



Dinas a Sir Abertawe

Hysbysiad o Gyfarfod

Fe'ch gwahoddir i gyfarfod

Pwyllgor Rhaglen Chraffu

Lleoliad: Cyfarfod Aml-Leoliad - Ystafell Gloucester, Neuadd y Ddinas / MS Teams

Dyddiad: Dydd Mawrth, 14 Chwefror 2023

Amser: 4.00 pm

Cadeirydd: Y Cyngorydd Peter Black CBE

Aelodaeth:

Cyngorwyr: E W Fitzgerald, R Fogarty, T J Hennegan, V A Holland, M Jones, H Lawson, W G Lewis, P N May, F D O'Brien, S Pritchard, M S Tribe a/ac T M White

Gwyllo ar-lein: <http://bit.ly/3R7bBwn>

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.

Agenda

Rhif y Dudalen.

- 1 Ymddiheuriadau am absenoldeb.**
- 2 Datgeliadau o fuddiannau personol a rhagfarnol.**
www.abertawe.gov.uk/DatgeluCysylltiadau
- 3 Gwahardd pleidleisiau chwip a datgan chwipiau'r pleidiau.**
- 4 Cofnodion.** **1 - 5**
Cymeradwyo a llofnodi cofnodion y cyfarfod(ydd) blaenorol fel cofnod cywir.
- 5 Cwestiynau gan y cyhoedd.**
Gellir cyflwyno cwestiynau'n ysgrifenedig i'r Gwasanaethau Democratiaidd Democratiaeth@abertawe.gov.uk hyd at ganol dydd y diwrnod cyn y cyfarfod. Bydd cwestiynau ysgrifenedig yn cael eu blaenoriaethu. Gall y cyhoedd ddod a gofyn cwestiynau'n uniongyrchol os bydd amser. Rhaid i gwestiynau fod yn berthnasol i'r eitemau ar ran agored yr agenda ac ymdrinnir â nhw o fewn cyfnod o 10 munud.

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Cyfarfod nesaf: Dydd Mawrth, 14 Mawrth 2023 am 4.00 pm

Huw Evans

Huw Evans
Pennaeth y Gwasanaethau Democrataidd
Dydd Mawrth, 7 Chwefror 2023

Cyswllt: Y Gwasanaethau Democrataidd Ffôn (01792) 636923

Agenda Item 4



City and County of Swansea

Minutes of the **Scrutiny Programme Committee**

Remotely via Microsoft Teams

Tuesday, 17 January 2023 at 4.00 pm

Present: Councillor P M Black (Chair) Presided

Councillor(s)

E W Fitzgerald
M Jones
F D O'Brien
T M White

Councillor(s)

R Fogarty
H Lawson
S Pritchard

Councillor(s)

V A Holland
P N May
M S Tribe

Statutory Co-opted Member(s)

Beth Allender Elizabeth Lee

Councillor Co-opted Member(s)

C A Holley S M Jones
P R Hood-Williams L R Jones

Officer(s)

Lee Cambule	Tackling Poverty Service Manager
Amy Hawkins	Head of Adult Services & Tackling Poverty
Brij Madahar	Scrutiny Team Leader
Anthony Richards	Poverty and Prevention Strategy and Development Manager
Debbie Smith	Deputy Chief Legal Officer
Samantha Woon	Democratic Services Officer

Also present

Councillor R C Stewart, Leader/Cabinet Member for Economy, Finance & Strategy
Councillor A Pugh, Cabinet Member for Wellbeing

Apologies for Absence

Councillor(s): T J Hennegan and W G Lewis

61 Disclosures of Personal & Prejudicial Interest.

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

62 Prohibition of Whipped Votes and Declaration of Party Whips.

In accordance with the Local Government (Wales) Measure 2011, no declarations of Whipped Votes or Party Whips were declared.

63 Minutes.

Resolved that the Minutes of the Scrutiny Programme Committee held on 13 December, 2022, be signed and approved as a correct record.

64 Public Question Time.

There were no public questions

65 Report on the Delivery of the Corporate Priority of Tackling Poverty.

The Cabinet Member for Wellbeing provided a report which set out progress over the last 12 months in delivering the Corporate Priority of Tackling Poverty. It presented evidence, insights and intelligence to demonstrate the contributions that have been made in delivering this Council priority, as well as future plans. It covered current challenges, including the impact of the cost of living crisis, and the Council's response. The report also considered the findings and recommendations of Audit Wales' 'Time for Change – Poverty in Wales' Report, published in November 2022, showing the Authority's response to the Audit recommendations and planned action.

The Head of Adult Services assisted by the Tackling Poverty Service Manager and Poverty and Prevention Strategy Development Manager, took the Committee through the report highlighting certain aspects, including Context, Corporate Priority, Corporate Plan Steps, Corporate Performance Indicators, National Strategic Drivers, Additional Developments and the Way Forward.

Members noted that the Covid-19 Pandemic and Cost of Living Crisis had disproportionately impacted low income households, pushing more people into poverty and those experiencing it, further into poverty resulting in increasing demand for services including crisis support services and increased complexities for those in need. Swansea Council's ongoing response to the Cost of Living Crisis was contributing to mitigating the impact of poverty and increased levels of demand.

Committee questioning and discussions focussed on the following:

- 1) Levels of resources to tackle poverty.
- 2) The 'Ten Steps' approach detailed in the Corporate Plan 2017 – noted that the Plan was being refreshed to reflect the cost of living crisis and would remain under review.
- 3) Monitoring arrangements for the many grants for individuals and organisations.
- 4) Efforts to improve employability - education, training and employment initiatives were detailed. There was discussion on tackling the barriers to employment such as access to public and personal transport, and child care.
- 5) The ECO4 grant scheme to help improve the energy efficiency of housing stock occupied by low income and vulnerable households – noted that applications were still being considered however 100 people had benefited from the ECO3 Scheme. Officers agreed to obtain further details from Housing colleagues to share with the Committee.

- 6) The development of a performance framework for Tackling Poverty - noted challenges associated with the performance framework, but plans to develop a strategic approach with monthly PI monitoring and alignment with the Corporate Plan were highlighted.
- 7) Process for Councillors to make referrals to the Welfare Rights Team - the Cabinet Member for Wellbeing agreed to circulate details to all Councillors.
- 8) The benefits of providing school meals, specifically to Comprehensive School children, earlier in the school day was discussed. The Head of Adult Services would liaise with colleagues in Education on this.
- 9) Provision of Mental Health support - the established links with partners in relation to mental health within social care was detailed.
- 10) The response to the Audit Wales report – action plan was noted. The Audit Report included a number of positive reflections of good practice identified in Swansea.

The Chair thanked the Cabinet Member for Wellbeing and Officers for their input.

Resolved that the Chair write to the Cabinet Member for Wellbeing reflecting discussion and sharing the views of the Committee.

66 Scrutiny of Cabinet Member Portfolio Responsibilities: Q & A Session with Leader of the Council / Cabinet Member for Economy, Finance & Strategy (Councillor Rob Stewart).

The Leader of the Council/Cabinet Member for Economy, Finance and Strategy attended for Q & A session on his portfolio responsibilities. To assist the Committee, in addition to the 'key headlines' written report provided, the Leader gave a presentation which highlighted progress in relation to:

- Skyline and River Corridor 2022-2025.
- Kingsway & Oxford Street.
- Palace Theatre.
- Community Hub/One Stop Shop in the former BHS Building.
- Castle Gardens.
- Copper Bay.
- Princess House.
- Improved Rail and Bus Links across the Region.
- Blue Eden and Mega Energy Hub.

Committee questioning and discussion focussed on the following:

- 1) City Deal Investment / Private Sector funding – noted that the 9 major projects under City Deal had now been fully approved and private finance had been realised in terms of the smaller projects. Larger project investment was gradually forthcoming. The Committee heard that projects are regularly reviewed through the Swansea Bay City Region Joint Committee.
- 2) Interest in the new office building at 71/72 The Kingsway – noted that quarter of the office space has been let.

- 3) City Centre recovery / new businesses – noted the Quadrant had attracted four new businesses and another established business in the City Centre had invested in refurbishments. Businesses in the City Centre had performed well over the Christmas period. There was also discussion around promotion of the City Centre particular as some businesses with a presence outside of the Centre may be downsizing. Noted there were a variety of monitoring activities measuring footfall and evaluating the use of the City Centre.
- 4) Advice from development partners – noted that since the conception of the City Deal in 2016, a number of consultants had undertaken reviews and the Council remained confident it had the right strategy and plan, which allows an element of flexibility. The Cabinet Member for Economy, Finance and Strategy stated that Urban Splash, the Council's long term regeneration partner whose involvement includes the development of Swansea Central North and the Civic Centre Site, could be contacted to attend a future scrutiny meeting for Councillors to better understand their role and thinking.

The Chair thanked the Cabinet Member for Economy, Finance and Strategy and the Chief Executive, who was also present, for their input.

Resolved that the Chair write to the Leader of the Council/Cabinet Member for Economy, Finance and Strategy reflecting discussion and sharing the views of the Committee.

67 Scrutiny Performance Panel Progress Report:

Resolved that the Scrutiny Performance Panel Progress reports in respect of Service Improvement and Finance and Education be noted.

68 Membership of Scrutiny Panels and Working Groups.

Resolved that the membership of the Panels and Working Groups as reported, be agreed.

69 Scrutiny Work Programme.

The Chair presented the agreed Scrutiny Work Programme for 2022/23 which the Committee is responsible for monitoring.

As per Committee work plan, the main items scheduled for the next meeting on 14 February was:

- **Scrutiny of Public Services Board – Consultation on PSB's Draft Local Well-being Plan:** Every 5 years Swansea Public Services Board develops a Local Well-being Plan, which sets out objectives and steps that are used to guide PSB actions each year. The Committee is a statutory consultee on the Plan and will have opportunity to review and comment ahead of decision-making and Plan approval. The Plan must be published by May 2023. The Chair of the PSB, Cllr. Andrea Lewis, will attend along with relevant officer(s) to report to the Committee and answer questions.

- **Scrutiny of Cabinet Member Portfolio Responsibilities: Houses in Multiple Occupation** - Councillor David Hopkins, Cabinet Member for Corporate Services & Performance, will attend along with relevant officer(s) to report on this matter and answer Committee questions.
- **Working Groups:** The Road Safety Working Group met on 7 Dec and has now concluded. The Working Group has written to the Cabinet Member with its views and recommendations and once the Cabinet Member has responded this will be reported to the Committee, and follow up programmed into future Committee work plan.

70 Scrutiny Letters.

The Chair presented a report on 'Scrutiny Letters' for information.

71 Date and Time of Upcoming Panel / Working Group Meetings.

The Chair referred to the date and time of upcoming Scrutiny Panel/Working Group Meetings, for information.

The meeting ended at 5.34 pm

Chair

Agenda Item 6



Report of the Chair of the Scrutiny Programme Committee

Scrutiny Programme Committee – 14 February 2023

Scrutiny of Swansea Public Services Board – Draft Local Well-being Plan

Purpose:	This report provides background and advice to the Committee in support of its ongoing scrutiny of Swansea Public Services Board (PSB). The Committee is the designated Council body for scrutinising the PSB and its overall effectiveness, which is a statutory requirement set out in the Well-being of Future Generations (Wales) Act 2015. This meeting follows on from the last scrutiny session on the PSB in October 2022.
Content:	<p>The Chair and Vice-Chair of the PSB, along with lead officer(s), will attend to present, address questions, and consider Committee views on the PSB's Draft Local Well-being Plan, and objectives, which must be published by May 2023.</p> <p>The previous Committee Scrutiny Letter reflecting on the last PSB Scrutiny session is also included to support the discussion, and enable follow up on action taken by the PSB in response, where the Committee has made suggestions for improvement.</p>
Councillors are being asked to:	<ul style="list-style-type: none">• Consider the Draft PSB Local Well-being Plan, ask questions, and give views.
Lead PSB Councillor(s) / Members:	<ul style="list-style-type: none">• Councillor Rob Stewart (Leader of the Council / Lead Council representative on PSB)• Councillor Andrea Lewis (Leader's Representative on PSB / Chair of PSB Joint Committee)• Roger Thomas, Chief Fire Officer, Mid & West Wales Fire & Rescue Service (Vice-Chair of PSB Joint Committee)
Lead Officer:	Ness Young, Interim Director of Corporate Services, Swansea Council
Report Author:	Brij Madahar, Scrutiny Team Leader Tel: 01792 637257 E-mail: brij.madahar@swansea.gov.uk
Legal Officer:	Debbie Smith
Finance Officer:	Amanda Thomas

1. Introduction

1.1 The Scrutiny Programme Committee is the designated Council Committee for Scrutiny of Swansea Public Services Board. Swansea Public Services Board (PSB) is the overarching strategic partnership of public service providers in the area, who work together to improve local services.

