials;
 - **Waste** – encourages good waste management practices and recycling;
 - **Land Use & Ecology** – encourages ecological enhancement and use of land already built on; and
 - **Pollution** – promotes measures to reduce air and water pollution.

CATEGORY WEIGHTINGS

- 2.4 Each BREEAM category is allocated an environmental weighting factor, which is dependent on the credits applicable to the scope of work and the type of assessment being undertaken, as appropriate to the project. The total available score for each BREEAM category can be found in Section 5.

- 2.5 In addition to this, there are varying numbers of credits within each category; the result is that not all credits carry equal value and some credits have a higher individual percentage score than others.

BREEAM RATINGS

- 2.6 At the certified assessment stage, the building is assessed against the BREEAM criteria and credits are awarded where it can be demonstrated, by an auditable trail of supporting evidence, that the BREEAM credit requirements have been met. The overall environmental performance across the categories is calculated as a percentage score and expressed as a single rating on a scale of Pass, Good, Very Good, Excellent or Outstanding.

Table 1: BREEAM Ratings and percentage scores

Rating	Percentage Score
UNCLASSIFIED	<30
PASS	≥30
GOOD	≥45
VERY GOOD	≥55
EXCELLENT	≥70
OUTSTANDING	≥85

MINIMUM RATING REQUIREMENT CREDITS

- 2.7 Under Management, Energy, Water, Materials, Waste and Land Use & Ecology, there are minimum credit requirements that need to be obtained for each BREEAM rating i.e. specific credits that will need to be achieved before a particular BREEAM rating can be awarded. All other credits are flexible.
- 2.8 The following minimum standards are required to reach the targeted ‘Very Good’ rating:

Table 2: BREEAM Very Good minimum standards

Credit	Minimum Standard
Ene 02: Energy monitoring	One credit (First sub-metering credit)
Wat 01: Water consumption	One credit
Wat 02: Water monitoring	Criterion 1 only
Mat 03: Responsible sourcing of materials	Criterion 1 only
LE 03: Minimising impact on existing site ecology	One credit

3.0 THE ASSESSMENT PROCESS

THE PRE-ASSESSMENT

- 3.1 The purpose of a BREEAM pre-assessment is to:
- Confirm those credits that have been identified as a framework for the minimum targeted rating; and
 - Confirm the supporting information to be submitted at the certified assessment stage and thereby enable the team to address BREEAM requirements at the earliest opportunity, and the appropriate stage in the design, with the aim of reducing the need for design reiterations.
- 3.2 A certified assessment is third party verified by the Building Research Establishment (BRE) ensuring comparable benchmarking and high standards of assessment across the UK. Carried out by trained assessors, BREEAM provides an easily understood, independent and transparent label of environmental performance. In addition, to ensure high standards of BREEAM assessors and assessments, all BREEAM schemes are operated under a Competent Person Scheme, which is UKAS accredited as meeting the requirements of ISO 17024.

THE DESIGN STAGE (DS) ASSESSMENT

- 3.3 Following completion of detailed design, the appropriate supporting evidence in the form of detailed drawings, completed specifications, and manufacturers' information etc. is available and therefore, the certified DS assessment can be undertaken. During the certified assessment, the relevant information is collected from the appropriate design team members and evaluated against the BREEAM criteria requirements.
- 3.4 Following the collation and review of the outstanding information, a BREEAM DS Assessment report will be produced that will be submitted to the BRE for quality assurance and 'interim' certification of the assessment undertaken, following which, it is anticipated that the 'Interim' DS BREEAM certificates will be issued by the BRE.

THE POST CONSTRUCTION REVIEW (PCR)

- 3.5 The PCR assessment is undertaken to confirm that buildings are built to the BREEAM DS specifications, or if there are variances from the DS these are documented, reassessed, and a new rating determined.
- 3.6 A PCR assessment comprises a site visit at or towards the end of completion, as near to handover as possible. Each issue must be reviewed, or assessed where there was no DS assessment, and documentary evidence recorded to confirm that it complies with the requirements for PCR assessment. It should be noted that because the evidence required for the PCR assessment relates to what has been, or is actually being done, for some credits to be awarded the evidence required differs from that required at the DS (for example, a written commitment to use FSC Timber at the DS has to be matched by documentation that demonstrates that the timber used was actually FSC).
- 3.7 On completion of the PCR assessment, a Final Certified BREEAM Report will be submitted to the BRE for final certification and quality assurance for the scheme.

4.0 THE PROPOSED DEVELOPMENT'S BREEAM PERFORMANCE

- 4.1 Liaison with the design team was undertaken to identify the opportunities and constraints of the proposed development site and to confirm where credits can be targeted, in correspondence with the project team.
- 4.2 This BREEAM pre-assessment report has set out a possible BREEAM pathway for all commercial buildings on site that are being constructed to shell and core specification for handover to the individual tenants. This is therefore applicable to the following building types where they make up part of the scheme:
- Retail
 - Hotel
 - Cinema
 - University facilities (incl. associated library/art gallery)
 - Student accommodation
- 4.3 The pre-assessment BREEAM score that can be achieved for the building is 60.93%, which is equivalent to a BREEAM rating of 'Very Good'.
- 4.4 The credit framework identified within this report for pursuing the target rating is based on a number of assumptions that will need to be substantiated by team members during the detailed design stage, prior to final confirmation of their feasibility. As such, the pathway identifies one possible route to achieving a rating, but as the design evolves, the credits that can or cannot be targeted may change.
- 4.5 It should also be noted that the strategy outlined in this report may vary when building specific assessments are undertaken for each building type on the site. There will be some minor variation when detailed pre-assessments are undertaken for each of the building types. However at this stage it is possible to group them together to provide an indication of those credits that can be targeted.
- 4.5 We would always recommend that a score of at least 4 or 5 percent above this minimum score is aimed for during the design stages and achieved at the final certification stage. This is to ensure that during the project's progress as well as the BRE third party review of the certified final report, in the event that a credit was lost or disputed and revoked, the target rating would still be likely to be achieved. The credit pathway set out provides this 'buffer' above the 'Very Good' rating boundary.
- 4.6 The credit summary tables indicating the proposed development's performance against the BREEAM 2014 New Construction scheme are provided in Section 5.
- 4.7 A breakdown summary of the targeted BREEAM credits is presented in Section 6.

5.0 BREEAM PRE-ASSESSMENT CREDIT SUMMARY

Table 3: BREEAM credit summary

		Available	Targeted
Man 01	Project brief and design	4	4
Man 02	Life cycle cost and service life planning	4	1
Man 03	Responsible construction practices	6	6
Man 04	Commissioning and handover	4	3
		18	14
Hea 01	Visual Comfort	3	1
Hea 02	Indoor Air Quality	2	1
Hea 04	Thermal comfort	2	2
Hea 05	Acoustic Performance	1	1
Hea 06	Safety and Security	2	2
		10	7
Ene 01	Reduction of energy use and carbon emissions	12	0
Ene 02	Energy Monitoring	2	2
Ene 03	External Lighting	1	1
Ene 04	Low carbon design	3	0
Ene 06	Energy efficient transportation systems	2	2
		21	6
Tra 01	Public Transport Accessibility	5	3
Tra 02	Proximity to amenities	1	1
Tra 03	Cyclist facilities	2	0
Tra 04	Maximum car parking capacity	2	0
Tra 05	Travel Plan	1	1
		11	5
Wat 01	Water Consumption	5	3
Wat 02	Water Monitoring	1	1
Wat 03	Leak Detection	2	2
Wat 04	Water Efficient Equipment	1	1
		9	7
Mat 01	Life Cycle Impacts	6	2
Mat 02	Hard Landscaping and Boundary Protection	1	1
Mat 03	Responsible Sourcing of Materials	4	2
Mat 04	Insulation	1	1
Mat 05	Designing for durability and resilience	1	1
Mat 06	Material efficiency	1	0
		14	7
Wst 01	Construction Waste Management	4	2
Wst 02	Recycled Aggregates	1	0
Wst 03	Operational Waste	1	1
Wst 05	Adaptation to climate change	1	0
Wst 06	Functional adaptability	1	1

		8	4
LE 01	Site Selection	2	1
LE 02	Ecological Value of Site and Protection of Ecological Features	2	2
LE 03	Minimising impact on existing site ecology	2	2
LE 04	Enhancing site ecology	2	2
LE 05	Long Term Impact on Biodiversity	2	2
		10	9
Pol 01	Impact of Refrigerants	3	1
Pol 02	NOx emissions	3	3
Pol 03	Surface Water Run Off	5	4
Pol 04	Reduction of Night Time Light Pollution	1	1
Pol 05	Noise Attenuation	1	1
		13	10
Man 03	Responsible construction practices	1	0
Man 05	Aftercare	1	0
Hea 01	Visual Comfort	1	0
Hea 02	Indoor Air Quality	2	0
Ene 01	Reduction of energy use and carbon emissions	5	0
Wat 01	Water Consumption	1	0
Mat 01	Life Cycle Impacts	3	0
Mat 03	Responsible Sourcing of Materials	1	0
Wst 01	Construction Waste Management	1	0
Wst 02	Recycled Aggregates	1	0
Wst 05	Adaptation to climate change	1	0
AI	Approved Innovation	1	0
		Max 10	0

6.0 DETAILED CREDIT ASSUMPTIONS

6.1 The detailed credit assumptions for the BREEM strategy are set out below.

MANAGEMENT

Man 01: Project brief and design		
Targeted: 4 of 4		
Credit 1 - 1 credit where;		One credit targeted
Requirement 1	Prior to completion of the Concept Design (RIBA Stage 2 or equivalent), the project delivery stakeholders (see Relevant definitions) have met to identify and define their roles, responsibilities and contributions for each of the key phases of project delivery.	
Requirement 2	In defining the roles and responsibilities for each key phase of the project, the following must be considered: End user requirements Aims of the design and design strategy Particular installation and construction requirements/limitations Occupiers budget and technical expertise in maintaining any proposed systems Maintainability and adaptability of the proposals Requirements for the production of project and end user documentation Requirements for commissioning, training and aftercare support	
Requirement 3	The project team demonstrate how the project delivery stakeholder contributions and the outcomes of the consultation process have influenced or changed the Initial Project Brief, including if appropriate, the Project Execution Plan, Communication Strategy, and the Concept Design.	
Credit 2 - 1 credit where;		One credit targeted
Requirement 4	Prior to completion of the Concept Design stage, all relevant third party stakeholders have been consulted by the design team and this covers the minimum consultation content (see compliance note CN3).	

Requirement 5	The project must demonstrate how the stakeholder contributions and outcomes of the consultation exercise have influenced or changed the Initial Project Brief and Concept Design.	
Requirement 6	Prior to completion of the detailed design (RIBA Stage 4, Technical Design or equivalent), consultation feedback has been given to, and received by, all relevant parties.	
Credit 3 - 1 credit where;		
Requirement 8	A Sustainability Champion has been appointed to facilitate the setting and achievement of BREEAM performance target(s) for the project. The design stage Sustainability Champion is appointed to perform this role during the feasibility stage (Stage 1, Preparation and Brief stage, as defined by the RIBA Plan of Work 2013 or equivalent).	One credit targeted
Requirement 9	The defined BREEAM performance target(s) has been formally agreed (see Relevant definitions) between the client and design/project team no later than the Concept Design stage (RIBA Stage 2 or equivalent).	
Requirement 10	To achieve this credit at the interim design stage assessment, the agreed BREEAM performance target(s) must be demonstrably achieved by the project design. This must be demonstrated via the BREEAM Assessor's design stage assessment report.	
Credit 4 - 1 credit where;		
Requirement 11	The Sustainability Champion criteria 8, 9 and 10 have been achieved.	One credit targeted
Requirement 12	A Sustainability Champion is appointed to monitor progress against the agreed BREEAM performance target(s) throughout the design process and formally report progress to the client and design team. Note: To do this the Sustainability Champion must attend key project/design team meetings during the Concept Design, Developed Design and Technical Design stages, as defined by the RIBA Plan of Work	

	2013, reporting during, and prior to, completion of each stage, as a minimum.
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Man 02: Life cycle cost and service life planning	
Targeted: 1 of 4	
Credit 1 – Up to 2 credits where;	
Requirement 1	An outline, entire asset elemental life cycle cost (LCC) analysis has been carried out, at Process Stage 2 (equivalent to Concept Design - RIBA Stage 2) together with any design option appraisals in line with 'Standardised method of life cycle costing for construction procurement' PD 156865:2008.
Requirement 2	The elemental LCC: Provides an indication of future replacement costs over a period of analysis as required by the client (e.g. 20, 30, 50 or 60 years); and Includes service life, maintenance and operation cost estimates.
Requirement 3	Demonstrate, using appropriate examples provided by the design team, how the elemental LCC plan has been used to influence building and systems designs/specification to minimise life cycle costs and maximise critical value.
Credit 2 – 1 credit where;	
Requirement 4	A component level LCC plan has been developed by the end of Process Stage 4 (equivalent to Technical Design – RIBA Stage 4) in line with PD 156865:2008 and includes the following component types (where present): Envelope e.g. cladding, windows and/or roofing; Services e.g. heat source, cooling source and/or controls; Finishes e.g. walls, floors and/or ceilings; and External spaces e.g. alternative hard landscaping, boundary protection. Demonstrate, using appropriate examples provided by the design team, how the component level LCC plan has been used to influence building and systems design/specification to minimise life cycle costs and maximise critical value.
Requirement 5	

Credit not targeted

Credit not targeted

Credit 3 – 1 credit where;	
Requirement 6	Report the capital cost for the building in pounds per square metre via the BREEAM Assessment Scoring and Reporting tool, Assessment Scoring tab, Management section
	One credit targeted

Man 03: Responsible construction practices	
Targeted: 6 of 6	
Pre-requisite	
Requirement 1	All timber and timber based products used on the project is 'legally harvested and traded timber' (see Relevant definitions). Note: For other materials, there are no pre-requisite requirements at this stage.
	Pre-requisite assumed
Credit 1 - 1 credit where;	
Requirement 2	The principal contractor operates an environmental management system (EMS) covering their main operations. The EMS must be either: third party certified, to ISO 14001/EMAS or equivalent standard; or have a structure that is in compliance with BS 8555:2003 and has reached phase four of the implementation stage, 'implementation and operation of the environmental management system', and has completed phase audits one to four, as defined in BS 8555.
Requirement 3	The principal contractor implements best practice pollution prevention policies and procedures on-site in accordance with Pollution Prevention Guidelines, Working at construction and demolition-sites: PPG6.
	One credit targeted
Credit 2 - 1 credit where;	

Requirement 4	<p>A Sustainability Champion is appointed to monitor the project to ensure ongoing compliance with the relevant sustainability performance/process criteria, and therefore BREEAM target(s), during the Construction, Handover and Close Out stages (as defined by the RIBA Plan of Works 2013, stages 5 and 6).</p> <p>To do this the Sustainability Champion will ideally be site based or will visit the site regularly to carry out spot checks, with the relevant authority to do so and require action to be taken to address shortcomings in compliance. The Sustainability Champion will monitor site activities with sufficient frequency (see compliance note CN6) to ensure that risks of non-compliance are minimised. They will report on progress at relevant project team meetings including identifying potential areas of non-compliance and any action needed to mitigate.</p>	One credit targeted
Requirement 5	The defined BREEAM performance target forms a requirement of the principal contractor's contract (see compliance note Man 01 Project brief and design – CN5 and in Man 01 Project brief and design – Relevant definitions).	
Requirement 6	To achieve this credit at the final post-construction stage of assessment, the BREEAM related performance target for the project must be demonstrably achieved by the project. This is demonstrated via the BREEAM assessor's final post-construction stage certification report.	
Credit 3 – Up to 2 credits where;		
Requirement 7	Where the principal contractor has used a 'compliant' organisational, local or national considerate construction scheme and their performance against the scheme has been confirmed by independent assessment and verification. The BREEAM credits can be awarded as follows:	Two credits targeted

	<p>One credit where the contractor achieves 'compliance' with the criteria of a compliant scheme.</p> <p>Two credits where the contractor significantly exceeds 'compliance' with the criteria of the scheme.</p> <p>Refer to the Relevant definitions section for a list of compliant schemes and therefore how performance, as determined by a compliant scheme, translates in to BREEAM credits.</p>	
<p>Credit 4 – Up to 2 credits where;</p>		
<p>Requirement 8</p>	<p>Responsibility has been assigned to an individual(s) for monitoring, recording and reporting energy use, water consumption and transport data (where measured) resulting from all on-site construction processes (and dedicated off-site monitoring) throughout the build programme.</p> <p>To ensure the robust collection of information, this individual(s) must have the appropriate authority and responsibility to request and access the data required. Where appointed, the Sustainability Champion could perform this role.</p>	<p>Two credits targeted</p>
<p>Requirement 9</p>	<p>First monitoring credit: Utility consumption - Energy</p> <p>Criterion 8 is achieved.</p>	
<p>Requirement 10</p>	<p>Monitor and record data on principal constructor's and subcontractors' energy consumption in kWh (and where relevant, litres of fuel used) as a result of the use of construction plant, equipment (mobile and fixed) and site accommodation.</p>	
<p>Requirement 11</p>	<p>Report the total carbon dioxide emissions (total kgCO₂/project value) from the construction process via the BREEAM Assessment Scoring and Reporting tool.</p>	

Requirement 12	First monitoring credit: Utility consumption - Water Criterion 8 is achieved.
Requirement 13	Monitor and record data on principal constructor's and subcontractors' potable water consumption (m3) arising from the use of construction plant, equipment (mobile and fixed) and site accommodation.
Requirement 14	Using the collated data, report the total net water consumption (m3), i.e. consumption minus any recycled water use, from the construction process via the BREEAM Assessment Scoring and Reporting tool.
Requirement 15	Second monitoring credit: Transport of construction materials & waste Criterion 8 is achieved.
Requirement 16	Monitor and record data on transport movements and impacts resulting from delivery of the majority of construction materials to site and construction waste from site. As a minimum, this must cover: Transport of materials from the factory gate to the building site, including any transport, intermediate storage and distribution. See Relevant definitions. Scope of this monitoring must cover the following as a minimum: Materials used in major building elements (i.e. those defined in BREEAM issue Mat 01 Life cycle impacts), including insulation materials. Ground works and landscaping materials. Transport of construction waste from the construction gate to waste disposal processing/recovery centre gate. Scope of this



	monitoring must cover the construction waste groups outlined in the project's waste management plan.
Requirement 17	Using the collated data, report separately for materials and waste, the total fuel consumption (litres) and total carbon dioxide emissions (kgCO2 eq), plus total distance travelled (km) via the BREEAM Assessment Scoring and Reporting tool.

Man 04: Commissioning and handover	
Targeted: 3 of 4	
Credit 1 - 1 credit where;	
Requirement 1	A schedule of commissioning and testing that identifies and includes a suitable timescale for commissioning and recommissioning of all complex and non-complex building services and control systems and testing and inspecting building fabric.
Requirement 2	The schedule will identify the appropriate standards that all commissioning activities will be conducted in accordance with, such as current Building Regulations, BSRIA and CIBSE guidelines and/or other appropriate standards, where applicable. Where a building management system (BMS) is specified, refer to compliance note CN5 on BMS commissioning procedures.
Requirement 3	An appropriate project team member(s) is appointed to monitor and programme pre-commissioning, commissioning, testing and, where necessary, re-commissioning activities on behalf of the client.
Requirement 4	The principal contractor accounts for the commissioning and testing programme, responsibilities and criteria within their budget and main programme of works, allowing for the required
	One credit targeted

	time to complete all commissioning and testing activities prior to handover.	
Credit 2 - 1 credit where;		
Requirement 5	The commissioning and testing schedule and responsibilities credit (credit 1) is achieved.	One credit targeted
Requirement 6	<p>For buildings with complex building services and systems, a specialist commissioning manager is appointed during the design stage (by either the client or the principal contractor) with responsibility for:</p> <p>Undertaking design reviews and giving advice on suitability for ease of commissioning.</p> <p>Providing commissioning management input to construction programming and during installation stages.</p> <p>Management of commissioning, performance testing and handover/post-handover stages.</p> <p>Where there are simple building services, this role can be carried out by an appropriate project team member (see criterion 3), provided they are not involved in the general installation works for the building services system(s).</p>	
Credit 3 - 1 credit where;		
Requirement 7	The commissioning and testing schedule and responsibilities credit is achieved.	Credit not targeted
Requirement 8	The integrity of the building fabric, including continuity of insulation, avoidance of thermal bridging and air leakage paths is quality assured through completion of post construction testing and inspection. Dependent on building type or construction, this can be demonstrated through the completion of a thermographic survey as well as an airtightness test and inspection (see compliance notes CN6 and CN7. The survey and testing is	

	undertaken by a Suitably Qualified Professional (see Relevant definitions) in accordance with the appropriate standard.
Requirement 9	Any defects identified in the thermographic survey or the airtightness testing reports are rectified prior to building handover and close out. Any remedial work must meet the required performance characteristics for the building/element.
Credit 4 – 1 credit where	
Requirement 10	A Building User Guide (BUG) is developed prior to handover for distribution to the building occupiers and premises managers (see Relevant definitions).
Requirement 11	<p>A training schedule is prepared for building occupiers/premises managers, timed appropriately around handover and proposed occupation plans, which includes the following content as a minimum:</p> <p>The building's design intent</p> <p>The available aftercare provision and aftercare team main contact(s), including any scheduled seasonal commissioning and post occupancy evaluation</p> <p>Introduction to, and demonstration of, installed systems and key features, particularly building management systems, controls and their interfaces</p> <p>Introduction to the Building User Guide and other relevant building documentation, e.g. design data, technical guides, maintenance strategy, operations and maintenance (O&M) manual, commissioning records, log book etc.</p> <p>Maintenance requirements, including any maintenance contracts and regimes in place.</p>
One credit targeted	

HEALTH & WELLBEING

Hea 01: Visual Comfort		
Targeted: 1 of 3		
Credit 1 – Credit not applicable		
Credit 2 - 1 credit where;		
Requirement 3	Daylighting criteria have been met using either of the following options: The relevant building areas meet good practice daylight factor(s) and other criterion as outlined in Table - 10 and Table - 11. OR The relevant building areas meet good practice average and minimum point daylight illuminance criteria as outlined in Table - 12.	Credit not targeted
Credit 3 - 1 credit where;		
Requirement 4	95% of the floor area in relevant building areas is within 7m of a wall which has a window or permanent opening that provides an adequate view out.	Credit not targeted
Requirement 5	The window/opening must be $\geq 20\%$ of the surrounding wall area (refer to Relevant definitions in the Additional information section). Where the room depth is greater than 7m, compliance is only possible where the percentage of window/opening is the same as, or greater than, the values in table 1.0 of BS 8206.	
Requirement 6	In addition, the building type criteria in Table - 13 are applicable to view out criteria.	
Credit 4 - 1 credit where;		

Requirement 7	<p>Internal lighting</p> <p>All fluorescent and compact fluorescent lamps are fitted with high frequency ballasts.</p>	One credit targeted
Requirement 8	<p>Internal lighting in all relevant areas of the building is designed to provide an illuminance (lux) level appropriate to the tasks undertaken, accounting for building user concentration and comfort levels. This can be demonstrated through a lighting design strategy that provides illuminance levels in accordance with the SLL Code for Lighting 2012 and any other relevant industry standard.</p>	
Requirement 9	<p>For areas where computer screens are regularly used, the lighting design complies with CIBSE Lighting Guide 7 sections 3.3, 4.6, 4.7, 4.8 and 4.9. This gives recommendations highlighting:</p> <p>Limits to the luminance of the luminaires to avoid screen reflections. (Manufacturers' data for the luminaires should be sought to confirm this.)</p> <p>For uplighting, the recommendations refer to the luminance of the lit ceiling rather than the luminaire; a design team calculation is usually required to demonstrate this.</p> <p>Recommendations for direct lighting, ceiling illuminance, and average wall illuminance.</p>	
Requirement 10	<p>External lighting</p> <p>All external lighting located within the construction zone is designed to provide illuminance levels that enable users to perform outdoor visual tasks efficiently and accurately, especially during the night. To demonstrate this, external lighting provided is specified in accordance with BS 5489-1:2013 Lighting of roads and</p>	