1.2 The Well-being of Future Generations (Wales) Act 2015 requires that a PSB is set up in every local authority area in Wales. There is a duty on specified public bodies to work through these Boards to improve the economic, social, environmental and cultural well-being of their areas by contributing to the national well-being goals set out in the Act. PSBs are specifically required to:

- a) Undertake a Well-being Assessment for the area
- b) Set local Well-being Objectives as part of a Well-being Plan
- c) Take all reasonable steps to meet those objectives

1.3 Although the work of the PSB will involve a wide range of partner organisations from public, private and voluntary sectors, there are four statutory members who are the formal decision makers responsible for the functioning and activities of the Board. The four Statutory Members of the PSB are:

- Swansea Bay University Health Board
- Swansea Council
- Mid & West Wales Fire and Rescue Service
- Natural Resources Wales

The Statutory Members, along with Invited Participants, come together to meet as a PSB Joint Committee every two months. There is also a PSB Partnership Forum for more wider engagement with partner organisations.

1.4 Scrutiny plays an important role in ensuring that partnership working is accountable to elected local councillors, and provides a formal platform to make recommendations and challenge improvement of the PSB.

1.5 The overarching objective of scrutiny, as agreed by the Committee, is to consider: What difference is Swansea Public Services Board making for citizens? Specific lines of questioning have focused on:

- The effectiveness of the PSB Wellbeing Assessment
- The effectiveness of the PSB Wellbeing Plan
- How well the PSB is meeting its well-being duties, and is considering the five ways of working and seven well-being goals
- The effectiveness of performance measurement arrangements
- The level of commitment from individual partners to the work of the PSB

- The effectiveness of the PSB in communicating its work, objectives and outcomes to its stakeholders, including the public
 - The effectiveness of the PSB in addressing the issue of pooled funding to tackle priorities
- 1.6 The Committee will engage with PSB statutory members / key partners about progress in the delivery of agreed PSB Well-being Plan objectives, and effectiveness of the PSB generally. The delivery of Well-being Objectives is at the heart of what the PSB is trying to do to make a difference. Performance against these objectives will be a key measure of success.
- 1.7 It is important to note that the remit of PSB Scrutiny includes only the activities of the PSB as a partnership and excludes Scrutiny of individual partner organisations. The Committee can require any member of the PSB to give evidence, but only in respect of the exercise of joint functions conferred on them as a member of the PSB.
- 1.8 Whilst the Committee is responsible for looking at the overall work and effectiveness of the PSB, subject specific scrutiny bodies can still scrutinise the PSB's work in relation to a specific issue, within their remit.

2. Previous Scrutiny Committee Session

- 2.2 The session in October 2022 considered the PSB Annual Report 2021/22 in relation to overall progress and performance of the PSB. There was also discussion on the work being done to improve the PSB's performance framework (following issue raised by the Committee); the new Assessment of Local Well-being (published in May 2022), and the development of a new Local Well-being Plan which must be in place by May 2023. The Committee Letter to the Chair of the PSB is **attached** to remind Committee Members and enable follow up on how views have been considered and action taken, or planned, by the PSB in response, where the Committee has made suggestions for improvement.

3. Public Services Board Draft Local Well-being Plan

- 3.1 Having produced a new Local Well-being Assessment – published in May 2022 – the PSB has drafted a new Well-being Plan and Objectives for the next four years. A new Well-being Plan must be published by May 2023. The Well-being Assessment effectively acts as the evidence base for Swansea's Well-being Plan.
- 3.2 The Committee is a statutory consultee on the PSB Well-being Plan and will have opportunity to review the Plan, ask questions, and give views, which should be considered by the PSB ahead of formal decision-making and Plan approval.

- 3.3 At the last PSB Scrutiny session, the Committee was keen to see the PSB engaging effectively with the public, through accessible means to maximise reach, including use of social media as well as face-to-face opportunities, and having 'executive summaries' and / or easy read documents to facilitate public feedback. The Committee will be aware that public consultation on the Plan was launched in November and runs until 13 February 2023:

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

- 3.4 A report on the Draft Local Well-being Plan has been provided by the Chair of the PSB, and is **attached** for consideration.

4. PSB Joint Committee Minutes

- 4.1 The Minutes of meetings of the PSB Joint Committee held since the last scrutiny session in October 2022 are **attached** for Committee awareness:

- 20 October 2022
- 1 December 2022 (draft)

- 4.2 The next meeting is scheduled to take place on 9 February 2023.

5. Integrated Assessment Implications

- 5.1 The Council is subject to the Equality Act (Public Sector Equality Duty and the socio-economic duty), the Well-being of Future Generations (Wales) Act 2015 and the Welsh Language (Wales) Measure, 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 Acts.
- 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.
- Consider opportunities for people to use the Welsh language.
- Treat the Welsh language no less favourably than English.
- Ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.

- 5.1.1 The Well-being of Future Generations (Wales) Act 2015 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'.

5.1.2 Our Integrated Impact Assessment (IIA) process ensures we have paid due regard to the above. It also takes into account other key issues and priorities, such as poverty and social exclusion, community cohesion, carers, the United Nations Convention on the Rights of the Child (UNCRC) and Welsh language.

5.2 An IIA screening has been undertaken noting there are minimal impact assessment implications associated with this information report. The work of Scrutiny is open to the public, promoted via Council media channels, and enable all citizens to ask questions, raise issues and/or input views. The work of Scrutiny involves examination of Council services and making recommendations for improvement to Cabinet Members (and other decision-makers). Scrutiny activities have the potential for engagement to ensure public views can feed into the Scrutiny process.

6. Legal Implications

6.1 There are no legal implications from this report.

7. Financial Implications

7.1 There are no financial implications from this report.

Background Papers: None

Appendices:

Appendix 1 – Letter correspondence between the PSB Scrutiny Performance Panel and Chair of the PSB: October 2022 Committee meeting

Appendix 2 – Report on Swansea PSB Draft Local Well-being Plan

Appendix 3 – Minutes of Swansea Public Services Board Joint Committee:
A) 20 October 2022 meeting & B) 1 December 2022 meeting (draft)



**To/
Councillor Andrea Lewis,
Chair of Swansea Public Services
Board**

BY EMAIL

cc: Vice-Chair of Swansea PSB

*Please ask for:
Gofynnwch am:*

*Direct Line:
Linell Uniongyrochol:*

*e-Mail
e-Bost:*

*Our Ref
Ein Cyf:*

*Your Ref
Eich Cyf:*

*Date
Dyddiad:*

Scrutiny

01792 637257

scrutiny@swansea.gov.uk

SPC/2022-23/3

29 November 2022

Summary: This is a letter from the Scrutiny Programme Committee to the Chair of Swansea Public Services Board following the meeting of the Committee on 18 October 2022. It is about the performance of the Public Services Board. A formal written response is not required.

Dear Councillor Lewis,

Scrutiny Programme Committee – 18 October

We are writing to you following our Scrutiny session on the Public Services Board (PSB) with our views, reflecting on information presented, questions, and discussion.

As part of our ongoing scrutiny, the Committee considered the PSB Annual Report 2021/22 in relation to overall progress and performance of the PSB. We thank you for also providing information on work being done to improve the PSB's performance framework (following issue raised by the Committee); the new Assessment of Local Well-being (published in May 2022), and the development of a new Local Well-being Plan which we understand must be in place by May 2023.

We thank you for attending the meeting, and appreciated the input provided by the PSB Vice-Chair, Roger Thomas, Leader of the Council, Councillor Rob Stewart, Richard Rowlands, Strategic Delivery & Performance Manager, Swansea Council, and the various partner representatives (PSB strategic / operational leads) who were able to contribute giving the Committee a more rounded view of the PSB and its effectiveness.

OVERVIEW & SCRUTINY / TROSOLWG A CHRAFFU

SWANSEA COUNCIL / CYNGOR ABERTAWE

GUILDHALL, SWANSEA, SA1 4PE / NEUADD Y DDINAS, ABERTAWE, SA1 4PE

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I dderbyn yr wybodaeth hon mewn fformat arall neu yn Gymraeg, cysylltwch â'r person uchod
To receive this information in alternative format, or in Welsh please contact the above

This was further evidence to the Committee on how the PSB is performing and making a difference for citizens, and follows on from the January 2022 PSB Scrutiny session, at which we considered the previous annual report and took the opportunity to focus on the delivery of the 'Early Years' and 'Live Well, Age Well' PSB well-being objectives with relevant leads.

We also took the opportunity to follow up on previous issues raised by the Committee, communicated to you within previous letters.

Scrutiny Views

From our discussion, the Committee would highlight the following issues in terms of providing 'critical-friend' challenge to the PSB for improvement:

1) Performance Framework

The Committee over recent PSB sessions has called for the PSB to improve the way it measures its performance. Given that PSBs have been in operation since 2016, you acknowledged that this has taken time to develop. However, we welcomed the efforts you reported being made to improve this, to facilitate Scrutiny, but also noted the challenges you outlined around this. Nevertheless, the Committee looks forward to seeing more progress in developing the performance framework, as the PSB develops its new Well-being Plan, which will make it easier for Scrutiny to monitor PSB activity and performance against indicators, stated actions, expected outputs / outcomes, and its effectiveness.

We noted that the pandemic has hindered progress in the last few years, as well as the ongoing funding and resource challenges that PSBs (and individual partners) face that impact ability to focus on the work necessary in the development, collection, processing, and reporting of data. As such, it is important that the PSB focuses on what it can deliver, and less about aspirations, to be able to see results from partnership activity and the investment of time and resources. We accept that quantitative data (KPIs) alone will not be sufficient, and in many cases reporting on outcomes will require qualitative information.

2) PSB Annual Report

The Committee suggested that future Annual Reports would benefit from highlighting more about the work that PSB partners are doing together. We appreciate that individual PSB statutory members are leading on the delivery of specific well-being objectives / work streams, and that is of course important to report on, but giving prominence to demonstrating the partnership / collaborative working to tackle issues, with examples of successes, would be more satisfying when assessing the difference that the PSB is making and added value.

You took the opportunity to talk about some of those things, such as work on developing Green Infrastructure, dealing with the impact of Wildfires, and partner commitments to Carbon Reduction. Contributions during the session from other PSB members painted a positive picture of effective networking and strong links / connections that have developed between partners, with the PSB helping to bring organisations together. For example, enabling Swansea Council for Voluntary Service to get more involved in supporting partner activities, such as work on Swansea as a Human Rights City, as well as develop closer connections with Swansea Council, the Local Health Board, and Fire & Rescue Service, and others.

The Committee also asked about the reference to National Well-being Indicators within the Annual Report. Of the 50 or so national indicators, it was unclear why the Annual Report included the specific ones highlighted in the section on 'Swansea's Local Well-being' (this included performance in relation to community safety and air quality), and how they relate to PSB objectives. It would help if national well-being indicators could more explicitly linked to PSB priorities / well-being objectives that are reported on, so the relevance and value of these is clearer.

3) Development of the new Well-Being Plan and Public Engagement

We heard that the PSB's new Well-being Plan must be published by May 2023. The Committee will need to be consulted in the development of the Plan to give views on any draft Plan. Please ensure that this is factored into the PSBs decision-making timetable so that there is sufficient time for meaningful scrutiny.

As well as Committee input, the PSB will also need to engage the public. Whilst public consultation is never easy when it comes to strategic documents, the PSB should consider how opportunities to engage can be more accessible with methods will maximise reach, learning and building upon previous experience with the development of the Assessment of Local Well-being over the last year. We suggested looking at how social media can be best utilised and piggybacking off existing community events to talk to people about the Plan. The volume of information to review can be off putting, even for those most keen to input views, so would encourage you to consider producing 'executive summaries' and / or easy read documents to facilitate public feedback.

Your Response

We hope that you find the contents of this letter useful and would welcome any comments, however we do not expect you to provide a formal response. However, we do expect the PSB to consider our views. Please report our letter to the PSB Joint Committee. The Committee will follow up on progress in addressing these issues at our next PSB Scrutiny session.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'P. Black', written in a cursive style.

COUNCILLOR PETER BLACK
Chair, Scrutiny Programme Committee
✉ cllr.peter.black@swansea.gov.uk



Report of the Chair of Swansea Public Services Board

Scrutiny Programme Committee – 14th February 2023

Swansea Public Services Board- Draft Local Well-being Plan

Purpose:	This report provides an update to the Committee on the development of the Draft Local Well-Being Plan.
Content:	Update on consultation and involvement to date and initial feedback, subsequent key changes to the Plan, how the Plan will provide a framework for Action Plan Development setting out how implementation will take place at an operational level and identifying outcomes.
Councillors are being asked to:	Consider the information provided, ask questions, and make comments and recommendations as necessary.
Lead Councillor(s):	<ul style="list-style-type: none"> • Councillor Rob Stewart (Leader / Lead Council Representative on PSB). • Councillor Andrea Lewis (Leader's Representative / Chair of Swansea Public Services Board Joint Committee)
Lead Officer:	Ness Young, Interim Director of Corporate Services, Swansea Council
Report Author:	Richard Rowlands, Swansea Council Email: Swansea.PSB@swansea.gov.uk
Legal Officer:	Debbie Smith
Finance Officer:	Paul Roach
Access to Services:	Rhian Millar

1. Background to Consultation and Engagement

- 1.1 The Draft Local Well-being Plan (**Appendix A**) has been out to consultation since the 22nd November 2022, this period will end on 13th February 2023. This was preceded by a statutory 14 week engagement period with the Office of the Future Generations Commissioner on which Swansea PSB was commended for a collaborative approach to the development of the draft Plan.

2. Engagement Activity

- 2.1 The formal consultation period has included on and off-line survey and idea generation activity. Engagement included drop-ins held at a City Centre and rural library, a Welsh language Flying Start setting and Swansea Museum. Interactive events attended have included running activities at World Children's Day, the launch of Human Rights City at the Stadium, and the Waterfront Museum's Well-being Fayre.
- 2.2 Organisational engagement also took place via presentations at the Town and Community Council Forum, Aging Well Steering Group, the PSB's delivery groups, GP Clusters and the Partnership Forum as well as at internal meetings across partner organisations.
- 2.3 West Glamorgan Your Voice Advocacy have produced an easy read version of the consultation and have reached out to various groups to ensure the views of neurodiverse and people with additional learning needs are represented. Initial feedback suggests this has raised issues such as gaps in people with additional learning need's understanding of climate change.
- 2.4 Partners and their communications teams have promoted the consultation to their staff and service users both in person and online using resources available online and shared our social media campaign.
- 2.4 QR codes have been used at events to increase involvement of people who are digitally aware and a social media campaign on Twitter and Facebook was used to highlight drop in events and the survey.
- 2.5 Press releases generated a half page of coverage in the Evening Post and Features have run in internal staff press e.g., Swansea Council's Staff News. CEO Martin's Blog and equivalents in other partner organisations. Partners have distributed the survey widely by email to their contacts and networks and displayed A3 posters where relevant. Specific stakeholder groups in relation to protected characteristics have been targeted and the consultation promoted by their representatives.

3. Consultation Responses

- 3.1 Office of Future Generations Commissioner Response

Appendix B was discussed at Joint Committee and recommendations have generally been fully implemented. Where recommendations have not been explicitly implemented this is due to

- a) The concise nature of the Plan - where information is detailed elsewhere in the Plan, Assessment and Summary, Appendices or Annex documentation.

- b) Recommendations being more appropriately applied at Action Plan level.

A key exception is in relation to separating out climate change and nature recovery actions within the Plan. The Joint Committee is clear that the climate and nature emergencies and our response are inextricably linked and interdependent at a strategic level. This reflects Welsh Government and Swansea Council policy approaches.

3.2 Welsh Government Response

A formal response is expected on 10th February, however the team has met with Welsh Government to discuss their interim response to the Plan. The approach to the Plan was welcomed, and feedback was positive with no significant failings identified requiring remedial action.

Improvement actions which are being incorporated into the plan include:

- the wider involvement of communities,
- greater Town and Community Council involvement,
- the identification of collaborative approaches to promoting the Welsh language in order to address disappointing census results which threaten achievement of the milestone of a million Welsh speakers by 2050. It should be noted that while like all other local authority areas while the number of Welsh speakers is falling, Swansea saw a comparatively low decrease of Welsh speakers by 0.2% in comparison to a national decrease of 1.2%.

3.3 Partner Responses

Several partners including SBUHB and NRW have signalled that a formal response to the Well-being Plan is being prepared in addition to their editorial input to the Plan via the Planning Group (the Group tasked with drafting the Plan at an officer level)

3.4 Survey Responses

Despite considerable efforts response rates have been lower than would usually be anticipated in response to similar consultation. A recovery plan was implemented to address issues with survey participation identified at an early stage. Reasons for this issue, also a trend with other PSB's and organisations include consultation fatigue, a high number of competing corporate planning, budget and strategic across organisation and the Christmas period.

3.5 Initial Results

Interim results suggest overwhelming support for the objectives. There is slightly less emphatic support for the steps particularly around internally focused steps around data development, performance

arrangements and influencing other organisations. Many of the ideas generated to date cluster around key themes of environmental improvement, more provision for additional needs, greater engagement with individuals, public transport, greater cross organisational collaboration, and integration reducing duplication and waste. There was a theme of some frustration with technical terms which is being taken on board where possible to simplify language.

4. Key Potential Changes to the Draft Plan

Changes have been made and continue to be made in response to the consultation. Key potential areas of amendment are details below subject to Joint Committee approval.

4.1 A Short Summary version of the Assessment of Local Well-being has been produced and is referenced in the Plan to help those who want more information than covered in the Plan but do not want to navigate the full 238 page document (www.swansea.gov.uk/psbassessment2022). (p34)

4.2 While the headings of our four Local Well-being Objectives remain, we have updated their definitions. In particular, the climate change and nature recovery objective focuses explicitly on biodiversity and the causes and impacts of climate change to reflect better reflect both adaptation and mitigation. (p4)

- **Early Years:** *To ensure that children in Swansea have the best start in life to be the best they can be.*
- **Live Well, Age Well:** *To make Swansea a great place to live at every stage of life.*
- **Climate Change and Nature Recovery:** *To restore and enhance biodiversity, tackle the causes and reduce the impact of climate change*
- **Strong Communities:** *To build cohesive communities with a sense of pride and belonging.*

4.3 We have built on the summary of progress towards our objectives by including reference to commitments we have made as PSB partners and that will continue in future underpinning the commitments. (p10)

PSB partners have worked and will continue to work in accordance with agreed commitments signed by partners. These commitments go beyond the legal duties that the various organisations have and are reviewed taking into account advice from Wales Commissioners. Healthy Wales, United Nations Convention of Rights of the Child (UNCRC), First 100 days Collaborative, Age Friendly Cities and Communities, the National Principals for Public Engagement in Wales, National; Standards for Children and Young People's

Participation, the Armed Forces Community Covenant, the Convention on Biological Diversity, One Public Sector, Swansea as a Human Rights City, Swansea Bay Healthy Travel Charter, etc. In addition, partners adhere to their organisational 'standards relating to promoting the Welsh language' and Cynnig Cymraeg as advised by the Welsh language Commissioner. These commitments underpin and continues in addition to activity on our Local Well-being Objectives.

- 4.4 We have updated our driver diagrams to better reflect the Assessment of Local Well-being based on a workshop facilitated by our partners in public health (p12).
- 4.5 We originally demonstrated where significant contribution is made to the seven well-being goals via a tick on circle, with segments representing the well-being goals in each objective. We have now augmented this with bullet points giving an example of what the impact is in practical terms (p13)

Impact on the seven national well-being goals	A prosperous Swansea	A resilient Swansea	A healthier Swansea
	A regenerative, circular economy which trains people for green jobs of the future	A more biodiverse Swansea where nature is valued will protect species and their habitats and provide multiple benefits to communities	Everyone has access to good quality natural green spaces, active travel routes and clean air and water supporting physical and mental health
A more equal Swansea	A Swansea of cohesive communities	A Swansea of vibrant culture and Welsh language	A globally responsible Swansea
Everyone has access to good quality environments and support is focused on those most vulnerable who are disproportionately impacted by climate change	A diversity of individuals and communities work together recognising differences, to protect nature and tackle climate change	The climate and nature emergencies are existential crises to which there is a cultural response. We embrace and safeguard our natural heritage and landscapes	We source materials with increasing awareness of the ethical and environmental impacts of procurement

4.6 We have replaced 'The Steps' (p23) with 'Action the Public Services Board' will take.

Identifying the primary and secondary drivers for our four objectives helps to show us the path to their delivery and the contribution that we can make collectively as a Public Services Board. We describe the high-level actions we plan to take as steps. Our experience of working together over the past five years has taught us that to make the biggest difference as a Public Services Board we need to focus our efforts on:

- *a few steps and do them well*
- *steps that can only be achieved by two or more PSB partners working together*
- *steps that add value to what is already happening in the existing post Covid partnership landscape*
- *steps which we can properly resource*

To ensure we are successful we also need to ensure that we:

- *agree who will take lead responsibility and who will be involved in delivering each step*
- *develop arrangements to ensure progress is measured and monitored*
- *Increase and broaden participation of active partners across sectors.*
- *Improve integration and interaction between the objectives*

Taking account of the above learning, we have decided that rather than assign steps to individual objectives, to develop steps that underpin the entire suite of objectives as a whole, to encourage greater integration. Detailed annual plans will be developed to show what we intend to do to progress each step each year, albeit recognising that the actions we take and the objectives themselves will interlink and none will be successfully achieved if pursued in silos. Against that background, we have identified eight steps that we will collectively take over the next five years:

- *Transforming early years' services across Swansea*
- *Building on Swansea as a Human Rights City*
- *Working towards Swansea's net zero target and nature recovery*
- *Making Swansea safer, more cohesive, and prosperous*
- *Developing Swansea's integrated cultural offer*
- *Influencing and connecting with other governance arrangements across the Swansea Bay region*
- *Improving data quality and accessibility across the Swansea Bay region*
- *Developing Swansea PSB performance management arrangements*

4.7 The Steps have been updated to read (p26)

2023-28 Swansea Public Services Board Local Well-being Plan Steps			
The Steps to be taken	Short term (< 3 years)	Medium term (4-5 years)	Long term/Generational
<i>To support the transformation of Early Years services in Swansea to provide better support children to have the best start in life</i>	<i>Identify a lead sponsor for the integration toolkit, the Early Years Maternity Maturity Matrix, develop a framework and engage key stakeholders, and public.</i>	<i>Acting on reflective practice to evolve integrative working practices.</i>	<i>To embed and extend integrated working in other areas of delivery.</i>
<i>To build on Swansea's 2022 declaration of being a Human Rights City</i>	<i>To work with stakeholders to develop and deliver an action plan that supports the declaration of Swansea being a Human Rights City.</i>	<i>To undertake activities and develop policies which demonstrate and enable people of all ages to understand and access their rights as a human being.</i>	<i>To embed in wider culture and review progression.</i>
<i>To energise and engage Swansea in working towards an equitable transition towards Net Zero and nature recovery taking a nature-based approach where possible.</i>	<i>To expand and diversify Swansea Climate and Nature Charter signatories engaging in transformative change through sharing of good practice, innovation, identification, development and implementation of collaborative actions towards Net Zero Wales adaptation and mitigation and</i>	<i>To focus on maximising collaborative and transformative action in the highest impact areas (e.g., adaptation, procurement, circular and foundational economy, biodiversity, environmental risk) involving diverse partners, community groups and</i>	<i>To embed and continue to drive forward Net Zero commitments and nature recovery ambitions while mobilising individuals, communities and organisations across all sectors to tackle the climate and nature emergencies, ensuring a just transition towards Net Zero.</i>

**2023-28 Swansea Public Services Board Local Well-being
Plan Steps**

The Steps to be taken	Short term (< 3 years)	Medium term (4-5 years)	Long term/Generational
	<i>the Area Statement for Southwest Wales aims.</i>	<i>individuals to build resilience.</i>	
<i>To maximise the contribution of PSB partners to making Swansea safer, more cohesive, and prosperous</i>	<i>To identify and tackle any partnership barriers to progress on implementing the Safer Swansea Strategy; supporting Regeneration Swansea; and ensuring no one is left behind by supporting Swansea Poverty Partnership Forum actions.</i>	<i>To provide support and advocacy for any challenging projects requiring additional buy in and sponsorship or increased collaboration.</i>	<i>To embed work in the business-as-usual activity of all partners.</i>
<i>To support the development of an integrated cultural offer in Swansea</i>	<i>To support and help develop the cultural offer which includes organisations, partnerships, and practitioners from across all sectors, supporting the promotion of the Welsh Language, community cohesion, health, and economic prosperity.</i>	<i>To support the Swansea Cultural Offer by encouraging culture, as defined in the FGA, to be integrated in the wider social, economic, and environmental activity undertaken by partners.</i>	<i>To reinforce and embed the routine consideration and use of culture as a critical tool in all partner activities and projects.</i>

2023-28 Swansea Public Services Board Local Well-being Plan Steps			
The Steps to be taken	Short term (< 3 years)	Medium term (4-5 years)	Long term/Generational
Influence and connect with other governance and partnership arrangements to ensure well-being is integrated across Swansea	Ensure decision makers in Swansea are able to benefit from the Assessment of Local Well-being, the PSB's shared objectives and collaborative ways of working.	Increase and diversify participation in PSB activities including increased people involvement.	Work as part of a flexible, mapped and defined partnership framework enabling the right decision to be taken in the right place in an integrated way.
To help strengthen decision making across the Swansea Bay region by improving data quality and availability	To work with partners via the Regional Partnership Board to improve the availability and quality of regional data.	To improve the relevance scope and availability of local data for the next well-being assessment including lived experiences.	For partners to have access to relevant regularly updated and assured data by streamlining efforts.
To develop performance management arrangements which measure and monitor the PSB's progress	To develop 2023-24 Action Plan, milestones, and 2023-28 population level outcome measures; and to put in place monitoring arrangements.	To undertake review of annual performance; develop qualitative measures; and develop annual action plans based on progress.	Work towards the democratisation of performance by incorporating a 360 approach actively involving individuals.

4.8 We have included a section on *How we will implement the steps*

Long Term

Swansea Public Services Board has a 2040 vision which our organisations are already orientated toward. Our focus is on action today, to benefit from outputs tomorrow and outcomes in a generation.

Collaboration

We aim to increase collaborative work and create closer working relationships with key partners such as Town and Community Councils and community groups.