Requirement 11	<p>public amenity areas and BS EN 12464-2:2014 Light and lighting - Lighting of work places - Part 2: Outdoor work places.</p> <p>Zoning and occupant control</p> <p>Internal lighting is zoned to allow for occupant control (see Relevant definitions) in accordance with the criteria below for relevant areas present within the building:</p> <p>In office areas, zones of no more than four workplaces</p> <p>Workstations adjacent to windows/atria and other building areas separately zoned and controlled</p> <p>Seminar and lecture rooms: zoned for presentation and audience areas</p> <p>Library spaces: separate zoning of stacks, reading and counter areas</p> <p>Teaching space or demonstration area</p> <p>Whiteboard or display screen</p> <p>Auditoria: zoning of seating areas, circulation space and lectern area</p> <p>Dining, restaurant, café areas: separate zoning of servery and seating/dining areas</p> <p>Retail: separate zoning of display and counter areas</p> <p>Bar areas: separate zoning of bar and seating areas</p> <p>Wards or bedded areas: zoned lighting control for individual bed spaces and control for staff over groups of bed spaces</p> <p>Treatment areas, dayrooms, waiting areas: zoning of seating and activity areas and circulation space with controls accessible to staff.</p>
Requirement 12	<p>Areas used for teaching, seminar or lecture purposes have lighting controls provided in accordance with CIBSE Lighting Guide 5.</p>

Requirement 13	In addition, meet the building type criteria in Table - 14 (where relevant).
Hea 02: Indoor Air Quality	
Targeted: 1 of 2	
Credit 1 – Credit not applicable	
Credit 2 - 1 credit where;	
Requirement 2	The building has been designed to minimise the concentration and recirculation of pollutants in the building as follows: Provide fresh air into the building in accordance with the criteria of the relevant standard for ventilation.
Requirement 3	Design ventilation pathways to minimise the build-up of air pollutants in the building, as follows: In air conditioned and mixed mode buildings/spaces: The building's air intakes and exhausts are over 10m apart and intakes are over 20m from sources of external pollution. OR The location of the building's air intakes and exhausts, in relation to each other and external sources of pollution, is designed in accordance with BS EN 13779:2007 Annex A2. In naturally ventilated buildings/spaces: openable windows/ventilators are over 10m from sources of external pollution.
Requirement 4	Where present, HVAC systems must incorporate suitable filtration to minimise external air pollution, as defined in BS EN 13779:2007 Annex A3.
One credit targeted	

Requirement 5	<p>Areas of the building subject to large and unpredictable or variable occupancy patterns have carbon dioxide (CO2) or air quality sensors specified and:</p> <p>In mechanically ventilated buildings/spaces: sensor(s) are linked to the mechanical ventilation system and provide demand-controlled ventilation to the space.</p> <p>In naturally ventilated buildings/spaces: sensors either have the ability to alert the building owner or manager when CO2 levels exceed the recommended set point, or are linked to controls with the ability to adjust the quantity of fresh air, i.e. automatic opening windows/roof vents.</p>
Credit 3 – Credit not applicable	
Credit 4 – Credit not applicable	
Credit 5 – 1 credit where;	
Requirement 13	<p>The building ventilation strategy is designed to be flexible and adaptable to potential building occupant needs and climatic scenarios. This can be demonstrated as follows:</p> <p>Occupied spaces of the building are designed to be capable of providing fresh air entirely via a natural ventilation strategy. The following are methods deemed to satisfy this criterion dependent upon the complexity of the proposed system:</p> <p>Room depths are designed in accordance with CIBSE AM10 to ensure effectiveness of any natural ventilation system. The openable window area in each occupied space is equivalent to 5% of the gross internal floor area of that room/floor plate. OR</p> <p>The design demonstrates that the natural ventilation strategy provides adequate cross flow of air to maintain the required thermal comfort conditions and ventilation rates. This is</p>
Credit not targeted	

	<p>demonstrated using ventilation design tool types recommended by CIBSE AM10.</p> <p>For a strategy that does not rely on openable windows, or which has occupied spaces with a plan depth greater than 15m, the design must demonstrate (in accordance with criterion 13i above) that the ventilation strategy can provide adequate cross flow of air to maintain the required thermal comfort conditions and ventilation rates.</p>
Requirement 14	<p>The natural ventilation strategy is capable of providing at least two levels of user-control on the supply of fresh air to the occupied space (see compliance note CN6).</p> <p>Note: Any opening mechanisms must be easily accessible and provide adequate user-control over air flow rates to avoid draughts. Relevant industry standards for ventilation can be used to define 'adequate levels of fresh air' sufficient for occupancy and internal air pollution loads relevant to the building type.</p>

Hea 04: Thermal comfort	
Targeted: 2 of 2	
Credit 1 - 1 credit where;	
Requirement 1	<p>Thermal modelling has been carried out using software in accordance with CIBSE AM11 Building Energy and Environmental Modelling.</p>
Requirement 2	<p>The software used to carry out the simulation at the detailed design stage provides full dynamic thermal analysis. For smaller and more basic building designs with less complex heating or cooling systems, an alternative less complex means of analysis may be appropriate (such methodologies must still be in accordance with CIBSE AM11).</p>
One credit targeted	

Requirement 3	<p>The modelling demonstrates that:</p> <p>For air conditioned buildings, summer and winter operative temperature ranges in occupied spaces are in accordance with the criteria set out in CIBSE Guide A Environmental design, Table 1.5; or other appropriate industry standard (where this sets a higher or more appropriate requirement/level for the building type). For naturally ventilated/free running buildings:</p> <p>Winter operative temperature ranges in occupied spaces are in accordance with the criteria set out in CIBSE Guide A Environmental design, Table 1.5; or other appropriate industry standard (where this sets a higher or more appropriate requirement/level for the building type). The building is designed to limit the risk of overheating, in accordance with the adaptive comfort methodology outlined in CIBSE TM52: The limits of thermal comfort: avoiding overheating in European buildings.</p>
Requirement 4	<p>For air conditioned buildings, the PMV (predicted mean vote) and PPD (predicted percentage of dissatisfied) indices based on the above modelling are reported via the BREEAM assessment scoring and reporting tool.</p>
Credit 2 - 1 credit where;	
Requirement 5	Criteria 1 to 4 are achieved.
Requirement 6	The thermal modelling demonstrates that the relevant requirements set out in criteria 3 are achieved for a projected climate change environment (see Relevant definitions).
Requirement 7	Where thermal comfort criteria are not met for the projected climate change environment, the project team demonstrates how the building has been adapted, or designed to be easily adapted
One credit targeted	

	in future using passive design solutions in order to subsequently meet the requirements under criterion 6.
Requirement 8	For air conditioned buildings, the PMV and PPD indices based on the above modelling are reported via the BREEAM assessment scoring and reporting tool.
Credit 3 – Credit not applicable	

Hea 05: Acoustic Performance	
Targeted: 1 of 1	
Credit 1 - Up to 1 credit where;	
Requirement 2	Up to one credit is available for Industrial, Retail, Prisons and 'Other' building types: Up to one credit Where the building meets the acoustic performance standards and testing requirements detailed in Table - 21 (see additional information) for all relevant functional areas. OR
Requirement 3	Up to one credit Where a suitably qualified acoustician (see relevant definitions) is appointed to define a bespoke set of performance requirements for all function areas in the building using the three acoustic principles defined in criterion 1, setting out the performance requirements for each and the testing regime required.
One credit targeted	

Hea 06: Safety and Security	
Targeted: 2 of 2	
Credit 1 - 1 credit where;	

	Where external site areas form part of the assessed development the following apply:	One credit targeted
Requirement 1	<p>Dedicated cycle paths provide direct access from the site entrance(s) to any cycle storage provided, without the need to deviate from the cycle path and, if relevant, connect to off-site cycle paths (or other appropriate safe route) where these run adjacent to the development's site boundary.</p>	
Requirement 2	<p>Footpaths on-site provide direct access from the site entrance(s) to the building entrance(s) and connect to public footpaths off-site (where existing), providing practical and convenient access to local transport nodes and other off-site amenities (where existing).</p>	
Requirement 3	<p>Where provided, drop-off areas are designed off/adjoining to the access road and provide direct access to pedestrian footpaths, therefore avoiding the need for the pedestrian to cross vehicle access routes.</p>	
Requirement 4	<p>Dedicated pedestrian crossings are provided where pedestrian routes cross vehicle access routes, and appropriate traffic calming measures are in place to slow traffic down at these crossing points.</p>	
Requirement 5	<p>For large developments with a high number of public users or visitors, pedestrian footpaths must be signposted to other local amenities and public transport nodes off-site (where existing).</p>	
Requirement 6	<p>The lighting for access roads, pedestrian routes and cycle lanes is compliant with the external lighting criteria defined in Hea 01 Visual comfort, i.e. in accordance with BS 5489-1:2013 Lighting of roads and public amenity areas.</p>	
Requirement 7	<p>Where vehicle delivery access and drop-off areas form part of the assessed development, the following apply:</p>	

	Delivery areas are not directly accessed through general parking areas and do not cross or share pedestrian and cyclist routes and other outside amenity areas accessible to building users and general public.
Requirement 8	There is a dedicated parking/waiting area for goods vehicles with appropriate separation from the manoeuvring area and staff and visitor car parking.
Requirement 9	Parking and turning areas are designed for simple manoeuvring according to the type of delivery vehicle likely to access the site, thus avoiding the need for repeated shunting.
Requirement 10	There is a dedicated space for the storage of refuse skips and pallets away from the delivery vehicle manoeuvring area and staff/visitor car parking (if appropriate given the building type/function).
Credit 2 - 1 credit where;	
Requirement 11	A suitably qualified security specialist (SQSS) conducts an evidence-based Security Needs Assessment (SNA) during or prior to Concept Design (RIBA Stage 2 or equivalent).
Requirement 12	The SQSS develops a set of recommendations or solutions during or prior to Concept Design (RIBA Stage 2 or equivalent). These recommendations or solutions aim to ensure that the design of buildings, public and private car parks and public or amenity space are planned, designed and specified to address the issues identified in the preceding SNA.
Requirement 13	The recommendations or solutions proposed by the SQSS are implemented (see CN9). Any deviation from those recommendations or solutions will need to be justified, documented and agreed in advance with a suitably qualified security specialist.
One credit targeted	

ENERGY

Ene 01: Reduction of energy use and carbon emissions	
Targeted: 0 of 12	
Credit 1 - Up to 12 credits where;	
Requirement 1	Calculate an Energy Performance Ratio for New Constructions (EPRNC). Compare the EPRNC achieved with the benchmarks in Table - 25 and award the corresponding number of BREEAM credits.
	Zero credits targeted

Ene 02: Energy Monitoring	
Targeted: 2 of 2	
Credit 1 - 1 credit where;	
Requirement 1	Energy metering systems are installed that enable at least 90% of the estimated annual energy consumption of each fuel to be assigned to the various end-use categories of energy consuming systems (see Methodology).
Requirement 2	The energy consuming systems in buildings with a total useful floor area greater than 1,000m ² are metered using an appropriate energy monitoring and management system.
Requirement 3	The systems in smaller buildings are metered either with an energy monitoring and management system or with separate accessible energy sub-meters with pulsed or other open protocol communication outputs, to enable future connection to an energy monitoring and management system (see Relevant definitions).
Requirement 4	The end energy consuming uses are identifiable to the building users, for example through labelling or data outputs.
Credit 2 - 1 credit where;	
One credit targeted	

Requirement 5	An accessible energy monitoring and management system or separate accessible energy sub-meters with pulsed or other open protocol communication outputs to enable future connection to an energy monitoring and management system are provided, covering a significant majority of the energy supply to tenanted areas or, in the case of single occupancy buildings, relevant function areas or departments within the building/unit.	One credit targeted
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Ene 03: External Lighting		
Targeted: 1 of 1		
Credit 1 - 1 credit where;		
Requirement 1	The building has been designed to operate without the need for external lighting (which includes on the building, signs and at entrances). OR alternatively, where the building does have external lighting, one credit can be awarded as follows:	One credit targeted
Requirement 2	The average initial luminous efficacy of the external light fittings within the construction zone is not less than 60 luminaire lumens per circuit Watt.	
Requirement 3	All external light fittings are automatically controlled for prevention of operation during daylight hours and presence detection in areas of intermittent pedestrian traffic.	

Ene 04: Low carbon design		
Targeted: 0 of 3		
Credit 1 - 1 credit where;		

Requirement 1	The first credit within issue Hea 04 Thermal comfort has been achieved to demonstrate the building design can deliver appropriate thermal comfort levels in occupied spaces.	Credit not targeted
Requirement 2	The project team carries out an analysis of the proposed building design/development to influence decisions made during Concept Design stage (RIBA Stage 2 or equivalent) and identify opportunities for the implementation of passive design solutions that reduce demands for energy consuming building services (see compliance note CN4).	
Requirement 3	The building uses passive design measures to reduce the total heating, cooling, mechanical ventilation and lighting loads and energy consumption in line with the findings of the passive design analysis and the analysis demonstrates a meaningful reduction in the total energy demand as a result (see compliance note CN16).	
Credit 2 – 1 credit where;		
Requirement 4	The passive design analysis credit (credit 1) is achieved.	Credit not targeted
Requirement 5	The passive design analysis carried out under criterion 2 includes an analysis of free cooling and identifies opportunities for the implementation of free cooling solutions.	
Requirement 6	The building uses ANY of the free cooling strategies listed in compliance note CN5 to reduce the cooling energy demand, i.e. it does not use active cooling.	
Credit 3 – 1 credit where;		
Requirement 7	A feasibility study has been carried out by the completion of the Concept Design stage (RIBA Stage 2 or equivalent) by an energy specialist (see Relevant definitions) to establish the most appropriate recognised local (on-site or near-site) low or zero carbon (LZC) energy source(s) for the building/development (see compliance note CN7).	Credit not targeted

<p>Requirement 8</p>	<p>A local LZC technology/technologies has/have been specified for the building/development in line with the recommendations of this feasibility study and this method of supply results in a meaningful reduction in regulated carbon dioxide (CO2) emissions (see compliance note CN16).</p>	
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TRANSPORT

Tra 01: Public Transport Accessibility		
Targeted: 3 of 5		
Credit 1 - Up to 5 credits where;		
Requirement 1	<p>Up to 5 credits - Accessibility Index</p> <p>The public transport Accessibility Index (AI) for the assessed building is calculated and BREEAM credits awarded in accordance with the table of building types, AI benchmarks and BREEAM credits in Table - 29 (see checklists and tables).</p>	Three credits targeted
Requirement 2	<p>The Accessibility Index is determined by entering the following information in to the BREEAM Tra 01 calculator:</p> <p>The distance (m) from the main building entrance to each compliant public transport node</p> <p>The public transport type(s) serving the compliant node e.g. bus or rail</p> <p>The average number of services stopping per hour at each compliant node during the operating hours of the building for a typical day (see compliance notes and Table - 30 in the Additional Information section).</p> <p>OR</p> <p>One credit - Dedicated bus service</p> <p>For buildings with a fixed shift pattern, i.e. where building users will predominantly arrive/depart at set times, one credit can be awarded where the building occupier provides, or commits to providing a dedicated bus service to and from the building at the beginning and end of each shift/day.</p>	
Requirement 3		

	This credit is only available in cases where a development is unable to achieve any of the available credits using the Accessibility Index criteria (i.e. its location has a low public transport Accessibility Index).
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Tra 02: Proximity to amenities	
Targeted: 1 of 1	
Credit 1 - 1 credit where;	
Requirement 1	Where the building is located within close proximity of, and accessible to, local amenities which are likely to be frequently required and used by building occupants, as outlined in Table - 31
Requirement 2	Where a building type is indicated to have core amenities (Labelled as C in Table - 31) at least two of these must be provided as a part of the total number required. The remaining number of amenities required can be met using any other applicable amenities (including any remaining core amenities).
	One credit targeted

Tra 03: Cyclist facilities	
Targeted: 0 of 2	
Credit 1 - 1 credit where;	
Requirement 1	Compliant cycle storage spaces that meet the minimum levels set out in Table - 32 (see checklists and tables) are installed.
	Credit not targeted
Credit 2 - 1 credit where;	
Requirement 2	Criterion 1 has been achieved.
Requirement 3	At least two of the following types of compliant cyclist facilities have been provided for all staff and pupils (where appropriate)
	Credit not targeted

	(see relevant definitions for the scope of each compliant cyclist facilities: Showers Changing facilities Lockers Drying spaces
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Tra 05: Travel Plan	
Targeted: 0 of 1	
Credit 1 - 1 credit where;	
Requirement 1	A travel plan has been developed as part of the feasibility and design stages.
Requirement 2	A site specific travel assessment/statement has been undertaken to ensure the travel plan is structured to meet the needs of the particular site and covers the following (as a minimum): Where relevant, existing travel patterns and opinions of existing building or site users towards cycling and walking so that constraints and opportunities can be identified. Travel patterns and transport impact of future building users. Current local environment for walkers and cyclists (accounting for visitors who may be accompanied by young children) Disabled access (accounting for varying levels of disability and visual impairment) Public transport links serving the site Current facilities for cyclists.
Requirement 3	The travel plan includes a package of measures to encourage the use of sustainable modes of transport and movement of people and goods during the buildings operation and use.
	One credit targeted

<p>Requirement 4</p>	<p>If the occupier is known, they must be involved in the development of the travel plan and they must confirm that the travel plan will be implemented post construction and be supported by the buildings management in operation.</p>	
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WATER

Wat 01: Water Consumption		
Targeted: 3 of 5		
Credit 1 - Up to 5 credits where;		Three credits targeted
Requirement 1	An assessment of the efficiency of the building's domestic water-consuming components is undertaken using the BREEAM Wat 01 calculator.	
Requirement 2	The water consumption (L/person/day) for the assessed building is compared against a baseline performance and BREEAM credits awarded based upon Table - 35.	
Requirement 3	The efficiency of the following 'domestic scale' water-consuming components must be included in the assessment (where specified): WCs Urinals Taps (wash hand basins and where specified kitchen taps and waste disposal unit) Showers Baths Dishwashers (domestic and commercial sized) Washing machines (domestic and commercial or industrial sized). The BREEAM Wat 01 calculator defines the building types and activity areas for which the above components must be assessed.	
Requirement 4	Where a greywater and/or rainwater system is specified, its yield (L/person/day) is used to off-set non potable water demand from components that would otherwise be supplied using potable water.	

Requirement 5	Any greywater systems must be specified and installed in compliance with BS 8525-1:2010 Greywater Systems - Part 1 Code of Practice. Any rainwater systems must be specified and installed in compliance with BS 8515:2009+A1:2013 Rainwater Harvesting Systems - Code of practice.
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Wat 02: Water Monitoring	
Targeted: 1 of 1	
Credit 1 - 1 credit where;	
Requirement 1	The specification of a water meter on the mains water supply to each building; this includes instances where water is supplied via a borehole or other private source.
Requirement 2	Water-consuming plant or building areas, consuming 10% or more of the building's total water demand, are either fitted with easily accessible sub-meters or have water monitoring equipment integral to the plant or area (see Compliance notes).
Requirement 3	Each meter (main and sub) has a pulsed or other open protocol communication output to enable connection to an appropriate utility monitoring and management system, e.g. a building management system (BMS), for the monitoring of water consumption (see Relevant definitions).
Requirement 4	If the site on which the building is located has an existing BMS, managed by the same occupier/owner (as the new building), the pulsed/digital water meter(s) for the new building must be connected to the existing BMS.
One credit targeted	

Wat 03: Leak Detection	
Targeted: 2 of 2	
Credit 1 - 1 credit where;	

Requirement 1	<p>A leak detection system which is capable of detecting a major water leak on the mains water supply within the building and between the building and the utilities water meter is installed. The leak detection system must be:</p> <p>A permanent automated water leak detection system that alerts the building occupants to the leak OR an in-built automated diagnostic procedure for detecting leaks is installed.</p> <p>Activated when the flow of water passing through the water meter/data logger is at a flow rate above a pre-set maximum for a pre-set period of time.</p> <p>Able to identify different flow and therefore leakage rates, e.g. continuous, high and/or low level, over set time periods.</p> <p>Programmable to suit the owner/occupiers' water consumption criteria.</p> <p>Where applicable, designed to avoid false alarms caused by normal operation of large water-consuming plant such as chillers.</p>	One credit targeted
Credit 2 - 1 credit where;		
Requirement 2	Flow control devices that regulate the supply of water to each WC area/facility according to demand are installed (and therefore minimise water leaks and wastage from sanitary fittings).	One credit targeted
Wat 04: Water efficient equipment		
Targeted: 1 of 1		
Credit 1 - 1 credit where;		
Requirement 1	The design team has identified all unregulated water demands that could be realistically mitigated or reduced.	One credit targeted
Requirement 2	System(s) or processes have been identified to reduce the unregulated water demand and demonstrate, through either	

good practice design or specification, a meaningful reduction in the total water demand of the building.

MATERIALS

Mat 01: Life Cycle Impacts	
Targeted: 2 of 6	
Credit 1 - Up to 6 credits where;	
Requirement 1	BREEAM awards credits on the basis of the building's quantified environmental life cycle impact through assessment of the main building elements, as set out in Table - 38:
Requirement 2	<p>Credits are awarded on the basis of the total number of points achieved, as set out in Table - 39 below, and calculated using the BREEAM Mat 01 calculator. This points score is based on the Green Guide rating(s) achieved for the specifications that make up the main building elements (as in Table - 38).</p> <p>Note: Where an independently verified third party Environmental Product Declaration (EPD), covering part of or the whole life cycle, is available for a material or product that forms part of an assessed building element, this can be used to increase the contribution of that element to the building's Mat 01 performance. (Refer to Calculation procedure where a specific Environmental Product Declaration (EPD) is available for a material in the Methodology section for more details.)</p>
Requirement 3	Life cycle greenhouse gas emissions (kgCO2 eq.) for each element are also required to be reported based on a 60-year building life. Where specific data is not available for a product or element, generic data should be used. Generic data can be obtained from the online Green Guide for each element and must be entered in to the BREEAM Mat 01 calculator.
Two credits targeted	
Mat 02: Hard Landscaping and Boundary Protection	

Targeted: 1 of 1	
Credit 1 - 1 credit where;	
Requirement 1	Where at least 80% of all external hard landscaping and 80% of all boundary protection (by area) in the construction zone achieves an A or A+ rating, as defined in the Green Guide to Specification. Green Guide ratings for the specification(s) of each element can be found at www.thegreenguide.org.uk
	One credit targeted
Mat 03: Responsible Sourcing of Materials	
Targeted: 2 of 4	
Pre-requisite	
Requirement 1	All timber and timber based products used on the project is 'legally harvested and traded timber' (see Relevant definitions). Note: It is a minimum requirement for achieving a BREEAM rating (for any rating level) that compliance with criterion 1 is confirmed. For other materials there are no pre-requisite requirements at this stage.
	Pre-requisite assumed
Credit 1 - 1 credit where;	
Requirement 2	The principal contractor sources materials for the project in accordance with a documented sustainable procurement plan (see the Relevant definitions in the Additional information section).
	One credit targeted
Credit 2 – Up to 3 credits where;	
Requirement 3	The available RSM credits (refer to Table - 43) can be awarded where the applicable building materials (refer to Table - 44) are responsibly sourced in accordance with the BREEAM
	One credit targeted

	methodology, as defined in steps 1 to 2 in the Methodology section.
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Mat 04: Insulation	
Targeted: 1 of 1	
Credit 1 - 1 credit where;	
Requirement 1	Any new insulation specified for use within the following building elements must be assessed: External walls Ground floor Roof Building services
Requirement 2	The Insulation index for the building fabric and services insulation is the same as or greater than 2.5. See Mat 04 Insulation section for a description of calculating the Insulation index.
	One credit targeted

Mat 05: Designing for durability and resilience	
Targeted: 1 of 1	
Credit 1 - 1 credit where;	
Requirement 1	Protecting vulnerable parts of the building from damage. The building incorporates suitable durability and protection measures or designed features/solutions to prevent damage to vulnerable parts of the internal and external building and landscaping elements. This must include, but is not necessarily limited to:
	One credit targeted

	<p>Protection from the effects of high pedestrian traffic in main entrances, public areas and thoroughfares (corridors, lifts, stairs, doors etc.).</p> <p>Protection against any internal vehicular/trolley movement within 1m of the internal building fabric in storage, delivery, corridor and kitchen areas.</p> <p>Protection against, or prevention from, any potential vehicular collision where vehicular parking and manoeuvring occurs within 1m of the external building façade for all car parking areas and within 2m for all delivery areas.</p>	
Requirement 2	<p>Protecting exposed parts of the building from material degradation</p> <p>The relevant building elements incorporate appropriate design and specification measures to limit material degradation due to environmental factors. (See Methodology for the process to assess this criterion).</p> <p>See Table - 47 in the Checklists and tables section for a list of applicable elements, environmental factors and material degradation effects to consider.</p>	

Mat 06: Material efficiency		
Targeted: 0 of 1		
Credit 1 - 1 credit where;		
Requirement 1	<p>Opportunities have been identified, and appropriate measures investigated and implemented, to optimise the use of materials in building design, procurement, construction, maintenance and end of life</p>	Credit not targeted

Requirement 2	<p>The above is carried out by the design/construction team in consultation with the relevant parties (see CN3) at each of the following RIBA stages:</p> <ul style="list-style-type: none"> Preparation and Brief Concept Design Developed Design Technical Design Construction. 	
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WASTE

Wst 01: Construction Waste Management	
Targeted: 2 of 4	
Credit 1 - Up to 3 credits where;	
Requirement 1	Up to three credits Where a Resource Management Plan (RMP) has been developed covering the non-hazardous waste related to on-site construction and dedicated off-site manufacture or fabrication (including demolition and excavation waste) generated by the building's design and construction (see CN3).
Requirement 2	Where construction waste related to on-site construction and dedicated off-site manufacture/fabrication (excluding demolition and excavation waste) meets or is lower than that shown in Table - 48:
Requirement 3	Where existing buildings on the site will be demolished a pre-demolition audit of any existing buildings, structures or hard surfaces is completed to determine if, in the case of demolition, refurbishment/reuse is feasible and, if not, to maximise the recovery of material from demolition for subsequent high grade/value applications. The audit must be referenced in the RMP and cover: Identification of the key refurbishment/demolition materials. Potential applications and any related issues for the reuse and recycling of the key refurbishment and demolition materials in accordance with the waste hierarchy.
Credit 2 - 1 credit where;	
One credit targeted	

Requirement 4	The following percentages of non-hazardous construction (on-site and off-site manufacture/fabrication in a dedicated facility), demolition and excavation waste (where applicable) generated by the project have been diverted from landfill as shown in Table - 49.	One credit targeted
Requirement 5	Waste materials will be sorted into separate key waste groups as per Table - 50 (according to the waste streams generated by the scope of the works) either on-site or through a licensed contractor for recovery.	