Prevention

We recognise the gaps in our knowledge base particularly those resulting from the pandemic's demands on social, health and support services. We want to focus on removing barriers to data development so we can better understand and tackle emerging issues such as mental health. Preventative agendas such as climate change and poverty can be tackled more creatively by looking for the less obvious links to objectives and steps.

Integration

We plan to connect the work we already do towards shared ambitions to amplify effectiveness. For example, recent census data suggests the number of Welsh speakers in Swansea has declined by 0.2% while this decline is greater across Wales, we plan to come together and determine how take to collective action to co-ordinate our efforts.

Involvement

Swansea PSB aims to focus on involving our communities and citizens more proactively in the design and participation in projects. Where possible we aim to increasingly explore co-productive approaches and new ways of communicating with people and community groups.

4.9 We have completed the table assigning accountability for the steps (p24).

Steps we will take (Accountability and the extent to which the steps are applied by each Objective Delivery Group)	Early Years	Live Well, Age Well	Climate Change & Nature Recovery	Strong Communities
Early Years services transformation	Lead	Support	Support	Support
Human Rights City	Support	Lead	Support	Support
Net Zero Swansea and nature recovery	Support	Support	Lead	Support
Safer, cohesive, prosperous Swansea	Support	Support	Support	Lead
Integrated cultural offer	Support	Support	Support	Lead
Influence and connect with governance arrangements	Consider	Consider	Consider	Consider
Data development	Support	Support	Support	Support
Performance management arrangements	Support	Support	Support	Support

4.10 We have added the following **The Future Generations Report** recommendations which are being prioritised and are reflected in this plan (p32):

Climate Change and Nature Recovery

- *Declare a nature and climate emergency and rapidly accelerate the scale and pace of change to help tackle these challenges.*
- *Invest in and value the important role biodiverse green and blue space plays in supporting people's health and community well-being.*

- *Considering and taking action to address the climate and nature crisis together.*
- *Develop your knowledge of nature and increase awareness of the importance of a biodiverse natural environment with healthy functioning ecosystems, and prepare people with skills fit for the future.*

Strong Communities

- *Ensure that objectives consider opportunities to tackle poverty and inequalities in the context of all of the well-being goals - not solely focusing on economic and social opportunities.*
- *Support communities to be well connected and a place where people feel safe.*
- *Use the relationships you have developed to work better together to plan, prepare and shift activity and resources towards prevention; to help tackle crime and anti-social behaviour.*
- *Support people to engage with culture in their daily working and recreational lives and bring out the best in our cultural professionals.*
- *Enable our citizens to access and engage with their own and other cultures.*
- *Make the most of local assets such as libraries, play facilities, museums, galleries, sports facilities, music venues, arts organisations, natural resources, and historical spaces to support community well-being.*

Live Well, Age Well

- *Focus on prevention of inequalities, including through education and harnessing the skills and resilience of people who have lived experience of relevant issues.*
- *Playing their part to ensure Wales is welcoming, safe and fair to all.*
- *Take more of a concerted effort to successfully integrate refugees and asylum seekers in Wales.*
- *Seek to reduce inequalities by involving people in the 'story behind the data' and collaborating with others.*

Early Years

- *Be willing to fundamentally reform existing services.*

- *Look at the whole system and replace competition with compassion – interventions should be dealing with the person, not the specific issue.*
- *Breaking down barriers between professions, public bodies, and communities to allow collaboration and integration.*

5. Next Steps

- 5.1 These potential changes and the input from remaining consultation will be used to finalise the Local Well-being Plan. This will be approved by the organisational processes of the four statutory partners, then be formally signed off by the PSB Joint Committee on 27 April 2023.
- 5.2 Between March and June 2023, action plans will be produced for each objective alongside the identification of responsibilities, outputs and performance arrangements. Every idea generated via the engagement process will be categorised, collated and considered by the most appropriate objective delivery group. This reflects the operational rather than strategic nature of much of the input received to date and ensures it will be used to greatest effect.
- 5.3 Following Joint Committee approval of the final Plan the presentation will be reviewed, a 'Plan on a Page', Screen Reader, Easy Read and digital video versions of the Plan will be produced to communicate the Plan at launch in May 2023. These materials will also enable the PSB to involve organisations and individuals with the implementation of Action Plans for each objective throughout the next five years.

6. Legal Implications

- 6.1 There are no legal implications from this report.

7. Financial Implications

- 7.1 There are no financial implications from this report.

8. Integrated Assessment Implications

- 8.1. The Council is subject to the Equality Act (Public Sector Equality Duty and the socio-economic duty), the Well-being of Future Generations (Wales) Act 2015 and the Welsh Language (Wales) Measure, 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 Acts.
- 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
- Consider opportunities for people to use the Welsh language
- Treat the Welsh language no less favourably than English.
- Ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.

8.1.1 The Well-being of Future Generations (Wales) Act 2015 mandates that public bodies in 8 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’.

8.1.2 Our Integrated Impact Assessment (IIA) process has been carried out and indicates a full IIA is not needed (**Appendix C**).

The Plan sets out how organisations can work better together to improve Swansea’s social, economic, cultural and environmental well-being based on the Assessment of Well-being’s findings in relation to a diversity of people in Swansea.

The Local Well-being Plan is based on the Assessment of Local Well-being which was developed engaging with both organisations and individuals via formal consultation and facilitated group conversations. Engagement activities have taken place both online and via a range of face to face opportunities across Swansea. This has involved groups, individuals and employees of partner organisations.

Swansea PSB exists due to this legislation. It is explicitly referenced throughout our Corporate Plan in relation to our Well-being objectives. The Plan details exactly how it maximises contribution to the national well-being goals and explicitly states how it will employ the five ways of working in relation to each local well-being Objective. The Sustainable development principle is integral to the Plan.

Failing to agree a Local Well-being Plan would mean that organisations are less effective in working together to improve Swansea’s Well-being. The high level of commitment shown by organisations across sectors beyond Statutory Partners means that risk is minimal.

The Public Services Board exists to add value and improve the Well-being of Swansea and to date the culminative impact can be

demonstrated as positive. This is evidenced within our Annual Reports and Progress to date section of the draft Plan.

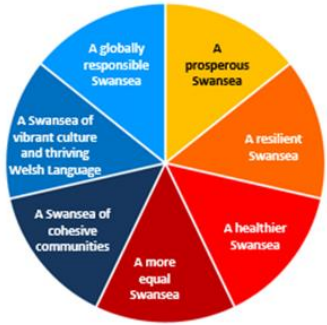
Background Papers:

Appendices:

Appendix A – Local Well-being Plan Nov 22 2022

Appendix B – Letter from the Office of the Future Generations Commissioner

Appendix C – Integrated Impact Assessment Screening



Swansea Public Services Board Local Well-being Plan

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Message from Swansea Public Services Board

It is five years since Swansea Public Services Board's first Local Well-being Plan was launched with real progress being made by working together to improve well-being. Since the start of our conversation about well-being in Swansea and the setting of long term 2040 objectives, much has changed.

We carried out an Assessment of Local Well-being in 2022 which looked at research and feedback from the public about well-being in Swansea. This found that despite the unprecedented impacts of Covid 19, Brexit, war in Ukraine, the emergence of the real effects of climate change, the nature emergency and the rising cost of living crisis, our long-term aspirations for well-being remain relevant. And as in 2022, the evidence is clear that deep rooted systems and economic and social models across or well-being work continue to challenge us. This suggests we need to address both immediate and longer term challenges; if we only tackle the present problems they will continue to recur. The specific actions we need to take and way we take them are equally important.

Page 31 In Swansea, we continue to believe in the rights of every person. Our vision is to work together to make Swansea a place which is prosperous, where our natural environment is appreciated and sustained and where every person can have the best start in life, get a good job, live well, age well, have access to cultural opportunities and have every opportunity to be healthy, happy, safe and the best they can be. Listening to people tells us Swansea is a great place to live but we need to work harder together to make sure everyone can live well, benefit from and be proud of Swansea.

We want to build on successes to date so have updated our existing long-term objectives. This strategic continuity will help us focus on the joint action needed to make the most difference to individuals' lives.



Early Years:

To ensure that children have the best start in life to be the best they can be



Live Well, Age Well:

To make Swansea a great place to live at every stage of life



Climate Change and Nature Recovery:

To restore and enhance biodiversity, tackle the causes and reduce the impact of climate change



Strong Communities:

To build cohesive communities with a sense of pride and belonging

How we work

The Well-being of Future Generations Act (Wales) 2015 asks Public Services Boards and Welsh public bodies to work together toward seven common well-being goals using five ways of working when making decisions. This approach underpins all we do.

Five ways of working



The Long term: The importance of balancing short-term needs with the need to safeguard the ability to also meet long-term needs.



Prevention: How to act to prevent problems occurring or getting worse may help public bodies meet their objectives.



Integration: Considering how public body's well-being objectives may impact upon each of the well-being goals, on their other objectives, or on the objectives of other public bodies.



Collaboration: Acting in collaboration with any other person (or different parts of that body itself) that could help the body meet its well-being objectives.



Involvement: The importance of involving people with an interest in achieving the well-being goals and ensuring that those people reflect the diversity of the area which the body services.

Seven well-being goals	
Goal	Description of the Goal
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 action 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.
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).
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.
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).
A Wales of cohesive communities	Attractive, viable, safe and well-connected communities.
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.
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.

Well-being in Swansea

Swansea is the second largest city in Wales, with a population (city and county) of 238,500 (2021 Census). Population growth in Swansea, and improvements in life expectancy, have recently plateaued, and (as elsewhere) our population is ageing. However, more detailed information from the Census will improve our understanding of recent change in Swansea. The impact of the pandemic has shaped life in Swansea for much of the last three years with over 800 registered deaths in Swansea involving Covid-19 (by May 2022); and the ongoing emotional, physical and mental health costs are still not fully understood. However, public services and our residents worked together to meet this challenge with a successful ongoing vaccination programme, implementation of regeneration and recovery plans and continued formal and informal volunteering activity and community action.

Swansea is an attractive place to work in and visit, with many people travelling to do both. It is one of the most ecologically rich counties in Wales, but there are many threats to our natural resources which are in decline and areas of poor environmental quality need improving. Climate change will affect Swansea. Swansea has a high proportion of people with higher-level qualifications and is home to high numbers of students. Whilst the overall number of people who can speak Welsh has fallen, the number of young people under 16 years who can speak Welsh is increasing. Alongside this there have been developments in the cultural offering in the city including a wide-range of diverse events and the opening of the Swansea Arena.

Looking to the future, Wales is a country that is changing and Swansea is changing too and will increasingly be made up of people from different backgrounds and protected characteristics. The average number of people in a household is falling with more people living on their own than before. The sort of jobs people have are changing, with technology advances; increasing automation and changes in health and social care. In Swansea, we need to understand the challenges and opportunities these changes bring.

Our latest Assessment Of Local Well-being has also told us several things about Swansea:

Social well-being: People's life experiences are very different between our poorest and wealthiest communities, with signs of growing inequality in relation to education, employment, training, income, health outcomes, access to services and other life chances. These social determinants can unequally impact people's ability to live a healthy and happy life and can lead to persistent health inequalities. Despite some progress, there remain multiple challenges around early years, social care, substance misuse, housing and community safety; and the pandemic has particularly impacted specific groups, including children, older people and Black and Minority Ethnic communities.

Economy: There is already much work underway to help grow Swansea's economy and infrastructure, with developments to attract new visitors to the city, create new spending and supply opportunities for businesses, and in turn improve residents' economic wellbeing. However, measures of local economic performance, productivity, employment and business suggest a mixed picture. Our future approach will need to better integrate our economic work with the climate and environmental considerations to achieve broader outcomes and how we plan our economic future.

Environment: The declaration of climate and nature emergencies along with national and local 'net zero' policy commitments, illustrate the multiple and urgent challenges facing Swansea's environment; for example, declining biodiversity and ecosystem resilience; water resources under pressure; increasing flood risk; competition between soils, land use and food production; the multiple benefits of green infrastructure; air quality impacts on health; opportunities for active and sustainable transport; improving waste management and reduction, and energy generation and security. The overwhelming message from the State of Our Natural Resources report is that wide ranging transformation is needed in the food, energy and transport systems that will require each of us to make changes to the way we live.

Culture: Swansea is strong in the diversity and range of its cultural offer (including tourism), but the sector and community it serves were hard hit by temporary closures during the pandemic lockdowns. The sector responded by utilising outdoor spaces as much as possible and is now showing signs of recovery due to sectoral support from the public, private and third sector. Nature sport, leisure and culture facilities provide vital health and well-being benefits to local communities. There is a good local volunteer base across activities ranging from Friends of Parks, Sports Clubs and Community Buildings, but with an ageing profile.

Key public services partnerships working towards well-being in Swansea

- South West Wales Corporate Joint Committee
- Swansea Bay City Deal Board
- Regeneration Swansea

- Healthy Cities
- Regional Housing Forum
- Safer Swansea
- Poverty Partnership



- West Glamorgan Regional Partnership Board and increasingly Primary Care Clusters
- Parteneriaeth
- Ageing Well Steering Group
- Area Planning Board
- A regional collaboration for health
- Swansea Environmental Forum
- Local Nature Partnership Swansea

Swansea Public Services Board aims to support and help these partnerships thrive and benefit from considering all dimensions of wider well-being. Clearly identifying responsibilities and avoiding duplication of governance will enable resources to be concentrated where value is added and activities best fit.