Wst 02: Recycled Aggregates		
Targeted: 0 of 1		
Credit 1 - 1 credit where;		
Requirement 1	The percentage of high-grade aggregate that is recycled and/or secondary aggregate, specified in each application (present) must meet the following minimum % levels (by weight or volume) to contribute to the total amount of recycled and/or secondary aggregate, as specified in table -48.	Credit not targeted
Requirement 2	The total amount of recycled or secondary aggregate specified, and meeting criterion 1, is greater than 25% (by weight or volume) of the total high grade aggregate specified for the development. Where the minimum level in criterion 1 is not met for an application, all the aggregate in that application must be considered as primary aggregate when calculating the total high grade aggregate specified.	
Requirement 3	The recycled and/or secondary aggregates are EITHER: Construction, demolition and excavation waste obtained on-site or off-site OR	

	Secondary aggregates obtained from a non-construction post-consumer industrial by product source (see Relevant definitions section).	
Wst 03: Operational Waste		
Targeted: 1 of 1		
Credit 1 - 1 credit where;		
Requirement 1	<p>Dedicated space(s) is provided for the segregation and storage of operational recyclable waste volumes generated by the assessed building/unit, its occupant(s) and activities. This space must be:</p> <p>Clearly labelled, to assist with segregation, storage and collection of the recyclable waste streams</p> <p>Accessible to building occupants or facilities operators for the deposit of materials and collections by waste management contractors</p> <p>Of a capacity appropriate to the building type, size, number of units (if relevant) and predicted volumes of waste that will arise from daily/weekly operational activities and occupancy rates.</p>	One credit targeted
Requirement 2	<p>Where the consistent generation in volume of the appropriate operational waste streams is likely to exist, e.g. large amounts of packaging or compostable waste generated by the building's use and operation, the following facilities are provided:</p> <p>Static waste compactor(s) or baler(s); situated in a service area or dedicated waste management space.</p> <p>Vessel(s) for composting suitable organic waste resulting from the building's daily operation and use; OR adequate space(s) for storing segregated food waste and compostable organic material prior to collection and delivery to an alternative composting facility.</p>	

	Where organic waste is to be stored/composted on-site, a water outlet is provided adjacent to or within the facility for cleaning and hygiene purposes.
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Wst 05: Adaptation to climate change	
Targeted: 0 of 1	
Credit 1 - 1 credit where;	
Requirement 1	<p>Credit not targeted</p> <p>Conduct a climate change adaptation strategy appraisal for structural and fabric resilience by the end of Concept Design (RIBA Stage 2 or equivalent), in accordance with the following approach:</p> <p>Carry out a systematic (structural and fabric resilience specific) risk assessment to identify and evaluate the impact on the building over its projected life cycle from expected extreme weather conditions arising from climate change and, where feasible, mitigate against these impacts. The assessment should cover the following stages:</p> <ul style="list-style-type: none"> Hazard identification Hazard assessment Risk estimation Risk evaluation Risk management

Wst 06: Functional adaptability	
Targeted: 1 of 1	
Credit 1 - 1 credit where;	
Requirement 1	<p>One credit targeted</p> <p>A building-specific functional adaptation strategy study has been undertaken by the client and design team by Concept Design</p>

	(RIBA Stage 2 or equivalent), which includes recommendations for measures to be incorporated to facilitate future adaptation.	
Requirement 2	Functional adaptation measures have been implemented (RIBA Stage 4 or equivalent) in accordance with the functional adaptation strategy recommendations, where practical and cost effective. Omissions have been justified in writing to the assessor.	

LAND USE & ECOLOGY

LE 01: Site Selection	
Targeted: 1 of 2	
Credit 1 - 1 credit where;	
Requirement 1	At least 75% of the proposed development's footprint is on an area of land which has previously been occupied by industrial, commercial or domestic buildings or fixed surface infrastructure.
Credit 2 – 1 credit where;	
Requirement 2	A contaminated land specialist's site investigation, risk assessment and appraisal has deemed land within the site to be affected by contamination. The site investigation, risk assessment and appraisal have identified: The degree of contamination The contaminant sources/types The options for remediating sources of contamination which present an unacceptable risk
Requirement 3	The client or principal contractor confirms that remediation of the site will be carried out in accordance with the remediation strategy and its implementation plan as recommended by the contaminated land specialist.
	One credit targeted

LE 02: Ecological Value of Site and Protection of Ecological Features	
Targeted: 2 of 2	
Credit 1 - 1 credit where;	
Requirement 1	Land within the construction zone is defined as 'land of low ecological value' using either:
	One credit targeted

	<p>The BREEAM checklist for defining land of low ecological value (see Table -52);</p> <p>OR</p> <p>A Suitably Qualified Ecologist (SQE) who has identified the land as being of 'low ecological value' within an ecological assessment report, based on a site survey.</p>	
Credit 2 - 1 credit where;		
Requirement 2	All existing features of ecological value within and surrounding the construction zone and site boundary area are adequately protected from damage during clearance, site preparation and construction activities in line with BS42020: 2013.	One credit targeted
Requirement 3	In all cases, the principal contractor is required to construct ecological protection recommended by the SQE, prior to any preliminary site construction or preparation works (e.g. clearing of the site or erection of temporary site facilities).	

LE 03: Minimising impact on existing site ecology		
Targeted: 2 of 2		
Credit 1 - Up to 2 credits where;		
Requirement 1	<p>Two credits</p> <p>The change in ecological value of the site is equal to or greater than zero plant species, i.e. no negative change, using the methods outlined in either (a) or (b) below:</p> <p>Determine the following information and input this data in to the BREEAM LE 03/LE 04 calculator:</p>	Two credits targeted

	<p>The broad habitat type(s) that define the landscape of the assessed site in its existing pre-developed state and proposed state (see Table - 53). Area (m2) of the existing and proposed broad habitat types. OR</p> <p>Where a Suitably Qualified Ecologist (SQE) has been appointed and, based on their site survey, they confirm the following and either the assessor or ecologist inputs this data in to the BREEAM LE 03/LE 04 calculator:</p> <p>The broad habitat types that define the landscape of the assessed site in its existing pre-developed state and proposed state. Area (m2) of the existing and proposed broad habitat plot types. Average total taxon (plant species) richness within each habitat type. OR</p>	
Requirement 2	<p>One credit</p> <p>Where the change in ecological value of the site is less than zero but equal to or greater than minus nine plant species i.e. a minimal change, use the methods outlined in either 1(a) or (b) above.</p>	

LE 04: Enhancing site ecology		
Targeted: 2 of 2		
Credit 1 - 1 credit where;		
Requirement 1	A suitably qualified ecologist (SQE) has been appointed by the client or their project representative by the end of the	One credit targeted

	Preparation and Brief stage (RIBA Stage 1 or equivalent) to advise on enhancing the ecology of the site at an early stage.	
Requirement 2	The SQE has provided an Ecology Report with appropriate recommendations for the enhancement of the site's ecology at Concept Design stage (RIBA Stage 2 or equivalent). The report is based on a site visit/survey by the SQE (see also CN4).	
Requirement 3	The early stage advice and recommendations of the Ecology Report for the enhancement of site ecology have been, or will be, implemented in the final design and build.	
Credit 2 - 1 credit where;		
Requirement 4	The criteria of the first credit are met.	One credit targeted
Requirement 5	The recommendations of the Ecology Report for the enhancement of site ecology have been implemented in the final design and build, and the SQE confirms that this will result in an increase in ecological value of the site, with an increase of six plant species or greater (refer also to Compliance note CN8 for alternative means of compliance).	
Requirement 6	The increase in plant species has been calculated using the BREEAM LE 03/LE 04 calculator, using actual plant species numbers.	
LE 05: Long Term Impact on Biodiversity		
Targeted: 2 of 2		
Credit 1 - Up to 2 credits where;		
Requirement 1	Where a Suitably Qualified Ecologist (SQE) is appointed prior to commencement of activities on-site and they confirm that all relevant UK and EU legislation relating to the protection and	Two credits targeted

	enhancement of ecology has been complied with during the design and construction process.	
Requirement 2	Where a landscape and habitat management plan, appropriate to the site, is produced covering at least the first five years after project completion in accordance with BS 42020:2013 Section 11.1. This is to be handed over to the building owner/occupants for use by the grounds maintenance staff.	
Requirement 3	<p>Where additional measures to improve the assessed site's long term biodiversity are adopted, according to Table - 55.</p> <ul style="list-style-type: none"> • One credit where at least 2 additional measures are adopted • Two credits where at least 4 additional measures are adopted <p>Where the Suitably Qualified Ecologist (SQE) confirms that some of the additional measures listed in Table - 55 are not applicable to the assessed development, the credits can be awarded in accordance with the table in the Tracker Plus Additional Guidance document.</p>	

POLLUTION

Pol 01: Impact of Refrigerants	
Targeted: 1 of 3	
Credit 1 - Up to 3 credits where;	
Requirement 1	<p>Three credits - No refrigerant use</p> <p>Where the building does not require the use of refrigerants within its installed plant/systems.</p> <p>OR alternatively, where the building does require the use of refrigerants, the three credits can be awarded through compliance with requirements 2 to 7.</p>
Requirement 2	<p>Pre-requisite</p> <p>All systems (with electric compressors) must comply with the requirements of BS EN 378:2008 (parts 2 and 3) and where refrigeration systems containing ammonia are installed, the Institute of Refrigeration Ammonia Refrigeration Systems Code of Practice.</p>
Requirement 3	<p>Impact of refrigerant:</p> <p>2 credits:</p> <p>Where the systems using refrigerants have Direct Effect Life Cycle CO2 equivalent emissions (DELCO2e) of ≤ 100 kgCO2e/kW cooling/heating capacity. To calculate the DELCO2e please refer to the Relevant definitions in the Additional information section and the Methodology section.</p> <p>OR</p>
One credit targeted under requirement 5	

Requirement 4	Where air-conditioning or refrigeration systems are installed the refrigerants used have a Global Warming Potential (GWP) ≤ 10.
	OR
Requirement 5	Where the systems using refrigerants have Direct Effect Life Cycle CO2 equivalent emissions (DELC CO2e) of ≤ 1000 kgCO2e/kW cooling/heating capacity.

Pol 02: NOx emissions	
Targeted: 3 of 3	
Credit 1 - Up to 3 credits where;	
Requirement 1	Where the plant installed to meet the building's delivered heating and hot water demand has, under normal operating conditions, a NOx emission level (measured on a dry basis at 0% excess O2) as follows: <ul style="list-style-type: none"> • 1 Credit: ≤ 100 mg/kWh • Credits: ≤ 70 mg/kWh • 3 Credits: ≤ 40 mg/kWh
Requirement 2	Report via the BREEAM scoring and reporting tool the direct and indirect NOx emissions in mg/kWh and energy consumption in kWh/m2/yr arising from systems installed to meet the building's space heating, cooling and hot water demands.
Three credits targeted	

Pol 03: Surface Water Run Off	
Targeted: 4 of 5	
Credit 1 - Up to 2 credits where;	

Requirement 1	<p>Two credits - Low flood risk</p> <p>Where a site-specific flood risk assessment (FRA) confirms the development is situated in a flood zone that is defined as having a low annual probability of flooding (in accordance with current best practice national planning guidance). The FRA must take all current and future sources of flooding into consideration (see CN5).</p>	Two credits targeted
Requirement 2	<p>One credit - Medium / High flood risk</p> <p>Where a site-specific FRA confirms the development is situated in a flood zone that is defined as having a medium or high annual probability of flooding and is not in a functional floodplain (in accordance with current best practice national planning guidance). The FRA must take all current and future sources of flooding into consideration (see CN5).</p> <p>AND</p>	
Requirement 3	<p>To increase the resilience and resistance of the development to flooding, one of the following must be achieved:</p> <p>The ground level of the building and access to both the building and the site, are designed (or zoned) so they are at least 600mm above the design flood level of the flood zone in which the assessed development is located (see CN8); OR</p> <p>The final design of the building and the wider site reflects the recommendations made by an appropriate consultant in accordance with the hierarchy approach outlined in section 5 of BS 8533:2011.</p>	
Credit 2 - Up to 2 credits where;		

Requirement 4	<p>Pre-requisite</p> <p>An Appropriate Consultant is appointed to carry out, demonstrate and/or confirm the development's compliance with the following criteria:</p>	Pre-requisite assumed
Requirement 5	<p>One credit</p> <p>Where drainage measures are specified to ensure that the peak rate of run-off from the site to the watercourses (natural or municipal) is no greater for the developed site than it was for the pre-development site. This should comply at the 1-year and 100-year return period events.</p>	One credit targeted
Requirement 6	<p>Relevant maintenance agreements for the ownership, long term operation and maintenance of all specified SuDS are in place.</p>	
Requirement 7	<p>Calculations include an allowance for climate change; this should be made in accordance with current best practice planning guidance (see definitions).</p>	
Requirement 8	<p>One credit</p> <p>Where flooding of property will not occur in the event of local drainage system failure (caused either by extreme rainfall or a lack of maintenance); AND</p> <p>EITHER</p>	One credit targeted
Requirement 9	<p>Drainage design measures are specified to ensure that the post development run-off volume, over the development lifetime, is no greater than it would have been prior to the assessed site's development for the 100-year 6-hour event, including an allowance for climate change (see criterion 14).</p>	

Requirement 10	Any additional predicted volume of run-off for this event is prevented from leaving the site by using infiltration or other Sustainable Drainage System (SuDS) techniques.
Requirement 11	<p>OR (only where criteria 9 and 10 for this credit cannot be achieved):</p> <p>Justification from the Appropriate Consultant indicating why the above criteria cannot be achieved, i.e. where infiltration or other SuDS techniques are not technically viable options.</p>
Requirement 12	<p>Drainage design measures are specified to ensure that the post development peak rate of run-off is reduced to the limiting discharge. The limiting discharge is defined as the highest flow rate from the following options:</p> <p>The pre-development 1-year peak flow rate; OR The mean annual flow rate Q_{bar}; OR 2L/s/ha.</p> <p>Note that for the 1-year peak flow rate the 1-year return period event criterion applies (as described in the peak run-off criteria above).</p>
Requirement 13	Relevant maintenance agreements for the ownership, long term operation and maintenance of all specified SuDS are in place.
Requirement 14	For either option, above calculations must include an allowance for climate change; this should be made in accordance with current best practice planning guidance.
Credit 3 - 1 credit where;	
Requirement 15	There is no discharge from the developed site for rainfall up to 5mm (confirmed by the Appropriate Consultant).
	Credit not targeted

Requirement 16	In areas with a low risk source of watercourse pollution, an appropriate level of pollution prevention treatment is provided, using appropriate SuDS techniques.
Requirement 17	Where there is a high risk of contamination or spillage of substances such as petrol and oil (see Compliance notes for a list of areas), separators (or an equivalent system) are installed in surface water drainage systems.
Requirement 18	Where the building has chemical/liquid gas storage areas, a means of containment is fitted to the site drainage system (i.e. shut-off valves) to prevent the escape of chemicals to natural watercourses (in the event of a spillage or bunding failure).
Requirement 19	All water pollution prevention systems have been designed and installed in accordance with the recommendations of documents such as Pollution Prevention Guideline 3 (PPG 3) and/or where applicable the SUDS manual. For areas where vehicle washing will be taking place, pollution prevention systems must be in accordance with Pollution Prevention Guidelines 13.
Requirement 20	A comprehensive and up-to date drainage plan of the site will be made available for the building/site occupiers.
Requirement 21	Relevant maintenance agreements for the ownership, long term operation and maintenance of all specified SuDS must be in place.
Requirement 22	Where present, all external storage and delivery areas designed and detailed in accordance with the current best practice planning guidance (see Other information for further information).

Pol 04: Reduction of Night Time Light Pollution

Targeted: 1 of 1

Credit 1 - 1 credit where;		One credit targeted
Requirement 1	Where external lighting pollution has been eliminated through effective design that removes the need for external lighting without adversely affecting the safety and security of the site and its users. OR alternatively, where the building has no external lighting, one credit may be awarded as follows:	
Requirement 2	The external lighting strategy has been designed in compliance with Table 2 (and its accompanying notes) of the ILP Guidance notes for the reduction of obtrusive light, 2011. This can be demonstrated via completion of the checklists in Annexes B and C of the guidance note by a relevant member of the design team.	
Requirement 3	All external lighting (except for safety and security lighting) can be automatically switched off between 23:00 and 07:00.	
Requirement 4	If safety or security lighting is provided and will be used between 23:00 and 07:00, this part of the lighting system complies with the lower levels of lighting recommended during these hours in Table 2 of the ILP's Guidance notes.	
Requirement 5	Illuminated advertisements, where specified, must be designed in compliance with ILE Technical Report 5 – The Brightness of Illuminated Advertisements.	

Pol 05: Noise Attenuation		
Targeted: 1 of 1		
Credit 1 - 1 credit where;		One credit targeted
Requirement 1	Where there are, or will be, no noise-sensitive areas or buildings within 800m radius of the assessed development.	

Requirement 2	<p>OR alternatively, where the building does have noise-sensitive areas or buildings within 800m radius of the development, one credit can be awarded as follows:</p> <p>Where a noise impact assessment in compliance with BS 7445 has been carried out and the following noise levels measured/determined:</p> <p>Existing background noise levels at the nearest or most exposed noise-sensitive development to the proposed development or at a location where background conditions can be argued to be similar.</p> <p>The rating noise level resulting from the new noise source (see CN4).</p>
Requirement 3	<p>The noise impact assessment must be carried out by a suitably qualified acoustic consultant holding a recognised acoustic qualification and membership of an appropriate professional body (see Relevant definitions in the Additional information section).</p>
Requirement 4	<p>The noise level from the proposed site/building, as measured in the locality of the nearest or most exposed noise-sensitive development, is a difference no greater than +5dB during the day (07:00 to 23:00) and +3dB at night (23:00 to 07:00) compared to the background noise level.</p>
Requirement 5	<p>Where the noise source(s) from the proposed site/building is greater than the levels described in criterion 4, measures have been installed to attenuate the noise at its source to a level where it will comply with criterion 4.</p>

INNOVATION

Man 03: Responsible construction practices	
Targeted: 0 of 1	
Credit 1 - 1 credit where;	
Requirement 17	With reference to the considerate construction criterion 7, in addition to meeting the criteria for two credits, the contractor achieves compliance with the criteria of the compliant scheme to an exemplary level of practice.
	Credit not targeted

Hea 01: Visual Comfort	
Targeted: 0 of 1	
Credit 1 - 1 credit where;	
Requirement 14	Daylighting criteria have been met using either of the following options: Relevant building areas meet exemplary daylight factor(s) and the relevant criteria in Table - 15. OR Relevant building areas meet exemplary average and minimum point daylight illuminance criteria in Table - 16.
	Credit not targeted

Ene 01: Reduction of energy use and carbon emissions	
Targeted: 0 of 5	
Credit 1 - Up to 5 credits where;	

Requirement 2	Up to four credits - Zero regulated carbon The building achieves an EPRNC \geq 0.9 and zero net regulated CO2 emissions (see Relevant definitions).	Credit not targeted
Requirement 3	An equivalent percentage of the buildings modelled 'regulated' operational energy consumption, as stipulated in Table - 26, is generated by carbon neutral on-site or near-site sources and used to meet energy demand from 'unregulated' building systems or processes.	
Requirement 4	Five credits - Carbon negative The building is 'carbon negative' in terms of its total modelled operational energy consumption, including regulated and unregulated energy (see Relevant definitions in the Additional information section of this issue).	

Wat 01: Water Consumption		
Targeted: 0 of 1		
Credit 1 - 1 credit where;		
Requirement 1	An assessment of the efficiency of the building's domestic water-consuming components is undertaken using the BREEAM Wat 01 calculator.	Credit not targeted
Requirement 2	The water consumption (L/person/day) for the assessed building is compared against a baseline performance and BREEAM credits awarded based upon Table - 35.	
Requirement 3	The efficiency of the following 'domestic scale' water-consuming components must be included in the assessment (where specified): WCs	

	<p>Urinals Taps (wash hand basins and where specified kitchen taps and waste disposal unit) Showers Baths Dishwashers (domestic and commercial sized) Washing machine (domestic and commercial or industrial sized) The BREEAM Wat 01 calculator defines the building types and activity areas for which the above components must be assessed.</p>
Requirement 4	Where a greywater and/or rainwater system is specified, its yield (L/person/day) is used to off-set non potable water demand from components that would otherwise be supplied using potable water.
Requirement 5	Any greywater systems must be specified and installed in compliance with BS 8525-1:2010 Greywater Systems - Part 1 Code of Practice. Any rainwater systems must be specified and installed in compliance with BS 8515:2009+A1:2013 Rainwater Harvesting Systems - Code of practice.

Mat 01: Life Cycle Impacts	
Targeted: 0 of 3	
Credit 1 - 1 credit where;	
Requirement 4	Where assessing four or more applicable building elements, the building achieves at least two points in addition to the total points required to achieve maximum credits under the standard BREEAM criteria (as outlined in the table above) OR
Requirement 5	Where assessing fewer than four applicable building elements, the building achieves at least one point in addition to the total points required to achieve maximum credits under the standard BREEAM criteria.
Credit not targeted	

	Where the assessed building does not specify an element listed above, see the compliance note CN3 regarding the exemplary level benchmark.	
Credit 2 - Up to 2 credits where;		
Requirement 6	Where the design team has used an IMPACT compliant software tool (or equivalent) to measure the environmental impact of the building;	Credits not targeted
Requirement 7	Where the design team can demonstrate how the use of an IMPACT compliant software (or equivalent) has benefited the building in terms of measuring and reducing its environmental impact. See compliance note CN16.	
Requirement 8	Where the design team submit the building information model (BIM) from the IMPACT compliant software tool (or equivalent) for the assessed building to BRE Global (via the project's appointed BREEM Assessor). See compliance note CN17.	