We have formed the Neath Port Talbot and Swansea Joint Public Services Board which tackles specific issues which benefit from a regional approach such as substance misuse. This work will continue.

Summary of progress towards our objectives

Steps taken towards our objectives have resulted in these key achievements to date

Early Years

- *Signed up to the First 1000 Days Collaborative. Work was embedded into the Early Years Transformation Integration Pathfinder collaborative*
- *Ways of working embedded in Pathfinder approach and projects such as Jig So, Best Start Swansea Early Help Hubs, Early Years Early Help Team etc.*
- *Early Years Transformation Integration collaborative Vanguard Systems Review helped consider 'What Matters to people. Further exploration of the integration of early years systems and services is ongoing, via the Early Intervention foundation toolkit, and the Early Years Maternity Maturity Matrix.*
- *Interventions are being made earlier in life via cross agency preventative services such as Flying start. Programmes include the expansion of Flying Start, the integration of services such as Jigso within social services, and the exploration of great Speech and Language support.*

Live Well, Age Well

- *Dementia friendly communities and Dementia friendly Generations projects, end of life wish technologies e.g. magic tables*
- *Contacts Booklet and training rolled out across partners, post covid directory of services produced*
- *Ageing Well Steering Group has developed informal activities for 50+ members which connect build resilience*
- *Referral systems in place and reviews of assistive technology*
- *Culture changing intergenerational 'Big Conversations' between primary and secondary school children and ageing well members*

Working with Nature

- *City Centre Green Infrastructure strategy collaboratively produced, adopted and actively in use by partners, Green Spaces project implemented.*
- *Initiatives such as firebreaks on Kilvey Hill*
- *PSB partners set out commitments via Swansea Climate and Nature Recovery Pledge and launch of Sustainable Travel Charter Swansea Bay*
- *Series of well attended events talks and conferences resulting in action*

Strong Communities

- *Community led assets-based approach to High Street Critical Incident Group, Joint Swansea and Neath Port Talbot PSB action on substance misuse*
- *Intercultural City Status achieved*
- *Poverty Truth Commission*
- *Swansea Recovery Economic Recovery Action Plan.*

Sharing for Swansea (cross cutting action)

- *PSB leaders completed in 'walking in our shoes' programme understanding each other's business.*
- *Partners participated in Swansea Local Property Board and have collaborated on hub activity.*
- *Swansea coproduction network established.*
- *Collaborative delivery pilots include the development of the Local Area Coordinator Network*
- *The PSB has pledged its intention to become a human rights city along with citizens and partners. Work to date includes production of a pocket guide.*

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Real progress has been made taking steps towards our well-being objectives since 2018 but we have more work to do. While the impact of the pandemic significantly impacted the latter years of the plan's delivery. The relationships developed via the Public Services Board provided a firm foundation for an integrated, collaborative response to the Covid 19 crisis.

We have reviewed our Local Well-being Objectives and updated them in line with our latest Assessment of Local Well-being. Our four objectives aim to improve well-being with a focus on 2040. The following pages detail what each objective aims to achieve, what conditions are needed for this to happen and how contribution to the national wellbeing goals is maximised and the five ways of working are employed.

1. Early Years:

To ensure that children in Swansea have the best start in life to be the best they can be.

This happens when...

Parents and families are well prepared for birth and early childhood

All children develop to their full potential



Support services are high quality and well integrated

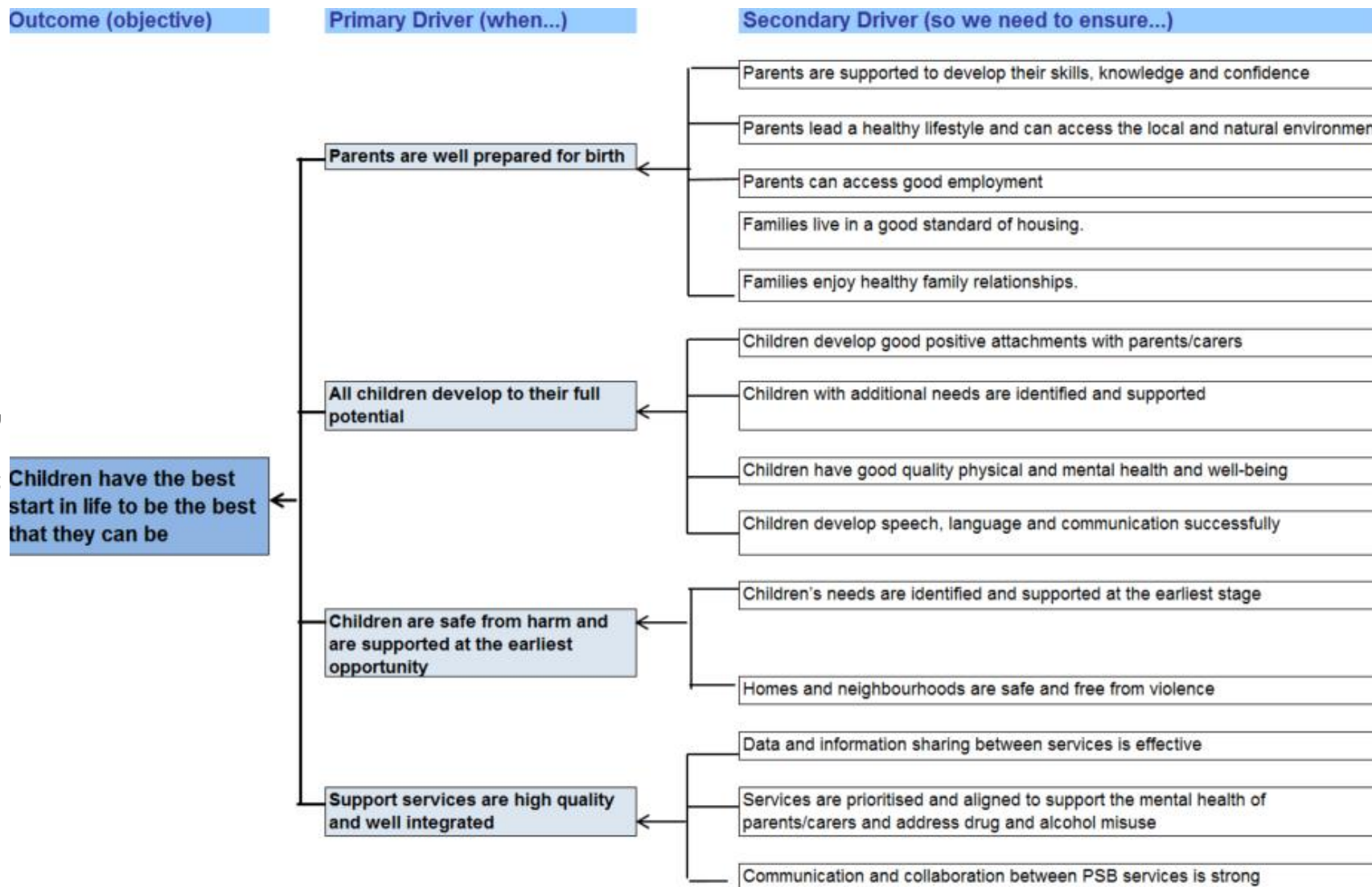
Children are safe from harm and are supported at the earliest opportunity

If children have the best start in life they are likely to be healthier, more likely to be better learners and less likely to experience deprivation as adults. Positive Early Years experiences lead to a greater likelihood of having a good job and a better standard of living, and of being more able to look after the environment and contribute to safe and prosperous communities (for more information, please see the Marmot Reviews and Time for Change Report).

Giving children the best start in life in Swansea involves a whole systems approach:

- Promoting important messages and information to all.
- Enhancing universal Early Years services through the availability of additional early intervention provision for expectant parents and young children to ensure strong foundations are in place for their future development.
- Adding value to universal and early intervention services through the engagement and involvement of wider services and organisations to promote, signpost, co-plan and deliver community based support and activities.

Using evidence from our Assessment of Local Well-being, this diagram identifies what is needed to ensure children have the best start in life to be the best they can be:



How we will maximise our contribution to well-being



Ensuring children have the best start in life will improve Swansea's social and economic well-being. This objective will contribute to the well-being goals by focusing on building a healthier, more prosperous, equal and cohesive Swansea.

We will use the five ways of working to enable this well-being objective to be achieved

Prevention: Collective working to create conditions for children to flourish

Long term: Early interventions to maximise longer-term health and well-being

Collaboration: Share data, information, understanding and collaborate



Integration: Integrate resources and plan together

Involvement: Taking a co-productive approach working with children, parents, carers and practitioners

2 Live Well, Age Well:

To make Swansea a great place to live at every stage of life

This happens when...

People are as independent as possible and enjoy a good quality of life

People feel safe in their homes and community



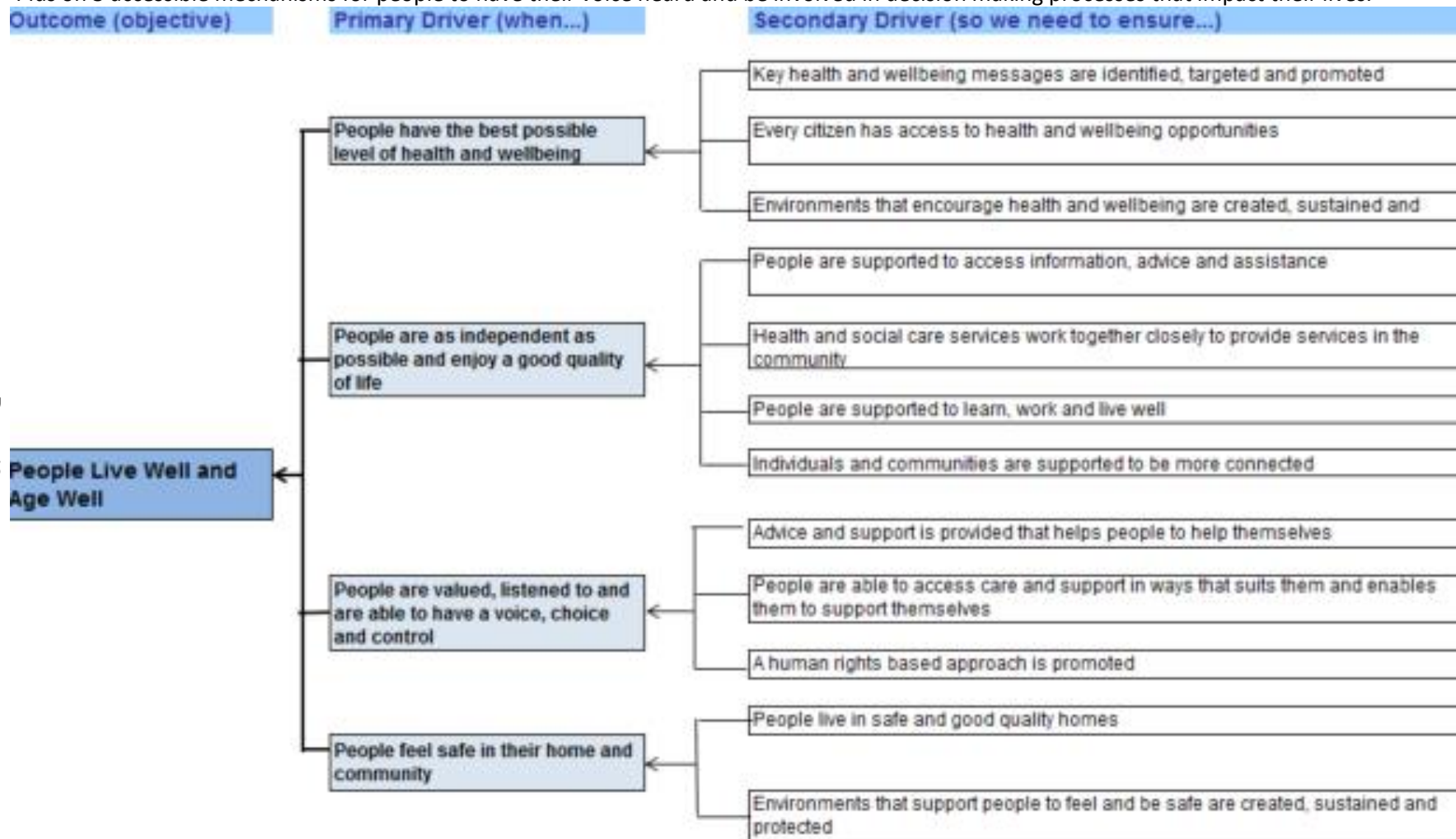
People have the best possible level of health and well-being

People are valued, listened to and are able to take control of their lives

We want to support all people to age well, to be safe, healthy, independent and resilient in order to be able to reach their full potential. To achieve this, we need to support people throughout their lives to access good quality jobs, have enough money to live on, have safe, good quality homes, and the ability to make decisions that enable them to flourish. Many children and young people have had their development impacted by the pandemic and there have been a range of impacts from Covid 19 on people of all ages and backgrounds. While more people in Swansea are living longer, this is not always accompanied by a fulfilling quality of life. We know that there are big differences remain between our poorest and wealthiest communities.