Mat 03: Responsible Sourcing of Materials

Targeted: 0 of 1

Credit 1 - 1 credit where;

Requirement 4	Where at least 70% of the available RSM points are achieved.	Credit not targeted
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Wst 01: Construction Waste Management

Targeted: 0 of 1

Credit 1 - 1 credit where;

Requirement 6	Non-hazardous construction waste generated by the building's design and on-site construction and off-site manufacture or	Credit not targeted
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	fabrication (excluding demolition and excavation waste) is no greater than the exemplary level resource efficiency benchmark (outlined in Table - 48).
Requirement 7	The percentage of non-hazardous construction (on-site and dedicated off-site manufacture/fabrication), demolition and excavation waste (if relevant) diverted from landfill meets or exceeds the exemplary level percentage benchmark (outlined in Table - 49).
Requirement 8	All key waste groups are identified for diversion from landfill in the RMP.

Wst 02: Recycled Aggregates	
Targeted: 0 of 1	
Credit 1 - 1 credit where;	
Requirement 4	The percentage of high grade aggregate that is recycled or secondary aggregate, specified in each application (present) must meet the exemplary minimum levels (by weight or volume), as defined in table -51. Where this minimum level is not met, all the aggregate in that application must be considered as primary aggregate when calculating the total high grade aggregate specified.
Requirement 5	Where the total amount of recycled or secondary aggregate specified is greater than 35% (by weight or volume) of the total high grade aggregate specified for the project. Where the minimum level in criterion 1 is not met for an application, all the aggregate in that application must be considered as primary aggregate when calculating the total high grade aggregate specified.
Requirement 6	The contributing recycled or secondary aggregate must not be transported more than 30 km by road transport.
	Credit not targeted

Wst 05: Adaptation to climate change	
Targeted: 0 of 1	
Credit 1 - 1 credit where;	
Requirement 2	<p>Achievement of the Structural and fabric resilience criterion in this issue and the following criteria points or credits:</p> <p>Hea 04 Thermal comfort (Link to Wst 05 issue:- to preventing increasing risks of overheating) Criterion 6 in the second credit of the Hea 04 issue has been achieved.</p> <p>Ene 01 Reduction of energy use and carbon emissions (Link to Wst 05 issue: to maximise energy efficiency contributing to low carbon emissions resulting from increasing energy demands) At least eight credits in this issue have been achieved.</p> <p>Ene 04 Low carbon design (Link to Wst 05 issue: to maximise opportunities to avoid unnecessary carbon emissions) The Passive design analysis credit in this issue has been achieved.</p> <p>Wat 01 Water consumption (Link to Wst 05: to minimise water demands in periods of drought) A minimum of three credits in this issue have been achieved.</p> <p>Mat 05 Designing for durability and resilience (Link to Wst 05 issue: to avoid increased risks of deterioration and higher maintenance demands)</p>
	Credit not targeted

	<p>Criterion 2 relating to material degradation in this issue has been achieved.</p> <p>Pol 03 Surface water run-off (Link to Wst 05: to minimise the risks of increased flood risk and surface water run-off affecting the site or others) Flood risk – a minimum of one credit has been achieved. Surface water run-off – two credits have been achieved.</p>	
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AI: Approved Innovation		
Targeted: 0 of 1		
Credit 1 - 1 credit where;		
Requirement 2	One innovation credit can be awarded for each innovation approved by BRE Global, where the building complies with the criteria defined within an Approved Innovation application form.	Credit not targeted

7.0 CONCLUSION

- 7.1 This BREEAM pre-assessment report has set out a potential pathway to achieve a 'Very Good' rating for the commercial buildings at Swansea Central that are being constructed to shell and core specification.
- 7.2 The report highlights the development's sustainability credentials and environmental performance through compliance with BREEAM standards. The resulting pre-assessment BREEAM score that is likely to be achieved is 60.93%, equivalent to a 'Very Good' rating.
- 7.3 Following this pre-assessment report, a BREEAM Design Stage and eventually Post Construction Stage assessment are recommended to be undertaken for each of the specific buildings to gain full BREEAM certification. Due to the variety of commercial buildings on site there is likely to be some variation between the finalised assessment scores to achieve the 'Very Good' rating. However, this strategy provides the base strategy to be followed and demonstrates the sustainable performance of the design to date.

Agenda Item 11.



Report of the Cabinet Member for Environment Enhancement and Infrastructure Management

Cabinet – 20 May 2021

Highway Refurbishment Grant 2021-22

Purpose:	To confirm the Capital work Programme for the Welsh Government Highways Refurbishment Grant 2021 and to comply with Financial Procedure Rule 7 to commit and authorise schemes.
Policy Framework:	The Revenue and Capital budget as reported to and approved by Council on 4 th March 2021.
Consultation:	Access to Services, Finance, Legal.
Recommendation(s):	It is recommended that: 1) The proposed indicative allocations are approved and included in the Capital Programme. 2) Authority is delegated to the Head of Service for Highways and Transportation in conjunction with the Cabinet Member for Environment Enhancement and Infrastructure Management to prioritise, finalise and allocate funding to the appropriate schemes in line with the prioritisation approach detailed in this report.
Report Authors:	Bob Fenwick/Stuart Davies
Finance Officer:	Ben Smith
Legal Officer:	Debbie Smith
Access to Services Officer:	Rhian Millar

1. Introduction

- 1.1 At its meeting of 4th March 2021, Council approved the Revenue and Capital Budget for 2021/22.

1.2 At its meeting of 18th March 2021, Cabinet approved the capital allocation to highways Infrastructure assets.

1.3 On the 23rd March 2021 the Authority received a grant from Welsh Government that indicated that it will allocate £1.191572m as a Capital Grant to assist with the backlog of outstanding highway works.

2. Capital Programme

2.1 The City and County of Swansea's infrastructure is in need of significant investment and there is a significant backlog of works. The Authority is continuing to develop programmes of work 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.

2.2 The Capital Programme was detailed and approved in the report of the 18th March. Total allocated budget was listed prior to the grant as £5.418m.

3. Allocation of the £1.191752m Welsh Government Grant.

3.1 This allocation will support the core allocation for carriageway resurfacing. Schemes will be brought forward from the 5 year programmes and additional schemes will be allocated on risk assessment/engineering basis in accordance with the core Capital Programme. The detail of this programme will be confirmed and approved by the Cabinet Member as schemes are agreed with third parties and programmed.

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

Annual Allocation **£1.191752m**

Additional Carriageway Resurfacing 2021-22	£1.191752 m
TOTAL	£1.191752 m

4. Integrated Assessment 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.

- Deliver better outcomes for those people who experience socio-economic disadvantage

The Well-being of Future Generations (Wales) Act 2005 mandates that public bodies in Wales must carry out sustainable development. Sustainable development means the process of improving the economic, social, environmental and cultural well-being of Wales by taking action, in accordance with the sustainable development principle, aimed at achieving the 'well-being goals'.

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

The outcomes of the IIA (Appendix A) demonstrates No effect or risk to any user group within the community. Maintenance of existing infrastructure only.

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

5. Financial Implications

- 5.1 **Capital** - The cost of the Highways and Other Infrastructure works for 2020/21 funded by the Authority's own annual Capital programme in March amounts to £5.418m. This additional £1.191752m of funding gives a total of approximately £6.6m. This is a single year additional budget with 100% funding from Welsh Government therefore no financial implication sheet has been produced.

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

6. Legal Implications

- 6.1 This investment will assist the Authority in discharging its statutory duty to maintain the Highway. All Procurement activity and awarded contracts in respect of the above Schemes will need to comply with relevant procurement legislation and the Council's Contract Procedure Rules.

Background Papers: None

Appendices:

Appendix A - Integrated Impact Assessment Screening Form

Please ensure that you refer to the Screening Form Guidance while completing this form.

Which service area and directorate are you from?

Service Area:

Directorate:

Q1 (a) What are you screening for relevance?

- New and revised policies, practices or procedures
- Service review, re-organisation or service changes/reductions, which affect the wider community, service users and/or staff
- Efficiency or saving proposals
- Setting budget allocations for new financial year and strategic financial planning
- New project proposals affecting staff, communities or accessibility to the built environment, e.g., new construction work or adaptations to existing buildings, moving to on-line services, changing location
- Large Scale Public Events
- Local implementation of National Strategy/Plans/Legislation
- Strategic directive and intent, including those developed at Regional Partnership Boards and Public Services Board, which impact on a public bodies functions
- Medium to long term plans (for example, corporate plans, development plans, service delivery and improvement plans)
- Setting objectives (for example, well-being objectives, equality objectives, Welsh language strategy)
- Major procurement and commissioning decisions
- Decisions that affect the ability (including external partners) to offer Welsh language opportunities and services

(b) Please name and fully describe initiative here:

Highways Refurbishment Grant – Maintenance of Existing highway

Q2 What is the potential impact on the following: the impacts below could be positive (+) or negative (-)

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

**Q3 What involvement has taken place/will you undertake e.g. engagement/consultation/co-productive approaches?
Please provide details below – either of your activities or your reasons for not undertaking involvement**

Routine Planned Maintenance of Highways, using prioritised risk based priority list.

Q4 Have you considered the Well-being of Future Generations Act (Wales) 2015 in the development of this initiative:

- a) Overall does the initiative support our Corporate Plan’s Well-being Objectives when considered together?
Yes No
- b) Does the initiative consider maximising contribution to each of the seven national well-being goals?
Yes No
- c) Does the initiative apply each of the five ways of working?
Yes No
- d) Does the initiative meet the needs of the present without compromising the ability of future generations to meet their own needs?
Yes No

Resurfacing roads using asset management principles to minimise expenditure and resources across the network.

Q5 What is the potential risk of the initiative? (Consider the following impacts – equality, socio-economic, environmental, cultural, legal, financial, political, media, public perception etc...)

High risk <input type="checkbox"/>	Medium risk <input type="checkbox"/>	Low risk <input checked="" type="checkbox"/>
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Q6 Will this initiative have an impact (however minor) on any other Council service?
 Yes No **If yes, please provide details below**

Traffic delays on wider network, minimal risk.

Q7 What is the cumulative impact of this proposal on people and/or communities when considering all the impacts identified within the screening and any other key decisions affecting similar groups/ service users made by the organisation?

Positive effects on maintaining highway and networks for all.

Outcome of Screening

Q8 Please describe the outcome of your screening below:

- **Summary of impacts identified and mitigation needed (Q2)**
- **Summary of involvement (Q3)**
- **WFG considerations (Q4)**
- **Any risks identified (Q5)**
- **Cumulative impact (Q7)**

No effect or risk to any user group within the community. Maintenance of existing infrastructure only.

(NB: This summary paragraph should be used in the relevant section of corporate report)

Full IIA to be completed

Do not complete IIA – please ensure you have provided the relevant information above to support this outcome

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.

Screening completed by:
Name: Bob Fenwick
Job title: Group Leader Highway Maintenance
Date: 12/04/21
Approval by Head of Service:
Name: S Davies
Position: Head of Service Highways and Transportation
Date: 12/04/21

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

Agenda Item 12.



Report of the Cabinet Member for Children Services

Cabinet – 12 May 2021

Update on Children and Young People's Rights Scheme

Purpose:	To report on the progress of Swansea's Children and Young People's Rights Scheme and to agree to commence a consultation of a plan of a page of the Scheme which will be formally approved by Council.
Policy Framework:	United Nations Convention on the Rights of the Child (1989), Social Services and Wellbeing (Wales) Act 2014, Wellbeing of Future Generations (Wales) Act 2015, Children and Families (Wales) Measure 2010.
Consultation:	Legal, Finance, Access to Services, Social Service Directorate, Citizens and Children & Young People
Recommendation(s):	It is recommended that Cabinet: 1) Notes the contents of the Annual Progress Report 2019 attached at appendix 3. 2) Notes the contents of the Bridging Report for the period April 2020 to March 2021 attached at appendix 2. 3) Agrees to formally consult on the plan of a page of the Children and Young People's Rights Scheme which is attached at appendix 1. 4) Agrees to co-produce a formalised structure for the inclusive and effective engagement of all children and young people in Swansea.
Report Authors:	Jane Whitmore/Katie Spendiff
Finance Officer:	Chris Davies
Legal Officer:	Tracey Meredith
Access to Services Officer:	Rhian Millar

- 1.1 The Children and Young People's Rights Scheme sets out the arrangements the City and County of Swansea will put in place to ensure compliance with its duty to have due regard to the UNCRC. It provides transparency about the processes that will be followed to comply with the duty, and outlines monitoring procedures and expected outcomes.
- 1.2 This report is the fourth progress report on the due regard duty for embedding the UNCRC into the local authority policy framework and specifically focuses on progress made in the areas outlined in our Action Plan 2018-19 and can be found under **Appendix 3: Children & Young People's Rights Scheme Annual Progress Report 2019**, which was delayed.
- 1.3 In addition a bridging report can be found under **Appendix 2: Children & Young People's Rights Bridging Report 2020**. This report offers insight into progress in respect of children and young people's rights-based work in Swansea during the period of April 2020-March 2021, offering current thinking about what rights-based work, particularly the engagement of children and young people, as the Council recovers from the effects of Covid-19.
- 1.4 During this time period there has been a substantial amount of work to look at the original Children's Rights Scheme adopted in 2014 and ensure this compliments the 'Right Way' principled approach that is being embedded nationally. Although not a far leap from the existing Scheme in Swansea, alignment provides consistency in terms of language and measurement (using the Children Commissioners for Wales matrix), and provides increased opportunity to access resources. Alignment to the National process means opportunity to provide clear guidance, and tangible benchmarks for council departments to embed a whole council approach and evidence outcomes.
- 1.5 A draft plan on a page of the Children and Young People's Rights Scheme, found under **Appendix 1** has been co-produced in preparation for formal consultation. This plan incorporates National Principles for a Rights Based Approach to Children, and takes account of previous extensive work with children, young people and practitioners on what a new Scheme should look like.
- 1.6 The format and content of this draft has been recognised as good practice in terms of its accessibility and usability, and has been requested by the Children's Commissioner, for consideration to be rolled out as a National tool.
- 1.7 Through working with a listening to children and young people it is clear we need a refreshed way of looking at the way we ensure we include all children and young people in decisions that affect their lives.
- 1.8 Recommendations 1 and 2 asks Cabinet to note both reports under Appendix 2 and 3, these will be taken to full Council in September 2021

along with the plan on a page Children and Young People's Rights Scheme

2. Work to date

2.1 The report found at **Appendix 3: Children & Young People's Rights Scheme Annual Progress Report 2019** includes details of:

- An overview of how the Children & Young People's Rights Scheme was developed and is being implemented
- Details of how we have promoted knowledge and understanding of the UNCRC through training and awareness raising sessions
- How we have taken a whole Council approach to embedding Child Rights
- The participation of Children & Young People in decisions that affect them (Article 12)
- Accountability and compliance
- Next steps looking ahead

2.2 This bridging report found at **Appendix 2: Children & Young People's Rights Bridging Report 2020** takes a different format, taking into the consideration the impact and current thinking on how we continue to listen and involve children and young people, as we recover from the effects of Covid-19 in a different and innovative way, taking into account our learning from the past 12 months and enabling us to maintain our Statutory Duty.

2.3 Local Authorities have a duty to promote and facilitate participation by children and young people in decisions which might affect them. The legal basis for this duty is Section 12 of the Children and Families (Wales) Measure 2010. It requires local authorities to *make such arrangements as they consider suitable to promote and facilitate participation by children in decisions of the authority which might affect them, and to publish and keep up to date information about its arrangements.*

2.4 Evidence demonstrates how the pandemic has exacerbated existing inequalities, having a devastating impact on children's rights, well-being and futures.

Key concerns included more children being pushed into poverty, an observed widening of educational inequalities and worsening mental health especially for vulnerable children and young people. Therefore one of the recommendations going forward is to ensure we formalise structures for the inclusive and effective engagement of all children and young people, ensuring that these opportunities must:

- Increase the accessibility of decision makers to children and young people;
- Increase the number of opportunities for children and young people to meaningfully engage with decision makers in decisions that affect them;
- Be inclusive to those who would be traditionally be marginalised from civic participation, e.g. cyp who possess protected characteristics

and/or have additional needs, lack confidence, or do not wish to commit to a formal elected positions, but equally have a right to have their voice heard;

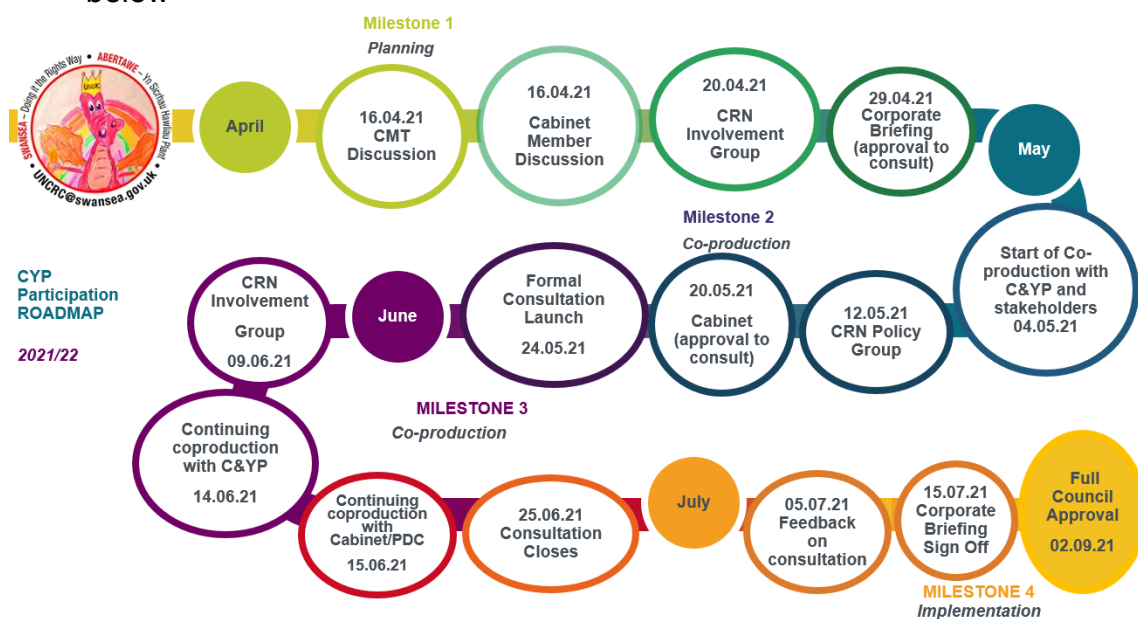
- Be appropriate to the age and maturity of the children participating.
- 2.5 The draft plan on a page Children and Young People's Rights Scheme (found under **Appendix 1**) outlines 5 key principles for embedding children's rights;
- Participation
 - Empowerment
 - Embedding
 - Accountability
 - Non-discrimination

This plan on a page outlines what each of these principles mean and our commitment under each of these principles. It incorporates National Principles for a Rights Based Approach to Children, and has been coproduced with children, young people and practitioners. The format and content of this draft has been recognised as good practice in terms of its accessibility and usability, and has been requested by the Children's Commissioner, for consideration to be rolled out as a National tool.

3. Future work

- 3.1 Cabinet is being asked to agree to formally consult on the draft plan on a page Children and Young People's Rights Scheme (**Appendix 1**) which will then be refreshed as a result and taken to full Council in September 2021 for approval.
- 3.2 Cabinet is also being asked to agree to co-produce how we can formalise structures to achieve inclusive and effective engagement of all children and young people. This work is one of the key principles outlined in the draft Children and Young People's rights scheme, under Participation.
- 3.3 The establishment of formal mechanisms for listening to children and young people requires a co-productive approach to development. The Children's Rights Network Involvement Group led by Swansea's Children and Young People's Partnership and Involvement Officer will oversee engagement of all stakeholders affected to ensure any forum/mechanisms developed are inclusive, meaningful and operate in a way that aligns to the National Participation Standards for Children and Young People.
- 3.4 Key actions for both recommendation 3 and 4 require to ensure a robust plan for listening to children and young people and stakeholders. This will be identified through co-production, engagement and participation and consultation and utilised to inform its development of inclusive and effective engagement mechanisms for all children and young people in Swansea, as part of the Childrens Rights Scheme.

3.5 A timeline and key milestones for both recommendations 3 and 4 is outlined below



3.6 Re-development and re-design of Swansea’s Children and Young People’s Rights Scheme helps to cement participation as a core element of embedding rights based practice. The refreshed plan on a page of the Children and Young People’s Rights Scheme in Swansea aligns to the Right Way principled approach that is being embedded nationally, enabling clear guidance and tangible benchmarks for council departments to embed a whole council approach and evidence outcomes that can be measured locally and nationally.

3.7 A robust action plan will be developed to support the Children’s Rights Scheme. Developed and monitored by the Children’s Rights Network Policy Sub Group, the action plan will incorporate data from Swansea’s response to the UN Call for Evidence, treaty tracker recommendations and feedback from children and young people and practitioners to provide an overarching framework for embedding rights.

3.8 2021 marks the year where young people aged 16 and 17 years are able to vote in local and Senedd elections in Wales. The Local Government and Elections (Wales) Act 2021 created a duty on local authorities to promote awareness among relevant young people of the arrangements for registration as local government electors and to take the steps the council considers necessary to help relevant young people register as local government electors.

3.9 Whilst efforts are ongoing in Democratic Services and more widely in council departments to support young people to register to vote, political literacy remains an issue for young people. Consideration might be given to reviewing how as a Council we support political literacy for young people and adults, in enabling them to understand:

- What politics means;

- Where to find party information;
- Accessibility of information;
- Who political members are;
- The process of voting

3.10 Through the planned co-production and consultation work we will explore what others have done in this regard as this is a much broader agenda in terms of political literacy, such as including this in the school curriculum and utilising education resources produced by the Electoral Commission.

4. Equality and Engagement Implications

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

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
 - Advance equality of opportunity between people who share a protected characteristic and those who do not.
 - Foster good relations between people who share a protected characteristic and those who do not.
- Our Equality Impact Assessment process ensures that we have paid due regard to the above.

4.2 The Children & Young People's Rights Scheme highlights the intrinsic links between the protected characteristics outlined in the Equality Act and the rights of children and young people.

When thinking about children's rights, there are equality implications in regard to age, and sometimes in relation to the other protected characteristics.

The due regard duty placed upon the Local Authority seeks to ensure that when decisions are made that affect children and young people, children's rights must be considered and acted upon if it is deemed that decisions being made have adverse effects on children and their equality rights. The inclusion of the UNCRC within the IIA process is contained within the report.

There are no equality implications for the Children and Young People's Rights Scheme Annual Report (Appendix 3).

4.3 The UNCRC embraces children's right to be able to express themselves, and receive information in a language of their choice, including Welsh. The report outlines opportunities for participation where children and young people have been able to engage through the medium of Welsh.

Once Appendix 1 is approved and signed off, it will be published and promoted to children, young people, their families and other relevant

stakeholders. Copies will be available in English and Welsh, as well as other languages if required.

- 4.4 A full EIA for Swansea's Children and Young People's rights scheme was produced at the time of its development (2014), and a new Screening Report and Full IIA will be opened based on recommendation within this report.

5. Legal Implications

- 5.1 There are no legal implications.

6. Financial Implications

- 6.1 Whilst there are no immediate financial implications arising from this report, it should be assumed that any resultant future spending needs will need be contained within existing budget provision and have full and due regard to the budget principles set out in the medium term financial plan and the likely levels of future budgets.

Background Papers:

Existing Children & Young People's Rights Scheme

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

Appendices:

Appendix 1: Draft Children & Young People's Rights Scheme Plan on a Page for consultation

Appendix 2: Children & Young People's Rights Bridging Report 2020

Appendix 3: Children & Young People's Rights Scheme Annual Progress Report 2019

Doing it the Rights Way:

Swansea's Children and Young People Rights Scheme 2021-23



This Means:

Making sure good quality arrangements are in place to ensure children and young people are listened to, and that their opinion is heard, in decisions that are being made that affect them.

Participation

We Will:

- Involve children directly in the design, monitoring and evaluation of services they receive.
- Learn about how other organisations are doing this, and develop plans that meet the needs of children and young people in Swansea.
- Develop clear targets to listen to children and young people from marginalised groups.
- Involve children in the recruitment of staff who have responsibilities that impact on children.
- Adopt the National Participation Standards for Children and Young people, to make sure when children participate, their experience is a quality one.

Promoting rights to children and young people so that they feel able to exercise them.

Empowerment

- Give children the information they need to influence decisions that affect them (e.g. simple language reports).
- Give children the opportunities they need to influence decisions that affect them(e.g. opportunities to scrutinise decision makers e.g. giving a group of young people the chance to ask questions directly to a key decision-maker).
- Establish relationships with groups of young people to allow them to consistently scrutinise work. E.g. youth groups/forums, or you could consider forming your own youth group.
- Give children and young people the training or information they need to do this properly.

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Having systems in place to write down and evidence how we give thought to the impact of decision on children's rights.

Embedding

- Make sure that leaders and staff have a good knowledge of children's rights (UNCRC), and help them understand how it can benefit our organisation's work.
- Use our resources to deliver training on children's rights. Set up a network of champions with responsibility to promote children's rights and set targets for how to embed children's rights in all work.
- Make sure there are HR/financial resources to support and promote children's rights.

Making sure workers understand the UNCRC and how their work impacts on children's rights.

Accountability

Having systems in place to report on what we are doing to make children's rights a reality in Swansea

- Publish an accessible annual update showing how we've worked towards making children's rights real in Swansea.
- Feedback regularly to children in a suitable format.
- Provide children with accessible information on how to provide feedback about what we're doing well or what we could improve, make complaints or hold staff to account.

Making special efforts to ensure children and young people who may be less likely to access their rights, have an equal opportunity to be able to do so.

Non Discrimination

- Make sure staff have up-to-date knowledge of the Equality Act and receive regular training to increase their awareness of different groups of children and young people's needs.
- Use a Children's Rights Impact Assessment (CRIA) to consider how individual decisions (e.g. projects/services) could impact different groups of children and young people.
- Use information we have about children and young people's need to consider whether our services reach all groups of young people.
- Provide information to children in a language or format appropriate to their age and maturity, culture, or disability



Children's Rights Annual Monitoring Bridging Report 2020-21

This report offers insight into progress in respect of children and young people's rights-based work in Swansea during the period of April 2020-March 2021, offering current thinking about what rights-based work, particularly the engagement of children and young people, as the Council recovers from the effects of Covid-19. This report is in addition to, and follows-on from Swansea's Annual Children's Rights Scheme Monitoring Progress Report 2018-2020.

Contents:

1. Lessons Learned through a pandemic including examples of engagement practice during lockdown
2. Areas of focus during lockdown:
 - Restructure of life stages team
 - Plan on a Page: Restructure and Remodel of Children's Rights work
 - A draft Children and Young People's Rights Scheme 2021-23
3. Gaps and recommendations for recovery from Covid-19

1. Engagement of Children and Young People: Lessons Learned through a Pandemic

In Swansea, meaningful and inclusive opportunities for children and young people to be heard in decisions that affect them is a priority. Since 2014, the county mechanism to ensure this has been called the Big Conversation, offering opportunities for nearly 10,000 children and young people aged 5-25 years to engage in accessible and meaningful opportunities to be heard.

The Pandemic meant that thought had to be given to how and where we engage with children and young people, in this new and unprecedented time of working. Engagement with children, young people, families, practitioners and data was undertaken between April-September 2020 to understand what good involvement may now look like.

Learning through a pandemic	
Who engaged?	What did this engagement look like?
<ul style="list-style-type: none"> • Children and Young People • Education colleagues • Social care colleagues • Third sector colleagues • Colleagues working with younger children • National participation officers across Wales regarding what effective engagement of CYP does/might look like moving forward; • Children’s Commissioner’s Office for Wales • Children in Wales 	<ul style="list-style-type: none"> • Mapping of information and support services, and how they have been adapted during Covid, to promote online for children and young people. • Coronavirus and Me • Making use of partner data from families and practitioners • Children in Wales/ UNCRRC call for evidence • Scoping and mapping what exists and what works well in respect of group work and participation

Examples of engagement practice during Covid

The embedding of children’s human rights as part of our commitment to the UNCRRC requires a whole Council approach to engagement and involvement. The effort of Council departments to adapt and change to continue to work with children and young people was significant, and often effective. Where direct work was required and where groups of young people already existed, good examples of rights based practice were evident. A selection of case studies highlighting this good practice are attached in **Appendix A**.

How have children’s rights been protected and affected during the pandemic?

In a paper published by the Equality and Human Rights Commission (2020), concern was raised to National Governments within the UK, about how the pandemic has exacerbated existing inequalities, having a devastating impact on children’s rights, well-being and futures. Key concerns included more children being pushed into poverty, an observed widening of educational inequalities and worsening mental health. Their evidence shows:

Poverty: Poverty is one of the main barriers to the full enjoyment of children’s rights – living in poverty can have a negative impact on children’s health, well-being, education and development.

Even before coronavirus the number of children living in poverty in Britain was increasing. However, more families now risk being pushed into poverty as a result of the pandemic, and the groups who already faced poverty are likely to see their income reduced further. Families with children are among those who have been hit the hardest.

Education: School closures and inequalities in home-learning environments also risk exacerbating growing attainment gaps for certain groups, including disabled pupils, some ethnic minorities, and those who are socio-economically disadvantaged. The shift to online learning risks undermining the right to education and may have a long-term effect on attainment.

Mental health: Although the effect of the pandemic on children's mental health is not yet fully understood, the combined impact of limited capacity within mental health services and children having reduced access to services, and time in school, could be severe and long-lasting.

What were our lessons learned from engagement in Swansea?

- Individual and specific services quickly adapted and tailored services to accommodate online and 121 need.
- Where groups already existed, participation continued more seamlessly.
- Potentially, there is more opportunity to engage with key decision makers as this can be done online.
- Recruitment and retention has been problematic – participant's priority has been the pandemic. This has been particularly true, and exacerbated for those already regarded harder to reach.
- Focus shifted to wellbeing alongside consultation, where check-ins and check-ups have become priority,
- CYP, particularly some considered vulnerable thrived in lockdown and in 121 and small group settings.
- Some prefer online mechanisms, for others (EAL and/or BAME communities, children with ALN, young children, gypsy and traveller communities have potentially become digitally excluded.
- Age: online engagement brings to the fore new and complex issues to consider regarding safe and appropriate ages to engage online and how.
- Diversity of platforms used, and permissions (for example to Zoom or Hwb) make broad engagement complex.
- Trusted adults and flexible approaches are key in lockdown participation,
- Feedback remains an issue

2. Areas of focus to address the learning and issues raised above

In order to effectively take on board the learning above, the following areas of focus have been/are required:

- Development of fit for purpose infrastructure, including a review and repurpose of the Life Stages Team and redevelopment of a partnership approach to children's rights via the Children's Rights Network;
- Review and refresh of Swansea's Children and Young People's Rights Scheme, including SMART and robust methods for measuring and evidencing its impact on the lives of children;
- Further development of fit for purpose, meaningful and inclusive mechanisms that engage children and young people aged 0-18 in decisions that affect them. The evidence aforementioned shows that children and young people in Swansea and across Wales/UK who are already considered vulnerable and sometimes harder to engage, have experienced further marginalisation during lockdown periods. Therefore, mechanisms must be inclusive, accessible and flexible to enable all children and young people to engage and relay their own personal experiences.

Redevelopment of a new structure and team to support rights based practice moving forward:

In order to efficiently take on board the learning above, a review and repurpose of the team with remit for the co-ordination of Children and Young People's Rights Scheme was undertaken. A refined focus on partnership, rights-based policy and involvement of stakeholders was established:



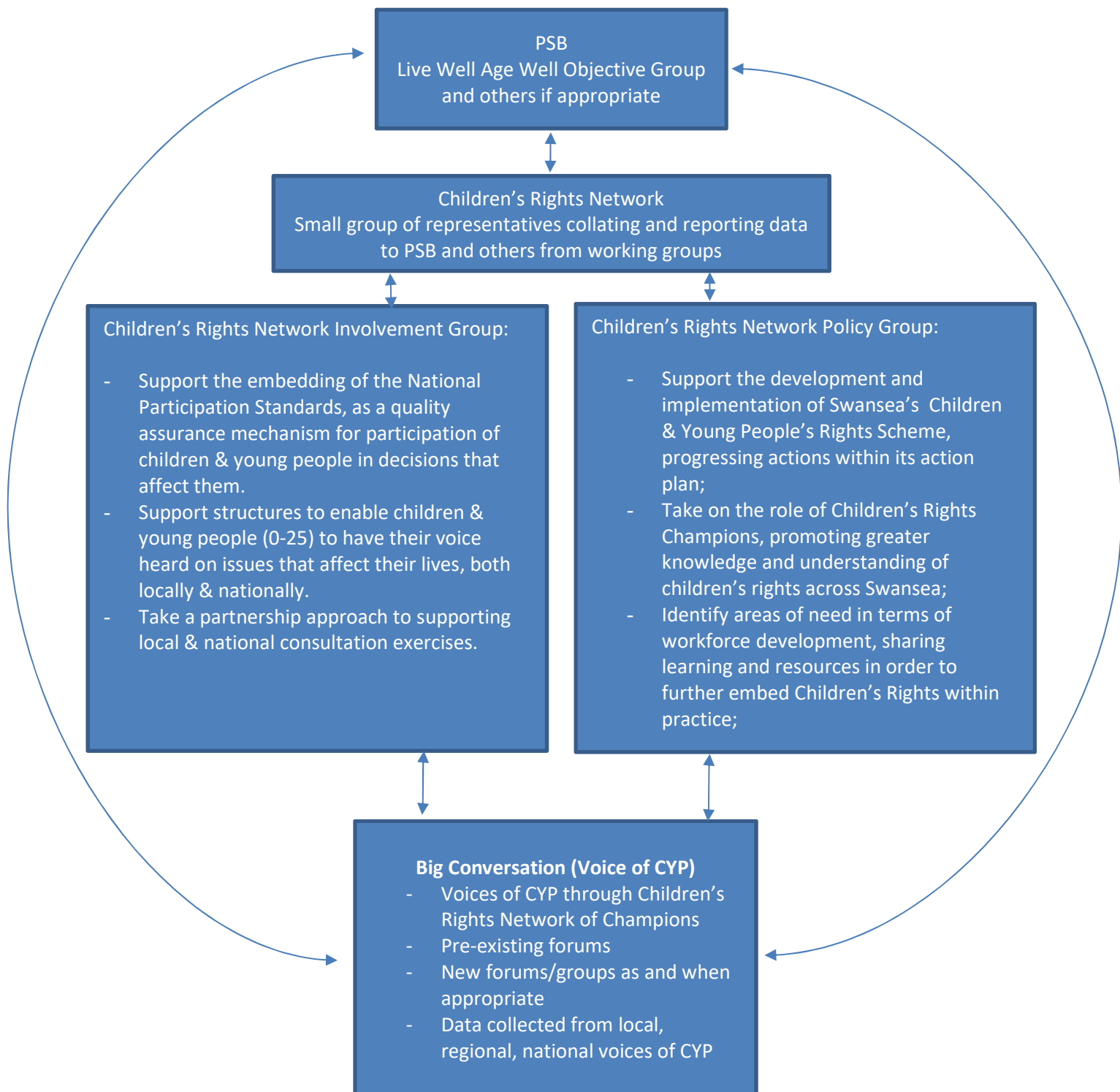
Team purpose

- To facilitate a partnership/stakeholder approach to realising objectives of the CR Scheme: raising awareness, developing understanding and assessing impact of rights based approaches.
- To ensure at the earliest opportunity, stakeholders can work in collaboration (at any level they wish) to ensure that services and strategies meet the need of those who are affected by them.
- To fulfil our statutory duty to ensure meaningful and quality mechanisms, through which children and young people are involved and listened to in decisions that affect them, exist at a National, regional, local and individual level.
- To promote rights to children and young people, supporting them to feel empowered to exercise them.
- To fulfil our duty in paying due regard to the UNCRC, ensuring children's rights are embedded across the workforce, and place at the forefront of decision making processes affecting children and young people.

This has enabled clarity about remit, posts, responsibilities and gaps in capacity.

Plan on a Page: Restructure and Remodel of Children’s Rights work

On Universal Children’s Day (November 20th 2020), Swansea’s Children’s Rights Network was re-launched. The Network comprises of over 80 organisations, services, schools and individuals with remit for children and young people, and aims to facilitate a whole authority approach to embedding a rights based approach in County work, split into two elements; involvement and policy:



- **Involvement**

As a result of the pandemic, we have recently reviewed the Big Conversation forum mechanisms to accommodate new need. In response to survey, feedback and engagement work with children, young people and practitioners, a Right of the Month approach will be rolled out as a council wide mechanism for engaging children and young people in matters that affect them. This mirrors approaches already used by organisations such as Unicef Rights Respecting Schools and the Children’s Commissioner’s Office for Wales. In Swansea this involves:

- Sharing, developing and co-ordinating resources relating to a particular right for stakeholders monthly
- Providing a calendar of events, national days, and consultations linked to each right of the month.
- Facilitating co-ordination, recording and monitoring data from stakeholders in line with National Participation Standards.
- Bringing together centrally CYP when emergent themes occur to discuss in more detail.
- Facilitating social media relating to particular right each month
- Supporting partners to involve their own customers in their decision making processes.

This approach applies consistency across sectors and age, but is flexible enough to be incorporated into individual organisations/services/projects work plans. This allows trusted adults to tailor participation work around a specific right to meet the needs of the population of children/young people they work with, and know well – this is in response to feedback, where children have reported the importance of trusted adults when engaging online.

- **Policy**

2021 sees the review of Swansea’s Children and Young People’s Rights Scheme. Consultation with children and young people and practitioners has informed the core of what a refreshed scheme looks like. Combined with consultation with families and practitioners. Academic review data, survey findings and UNCRC monitoring submissions, a refreshed policy and accompanying action plan that is fit for purpose in these new times will be developed.

To do this we must ensure:

- Stakeholders are involved in the review and redraft of rights based policies, are aware of existing policies and understand the links between them.
- At the earliest opportunity, stakeholders can work in collaboration (at any level they wish) to ensure that services and strategies meet the need of those who are affected by them.
- Effective partnership approach to ensure a whole Council (**and wider**) approach to rights is reflected in reporting, and a robust framework is in place to achieve this.
- Effective networks and governance mechanisms would exist to achieve the fulfilment of due regard

Therefore, as of early 2021, the Policy sub-group of will act as the vehicle through which a new Children and Young People’s Rights Scheme is drafted, consulted on, published and monitored.

A draft Children and Young People's Rights Scheme 2021-23

It is proposed that the refreshed Children and Young People's Rights Scheme in Swansea aligns to the Right Way principled approach that is being embedded nationally. Although not a far leap from the existing Scheme in Swansea, alignment provides consistency in terms of language and measurement (using the Children's Commissioner for Wales matrix), and provides increased opportunity to access resources. Alignment to the National process means opportunity to provide clear guidance, and tangible benchmarks for council departments to embed a whole council approach and evidence outcomes.

A draft Children and Young People's Rights Scheme (2021-2023) has been set out below. This plan incorporates National Principles for a Rights Based Approach to Children, and takes account of previous consultation work with children, young people and practitioners on what a new Scheme should look like. **Consultation on this plan on a page is required during 2021.** The format and content of this draft has been recognised as good practice in terms of its accessibility and usability, and has been requested by the Children's Commissioner, for consideration to be rolled out as a National tool.

A robust action plan will be developed to support the Children's Rights Scheme. Developed and monitored by the Children's Rights Network Policy Sub Group, the action plan will incorporate data from Swansea's response to the UN Call for Evidence, treaty tracker recommendations and feedback from CYP and practitioners to provide an overarching framework for embedding rights.

3. Gaps and Recommendations for the Recovery from Covid

It has been recognised that a gap exists in dialogue between children and young people and senior change-makers. **Mechanisms that build upon and act as a bridge between the Big Conversation, right of the month approach and involvement of children and young people in project work, and decision makers is required.**

- It is recommended that during the financial year 2021, a formalised structure for the inclusive and effective engagement of children and young people is co-produced. Development of timelines and key milestones for the exploration of a refined model in Swansea and consultation of a refreshed model for engagement to be developed during 2021.
- These opportunities must:
 - Increase the accessibility of decision makers to children and young people;
 - Increase the number of opportunities for children and young people to meaningfully engage with decision makers in decisions that affect them;
 - Be inclusive to those who would be traditionally be marginalised from civic participation, e.g. cyp who possess protected characteristics and/or have additional needs, lack confidence, or do not wish to commit to a formal elected positions, but equally have a right to have their voice heard;
 - Be appropriate to the age and maturity of the children participating.

Votes at 16

Building on changes in law enabling 16 and 17 years olds to vote, consideration should be given to how we support the political literacy of children and young people (and wider), equipping them with the knowledge and understanding to access and participate in voting. This includes:

- Understanding what politics means;
- Where to find party information;
- Accessibility of information;
- Who political members are;
- How to register to vote;
- The process of voting.

These recommendations should be viewed in conjunction with recommendation made in the Children and Young People's Rights Scheme Annual Monitoring Report 2019/20.

Appendix A - Examples of engagement practice during Covid-19

Info-Nation

Info Nation as an information, advice and guidance services for young people was able to adapt quickly, building on previous knowledge and experience of online platforms.

While drop-in services were unavailable due to lockdown, immediately young people were able to continue to access one-to-one information, advice and support enquiries online via email, direct messaging opportunities, via social media and online chat sessions. As a central hub of information, Info nation were also able to quickly disseminate information young people regarding coronavirus, and the rules cascaded from Welsh Government.

What difference has this made?

The right to access information has been fundamental to all during lockdown. Being able to access quality information, support and guidance has not only enable young people to receive accessible information about how to stay safe and abide by the rules of lockdown, but also to have direct access to workers who are able to support young people's well-being at a time where this has never been more important.

Pitchin', in the Kitchen: Opportunities for Care Experienced Children and Young People

Pitchin', In the Kitchen is a set of activity packs designed to build relationships and combat feelings of isolation that young people have seen as a priority during lockdown. These packs were created in collaboration with the amazing Care Experienced young people of Swansea, Swansea Children's Services Team and Mess Up The Mess Theatre Company, as part of a Well lawn project funded by the the National Lottery Community Fund. In the midst of Covid19 lock-down, Mess Up The Mess met with young people over Zoom; a very different way of working but still a lot of fun.

The pack was created in partnership with a team of artists, and cake designers to make the young people's vision come true. The young people have been vital to designing this pack from start to finish. The pack contains a number of activities including opportunities to have fun, bake together, play together, and laugh together – in either the real or virtual world. Anyone who would like to check out the tasty recipes or fun activities that bring people together and make them feel extra special, you can find Pitchin', In the Kitchen at <http://messupthemess.co.uk/pitch-in>

What difference has this made?

This project is fundamental to the principle of participation, not only in listening to what matters to children and young people, but also in supporting them to feel connected and part of a community, in times where it is easy to feel isolated. This work has been instrumental during lockdown for social care practitioners, who have made effective use of it to build rapport and relationships with children, young people and families, where they usually do so face to face.

Young People's Recruitment Panels

2020/21 was series of firsts in terms of young people's involvement in interview panels, participating in both the recruitment of Head of Child and Family Services and the Director of Education.

For the first time at Director level in Swansea, 8 young people have were recruited to form a Youth Interview Panel for the appointment of Swansea's Director of Education post. The young people participated in week long set of exercises to plan, develop and implement an interview process for Director Candidates. Leading the interview process, young people actively questioned and evaluated candidates performances to make recommendations to appointing Council officials.

LP, a panellist commented, "This process has been so valuable. We are thankful to have the opportunity to lead, and be heard in decisions like this, that have such a huge effect on our education. I hope there are many more opportunities for young people to be involved in projects like this in the future".

What difference has this made?

Co-involvement in senior decision-making process such as this underpins our commitment to make rights a reality for children in Swansea, specifically in respect of being involved in decisions that affect their lives. Young people have been able to co-produce decisions about recruitment, and for them this was significant, feeling empowered and proud of decisions they were deemed able to be a meaningful part of.

UNCRC Call for Evidence

2020 marked the start of the journey towards the next examination of government's progress in implementing the UN Convention on the Rights of the Child (UNCRC). Children in Wales, in partnership with the Wales UNCRC Monitoring Group, have been commissioned to facilitate the development and submission of a State of Children's Rights in Wales Report for the UN Committee to aide their review. As such, a call for evidence to gather children's rights priorities was issued.

A co-ordinated approach meant that Swansea submitted 23 of around 90 submissions to the call for evidence, telling of the Authority's commitment to children's rights. Broad ranges of issues were raised contributing to the final list of priorities and recommendations submitted to the UN (report to be published later this year).

What difference has this made?

Not only has Swansea been able to significantly contribute to influencing the priorities and issues the UN will monitor Welsh Government on in respect of children's rights, but internally detailed information now exists from 23 organisations, outlining issues that should prioritised locally in respect of children's rights. This information alongside feedback from children and young people, practitioners and academic review will inform a refreshed Children and Young People's Rights due for publication in 2021.

Coronavirus and Me

On 13 May 2020, the Children's Commissioner for Wales launched the 'Coronavirus and Me' consultation to find out about the experiences of children and young people in Wales. 2,205 children and young people completed the survey in Swansea, the second-highest total in Wales. This equates to roughly 5.7% of the targeted age range of 3 to 18-year-olds. The information was shared with schools, and school leaders used the information to inform their planning as they prepared for the return of pupils in the CICUP sessions.

The Coronavirus and Me report was circulated and shared with the membership of Swansea's Children's Rights Network – a Network of over 120 organisations, projects, services and individuals working with children, young people and families in Swansea. Links to the reports were also shared for children and young people via our #dillydragonswansea social media accounts and associated social media accounts including through Best Start Swansea and Swansea Play Service social media platforms.

What difference has this made?

Headteachers and officers found the report and the summary informed their actions in the summer term in ensuring effective transition from primary to secondary school. For example, 75% of Year 6 respondents said they wanted to return to their primary school to say goodbye. As a result, primary Headteachers prioritised this year group.

Actions are also being taken to tailor the Council's approach to listening to cyp in respect of lessons learned from Covid and the Coronavirus and Me survey:

- In response to survey feedback and engagement work with children, young people and practitioners, a Right of the Month approach is to be trialled as a council wide mechanism for engaging cyp in matters that affect them. Resources and consultations will focus on a particular right and resources circulated through social media, the Children's Rights Network and to individual schools for use.
- A mapping exercise will be undertaken in all schools to 1) check the correct details of all lead staff for pupil voice and/or children's rights, and 2) understand the current status of pupil voice work (and needs) within individual schools.

Votes at 16

Swansea Democratic Services and Children's Rights Team have been working together to ensure as widely as possible young people aged 14+ years are aware that laws have changed in Wales enabling young people aged 16+ years to vote in the forthcoming Welsh election. Work is ongoing to ensure young people have the tools that enable them to a) register to vote and b) understand how to access information about politics and how to participate in the voting process.

The following information has been all Headteachers and Rights leads in Secondary Schools, as well as being regularly publicised on social media:

- Electoral Commission information regarding how to register to vote:
- Information regarding the Politics Project, a project run by the Children's Commissioner's Office for Wales to support young people's understanding of the politic process and how to cast a vote;
- 'Votes at 16' workshop opportunities hosted by the Senedd.

What difference has this made?

4 schools have expressed interest in participating in the Children's Commissioners project after Easter.

Swansea Neath Port Talbot Junior Safeguarding Board: Keeping Connecting, Staying Safe

The SNPT Junior Safeguarding Board worked hard during National Safeguarding Week (16th- 20th November 2020) to promote every child's right to be safe, under the wider Safeguarding Board banner of 'Keeping Connected, Staying Safe'.

This has been a particularly pertinent theme during lockdown where feelings of isolation and disconnect have been voiced by children and adults alike. Children and young people across the region addressed this theme in the following ways:

- Highlighting the need for workshops for foster carers on discussing sensitive topics that can foster connectedness between carer and young person;
- Combatting isolation and engagement in activities that promote connectedness with others;
- Raising awareness of safeguarding in sport;
- Promoting children's right to be safe and to participate and be connected in society;
- Promoting how and where children and young people can contact services if they feel they are not safe or need support.

What difference has this made?

The Junior Safeguarding Board, with support from Participation Officers in Swansea and Neath Port Talbot worked hard to develop a programme of events, information and advice for Safeguarding Week. A multi-agency approach was taken to offer focussed regional workshops for foster carers on discussing healthy relationships, consent and sexual health.