Using evidence from our Assessment of Local Well-being, this diagram identifies what is needed to ensure people live well and age well at every stage of life:

Plus on 3 accessible mechanisms for people to have their voice heard and be involved in decision making processes that impact their lives.



How we will maximise our contribution to well-being



Supporting people to Live Well and Age Well will contribute to the well-being goals by focusing on building a healthier, more prosperous, more equal, more cohesive Swansea.

We will use the five ways of working to enable this well-being objective to be achieved.

Prevention: Support people to build strength, independence and resilience throughout the life-course

Long term: Early interventions to maximise longer term health and well-being

Collaboration: Sharing best practice, skills and experience and having collective strength in tackling key issues



Integration: More integrated front-line workforce giving people the right support at the right time

Involvement: Developing robust and integrated involvement mechanisms

3 Climate Change and Nature Recovery: To restore and enhance biodiversity, tackle the causes and reduce the impact of climate change

This happens when we...

Have abundant natural resources that we safeguard

Maintain and enhance biodiversity



Create healthy places for people

Have an economy that is sustainable and regenerative.

A thriving natural environment provides many benefits to society, improving well-being and sustainable economic prosperity throughout the county. Swansea's network of varied and attractive landscapes and wildlife habitats, including its coastline, uplands, woodlands, rivers and wetlands, and its urban parks and gardens, make it one of the greenest counties in the UK. We recognise, however, that many aspects of our natural environment are in decline and are no longer as resilient to change as we need them to be to deliver multiple benefits that support our well-being, now and in future. Both national and local government have declared nature and climate emergencies; we need to stop exploiting nature and move to a situation where we're working with and regenerating nature for the benefit of all. This means embedding the Nature and Climate Emergencies at the heart of decision making.

Using evidence from the Assessment of Local Well-being this diagram identifies what is needed to improve health, enhance biodiversity and reduce the impact of climate change:

Outcome (objective)

Primary Driver (when...)

Secondary Driver (so we need to ensure...)

Acting on Climate Change and Nature Recovery

The natural environment is managed to support health and well-being

Biodiversity is maintained and enhanced

Our carbon footprint is reduced

Knowledge and understanding of our natural environment is improved

- Air quality is improved
- Everyone has good access to greenspace
- The water environment is managed and improved and flood risk reduced
- The health benefits of our green infrastructure are maximised
- Habitats are better connected and ecosystems more resilient
- Valuable sites and vulnerable species are protected and enhanced
- Pollinating animals such as bees are supported
- The negative impact of plants and animals not originally from the UK (Invasive Non Native Species) are tackled
- Waste is reduced and a resource efficient economy which reuses and recycles products rather than disposing of them is promoted (i.e. a circular economy).
- Environmentally sustainable public sector procurement is promoted
- Carbon storage and balancing carbon emissions produced by one activity by funding carbon savings elsewhere are increased.
- The energy use of our buildings is reduced and sustainable energy generation promoted
- A more sustainable and equitable transport system is developed
- Environmental training and education is provided and information publicly available
- Environmental data is collected, understood and shared
- Data is better used to make informed decisions
- Tackle environmental crime

How we will maximise our contribution to well-being



Working with nature will improve Swansea’s social, economic and environmental well-being. This objective will contribute to the well-being goals by focusing on building a healthier, more prosperous, resilient, more equal and globally responsible Swansea.

We will use the five ways of working to enable this well-being objective to be achieved.

Prevention: Understanding the causes of problems and work together with nature to prevent them – this is also called nature-based solutions.

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Long term: Understanding the long-term trends and working with nature to build a more resilient Swansea



Integration: Ensuring we recognise and maximise the benefits of working with nature

Collaboration: Working together to maximise the benefits derived from nature

Involvement: Working with communities to shape and improve our green spaces for people and wildlife

4 Strong Communities: To build cohesive communities with a sense of pride and belonging.

This happens when we...

Have a sense of pride and belonging

Are more cohesive

Are prosperous



Enable individuals to trust each other

Support people to feel safe and be safe, confident

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We want to make Swansea a vibrant, tolerant and welcoming place where everyone has equal access to opportunities and feels truly proud to live, work and play in Swansea. To achieve this we need to develop a place where people belong, feel safe, and where people's backgrounds and circumstances are appreciate and valued.

Our communities are changing, we want to learn from each other and work together to build a better Swansea. We know that good relationships are an essential component of well-being. As communities change, we will celebrate what they have in common and face challenges together; including tackling barriers to employment, training, educational attainment and inclusion.

To do this we know we need to work together to understand individual and community issues. We need to build trust between communities and local organisations, giving people a voice in decisions affecting their lives. It is important to support and work with vulnerable people and socially marginalised groups to foster inclusion.

Using evidence from the Assessment of Local Well-being this diagram identifies what is needed to build strong, cohesive communities:

Outcome (objective)

Primary Driver (when...)

Secondary Driver (so we need to ensure...)

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Strong Communities – Cohesive communities with a sense of pride and belonging

People feel and are safe and confident

We have a thriving economy where households achieve at least the Minimum Income Standard

Communities and individuals are connected

Trust is built between people and organisations

Improve understanding of rights and responsibilities

Advice and support is available and provided in a non-judgemental way

Homes and neighbourhoods are healthy places to be

Safety on the streets contributes to public confidence and strengthens the economy

The needs of vulnerable community members are collectively understood

Employers are encouraged to pay the living wage

Good jobs are created and people are enabled to overcome the barriers to accessing them

People are supported to develop skills and gain the qualifications they need to learn throughout their lifetime

People access all of the financial support that they are entitled to

The cost of goods and services for all are equalised ending the poverty premium

Barriers to involvement in community life are reduced (e.g. Digital Inclusion, English/Welsh for Speakers of a Second Language, Transport Infrastructure)

People and communities have a voice in decisions that affect them

We celebrate, promote and build upon success in community action and shared concerns

Language, heritage and cultures within and between our communities are celebrated and shared

How we will maximise our contribution to well-being



By building strong communities we want to improve Swansea's social, environmental, economic and cultural well-being. This objective will contribute to the well-being goals by focusing on building a more prosperous, equal, globally responsible, healthier, resilient and cohesive Swansea which celebrates our diverse and vibrant culture.

We will use the five ways of working to enable this well-being objective to be achieved

Prevention: Work actively to celebrate difference and to ensure all residents feel they belong

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Long term: Work to understand the impacts of future trends on communities to help us prepare for a future Swansea we are all proud of

Collaboration: Listen to and trust each other



Integration: Work to understand the impact we all have on each other

Involvement: Work together to ensure we build trust and maximise positive change in Swansea

The Steps

We have learnt lessons over the last five years from our experience of working towards our objectives together.

We want to make sure our steps and the action plans beneath them

- Focus on doing less, but better! We may achieve more with fewer more focused steps.
- Ensure actions are the best fit to add value within existing post Covid partnership landscape.
- Focus on value added (quantifiable by a measurement framework)
- Ensure actions are in line with available partner resources?
- Clarify lead responsibility and buy in of partners
- Increase and broaden participation of active partners across sectors.
- Improve integration and interaction between the objectives

As a result, we have decided rather than assign steps to each objective to set out a set of steps that **underpin the entire suite of objectives** - as a whole, to encourage greater integration. Detailed annual Action Plans of sub steps will set out how we will implement the steps to achieve our objectives.



<i>The Steps to be taken</i>	<i>Short term (< 3 years)</i>	<i>Medium term (4-5 years)</i>	<i>Long term</i>
<i>To energise and engage Swansea in working towards an equitable transition towards Net Zero and Nature Recovery taking a nature-based approach to finding solutions where possible.</i>	To expand and diversify Swansea climate and nature Charter signatories engaging in sharing of good practice, innovation, identification, development and implementation of collaborative actions and opportunities towards Net Zero Wales and the Area Statement for South West Wales	To focus on maximising collaborative action in the most high impact areas involving as wide a diversity of partners and citizens as possible.	To directly contribute to helping public bodies meet 2030 Net Zero commitments and nature recovery ambitions while mobilising individuals and organisations across all sectors and the community to tackle the climate and nature emergencies.
<i>To become a Human Rights City empowering citizens to know their rights at every stage of the life course</i>	To work towards becoming a Human Rights City.	To undertake activities which demonstrate and enable people of all ages to understand and access their rights as a human being.	To embed in wider culture and review progression.
<i>To support all Early Years services on their transformation journey to better support children to have the best start in life</i>	Identify a lead sponsor for the integration toolkit, the Early Years Maternity Maturity Matrix, develop a framework and engage key stakeholders, and public.	Acting on reflective practice to evolve integrative working practices.	To embed and extend integrated working in other areas of delivery.
<i>To maximise collaborative actions for a Safer, more cohesive and prosperous Swansea</i>	To work towards implementing the Safer Swansea Strategy, supporting the collaborative work of Regeneration Swansea and ensuring no one is left behind by supporting Swansea Poverty Forum actions.	To provide support and advocacy for any challenging projects requiring additional buy in and sponsorship or increased collaboration	To embed work in the business as usual activity of all partners.

<i>The Steps to be taken</i>	<i>Short term (< 3 years)</i>	<i>Medium term (4-5 years)</i>	<i>Long term (5+)</i>
<i>To support the development of an integrated Cultural Offer in Swansea</i>	To support and participate in the development of Cultural Offer which includes organisations, partnerships and practitioners from across all sectors, which would aid in the promotion of the Welsh Language, community cohesion, health, and economic prosperity.	To support the Swansea Cultural Offer by encouraging culture, as defined in the FGA, to be integrated in the wider social, economic and environmental activity undertaken by partners.	To reinforce and embed the routine consideration and use of culture as a critical tool in all partner activities and projects
<i>Influence and connect with other governance and partnership arrangements to ensure well-being is integrated across Swansea</i>	Ensure decision makers in Swansea are able to benefit from the Assessment of Local Well-being, the PSB's shared objectives and collaborative ways of working.	Increase and diversify participation in PSB activities including increased people involvement	Work as part of a clearly mapped and defined partnership framework with clear responsibilities and remits enabling the right decision to be taken in the right place in an integrated way.
<i>To progress data development to improve decision making by partners in Swansea</i>	To work with partners via the Regional Partnership Board to improve the availability and quality of regional data	To improve the relevance scope and availability of local data for the next well-being assessment	For partners to have access to relevant regularly updated and assured data by streamlining efforts.
<i>To develop a measurement framework to effectively and efficiently provide feedback on progress</i>	Collaborate with partners to identify population level measures	Improve on output based reporting of the steps and explore qualitative options.	Work towards the democratisation of performance by incorporating a 360 approach actively involving individuals

Appendix I - Making the Connections

Although each objective focuses on a specific priority as our diagrams show there are many areas of overlap. We believe it is critical that everyone contributes to all of the objectives not just the ones where our work makes the biggest impact. Even where the scope for action is relatively small, when we all address each objective collectively the impact can be game changing. The chart below maps the role of each objective in carrying out the steps.

Steps we will take	Early Years	Live Well, Age Well	Climate Change & Nature Recovery	Strong Communities
	Lead	Support	Consider	N/A
<i>Accountability and the extent to which the steps are applied by each Objective Delivery Group will be agreed based on the final objective, steps and sub steps included in the Action Plans developed following consultation</i>	TBC	TBC	TBC	TBC

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A detailed Action Plan of sub steps will set out how we will implement the steps to achieve our objectives. These Action Plans will be developed iteratively drawing on a menu of steps identified via engagement. All actions will be assessed against criteria based on lessons learnt and/or engagement evaluation tools.

Appendix II Swansea Public Services Board

The Swansea Public Services Board is a partnership of organisations who work together to improve local services and includes:

Swansea Bay University Health Board (SBUHB)
SBUHB Local Public Health Team
Gower College Swansea
HM Prison and Probation Service
Job Centre Plus
Mid and West Wales Fire and Rescue Service
Natural Resources Wales
Regional Business Forum
Safer Swansea Partnership
Chief Constable of South Wales Police

South Wales Police and Crime Commissioner
Swansea Council
Regeneration Swansea
Swansea Environmental Forum
Swansea Council for Voluntary Service
Swansea University
Wales Community Rehabilitation Company
Welsh Government
University of Wales Trinity St David
Community and Town Council representation
Mumbles Community Council

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Every local council area in Wales is legally required to have a Public Services Board. This requirement is set out in the Well-being of Future Generations (Wales) Act 2015.

The Act asks Public Service Boards and Public Bodies to work together toward seven common well-being goals and five ways of working to make sure that when making decisions they take into account:

- the impact they could have on people living their lives in Wales in the future
- how to work better with people and communities and each other
- how to prevent problems and take a more joined-up approach locally and regionally.

The Local Well-being Plan is designed to be about the collective action of the PSB Partnership. The PSB and Scrutiny will ensure that steps are in place to monitor that the Plan is achieving its objectives for Swansea and Wales.

Appendix III: How the plan has developed

Our involvement process started in 2016 by asking citizens, children, staff, managers, leaders, service users and experts to imagine the Swansea they wanted to see in 2040 and identified key trends that would impact this future. This long term approach underpins the development of our Local Well-being Plan.

Population	Climate change	Economy & Infrastructure	Society & Culture	Health	Land Use & Natural Resources
<ul style="list-style-type: none"> • Aging population • Housing • Migration • Immigration • Older work force • Household make up • Student population • Increased child population 	<ul style="list-style-type: none"> • Weather patterns • Extreme weather events • Bio-diversity • Water quality and availability • Flooding • Air quality • Sea level rise • Geopolitical instability 	<ul style="list-style-type: none"> • Price rises • Skills gap • Austerity • Globalisation • De-industrialisation • Increased adoption of IT • Smart technologies • Transport • Supply chains 	<ul style="list-style-type: none"> • Poverty • Apathy • Lack of trust / empowerment • Erosion of community cohesion • BREXIT • Increased inequalities • Community safety • Welsh language 	<ul style="list-style-type: none"> • Heat related deaths • ACES • Demand • Life styles • E Health • Welsh Language • Mental health • Elderly care • Drug resistance • Social media 	<ul style="list-style-type: none"> • Energy • Food security • Farming and land use • Finite resources • Waste • Emissions / Pollutants • Ecosystem resilience • Soil quality • Bio-diversity

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Our approach to involvement and engagement was based on the National Principles for Public Engagement and was designed to begin with a blank sheet and engage, re-engage and then formally consult with our stakeholders filtering down the collective priorities for action into objectives. This meant ideas could be refined into objectives with everybody's buy in and voice being heard at every stage of the process.

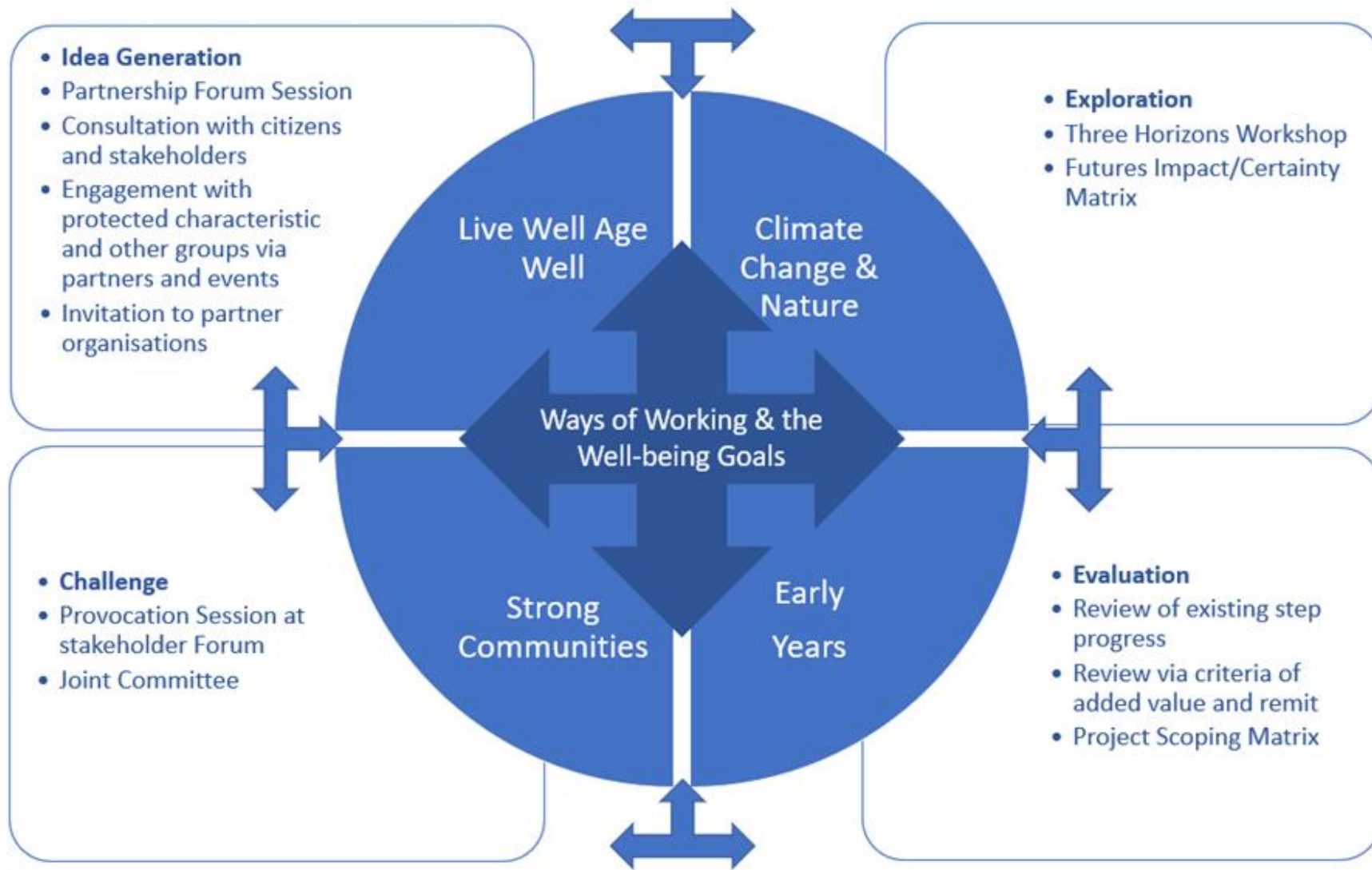
In researching our 2022 Assessment of Local Well-being we found concerns in these areas were key.

<p style="text-align: center;">Social</p> <ul style="list-style-type: none"> • Growing inequality and cost of living • Mental health • Aging population and social care workforce difficulties • Lack of public transport • Digital Exclusion • Pandemic impact on specific groups e.g., early years, older people, BAME people and people with disabilities • Crime, community safety and community cohesion • Substance misuse 	<p style="text-align: center;">Economic</p> <ul style="list-style-type: none"> • Productivity and gross value added • Diversification, growth and survival of business base • Household Income levels • Economic infrastructure development viability gap • Sustainable transport infrastructure • Areas of deprivation and economic inactivity • Skills attainment gap amongst disadvantaged • Digital and green skills shortage • Worker shortages: care, construction, hospitality
<p style="text-align: center;">Environmental</p> <ul style="list-style-type: none"> • Climate and Nature Emergency • Loss of biodiversity, declining ecosystem resilience • More resource required for long term management • Water resources under increasing pressure • Increasing flood risk impacting people, properties, services and infrastructure • Competition between soils, land use and food production • Green infrastructure and Placemaking • Air quality impacts on health • Sustainable Transport and Active Travel • Energy Generation and use/efficiency • Inequity of benefit to and benefit from natural resources and exposure to environmental risks. 	<p style="text-align: center;">Culture</p> <ul style="list-style-type: none"> • Development of a Cultural Strategy • Need for balanced programme of local affordable activities for all, targeting vulnerable groups/protected characteristics • Tourism sector post pandemic recovery • Inequalities in physical activity participation impacting health across areas • Increase in Welsh speakers and resultant demand for Welsh language services • Support sustainability of volunteering

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To view the Assessment of Local Well-being, click here: www.swansea.gov.uk/psbassessment

We are working with our partners, groups, and a diversity of Swansea people to develop a plan focusing on taking steps (especially in the areas identified via Assessment) to meet our updated 2040 local well-being objectives.



As well as using information from the Assessment of Local Well-being, Swansea has taken the following things into consideration to make sure our Local Well-being Plan is the best it can be:

Future Trends Report 2022	West Glamorgan Regional Partnership Board	What we have to do by law (statutory duties)	The rights of all people
<p>This is a report written by Welsh Government. It looks at trends in Wales and shows :</p> <ul style="list-style-type: none"> • The population is ageing although population growth is slowing and growth of Welsh language • Increasing demand for public sector, care and digital services • Widening inequality, reducing unemployment levels felt unevenly, slow progress on poverty reduction • Changing health profiles • Accelerating climate change impacts, with uneven risk distribution • Increasing consumption and emissions • Species loss and less ecosystem resistance • Increased digitalisation and AI, changing nature of work, increased cyber security risk 	<p>Swansea PSB works closely with West Glamorgan health and social care programme.</p> <p>This regional partnership delivers across Neath Port Talbot and Swansea.</p> <p>The development of both the Population Assessment and last Area Plan have been informed and been informed by the work of Swansea PSB.</p> <p>The 2022 Population Assessment can be found at www.westglamorgan.org.uk</p> <p>The 2018 Area Plan can be seen at www.westernbay.org.uk/areaplan</p>	<p>The Act gives PSBs the choice to bring together a range of plans that set out what we have to do in specific areas. These plans are:</p> <ul style="list-style-type: none"> • The Crime and Disorder, Reduction of Offending and Substance Misuse Partnership Plan • Children and Young People’s Partnership Plan • The West Glamorgan Area Plan • The Part 1 Scheme ‘Local Primary Mental Health Support Services’ jointly agreed by the LHB and 3 local authorities under section 2 of the Mental Health Measure 2010 measure. • The Violence Against Women, Domestic Abuse and Sexual Violence Plan <p>The PSB agreed that to best work on these specific areas, there should be separate plans.</p> <p>The Well-being Plan will support and add value to them.</p>	<p>All people have rights. These rights are set out in the United Nations Declaration of Human Rights.</p> <p>We want to respect people’s rights and involve them in decisions that affect their lives and their well-being.</p> <p>The PSB ensures that a diversity people are involved in decisions that affect their well-being.</p> <p>Children have specific rights that are set out in the United Nations Convention on the Rights of the Child. In Wales, we have to show what we do to listen to children and young people. In Swansea, there is a clear and agreed commitment to supporting children to enjoy their rights.</p>

The Future Generations Report

Read the Future Generations Commissioners Report at www.futuregenerations2020.wales

Recommendations which are being prioritised and are reflected in this plan.

Glossary

biodiversity: The variety of plants and animals on earth. It includes all species of plants and animals and the natural systems that support them.

personal and community resilience: how well an individual or community can respond positively to, withstand and recover from a difficult or negative situation.

deprivation: the lack of access to opportunities and resources which we might expect in our society to meet basic needs.

deprived neighbourhoods: a geographic area where there is a concentration of people experiencing deprivation.

digitally excluded: unequal access or skills to use information and communication technologies (ICTs).

ecologically rich: a geographical area that supports a wide range of plants and/or animals.

ecosystems Services: The benefits people get from ecosystems. These include food and water; regulating services such as flood and disease control; cultural services such as spiritual, recreational, and cultural benefits; and supporting natural processes that maintain the conditions for life on Earth.

environmental quality: the condition of the natural environment (land, air and water) and how it is affected by human activity i.e. pollution.

green infrastructure: good quality natural and manmade greenspace, including woodlands, wetlands, open and running water, river banks, parks and gardens, allotments, churchyards, recreational space, green roofs.

Healthy Cities: International learning network run by the World Health Organisation 'requiring local political buy in to deliver change' to improve health for all. Swansea is the only designated 'Healthy City' in Wales at present.

Intercultural Cities: The Council of Europe's Intercultural Cities programme supports cities in reviewing their policies through an intercultural lens and developing strategies to help them manage diversity positively and realise the diversity advantage.

Making Every Contact Count: An approach where employees of public services use every opportunity to deliver brief advice to improve health and wellbeing.

Marmot Review: an independent review into health inequalities in England published in 2010 (www.ucl.ac.uk/marmotreview). The Review, chaired by Professor Sir Michael Marmot, included a focus on Early Years interventions into health inequalities. The Marmot Report specifically suggested a need to:

- reduce inequalities in the early development of physical and emotional health and cognitive, linguistic and social skills
- ensure high quality maternity services, parenting programmes, childcare and Early Years education for all
- build resilience and well-being of all young children.

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Minimum Income Standard: This identifies what the public think is an acceptable minimum standard of living each year. It includes, but is more than just, food, clothes and shelter. It is about having what you need in order to have the opportunities and choices necessary to participate in society.

multi-disciplinary: a number of experts, or people from different professions, working together.

natural environment: the natural (not man-made) surroundings in which a plant or animal lives.

population: the people who live in the City and County of Swansea.

poverty premium: the additional amount which households on low incomes have to pay for the same essential goods and services; credit, fuel, food and transport. For example, fuel costs more per unit from a pre-payment meter than with an online Direct Debit discount. Also more fuel is used in households with poor insulation and inefficient appliances. Food costs more from small, local shops than larger ones which you can't get to without a car.

objectives: or aims, are the goals the PSB are looking to achieve to improve people's well-being in Swansea.

social prescribing: enables doctors and nurses to refer patients with social, emotional or practical needs to a range of local, non-clinical services, often provided by the voluntary and community sector

urban environment: man-made areas i.e. towns, urban environments.

vulnerability: A person is vulnerable if, as a result of a situation or circumstances, they are unable to take care of or protect themselves from harm or exploitation.