Children, young people and senior decision-makers including Head of Child and Family Services and the Children's Commissioner took part in regional 'Pitchin, in the Kitchen' events to work together, connect, build relationships and have fun.

Over the past year members of the Junior Safeguarding Board have been campaigning to improve sporting events for children and young people. The JSB have highlighted abusive behaviour of adults on the touchline and collaborated with South Wales Police to produce graphics for social media to raise awareness.

A week long campaign focussing on Article 19: Every child's right to be Safe was promoted via social media accounts across the region, including raising awareness of who children can contact if they do not feel safe (Here for Swansea CYP webpages) as well as promoting information, advice and youth services available for them to access.

The Success of the junior board in 2020 has called for them to initiate an agenda to work on through 2021. A theme common to both Swansea and Neath Port Talbot and decided by young people for focus this year is LGBTQ+ issues, equality & discrimination.

Play Services

Swansea Play Service has been as busy as every during lockdown promoting and supporting children's right to play and relax. Work has included:

- Information and advice, provision of links to play ideas, and the promotion of play through social media;
- Distribution play bags to vulnerable families;
- Funding support to partners to ensure covid safe playful opportunities;
- 121 socially distanced outdoor family play sessions;
- Partnership working to advise on the safe opening of play spaces and parks;
- Piloting 4 outdoor activity trails to enable safe opportunities for play and physical literacy in the community;
- Successfully hosting a virtual National Play Day where organisations such as Circus Eruption, Menter Iaith, Swansea Museum, Faith in Families Family Centres, the Children's Rights Team, the Best Start Team and early years providers offered online and digital opportunities for children and their families to get involved in play opportunities through the day, and to take away ideas for play through lockdown.

What difference has this made?

In these unprecedented times, play and leisure for children and young people has been a priority in ensuring good wellbeing in difficult situations. The difference this has made includes:

- Extended contact and reach via online platforms, e.g. activities viewed and engaged with virtually on National Play day of reached over 1,000 people at a time.
- Delivery of over 1800 play bags to vulnerable children. As well as opportunities for children's play, for some parents and carers, this provided much needed doorstep support, where in some cases, further action was required to signpost and refer to services that could provide specialised support to families in need.
- Funding support for play equipment, play bag resources and even PPE has ensured that 3rd sector services have been able to continue to provide playful support to citizens.
- Safe outdoor family sessions has meant that support for vulnerable people who need it can continue.
- The pilot of 4 outdoor activity trails has led to the purchase of an additional 30 trails to support and promote the safe outdoor play of children in communities across Swansea.

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Improving How We Work

Children's Rights In Swansea

A progress report on implementing the Children and Young People's Rights Scheme in Swansea

September 2018 - March 2020



Foreword, Cllr. Sam. Pritchard

Cabinet Member - Children's Services



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Children and young people have always been a priority for the City & County of Swansea.

The City & County of Swansea is the first local authority in the UK to voluntarily make a public commitment to Children's Rights and create a platform for change to achieve a culture where there is a full appreciation of children's rights, and that we consciously consider them in all of our work so that ultimately it results in better services and lives for children, young people and families in Swansea.

Adopting this approach challenges existing ways of working and we are starting to see a culture change as we further develop our approach and embed our policy into practice.

The Children and Young People's Rights Scheme is an innovative road map to ensure consideration is given to the UNCRC in every decision the council makes. The success so far would not be possible without a partnership approach which includes working with our schools, communities, council services and wider partners to make this happen. We are delighted to be working with a wide group of people with a shared interest and commitment to this agenda.

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The report captures the actions and progress that we have seen so far and we are both really pleased and impressed with the feedback received in relation to adopting a rights based approach. Awards are good, but putting child rights at the heart of our business is the right thing to do which is far more important for the future of our children and young people in Swansea.

We are committed to children's rights.

We are creating a culture where children's rights are at the centre of our work. We aim to consider them in everything we do. This is important. Every Child has rights. Understanding and respecting Children's Rights gives us better services and better results in the lives of children, young people and families.

Children's rights

The UNCRC is the United Nations Convention on the Rights of the Child. It is a list of rights for all children and young people aged 0-18 years across the world and includes the things children need to be healthy, safe, able to participate and be the best they can.

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1. Introduction



The Children and Young People's Rights Scheme in Swansea

This scheme was launched in November 2014. We were the first County to voluntarily make it part of our work. The Scheme means we pay 'due regard' to the UNCRC when making decisions.

We do this by:

- Encouraging participation so children and young people have a say in decisions
- sharing knowledge and understanding of the UNCRC
- Having systems for feedback and complaints
- Gathering evidence of how following the UNCRC changes decisions and improves lives.

This is a report on what Swansea Council has done this year to put the Children & Young People's Rights Scheme into action.

In Swansea

1,521 children and young people had opportunities to have their voices heard. Having them involved has made a real difference to our plans and services.

We held different forums, events and projects across Swansea through Big Conversations – open, safe and fun ways for children and young people to be heard.

We work with schools, communities, services and other partners to make sure children and young people have lots of chances to have their voice heard:

- **Big Conversation Forums:** 795 children and young people participated in Big Conversations exploring topics such as LGTQIA+, alternative education, ALN codes of practice, city redevelopment, housing and homeless, stronger communities and working with nature. 32 primary schools and 13 secondary schools engaged.

- **Big Conversations for those who have experienced care:** 67 children took part in forums to let us know what is important for children in care and those who have been, and have now left.

- **Big Conversations to discuss Community Cohesion:** 50 young people took part in opportunities for facilitated discussions around issues such as extremism, rumors in communities, community cohesion, racism and prejudice

- **School Project Work:** 609 children worked with through visits to schools, to school councils and other school clubs.

2. Engagement and Participation

We recognise the value and importance of listening to what children and young people have to say.

Our duty is to create as many opportunities as possible for children to have a say in decisions which affect their lives



What difference has listening made?

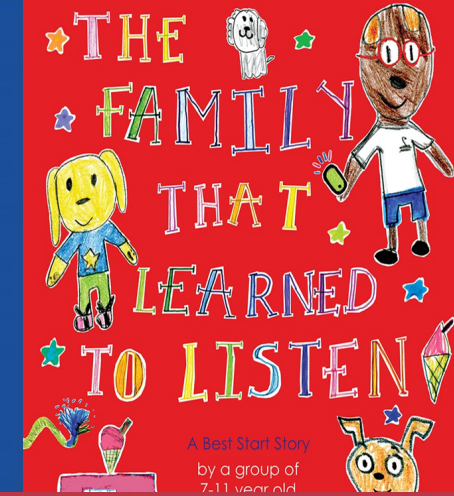
Children and young people are valuable in helping to create better services. Decision-makers and workshop providers gave feedback on topics children discuss in the form of You Said - We Did - This Means. Some of the outcomes are below:



Article 12

Every child has the right to say what they think in all matters affecting them, and to have their views taken seriously.

www.OutsideClassroomBeards.co.uk



Equalities

Councillors held discussions with children and young people focusing on experiences of inequality. These views helped inform Swansea's Equalities Scrutiny Report.



Alternative Education

Young people had a say on the new site for Alternative Education Provision in Swansea. Their ideas helped inform the design process of the buildings.



Period Poverty

Schools have introduced schemes where pupils can access free sanitary products at any point in the school day to help combat absenteeism resulting from period poverty.



Resources

"The Family that learnt to listen", a Children's story book and "I Have a Voice", a video resource, have been developed by Care Experienced Children and Young People



Recruitment

Young people who receive a service from Children's Services devised, facilitated, scored and evaluated a young person's section of recruitment process for Principle Officer Posts



Counter Extremism

Young people and volunteers from groups, schools and clubs in Swansea and NPT met to discuss counter-terrorism and are re working on community action projects to counter far-right narratives locally

3. Promoting Knowledge and Understanding

Our duty is to develop knowledge and understanding of the UNCRC through training for staff and decision makers.

We are committed to supporting people to understand children's rights.

We want services to think about the UNCRC in their day to day work.

Children's Rights training has been provided to 192 members and officers.

1 Rights in Early Years

UNCRC specific training within the early years sector is delivered through the Family Information Service training booklet.

We have incorporated into the Successful Kinaesthetic Intervention for Pre-Schoolers (SKIP) programme, the concept of children's choice. Children, aged from 2-3 design their own assault/obstacle course to encourage independence and also develop gross locomotor skills

2 Rights in Schools

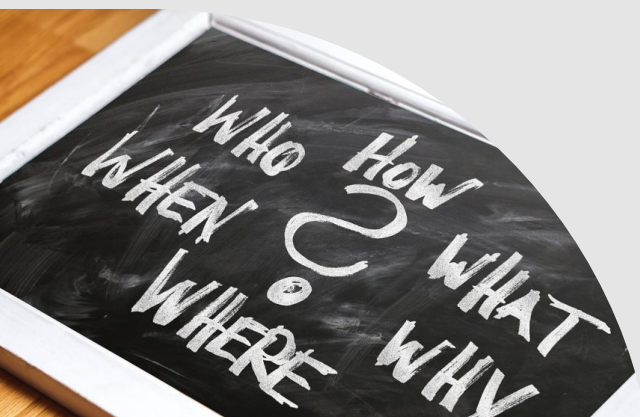
Training for headteachers and officers to become Rights Respecting Schools assessors has taken place, as well as bespoke Unicef and Council UNCRC sessions for schools engaged in the Rights Respecting Schools. Award,

3 Rights in Child and Family Services

Children's Rights and Advocacy training is incorporated into the Social Services annual training programme, and facilitated regularly for foster carers and social work students.

4 Children's Rights as Human Rights

As a part of discussions regarding Human Rights, a training session was piloted within Cultural Services to consider children's rights as human rights, and the rights all people have whether they are children or adults.



4. Raising Awareness of Children's Rights

We want everyone to know about children's rights.

We have a duty to raise awareness of the UNCRC to everyone including children and young people.

Children and young people have developed a **county-wide rights mascot**, called Dilly Dragon. Dilly has:

- A flag that flies during planned periods from the Civic Centre Building
- #DillyDragon #DdraigDilly linked to the Corporate Facebook and Twitter
- Promotional materials like pens, headphones, water bottles, posters and badges.
- An Instagram page @dillydragonswansea

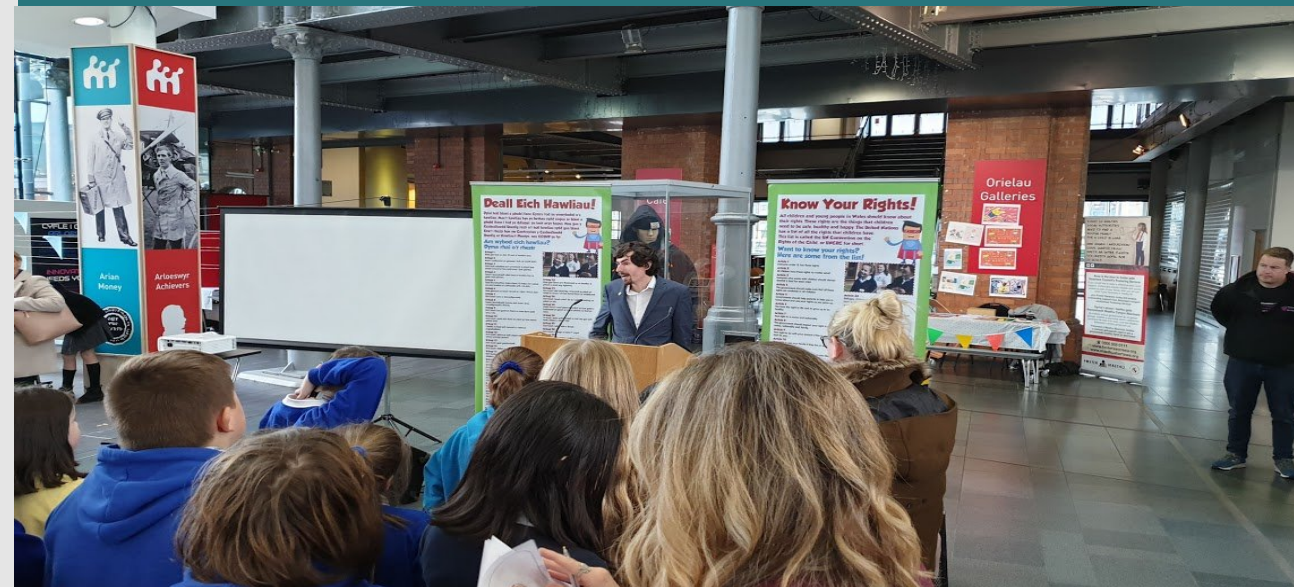
The **Public Service Board** continues its commitment to rights, using rights based language at the heart of its work, committing to offering children the Best Start in Life and ensuring that Swansea is a City for All, where everyone can enjoy their rights.

Professionals have recently presented on **early years work** in Swansea to the Royal Foundation. A large part the presentation was the focus on rights based practices in early years in Swansea, incorporating the Council's commitment to the UNCRC, including rights based story books that were produced. The focus on rights was commended.

2019 saw the celebration of the 5th anniversary of Swansea's Children's Rights Scheme in Swansea.

The event was a celebration of Swansea's Rights journey so far, and of the many people from schools, communities and services who work together to make Swansea's commitment to rights a reality for children and young people.

204 children, young people and service providers participated in, and 72 children, young people and service providers facilitated stall and activities at the National Waterfront Museum, where rights were celebrated through activities, speeches, information stalls and consultation opportunities.





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In Swansea, everyone working for the Council is committed to the best outcomes for children and young people, delivering the best services and keeping them safe.

**UNCRC ARTICLE 3:
BEST INTERESTS OF THE CHILD**

The best interests of children must be the primary concern in making decisions that may affect them.

5. A Whole Council Approach to Embedding Children's Rights

The Children's Rights Scheme has changed how we work.

We have one shared approach to making sure the UNCRC is part of all our plans and policies. This includes thinking about how any decisions may affect children and young people's lives.

We have worked together to consider how rights based approaches underpin practice by:

Ensuring children's human rights are included in key policies such as:

- Strategic Equality Plan
- Consultation and Engagement Plan
- Within 'Live Well, Age Well' components of Swansea's Well-being Plan
- Swansea's Co-Production and Engagement Strategy

Extending learning from children's rights based approaches more broadly to think about every person's human rights by:

- Exploring what it means for Swansea to be a Human Rights City
- Applying learning to what rights means for people across the life stages, ensuring Swansea is a city for all, where every person has the opportunity to have the best start in life and live and age well.
- Developing a Poverty Truth Commission

There are many areas of work where it is possible to observe due regard to the UNCRC:

Care Experienced Children and Young People

“Honesty, trust and respect” are the main themes to have permeated work with care experienced children and young people aged 7-18 years. Throughout work in 2019/20 these three values, as well as claiming rights, have been the consistent messages.

Topics covered at Big Conversations for Care Experienced Children and Young People include:

- Your Service
- Your Paperwork
- Looked After Education provision
- “You said, we did, what next” Big Conversation

Project work with Care Experienced Children and Young People:

- Workshops on re-branding/creating a new name for the LAC Team,
- Development of the Corporate Parenting Board Film “I have a voice”
- “The Family that learnt to listen”: a Children’s story book written by 7-11 year old Care Experienced Children with Thomas and Helen Donaldson, in partnership with the Council’s Early Years Team as part of the Best Start Strategy
- Recruitment: 4 groups of young people who receive a service from Children’s Services devised, facilitated, scored and evaluated a young person’s section of recruitment process for Principle Officer Posts

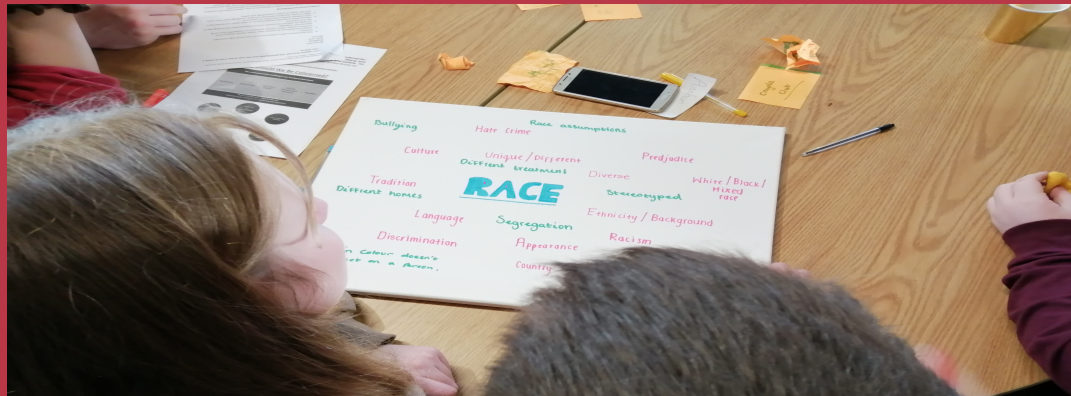
City Centre Regeneration

- The City Centre Regeneration Programme Team have made much progress in giving regard to the UNCRC within their work to regenerate and develop Swansea and its City Centre.
- Regard for the UNCRC is incorporated in the councils “Sustainability Statement” which sets out the Councils expectations of contractors, and tendered work in achieving high standards of sustainable development and environmental performance. Swansea Council recognises that taking a sustainable development approach is central to ensuring Swansea is a great place to live now and in the future and to ensure developments meet well-being needs and are informed by the citizens, ensuring Swansea is somewhere that is inclusive and safe and supports a prosperous and resilient economy.
- School children have been engaged throughout City regeneration developments and informed the planning of new developments in a timely way, which have included considering what a “City for All” would look like, developing a Children’s Rights “Dilly Dragon” (Children’s rights mascot in Swansea) trail, voting for play options within the City play space and considering what they would like the new planned “Arena Development” to bring to Swansea. As a result the Arena operator has detailed their play strategy in their procurement documentation detailing how they will be going out to schools to run different workshops which will enable children of all ages and abilities to enjoy the Arena regardless of socio-economic background.

Community Cohesion

The School Swap, a community cohesion initiative for approximately 50 young people aged 11-18 across Swansea, Neath Port Talbot and Bridgend aims to:

- Grow social capital amongst different groups of people by exploring cultural and social differences with respectful curiosity through facilitated discussions, resulting a filmed documentary and future action plans. Support young people across the region to learn about themselves and others of different backgrounds, cultures, faiths and communities through a series of rights based discussions and activities.
- Allow safe opportunities for facilitated discussions around issues such as extremism, rumours in communities, community cohesion, racism and prejudice that have potential to affect residents of three regions and to consolidate these findings to create a documentary about the process and outcomes of the project.
- Extend the cohesive nature of working together to adults in the community through parent/carer engagement and multi-agency partnership working with outside agencies like social services and local businesses.



Council Policies

Children's rights are part of our corporate plans including our Strategic Equality Plan, County-wide Corporate Plan, Overarching Safeguarding Policy as well as within our democratic reporting and scrutiny reporting processes.

Council Tax Policy

Activity has been undertaken by staff in the Revenue and Benefits team to make children's rights accessible to those who would usually have no contact with children through their work. The team have been supported to give consideration to children and families, particularly in relation to the Council Tax process, offering more flexibility than the usual process affords, by giving consideration to how a child's rights may be affected by it.

Corporate Building Services

This service has incorporated the UNCRC across its strategic priorities and policies. All staff have received rights based safeguarding training and have a good knowledge of children's rights and signals that they may observe in the community that indicate children are not in receipt of their rights.

More work needs to be done to explore rights based practice in services indirectly working with children and young people.

Dementia Friendly Schools

- An intergenerational storytelling project to bring together the young and older people of Swansea. The aim is to create an understanding of Dementia and to explore issues around being young and old, to learn from each other and to celebrate those moments through finding and telling our stories.
- Funded by the Integrated Care Fund (ICF) to develop a “Dementia Friendly Generation” and raise awareness of dementia across Swansea. Council teams are working in partnership with the Alzheimer’s Society to develop this project.
- 8 Schools are involved in the project; 2 Comprehensive Schools and 6 Primary Schools
- 2 Schools 1 Primary and 1 Comprehensive, officially recognised and accredited by the Alzheimer’s Society as Dementia Friendly Schools
- 6 School Dementia Friends Champions trained
- 14 Dementia Friends information sessions delivered
- 2 Whole school assemblies delivered
- Fundraising occurring in each of the 8 schools
- 5 Schools linked with Dementia Specific Care homes and attend regularly.

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Early Years

Healthy Pre School Scheme & Gold Snack Award Settings:

- Encourage a self-serve element into snack time to encourage independence, and develop confidence. This has been recognised by CIW in inspection reports.
- Provide free access to water at all times for children to self-serve. This gives children the opportunity to access water whenever they want a drink, and also helps develop independence and confidence.
- Recognise children as capable and active participants. Cookery activities have been designed so children prepare their own foods using knives. This work has now been extended beyond healthy pre-schools and the childcare workforce where pilot sessions with parents and their children to show this capability are taking place, beyond the door of the nursery.

Within the Early Years Team

- Working with colleagues within the ALN Unit, Person Centred Planning and One Page Profiles for the Early Years sector, have been developed.
- The Childcare and Early Years Conference, ‘Healthy Hearts’ & ‘Happy Faces’ delivered a suite of training across our Childcare and Early Years workforce including Early Years Health Professionals. Childcare settings across the Council have benefitted from an extended provision of support that has gone beyond the one day conference. Settings have been supported to develop and improve areas of their work which has included the participation of children. Key areas of development include physical literacy, circus skills, developing nutritional meals and snacks including cooking with children and opportunities to improve outdoors provision.



Education

ALN Code of Practice

Children and Young People have been working with Education Officers to influence the development of the new ALN code of Practice. Input from learner's helped shape a formal response on behalf of Swansea to Welsh Government.

A Vision for Education

Children and Young People have supported education services to think about what education means and what the vision for education should look like in Swansea. this work has informed the vision statement for Abertawe 2023.



Equalities

Strategic Equality Plan

The UNCRC remains integrated into the revised Strategic Equality Plan (SEP) for 2020 to continue to raise awareness and place children's rights at the heart of decision making across all directorates of the local authority.

The local authority continues to build upon the lessons learnt from embedding children's rights in policy and practise and therefore greater focus has been given to awareness raising of broader Human Rights within the Strategic Equality Plan and the relationship between rights and equalities, ensuring an equitable provision of services for all.

Strategic Equality Plans in Schools

Schools face the same obligations as the local authority in terms of meeting the Public Sector Equality Duty for Wales, such as setting clear equality objectives. A Strategic Equality Plan template specifically to assist schools in Swansea was developed by Access to Services, Life Stages Team and Education to assist schools in its duty and help further evidence of embedding of children's rights.

HORRIBLE HISTORIES

Horrible History

Many schools are now Rights Respecting schools and most children will be aware of the UNCRC. But how did we get to where we are today in recognising children's rights?

Swansea museum has developed a session that takes children back 200 years when childhood for the majority of children was a very different story compared to today.

Aimed at Years 1 - 6, the sessions focus on a local context historically, but also considers the national and international situation over a 200 year timespan, covering:

- Historical context on children's rights and how they evolved, along with some comparison to the evolution of women's rights and animal rights.
- Interaction with historic objects
- Historical documentary evidence
- Testimony of children working in mines and factories
- Newspaper reports from the period

Housing and Homelessness

Representatives of Swansea Council's Housing Department have been working with children and young people to:

- Increase understanding of factors that can cause homelessness
- Explore ways in which homelessness may be prevented
- Understand barriers the young people face that may lead to housing problems

The opinions, suggestions and discussion findings were used to inform a new Housing Strategy that is being written to help people who are homeless and at risk of homelessness across Swansea.



Intergenerational Work

As a part of our attempts to consider rights across the life stages, opportunities for people, younger and older, to come together have been developed. One of these opportunities has been the introduction of Intergenerational Big Conversations. (IBCs).

IBCs offer the opportunity for children, young people and adults to come together to discuss issues that affect them both individually and collectively.

So far, 3 IBCs have taken place, each with over 50 participants.

Topics discussed include:

1. Human Rights and Equality for All
2. Celebrating diversity through tolerance and respect
3. Learning Life Skills from each other



Play

The Play Service in Swansea is fundamental to promoting children's rights. As well as providing advice, support, guidance and training opportunities to staff and others, a central element of the work of the play team has been to engage in consultation with school pupils regarding play space development:

Hollett Rd new play area with Gwysrotydd School Council

- initial ideas session
- Site Visit
- Final design decision meeting

Heol Las play area with Birchgrove School Council

- Final design decision meeting
- Invited to officially open the new play area end of march

Supporting Friends of Morrision Park Group with evidence for developing a play area in Morrision Park with TanyLan Primary School, Pentrgraig Primary School and Morrision Primary School.

Early support for Mayhill Friends of group where Play On Wheel (POW) sessions have been delivered onsite during holidays

Also, Children and young people are involved in the development and review of Swansea's Play Sufficiency Assessment.

Schools

30 effective practice reports exist at www.estyn.gov.uk for Swansea Schools. Particularly among Secondary schools, the number of these reports is disproportionately high compared to other authorities. All reports were rights based in nature.

Best Interests

- Developing Thematic Projects (Bishop Gore)
- Professional Development (Clase)
- Culture of professional reflection and learning (Hafod)
- Placing rights in the heart of curriculum development (Hafod)
- Improving Practice and Pedagogy (Pontarddulais)
- Addressing shortcomings in teaching (Sketty)
- Raising Standards in Literacy and Numeracy (YGG Gwyr)
- Schools Culture focussed on Children's Rights (YGG Llwynderw)

Non-Discrimination

- An Ethos of Mutual Respect (Birchgrove)
- Tackling Poverty, Improving Attitudes (Cefn Hengoed)
- Inclusive and nurturing environments for all (Cwm Glas)
- Reducing anti-social behaviour in the community (Hafod)
- An innovative approach to supporting traveller families (Pentrehafod)
- Helping Children with additional learning needs to reach their potential (St.Helen's)
- Innovative approach to more able and talented (Ynystawe)

Survival and Development

- Influencing Well-being and the Curriculum (Cefn Hengoed)
- Music therapy: emotional and behavioural development (Christchurch)
- Taking Teaching Outdoors (Crwys)
- Achieving standards through well-being (Graigfelin)
- Enhancing Entrepreneurial Skills (Graifelin)
- Improving the iLearn Curriculum (Olchfa)
- Alignment of attainment and well-being to track pupil's progress (Pentrehafod)
- Developing Pupil's Digital Skills (YGG Bryntawe)

Participation

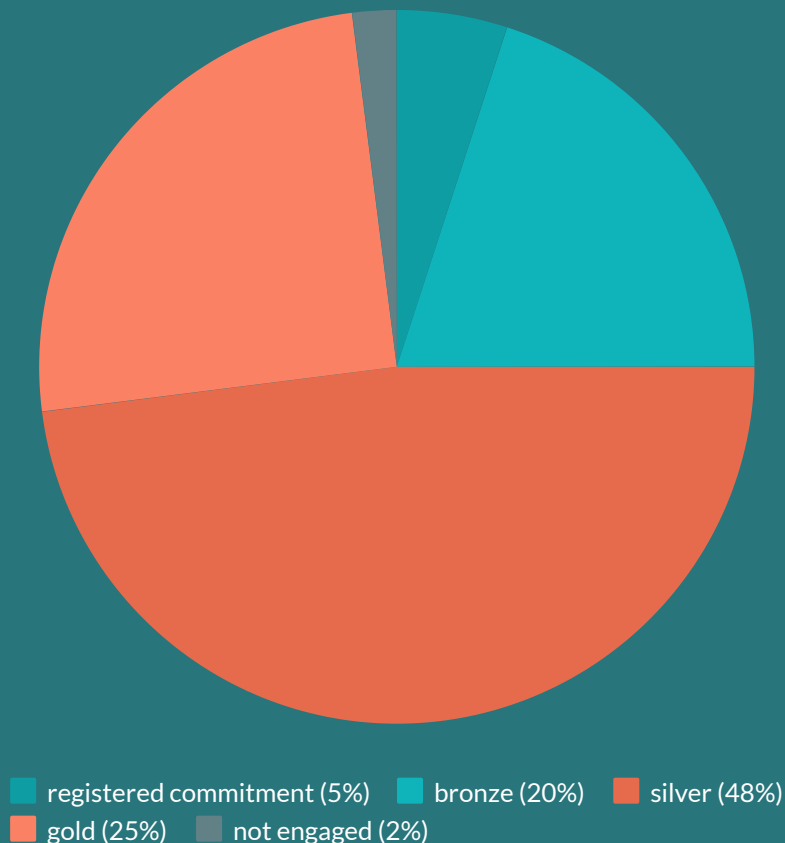
- Nurturing Environments (Clase)
- An inclusive Ethos and culture that promotes participation
- Involving Stakeholders in identifying priorities (Oakleigh House)
- Involving parents and pupils to develop curriculum (Penllergaer)
- Engaging with parents to improve pupil attendance (St. Helen's)
- Working with pupils to plan a better curriculum (YGG Lonlas)
- Changing the structure of the school council (YGG Bryntawe)

Rights Respecting Schools

In 2013, Swansea Council made a formal commitment to ensuring that children's rights, as outlined in the United Nations Convention on the Rights of the Child, are central in decision-making processes that affect children and young people.

An element of this commitment has been to extend existing good rights-based practice, by rolling out a citywide commitment to UNICEF's Rights Respecting Schools Award. Significant progress has been made since 2014 in engaging and supporting schools through this journey:

RRSA Progress 2019



In 2018, 7 members of staff trained to be able to carry out Rights Respecting Schools Award assessments internally.

Schools progressed/re-accredited their RRSA status within the reporting period of this document:

Bronze:

Llangyfelach Primary, Sketty Primary, Cwm Glas Primary, Oystermouth Primary

Silver:

Bishopston Comprehensive, Ysgol Gymraeg Lon Las Oakleigh House, Sketty Primary

Gold:

Pentrehafod, Ysgol Gynradd Bryntawe, Gwyrosydd Primary, Hafod Primary, Terrace Road Primary, Bishopston Comprehensive, Gowerton Comprehensive

6. Collecting Evidence

We have a duty to make sure give consideration to the UNCRC, are accountable, and have evidence of the difference it makes. we have done this in the following ways:

Rights Respecting Schools Award

According to a recent Unicef report, 'Impact:2018', where information from 325 Headteachers, 12,400 staff, and 80,000 children was gathered, the impact of Rights Respecting Schools Award is:

Children feel safe in school

- 82% of children and young people in Gold schools say they feel safe in school, an increase of 6% since before work began.
- 93% of headteachers in Gold schools report a noticeable reduction in exclusions and bullying, an increase of 23% from Silver.

Children are engaged in their education

- 80% children and young people at Gold schools feel listened to, an increase of 6% from before work began.
- 59% of children and young people at Gold schools say they can influence decisions, an increase of 5% from before work began.
- 99% of adults in Gold schools report high levels of pupil engagement, an increase of 8% from before work began.
- 79% of children in Gold schools know what they need to do to make progress in class, an increase of 9% from before work began.

Adults have positive relationships and enjoy their jobs

- 98% of adults in Gold schools report enjoying their work, this is up 4% from before work began.
- 99% of adults in Gold schools report respectful relationships between other adults, this is an increase of 5% from before work began.

Children's Rights Impact Assessments (CRIAs)

The CRIA process was embedded within the Equality Impact Assessment process in November 2014, when the Children and Young people's Rights Scheme was formally launched.

Embedding the Children's Rights Impact Assessment within the Equality Impact Assessment provides a platform for services, who may not do so as a matter of course, to be supported to consider how their service or policy decisions affect children and young people (considering age as a protected characteristic), and to be supported to engage with those service users to ensure decisions are made in their best interests and that they are effective in meeting their needs. Engagement between council services and children & young people has increased as a direct result.

Number of full EIA reports required as a result of screening forms received (within this reporting period) = 21

Number of full EIA reports that had a direct impact on Children and Young People within this reporting period) = 14

Children's Rights Impact Assessments have been submitted from across the directorates of the City & County of Swansea and examples received have had both a direct or indirect impact on children and young people.

6. Collecting Evidence (cont.)

We have a duty to make sure give consideration to the UNCRC, are accountable, and have evidence of the difference it makes. we have done this in the following ways:

Academic Review

In 2019, an academic review of Swansea's Children and Young People's Scheme was undertaken as part of a Master's Dissertation at Cardiff University.

'From Rhetoric to Reality: How Effectively Does Swansea Council Enact its Children and Young People's Rights Scheme?' details how council officers, managers and members interpret the Children's Rights Scheme in their day to practice. The study considers where this has work well and where improvements can be made, concluding with the following recommendations:

Participant recommendations

- Children's rights should be explicitly incorporated into corporate competencies, increasing its focus for people, ensuring that employees make the links between their role, rights and organisational expectation;
- Each Cabinet Member should have responsibility for UNCRC within the portfolio.
- A SMART framework for the Scheme should be developed to clarify intended outcomes and steps required to achieve them, thus clearly showcasing impact;
- Understand the connections between the Scheme and statuses we have in Swansea, putting the child at the centre, but connecting the approaches to understand how work is rights based.
- Engage with the private sector in both a people and place focussed way, to support community resilience and the ambitions of the communities we live in;
- Involve children in a refresh of the Scheme so that they can influence what is important moving forward;
- Opportunities to celebrate rights-based approaches should be made compulsory. An onus on every department is required to show how the whole council contributes to realising children's rights.

Researcher Recommendations:

- Further exploration is needed to understand how regularly and how well we listen to and include children in decisions that affect them.
- The importance of listening to, and including children in decisions that affect them should be clarified in the Scheme. This should include a clear organisational expectation of what paying due regard means in terms of listening to children, and taking them seriously, inside and outside of forum activity.
- More work is required to understand how due regard is paid within departments (rather than across the Council). This can identify areas of development, and highlight good rights based practice in unanticipated fields of work.
- More work is required to promote knowledge and understanding of participation opportunities such as the Big Conversation to departments that do not traditionally deal with children;
- Exploration of the extent to which the Scheme is monitored, and how the Council is held accountable to it, is required. Little information exists in this study on the role and usefulness of the annual report, and gaps in compliance and accountability have been raised by participants themselves in relation to the CRIA. Exploration should include monitoring, accountability and impact of CRIAs.

7. Improving How We Work

Moving Forward

It is important to make sure that the Children's Rights Scheme is relevant, useful and impactful for children and young people in Swansea.

In the next 12 months, we need to evaluate how well the Children's Right Scheme works:

- We will build on the academic review of the Scheme and consult with children, young people and relevant stakeholders to review and develop a Scheme fit for the future.
- We will take on board the recommendations from the review and record how we can and cannot change/improve practice.
- We will review how to record and evidence how due regard to the UNCRC is paid to ensure the wealth of good practice taking place is appropriately captured
- We will explore how learning from children's rights based practice can be extended across the life stages. •
- We will promote how children and their families can let us know if they feel their rights are not being met.
- We will investigate the most effective ways of teaching about rights in schools.

Making Sure People Can Let Us Know What They Think

We have a duty to make sure we can receive feedback and complaints.

We have ways for children and young people to question decisions and tell us what they think.

As well as through the Big Conversation, we have an **email address** where anyone can question decisions, ask for advice and tell us what they think.

It is **UNCRC@swansea.gov.uk**

If people feel their rights are not being met and wish to make a complaint, Swansea Council has a complaints process that sets out the steps we go through to listen to issues and deal with them.

This can be accessed at <https://www.swansea.gov.uk/article/1808/Search?q=Making+a+complaint>

**Thank you for taking the time to read this
report**

**If you have any questions regarding the
content of this report please contact
UNCRC@swansea.gov.uk**

Agenda Item 13.



Report of the Leader

Cabinet – 20 May 2021

Progress Report on South West Wales Corporate Joint Committee

Purpose:	To provide an overview to members on the requirement to establish Corporate Joint Committees (“CJCs”) and to seek delegated authority for officers to enter into discussions with the authorities referenced in this report to develop suitable proposals for the CJC arrangements in South West Wales. This is the first of a series of reports that members will need to consider.
Policy Framework:	The South West Wales Corporate Joint Committee Regulations 2021.
Consultation:	Chief Executives and Leaders of the constituent authorities.
Recommendation(s):	It is recommended that Cabinet: <ol style="list-style-type: none">1) Notes the work being undertaken and next steps needed in relation to the governance arrangements for the South West Wales CJC.2) Delegates authority to the Chief Executive (in consultation with the Leader) to agree to an application for grant funding being made to Welsh Government to establish the South West Wales CJC and to accept any grant offer that may be made by Welsh Government (whether made to this Council or to a participating Council in the Swansea West Wales CJC).3) Delegates authority to the Chief Executive to enter into dialogue with those Authorities who will comprise the South West Wales CJC to develop proposals for establishing the South West Wales CJC.4) Requests a further report be brought back updating as to progress.
Report Authors:	Phil Roberts/Chief Executives of Constituent Authorities

Finance Officer:	Ben Smith
Legal Officer:	Tracey Meredith
Access to Services Officer:	Rhian Millar

1. Background

- 1.1 Part 5 of the Local Government and Elections (Wales) Act 2021 (“the Act”) provides for the establishment, through regulations, of CJsCs. This can be achieved by two routes: at the instigation of two or more principal Councils; and at the instigation of Welsh Ministers, but only in relation to certain functions or functional areas which are specified on the face of the Act.
- 1.2 The Welsh Government believes that CJsCs have a role to play in bringing coherence to regional governance – strengthening local democracy and accountability by integrating decision making, with the goal to build wherever possible on existing regional arrangements. The wider purpose is to share resources and ensure all local priorities and requirements can be complemented by regional action, ensuring a sense of consistency, harmony and resilience permeates regional public investment, planning and accountability.
- 1.3 Establishment Regulations have now been approved by the Senedd to establish four CJsCs in Wales
- The Mid Wales CJC Regulations 2021
 - The North Wales CJC Regulations 2021
 - The South East Wales CJC Regulations 2021
 - The South West Wales CJC Regulations 2021
- 1.4 The Welsh Local Government Association political group leaders wrote to the Minister in March 2020 to set out the local government view that the footprint for CJsCs should be based on the existing city and growth deals geography. Accordingly, The City and County of Swansea will be included in the South West Wales CJC, also comprising:
- Neath & Port Talbot County Council
 - Carmarthenshire County Council
 - Pembrokeshire County Council
 - Brecon Beacons National Park
 - Pembrokeshire National Park
- 1.5 Governance will be a key element of CJsCs and a number of factors must be considered by CJsCs.
- 1.6 Composition – each CJC will be comprised of a number of principal councils that, when combined, will form the area of the CJC. The CJC will be run by a committee of its members and it will be the CJC which will be responsible for delivering the functions exercised by it and taking the necessary decisions required to deliver those functions. A CJC will be accountable to its constituent principal councils and CJC members will report back to their principal councils and respond to questions and scrutiny. However, the CJC will have powers delegated to it and will make

timely decisions without the need for ratification by its constituent principal councils.

- 1.7 Membership – CJsCs will comprise of the Leaders (senior executive members) of the constituent councils. The Leaders will decide whether additional representatives from the constituent councils or other organisations will be invited to be co-participants of the CJC. The CJC will be able to co-opt such members to the CJC and determine/agree the terms of membership of any co-opted participant (e.g. voting rights, role, funding contribution etc.).
- 1.8 Meetings – the Establishment Regulations require that each CJC must hold its first meeting by Spring 2022. It will be possible for a CJC to meet as soon as the Establishment Regulations come into force, but CJsCs are not expected to be fully operational on day one as they need to take various decisions (e.g. election of chair & deputy chair; appointment of statutory officers) and implement governance & administrative arrangements. The frequency of meetings will be for each CJC to determine.
- 1.9 Voting arrangements – CJsCs will be established on a ‘one member one vote’ (OMOV) basis with decisions being taken by simple majority; however, CJsCs will have the ability to adopt alternative voting procedures should they wish to do so. If a vote is tied, the matter is not carried and the chairperson will only have the casting vote in decisions relating to the exercise of strategic planning functions. The Establishment Regulations provide a limit on the number of co-opted participants with votes, but only in so far as that the number of votes which may be cast by co-opted participants may not exceed the number of votes cast by council members (plus National Park Authority members on strategic planning matters). They also provide for a quorum of no fewer than 70% of the voting members.
- 1.10 Liability of members – CJsCs will be corporate bodies in their own right and the members will be taking decisions on functions which are theirs and theirs alone. As a result, in the event of any claim or legal action, it would be inappropriate for liability to be allocated or apportioned to each constituent council. CJsCs should therefore be required to indemnify their members for the decisions they take. The CJC should hold the liability, rather than individual members, employees or others discharging functions on their behalf.
- 1.11 Sub committees – CJsCs will be able to establish sub committees if they wish to do so and decide who sits on them. These could consist of members of the constituent principal councils other than those members on the CJC itself (e.g. relevant Cabinet Members). Other partner organisations may also be invited/co-opted to be sub-committee co-opted participants should a CJC wish to do so.
- 1.12 Scrutiny – each CJC will be required to put in place appropriate scrutiny arrangements (at the discretion of the CJC) and have a Governance and Audit Committee. Scrutiny committees are expected to not include a

member of the CJC (or one of its sub-committees) and could include members (including non-executive members) of the constituent principal councils, whilst also taking account of political balance in the constituent principal councils.

- 1.13 Standing Orders and Code of Conduct – all CJCs will be required to make standing orders for the regulation of their proceedings and business. They will also be required to adopt a Code of Conduct for its members and staff, and will fall within the future scope of the Public Service Ombudsman for Wales.
- 1.14 A number of Statutory Instruments have also been laid alongside the Establishment Regulations to ensure that, from the point they are established, CJCs:
- are subject to appropriate standards of conduct and come under the remit of the Public Services Ombudsman for Wales
 - are subject to appropriate accounting and financial management duties and come within the remit of the Auditor General for Wales
 - are subject to the Public Services Equality Duty
 - will be able to be subject to Welsh Language Standards
- 1.15 Whilst the Act provides for improving education to be one of the functions that Welsh Ministers can specify a CJC on, this function is not provided for in the Establishment Regulations. Welsh Ministers have been clear that consideration of the role of CJCs in the area of improving education is something that would evolve over time and further discussion is required with principal councils about the desired approach.
- 1.16 Three specific areas however have been incorporated into the CJCs:
- strategic development planning;
 - regional transport planning; and
 - the power to do things to promote or improve the economic well-being of the areas covered by the principal councils within the region.

Strategic Development Planning

- 1.17 The intention of the Welsh Ministers is to create a hierarchy of Development Plans in Wales with the National Development Framework at the highest level, and with Strategic Development Plans sitting between that and the Local Development Plan and with the requirement that all are in general conformity with each other.
- 1.18 The requirement to prepare Strategic Development Plans is already contained in the Planning (Wales) Act 2015, allowing the option to produce Strategic Development Plans either on a voluntary basis (by two or more Local Planning Authorities (LPAs) or by Ministerial Direction.

- 1.19 The policy intent in respect of Strategic Development Plans is to introduce a more strategic approach to plan making at a scale greater than individual Local Development Plans. There is an identified need to improve how the planning system addresses issues that cross local authority boundaries, to reflect how people live their lives today and in the future. Strategic Development Plans aim to provide a more consistent, cost effective and efficient approach to plan making, with key decisions taken once at the strategic level. This will allow larger than local issues such as housing numbers, strategic housing allocations, strategic employment sites, strategic green infrastructure routes, supporting transport infrastructure which cuts across a number of Local Planning Authority areas to be considered and planned for in an integrated and comprehensive way. The aim being a more efficient and effective planning outcome for communities

Regional Transport Planning

- 1.20 Section 108 of the Transport Act 2000 Act requires a local authority to develop a local transport plan which promotes safe, integrated, efficient and economic transport within the authority's area.
- 1.21 The particular function to create this regional transport plan will now vest in the CJC.
- 1.22 The aim of the CJC will help to reflect the overarching Welsh Government Transport Strategy which is also being reviewed and is currently at the consultation stage. Llwybr Newydd – the Wales Transport Strategy sets out the long term vision for transport in Wales.

Economic Well-Being

- 1.23 The Economic Wellbeing function is the power to do anything which the CJC considers is likely to promote or improve the economic wellbeing of its area. This will enable the principal councils, should they wish, to evolve the current regional approaches to the City and Growth deals into the CJC structures.
- 1.24 It may be necessary for a CJC and its constituent councils to operate the powers concurrently. The CJC will need to agree a process with its constituent principal councils for agreeing how this might operate in practice including but not limited to the specific activities within the scope of the agreement, how agreement will be achieved, reviewed and how disputes may be resolved. This is a matter for each CJC in response to local and regional needs and is in line with the approach to enable flexibility and local determination where possible. The Welsh Government intends to provide guidance to CJCs and its constituent principal councils on this matter.

2. Next Steps

- 2.1 The Leaders of all four principal councils within the South West region are agreed that work should now commence to establish appropriate

governance arrangements for the CJC. Welsh Government are making funding available, on a competitive basis, to create capacity to do this work. A prospectus was issued by Welsh Government on 24th March 2021 (Appendix 1) and an expression of interest has been submitted by the four Leaders in respect of this funding opportunity. The prospectus aims to set out the scope of the financial support available to support regional transitional planning arrangements and enable preparatory work to begin. It outlines a range of core areas associated with establishing and implementing CJCs which the Welsh Government could provide financial support towards, and includes, for example:

- Programme resource to take the lead in each region to plan and oversee the transition from existing arrangements to CJCs.
- Dedicated resource / additional expertise to coordinate and /or develop appropriate constitutional and governance arrangements for the CJC;
- Support for any meetings which may take place during the implementation/regional transitional planning phase.
- Expertise to develop approaches (potentially 'once for Wales' common approaches) to aspects such as scrutiny arrangements/standards/approaches to terms and conditions for staff
- Other activity associated with setting up / establishing a CJC

2.2 Chief Executives of the four principal authorities will now establish the workstreams needed to progress the development of the South West Wales CJC. The relevant officers will work with their counterparts to develop suitable proposals. The associated documentation and strategies and reports will be brought back to members in due course for approval to proceed.

2.3 In drawing up proposals to establish the South West Wales CJC Chief Executives will, inter alia, consider extant regional groups and activities to ensure the resultant proposal for the CJC is coherent with wider arrangements. It should be noted that the legislation sets out specific functions to be vested in the CJC however the constituent councils may apply to Welsh Ministers to have any of their functions conferred on the CJC.

3. Financial Implications

3.1 The Establishment Regulations do not prescribe any formula basis for funding of CJCs. It will be for each CJC to decide how the budget requirement will be met by the constituent principal councils (and the National Park Authority in the case of the strategic planning functions). In the absence of unanimous agreement on the amount payable, the regulations provide for the amounts payable by the constituent councils and National Park member(s) to be directed by Welsh Ministers.

- 3.2 CJs will be the accountable body for the funding provided by constituent councils and/or directly received from any other funding streams. CJs will also be able to pay towards expenditure incurred or to be incurred in relation to carrying out its functions as it may determine, and to charge fees relating their specified functions. The Establish Regulations also enable CJs to provide assistance by way of grant or contributions to support functions exercisable by them. The funding from constituent principal councils will be held and managed by CJs and it is expected that they will be required to manage the funds under the same financial management arrangements as local government bodies in Wales (noting that these requirements in themselves do vary depending upon the size and scale of the body i.e there are arrangements for smaller bodies).
- 3.3 CJs are new legal structures, which include the ability to directly hold assets and budgets, employ staff, enact legal structures and undertake any other delivery and strategic functions vested in them. It should be noted at this stage CJs are effectively unable to borrow to achieve their aims (they are precluded from accessing Public Works Loans Board rates and funding and commercial lending would require them to be of sufficient longstanding and capacity to service any debt from future revenues) . Any review will need to consider the impact on financial provisions, this includes understanding the costs and funding sources of any new frameworks required in order to meet and deliver agreed objectives. Welsh Ministers have made grant funding available to participant authorities to assist in the set-up of CJs and an application will be made by the South West Wales group for such funding to assist in the scoping and governance work necessary to create this new body. At this stage it is unknown whether the grant will be paid to one participating authority or whether it will be paid to individual authorities and authority would be sought to accept this grant.

4. Legal Implications

- 4.1 Part 5 of the Local Government and Elections (Wales) Act 2021 provides for the establishment, through Regulations, of CJC's and compliance must be had with this and the requirements of the South West Wales Corporate Joint Committee Regulations 2021 (the Establishment Regulations).
- 4.2 As the CJC will need to determine its approach to staffing requirements, including the ability to employ and recruit staff and the appointment of statutory "executive officers" further legal consideration will need to be considered as part of any programmes of work dealing with their establishment.

5. Integrated Impact Assessment

- 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.

The Well Being of Future Generations (Wales) Act 2005 mandates that public bodies in Wales must carry out sustainable development. Sustainable development means the process of improving the economic, social, environmental and cultural well-being of Wales by taking action in accordance with the sustainable development principle, aimed at achieving the well-being goals.

The Integrated Impact Assessment process ensures that we have paid due regard to the above and have also considered any Welsh Language Standards considerations.

- 5.2 An IIA Screening Form has been completed with the agreed outcome that a full IIA report is not required as the report relates to governance arrangements for the creation of the South West Wales CJC which is required by statute. The need for a full IIA will be kept under review with any future reports considering whether any impacts require further consideration.

Background Papers: None

Appendices: Appendix A – Welsh Government Prospectus

Corporate Joint Committees – Implementation Prospectus

Background

1. Corporate Joint Committees (CJCs) are a new statutory mechanism for regional collaboration by local government provided for by the Local Government and Elections (Wales) Act 2021.
2. Four regional CJCs will be established to exercise functions relating to Strategic Development Planning and Regional Transport Planning; they will also be given a power to do things to promote or improve the economic well-being of their areas. These are areas where there is consensus that working at this scale makes sense - aligning economic development, transport and land use planning approaches to develop successful regional economies and encourage local growth. CJCs will be established on 1 April 2021 but they will not exercise functions until agreed dates in 2022. This will provide a period of time for each Region to put in place appropriate constitutional and operational arrangements.

Purpose

3. To provide principal councils and the relevant National Park Authority with a prospectus on financial support available in 2021/22 to assist their Regions with the establishment and implementation of their CJCs.

Aim

4. This prospectus aims to set out the scope of the financial support available to support regional transitional planning arrangements and enable preparatory work to begin. It outlines a range of core areas associated with establishing and implementing CJCs which the Welsh Government could provide financial support towards.

Core areas of potential activity / criteria

5. It is envisaged that each Region may seek financial support/funding towards work on different aspects of establishing their CJC, subject to what they already have in place for their existing regional collaboration mechanisms.
6. The following list therefore provides potential areas for support rather than a fixed list to allow for these differences. It will be for each Region to identify which particular elements of support they would find useful to support establishment of their CJC, but it is anticipated these will include one or more of the areas set out below:
 - Programme resource to take the lead in each region to plan and oversee the transition from existing arrangements to CJCs
 - Dedicated resource / additional expertise to coordinate and /or develop appropriate constitutional and governance arrangements for the CJC;

- Support for any meetings which may take place during the implementation / regional transitional planning phase
 - Expertise to develop approaches (potentially 'once for Wales' common approaches) to aspects such as scrutiny arrangements / standards / approaches to terms and conditions for staff
 - Other activity associated with setting up / establishing a CJC
7. In addition, Regions may also wish to consider applying for this funding in relation to preparatory work supporting the transfer of functions (strategic land use planning, strategic transport planning and economic development) to the CJC.

Beyond the initial establishment of CJsCs, ongoing support costs should be met by the sector, and will form part of the identification of the budget requirement for each CJC.

Funding

8. The amount of funding available will be £1m in total and relate to the 2021/22 financial year.
9. It is envisaged funding will be distributed to a nominated lead authority for each CJC via a grant. Use of the funding could be managed via existing arrangements such as a City or Growth Deal Partnerships.
10. Welsh Government Officials anticipate the funding will be allocated to the Regions on a broadly equal basis, subject to a satisfactory proposal for funding from each area.

Proposal process

11. Each Region / CJC will need to provide a **proposal for funding** which Welsh Government officials can consider and appraise to ensure it is in line with the spirit of the funding and grant requirements.
12. As part of this, and in order to avoid any potential risk of double funding, Regions will also be required to confirm that any funding they bid for is for activity that is additional/complementary to any other regional activity that they are already in receipt of funding for, for example through European Structural Funds (ESF).
13. The intention is to put in place a proportionate, rather than onerous, process for securing and reporting on the use of the funding, but proportionate grant management arrangements will nevertheless be required.
14. Therefore proposals for funding must demonstrate how it would enable / support the effective establishment and implementation of CJsCs.
15. In particular, we would expect the proposal to provide:

- A short summary (consisting of two or three paragraphs) summarising the key points or objectives of the core area(s) of activity you are seeking funding for;
- The benefits of receiving the funding and how the proposed activity will be supported (whether via additional capacity / capability)
- Details of the desired outcome as a result of the funding
- How much money is required to be funded to deliver the desired results

16. Proposals which do not demonstrate how they will contribute to enabling / supporting the effective establishment and implementation of CJsCs will not be funded.

17. Upon receipt of a satisfactory proposal the Welsh Government will issue an award letter together with terms and conditions of the funding.

Please submit proposals to LGPartnerships@gov.wales

In case of queries or if you wish to discuss, please email Paula James at paula.james@gov.wales, copied to Lisa Hughes at lisa.hughes@gov.wales



Ein cyf/Our ref MA/JJ/1299/21

All Local Authority Leaders
National Park Authority Chairs
cc Chief Executives
cc WLGA

24 March 2021

Dear Leaders/Chairs

I am delighted to inform you that on 16 March the Senedd formally approved the Establishment Regulations to create four regional Corporate Joint Committees (CJCs) for North, Mid, South West and South East Wales. Therefore, these CJCs will be established on 1 April 2021 when the regulations come into force. I am grateful to you all for your engagement on this work and your responses to the consultation which have helped to shape these regulations to ensure that CJCs will meet the needs of local government for the long term.

As we have agreed, the three main functions that your CJC will exercise (Strategic Development Planning, Regional Transport Planning and the Economic Well-being function) will not commence until 2022. This provides you with a period of time to put the necessary constitutional and governance arrangements in place and to set the budget for 2022/23 before the commencement of the key functions.

As we have discussed, I am keen to support you in the implementation of your CJCs and am therefore pleased to confirm I am providing a £1m grant fund in 2021/22 for that purpose. I anticipate this grant being broadly split on an equal basis between the 4 regions, subject to your proposals.

A prospectus is attached at Annex A for your consideration and to support the development of funding proposals for the grant. This prospectus provides a framework enabling each region to identify its own requirements for support during the implementation and transition phase over the coming year. Upon receipt of your proposals, and subject to approval, there will be a light touch grants process providing funding on a quarterly basis for one year - 2021/22. Bids could also include 'once for Wales' joint projects across CJC areas, for example potential development of a scrutiny process for national application.

As part of your establishment and transitional processes, you may also find it useful to use an element of the funding to start preparatory work towards exercising the Strategic Development Planning and Regional Transport Planning functions.

Canolfan Cyswllt Cyntaf / First Point of Contact Centre:
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Rydym yn croesawu derbyn gohebiaeth yn Gymraeg. Byddwn yn ateb gohebiaeth a dderbynnir yn Gymraeg yn Gymraeg ac ni fydd gohebu yn Gymraeg yn arwain at oedi.

We welcome receiving correspondence in Welsh. Any correspondence received in Welsh will be answered in Welsh and corresponding in Welsh will not lead to a delay in responding.

My officials are keen to support your teams locally within each region on the implementation of your CJsCs so I would be grateful for your confirmation of who the lead contacts should be, if not already provided.

As you are aware, further work is required to complete the legislative framework within which CJsCs will operate. In line with our principle of co-development, Welsh Government officials will continue to engage with your officers and associated professional groupings such as Lawyers in Local Government, Society of Welsh Treasurers and HR Directors in the development of the package of general regulations which will underpin CJsCs. The intention remains that legislation will be developed in line with the principle that CJsCs should be treated as a member of the 'Local Government family' and will therefore be largely subject to the same rules and requirements.

Guidance to support CJsCs is currently being co-produced with local government officers, with the aim of consulting on this over the summer and issuing it later this year.

I again would like to thank you for the way you have engaged in this work, and wish you well in fully realising the benefits that CJsCs can provide.

Yours sincerely

A handwritten signature in blue ink that reads "Julie James". The signature is written in a cursive, flowing style.

Julie James AS/MS
Y Gweinidog Tai a Llywodraeth Leol
Minister for Housing and Local Government

Agenda Item 14.



Report of the Cabinet Member for Economy, Finance & Strategy (Leader)

Cabinet – 20 May 2021

Swansea Economic Recovery Action Plan

Purpose:	To approve the financial implications of the Swansea Economic Recovery Action Plan and the actions the Council is taking to support the recovery of the local economy from the Covid-19 pandemic.
Policy Framework:	Council Constitution:- Financial Procedure Rules Swansea Bay City Region Economic Regeneration Strategy.
Consultation:	Access to Services, Finance, Legal.
Recommendation(s):	It is recommended that: 1) Cabinet approve the allocation of a sum of up to £20m to fund initiatives within the Swansea Economic Recovery Action Plan for the financial year 21/22 and 22/23. 2) Cabinet delegate authority to the Cabinet Member for Economy, Finance and Strategy, the Chief Finance Officer and the Director of Place to implement the Swansea Economic Recovery Plan to include any further measures or initiatives which may be added to the Plan subject to the approved budget as set out within the financial implications section. Cabinet further authorise subsequent delegation of authority to the cabinet member and head of service relevant to the specific element of the Economic Recovery Action Plan to be delivered and subject to the approved budget.
Report Author:	Martin Nicholls
Finance Officer:	Ben Smith
Legal Officer:	Debbie Smith
Access to Services Officer:	Rhian Millar

1.0 Background

- 1.1 Cabinet will recall the previous outline economic recovery plan as approved by Cabinet on the 18th March 2021 outlined that the Covid-19 Pandemic has had an unprecedented impact on the UK economy. The latest Bank of England data shows that the UK economy contracted by 9.9% in 2020, the biggest decrease in 300 years. As restrictions are being lifted and the roll out of the vaccine programme boosts consumer confidence the Bank of England now expects the UK economy to grow by 7.25% this year - but this will only return the economy to its 2019 level.
- 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 March 2021. In Swansea, the claimant count unemployment rate stood at 5.7% in March 2021, marginally below the Welsh (5.9%) and UK (6.5%) rates.
- 1.3 While the economic situation continues to be very uncertain at present, the cautious reopening of non-essential retail, tourism and hospitality and 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 floor space 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 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.

- 2.4 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 Council in conjunction with 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;
- Commissioning of a new City Centre repurposing report due for completion in May 2021 which will outline some of the additional action the Council can take aligned with its recovery plan;
- The approval to construct a new city centre community hub allowing the council to relocate some of its front facing service such as contact centre and library together with complementary partner services with detailed design work now underway.

4.0 Economic Stimulus

- 4.1 The economic outlook is still uncertain, but as the Country moves out of level 4 restrictions it is crucial that the Council takes the lead on developing some short term interventions to aid the economic recovery and wellbeing of the city and its citizens.

4.2 As a result of effective financial management across the Council plus the ability to ensure that eligible monies via Covid hardship payments were accessed the Council has been able to build up a contingency at the end of the 20/21 financial year which can be attributed to the economic stimulus with the main themes outlined as follows:

- **Local Economy**
Provide grants to support local business with improvements
Commercial space place making improvements
Targeted transport initiatives
Targeted parking promotions
Transport infrastructure improvements
- **Well-being**
Investment in better sports facilities
Parks and play
Sea defence and promenade upgrade programme-including prom lighting scheme
More walking and cycling routes
Reward, recognition and support programme for key workers
- **Community**
Deliver additional community greening & improvement schemes
Establish rapid response flood team
Establish street cleaning and task force
Expand free public Wi-Fi in communities
Additional community safety improvements
- **People & Jobs**
Homeless support, housing support and poverty prevention
Apprenticeships & job opportunities
Create and retain over 10,000 Jobs
Support Employer relocation programme
Skills and talent programme

4.3 Appendix A outlines some of the key **year 1 measures for 21/22** with further actions being delegated in line with the recommendations.

4.4 In addition dialogue will continue to take place with all ward councillors to identify specific intervention measures that can take place that will positively impact of each locality.

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 victimization and other conduct prohibited by the Act;

- Advance equality of opportunity between people who share a protected characteristic and those who do not;
- Foster good relations between people who share a protected characteristic and those who do not.

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

5.2 An Equality Impact Assessment (EIA) screening was completed when the initial report was approved by cabinet on the 21st March 2021 and an Integrated Impact Assessment (IIA) Screening has also been undertaken which indicates that the impact is generally positive and low to medium in impact. This is included in Appendix B.

5.3 The impact on protected groups will be considered as the proposals develop, in line with the IIA process as necessary as the action plan progresses.

6.0 Legal Implications

6.1 There are no legal implications arising from this report.

7.0 Financial Implications

7.1 The Council is due to publish its out-turn position for 20/21 in due course. However there is sufficient confidence with the provisional out-turn for the Section 151 officer to advise that a sum up to £20m can be determined to be set aside for the purposes of the recovery fund to cover the financial year 21/22 and 22/23. This enables the initial recovery actions set out in this report to be fully funded and instigated with immediate effect.

7.2 Any changes to the exact amount of this fund, and additional allocations from the overall envelope, would be confirmed when the out-turn report is presented to Cabinet in due course and action adjusted accordingly.

Background Papers: None

Appendices:

Appendix A - Swansea Economic Recovery Plan Summary

Appendix B - IIA

Recovery Plan summary

Appendix A

Recovery fund priorities

Description of action	Areas covered	Budget 21-22	
Local business improvement Grants - this is to provide awnings and shop frontage improvements. May be used in conjunction with Transforming Towns and other grants where that is possible	Clydach; Gorseinon; Morriston; Llansamlet; St Thomas; Mumbles; Uplands; Penderry; Townhill; Killay; Landore; Penclawdd and all other areas that submit request	300,000	
Expand city centre greening strategy to outlying commercial areas - this includes designated planted areas, trees, seating, clock and other improvements. Could also see the removal of redundant street furniture	Clydach; Gorseinon; Morriston; Llansamlet; St Thomas; Mumbles; Uplands; Penderry; Townhill; Killay; Penclawdd and all other areas that submit request	200,000	
Park and ride promotion - to maintain reduced park and ride to £1 to the end of the summer period and look to extend to all users	From all park and rides	120,000	
Parking promotions - review all parking promotions for City Centre and those affecting outlying retail areas including Mumbles. Possible mirror the city centre offer - but consult with traders and MCC on first offer	City Centre; Mumbles Retail car parks	TBC	
Introduce free bus transport for families during the school summer holidays with exact details to be confirmed following consultation with bus companies		TBC	
Free WiFi and CCTV in communities		TBC	
Expanded Patch team council wide	2 additional days per ward member, provide by two teams over a 26 week period	450,000	
School meal price freeze for 21/22	Freeze of school meals prices so as to not apply 10p price rise. Please note that this would need to be included in addition to any 22/23 increase to avoid a nett budget deficit	120,000	
Rapid Response Bin Team for dealing with significant surges in overflowing bins and installation of dog bin replacements for increased capacity	3FTE & 2 vehicles	91,000	
Rapid Response System for allocation of overflowing bins to nearest Cleansing Team to greatly reduce response times	1 FTE, IT hardware for mobile working	75,000	
Clearance of trapped litter from hedgerows and other hotspots e.g. Townhill Housing Areas	3FTE & 1 vehicle	83,000	
Joint Cleansing/Waste Collection resource to eliminate collection delays due to early morning staff "no shows", and reduce reliance on agency staff	3FTE & 1 vehicle	83,000	
Free use of outside public space for hospitality or local business use to continue until at least December 2021. Review to be initiated in Autumn 21 to create new long term policy.	Potentially all areas	tbc	
provide ongoing funding for crowdfunding platform and pledge pot to build on current positive project deliver	covering all wards and community groups	75,000	

Sector support for Tourism and culture - waiving of marketing partner fees	All	40,000	
Sector support for Tourism and culture - provision of grants for accommodation/programming recovery	All	100,000	
Cultural sector recovery planning and delivery: Additional temporary staffing for Venue management; Community volunteers; cultural programming; festivals and events; tourism marketing	Grand theatre multicultural Hub; city centre; GVAG; Museums; Covid legacy planning with the voluntary sector	170,000	
Free lettings policy to address income targets for open spaces for community use (excludes commercial events dealt with on a case by case basis)	all parks, outdoors, event spaces	76,000	
New and refreshed marketing campaigns in target cities to generate tourism.	county wide impact	75,000	
Health and Wellbeing: Free use of sports, recreation playing fields (non 3G) for a 21/22	All. Free use of sports pitches for 1 year – excluding 3Gs @ £200k income waiver	200,000	
Big heart of Swansea card promotions - citizen card / app providing discounts to local residents	development of residents discount card/app in conjunction with Swansea BID	100,000	
Additional drainage and flooding resources full detail to be confirmed prior to winter 2021	all areas	TBC	
Multi-hub start-up and enterprise service: rental costs for space within different hubs across the county (links to Economic Recovery Action Plan)		15,000	
Local food Co-ordinator for two years to deliver the championing local food actions within the Economic Recovery Action Plan	county-wide	50,000	
Raising the profile of Swansea as a great place to do business - digital marketing materials, social media, marketing campaign (Economic Recovery Action Plan)	county-wide	50,000	
Swansea Market Rent relief Market traders		200,000	
provide additional resources to accelerate street lighting renewal programme upgrading to LED	county wide	250,000	
Total Per annum		2,923,000	

Integrated Impact Assessment Screening Form

Please ensure that you refer to the Screening Form Guidance while completing this form.

Which service area and directorate are you from?

Service Area: Planning & City Regeneration

Directorate: Place

Q1 (a) What are you screening for relevance?

- New and revised policies, practices or procedures
- Service review, re-organisation or service changes/reductions, which affect the wider community, service users and/or staff
- Efficiency or saving proposals
- Setting budget allocations for new financial year and strategic financial planning
- New project proposals affecting staff, communities or accessibility to the built environment, e.g., new construction work or adaptations to existing buildings, moving to on-line services, changing location
- Large Scale Public Events
- Local implementation of National Strategy/Plans/Legislation
- Strategic directive and intent, including those developed at Regional Partnership Boards and Public Services Board, which impact on a public bodies functions
- Medium to long term plans (for example, corporate plans, development plans, service delivery and improvement plans)
- Setting objectives (for example, well-being objectives, equality objectives, Welsh language strategy)
- Major procurement and commissioning decisions
- Decisions that affect the ability (including external partners) to offer Welsh language opportunities and services

(b) Please name and fully describe initiative here:

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

Q2 What is the potential impact on the following: the impacts below could be positive (+) or negative (-)

	High Impact		Medium Impact		Low Impact		Needs further investigation
	+	-	+	-	+	-	
Children/young people (0-18)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input 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"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Any other age group	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Future Generations (yet to be born)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Race (including refugees)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Asylum seekers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gypsies & travellers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Religion or (non-)belief	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Welsh Language	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Poverty/social exclusion	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Integrated Impact Assessment Screening Form

Carers (inc. young carers)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Community cohesion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Q3 What involvement has taken place/will you undertake e.g. engagement/consultation/co-productive approaches? Please provide details below – either of your activities or your reasons for not undertaking involvement

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

Q4 Have you considered the Well-being of Future Generations Act (Wales) 2015 in the development of this initiative:

- a) Overall does the initiative support our Corporate Plan’s Well-being Objectives when considered together?
 Yes No

- b) Does the initiative consider maximising contribution to each of the seven national well-being goals?
 Yes No

- c) Does the initiative apply each of the five ways of working?
 Yes No

- d) Does the initiative meet the needs of the present without compromising the ability of future generations to meet their own needs?
 Yes No

Q5 What is the potential risk of the initiative? (Consider the following impacts – equality, socio-economic, environmental, cultural, legal, financial, political, media, public perception etc...)

High risk

Medium risk

Low risk

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

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

The various themed initiatives will have minor resourcing impacts on corporate services as part of the specific project approval process.

Integrated Impact Assessment Screening Form

Q7 What is the cumulative impact of this proposal on people and/or communities when considering all the impacts identified within the screening and any other key decisions affecting similar groups/ service users made by the organisation?

(You may need to discuss this with your Service Head or Cabinet Member to consider more widely if this proposal will affect certain groups/ communities more adversely because of other decisions the organisation is making. For example, financial impact/poverty, withdrawal of multiple services and whether this is disadvantaging the same groups, e.g., disabled people, older people, single parents (who are mainly women), etc.)

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.

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 IIAs will be undertaken if appropriate in the future as the action plan progresses.

Outcome of Screening

Q8 Please describe the outcome of your screening below:

- **Summary of impacts identified and mitigation needed (Q2)**

Impacts are positive and are of low to medium in nature.

- **Summary of involvement (Q3)**

Regeneration Swansea Partnership and various Council Services have been involved in the development of the plan.

- **WFG considerations (Q4)**

WFG considerations are considered as part of the overall plan but will also be considered on a project by project basis. Generally, this plan will be a positive for the economy of Swansea, in bringing more business, job creation and disposable income into the area resulting in an increasingly more positive impact on the future generations.

- **Any risks identified (Q5)**

The delivery of projects within this plan will mitigate some of the economic impacts following the Covid pandemic . Risks will be considered at a project level in the normal way.

- **Cumulative impact (Q7)**

Positive impact for Swansea's economy.

Integrated Impact Assessment Screening Form

(NB: This summary paragraph should be used in the relevant section of corporate report)

Full IIA to be completed

Do not complete IIA – please ensure you have provided the relevant information above to support this outcome

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.

Screening completed by:
Name: Phil Holmes
Job title: Head of Planning & City Regeneration
Date: 7 th May 2021
Approval by Head of Service:
Name: Martin Nicholls
Position: Director of Place
Date: 7 th May 2021

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

Agenda Item 15.



Report of the Chief Legal Officer

Cabinet – 20 May 2021

Exclusion of the Public

Purpose:	To consider whether the Public should be excluded from the following items of business.	
Policy Framework:	None.	
Consultation:	Legal.	
Recommendation(s):	It is recommended that:	
1)	The public be excluded from the meeting during consideration of the following item(s) of business on the grounds that it / they involve(s) the likely disclosure of exempt information as set out in the Paragraphs listed below of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007 subject to the Public Interest Test (where appropriate) being applied.	
	Item No.	Relevant Paragraphs in Schedule 12A
	16-20	14
Report Author:	Democratic Services	
Finance Officer:	Not Applicable	
Legal Officer:	Tracey Meredith – Chief Legal Officer (Monitoring Officer)	

1. Introduction

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

2. Exclusion of the Public / Public Interest Test

- 2.1 In order to comply with the above mentioned legislation, Cabinet will be requested to exclude the public from the meeting during consideration of the

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

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

3. Financial Implications

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

4. Legal Implications

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

Background Papers: None.

Appendices: Appendix A – Public Interest Test.

Public Interest Test

No.	Relevant Paragraphs in Schedule 12A
12	Information relating to a particular individual.
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 12 should apply. Their view on the public interest test was that to make this information public would disclose personal data relating to an individual in contravention of the principles of the Data Protection Act. Because of this and since there did not appear to be an overwhelming public interest in requiring the disclosure of personal data they felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p>
13	Information which is likely to reveal the identity of an individual.
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 13 should apply. Their view on the public interest test was that the individual involved was entitled to privacy and that there was no overriding public interest which required the disclosure of the individual's identity. On that basis they felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p>
14	Information relating to the financial or business affairs of any particular person (including the authority holding that information).
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 14 should apply. Their view on the public interest test was that:</p> <ul style="list-style-type: none"> 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 b) Disclosure of the information would give an unfair advantage to tenderers for commercial contracts. <p>This information is not affected by any other statutory provision which requires the information to be publicly registered.</p> <p>On that basis they felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p>

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

Agenda Item 17.

Yn rhinwedd paragraff(au) 14 Atodlen 12A
o Ddeddf Llywodraeth Leol 1972
fel y'i diwygiwyd gan Orchymyn Llywodraeth Leol (Mynediad at
Wybodaeth) (Amrywiad) (Cymru) 2007.

Document is Restricted

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Agenda Item 18.

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Agenda Item 19.

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Agenda Item 20.

Yn rhinwedd paragraff(au) 14 Atodlen 12A
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