References

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- Swansea Bay City Deal - www.swanseabaycitydeal.wales
- Swansea Economic Regeneration Strategy - www.swansea.gov.uk/swanseabaycityregioneconomicregenerationstrategy
- Swansea Economic Regeneration Partnership - www.swansea.gov.uk/article/10723/Regeneration-Swansea
- Assessment of Local Well-being - www.swansea.gov.uk/psbassessment
- Population Assessment - www.westglamorgan.org.uk
- Local Area Plan - www.westernbay.org.uk/areaplan
- The Marmot Review - www.ucl.ac.uk/marmotreview
- Police and Crime Plan - <https://commissioner.south-wales.police.uk/en/your-commissioner/police-crime-plan-2022-2026/>
- [Future Generations Report - www.futuregenerations2020.wales](http://www.futuregenerations2020.wales)
- [Time for Change: Audit Wales https://audit.wales/publication/time-change-poverty-wales](https://audit.wales/publication/time-change-poverty-wales)

Swansea Public Service Board's Well-being Plan

Advice of the Office of the Future Generations Commissioner for Wales, 16th November 2022

Advice on your draft well-being plan summary

We would like to thank officers for regular meetings and sharing of information throughout the 14 week period. It has been positive to have rich discussions with officers on the process of drafting the well-being plan and where we can support their thinking on key areas such as performance measurement.

The regular sharing of information has enabled us to see where our iterative advice has been reflected in updated drafts of the well-being plan, which now sets out four well-being objectives, alongside eight cross-cutting steps which will contribute to all of the well-being plan.

Overall Strengths

We welcome the use of diagrams and visuals in the plan because they help clearly communicate and justify the objectives and steps, and intended outcomes and impacts. This means that we, and the public are able to see the long term thinking that the Public Service Board (PSB) are taking in the approach. Of these, the diagrams outlining 'drivers' are particularly useful in outlining the different social structures that contribute to positive (or negative) well-being outcomes. Furthermore, the demonstration of how each of the objectives aligns with the Five Ways of Working helps the reader view how the PSB will deliver their plans in line with the act. To build on this, it would also be helpful to see how the objectives deliver against the well-being goals.

Similarly the appendices include useful information on how the plan has been developed; from using the Five Ways of Working through the assessment and drafting stages, and integrating findings with wider strategies and publications (e.g. the Future Trends Report 2022). A further strength is that a list of PSB members and wider partners are included which helps embed accountability and transparency within the plan. We also value the use of a glossary at the appendices to enable the reader to navigate any technical language or jargon.

To improve

All objectives should link to all the well-being goals to ensure that there is no risk of conflict between the goals. It is possible that some objectives align or contribute more directly to some goals more than others – so consider changing the language here slightly. We can see how the appendix of 'making the connections' will enable further integration and be helpful for outlining how the five ways of working will be used, which by its nature will identify how you can maximise your contributions to all the well-being goals and may reveal opportunities that exist for each of your objectives.

We would like to see further evidence on how the well-being plan evidences contribution to cultural well-being, promotes use of the Welsh Language, and A Globally Responsible Wales. The objective “to support the development of an integrated Cultural Offer in Swansea” is currently not linked directly in the corresponding narrative, drivers or steps. Importantly, we would encourage the public consultation to be an opportunity to act on the recommendation in the Future Generations Report “involve arts, language, and culture practitioners and organisations in setting their objectives and steps”. Furthermore, the plan could build on the steps on human rights to demonstrate how the PSB will support refugees in Swansea, thus contributing to the goal “A Globally Responsible Wales”.

While we welcome the contextualisation of the steps and objectives, it would be beneficial if the plan included more detail about how they have been evidenced by the well-being assessment. It helps residents know how their previous input has been useful, and ensures the process of turning the assessment through to a plan and objectives is transparent.

The over-arching steps is a good idea however the plan would be improved by a diagram or visuals demonstrating how the steps will contribute to the objectives so there is some logical alignment there.

We appreciate the tensions that exist in developing a well-being plan for the PSB as a collaborative, and that it should not be weighted on the local authority. However, we would recommend that you make reference to existing strategies and policies from all PSB member organisations which will support achievement of your objectives and clarify that, while not a specific objective/step, this is not a gap in delivery e.g. we have discussed that The Welsh Language Commissioner’s Office have advised that your well-being plan should align with your Welsh Language Promotion Strategy, and this may be helpful for you in identifying which local partners to engage with. We have attached the Welsh Language Commissioner’s resources ‘Considering the Welsh language in the Local Well-being Plans’ and [‘standards relating to promoting the Welsh Language’](#) which we hope you will find helpful. You may wish to build upon the section on ‘summary of progress’ from your previous well-being plan to show where established work will continue as business as usual to support achievement of your current well-being plan.

Your Draft Well-being Objectives

Early years: to ensure that the children in Swansea have the best start to life to be the best they can be

We welcome that the PSB is focussing on early years, with the recognition of the long term implications of early childhood experiences.

To build upon this objective, it would be beneficial if the PSB included some information around the needs to prevent Adverse Childhood Experiences (ACEs) explicitly. [Chapter Four](#) of the future generations report covers this topic in detail with recommendations on how to set objectives on this such as “Set well-being objectives on Adverse Childhood Experiences that seize opportunities to work with partners beyond traditional services and to consider how by doing this you can meet other well-being objectives and goals.” this will be particularly helpful to understand how this objective could also contribute towards a Wales of a Vibrant Culture and Thriving Welsh Language,

and Globally Responsible Wales. Furthermore, while the drivers diagram suggests some understanding of how childhood experiences intersect with wider issues it would be beneficial if the plan included some outline these, such as linkages to the steps that discuss biodiversity, green space, wider social determinants of health.

The drivers should go beyond “parents are well prepared for birth” but also about supporting them as parents, e.g. decent maternal leave and access to childcare, support for new parents with mental health. We are happy to make connections with organisations and groups such as Home Start Cymru who will be able to provide valuable insight during your public consultation.

Live Well, Age Well: To make Swansea a great place to live at every stage of life

We welcome that the PSB is considering well-being through each life stage, recognising the importance of early years as well as the importance of a sustainable and effective caring system. To improve this objective, the narrative could cover the aging population of Wales and how this is going to effect health and social care provision in Swansea. This could tie well to future skills needs, and any reflections on what the Covid-19 pandemic has shown us about health inequalities and community involvement in health support.

This step does well to cover the importance of integrated approaches to health and well-being, considering economic factors alongside issues such as civic participation. Nevertheless, we would encourage expanding the term “have enough money to live on” or “ability to make decisions” to something more ambitious, such as “ability to do the things that matter and keep citizens well”. This could be a way of embedding access to cultural activities.

Climate and Nature Recovery: To improve health, enhance biodiversity and reduce the impact of climate change

It is positive that in the preamble there is good evidence of integration being considered – e.g. how a protected environment can support good physical and mental well-being. We welcome the reflection on blue spaces as well as green spaces as being important to the biodiversity of Swansea, alongside the role that both blue and green spaces have in supporting mental and physical well-being.

We welcome that under the objective relating to Climate and Nature Emergency, the PSB considers the different drivers behind habitat and species protection, and also reducing carbon emissions. Correspondingly, there is a direct step relating to how the PSB will work to reduce carbon emissions and meet the 2030 Net Zero commitments. Nevertheless, we would encourage the PSB to go further and consider developing specific steps / actions on:

- The circular economy: how PSB partners can reduce consumption, increase reuse and recycling rates, and reduce waste going to landfill, again considering each of the goals could identify opportunities e.g. how this could contribute to cohesive communities via repair cafes etc
- Habitat and species protection: we are encouraged that Objective 3 considers the importance of green and blue spaces. The well-being plan would be strengthened if the

steps included steps on how PSB partners will work to protect and enhance biodiversity in the area.

- Consider how collaborative ways of working (e.g. procurement) may be leveraged to improve carbon emissions and the circular economy. This can also be integrated into outputs surrounding local spend and boosting Swansea's Foundational Economy.

Strong Communities: To build cohesive communities with a sense of belonging

This objective integrates a number of issues including crime and safety, health, involvement (trust between people and organisations), skills and Welsh language. We welcome that there are many areas of focus within this objective, and the setting out of 'cross cutting steps' works well under this theme.

To improve this well-being objective we would recommend that the language around 'tolerant' is amended in the opening paragraph as it suggests that there is something bad that needs tolerating. You may want to consider changing this to "open minded", "welcoming" or "inclusive".

We welcome the recognition that under 'primary drivers' "people access all of the financial support they are entitled to" is recognised. Many people are not accessing the support they are due, and this can make a substantial difference to the well-being of residents. This could however be made more ambitious such as linking further to the Real Living Wage, and also recognise that many individuals in poverty are both working and accessing welfare support.

Building on this step, it would be beneficial if under 'connected communities', civic participation (e.g. voting, organising, and trade union membership) is included. This links back to citizens engaging with improving their communities, and feeling like they are able to inform decision makers.

As stated, we welcome that each objective covers the five ways of working. Under this objective we would encourage you to review prevention – as well as supporting people, this description could cover how communities and services will be designed through lived experience to prevent future issues and barriers.

Your Draft Well-being Steps

To energise and engage Swansea in working towards an equitable transition towards Net Zero and Nature Recovery taking a nature-based approach to finding solutions where possible

As stated in the well-being plan and within our meetings with you, the steps will be cross-cutting and therefore sit across all the objectives. We welcome this approach and we are glad to see the PSB recognise that the nature and climate emergency crisis sit across all elements of well-being, and of PSB delivery.

The step details that it will 'expand and diversify Swansea climate and nature Charter signatories'. The approach to involve many stakeholders in this issue is to be commended, and to build on this we would recommend inclusion of involving community groups in both the short and long term to help identify actions. There would also be scope to link this step and following actions to the latest

iteration of the [Inequality in a Future Wales](#) Report, which details how the climate crisis is likely to exacerbate existing inequalities in Wales.

Under 'medium term' and 'long term' the plan outlines that collaborative work will lead to high impact actions. It is positive that the ways of working are clearly evidenced here (e.g. collaboration, involvement, integration) – however to improve this we would like to see more information on what the PSB considers 'high impact' and some wider ambition such as how actions will be identified. We would also like to see some consideration of how both nature and climate impact each other, but solutions may be different – e.g. decarbonisation is different to protecting biodiversity. The conversations we have had during the advice period were positive on this, we would welcome the further detail here.

To become a Human Rights City empowering citizens at every stage of the life course

The work that Swansea PSB partners are doing on the human rights agenda is to be commended from an involvement, innovation and well-being perspective. To build on this we would like to see how the Human Rights City agenda integrates with wider issues such as climate change, and inequalities. There would also be scope to link this to work on:

- Hate crimes and anti-racism work
- Refugees and a 'globally responsible Wales'
- Domestic violence and community safety
- Cultural well-being
- Adverse Childhood Experiences e.g. Childrens Rights approach

To further build on this step, we would like to see some content here about representation within workforce and democratic processes, to influence decision making. This could help ensure decisions going forward remove, rather than entrench, barriers to accessing rights.

This step could also be used to demonstrate the PSB's commitment to a Globally Responsible Wales by adding detail on how the Human Rights Approach will be used to support refugees. This is particularly relevant given the events in Afghanistan and Ukraine this year, alongside the forecasted impact issues such as climate change are likely to have on refugees and global unrest.

Influence and connect with other governance and partnerships arrangements to ensure well-being is integrated across Swansea

We welcome that in this draft well-being plan, and in our meetings, it is clear that the PSB is using the process of the well-being plan and assessment to critically reflect on the complex governance arrangements in Wales and how the PSB can work through these to deliver against their objectives efficiently. Furthermore, there is good recognition that this manner of collaborative working is important to ensure well-being is integrated across partners' delivery. To build on this, it would be useful to see an understanding of the flexible nature any "clearly mapped and defined partnership framework" will need to have in the future as devolution, political boundaries and wider context (e.g. the climate emergency) impacts these structures.

To progress data development to improve decision making by partners in Swansea

The sharing of data and intelligence is an important element of ensuring that the PSB, partners and wider collaborators are able to make informed decisions, deliver high impacts, and importantly learn from challenges and strengths in existing delivery mechanisms.

To build on this it would be useful if the PSB expanded on how they will integrate the five ways of working through this:

- **Involvement:** how will citizen voices be embedded in any data collection, and how will partners ensure people with marginalised identities are captured in the data?
- **Collaboration:** what governance mechanisms will need to be in place to ensure data is shared in a useful, ethical and accessible manner?
- **Integration:** how will partners ensure data isn't siloed – e.g. that data on flood risk is integrated with poverty statistics?
- **Prevention:** how will this data be used to inform future decision making and prevent negative well-being outcomes?
- **Long term:** how will the data be mapped against wider, long term trends to ensure decisions are always forward thinking? How will reflective learning be embedded within these tools?

To develop a measurement framework to effectively and efficiently provide feedback on progress

We welcome the PSB embedding reflective learning processes to improve their delivery. As per the advice above, we would encourage you to reflect on how the five ways of working can be embedded in any data collection processes. With reflective learning on impact, citizen involvement is key and we would recommend actions / steps to build in opportunities for residents to coproduce programme / service design, and also the engagement methods used. It is important to consider engagement/involvement processes as a useful impact rather than a “one off” activity. Effective involvement techniques can have long term impacts for the engaged – e.g. that they feel they are having an impact on their daily lives and helping to shape their community.

Under the medium step ‘improve output based reporting of the steps and explore qualitative options’, greater detail could be added here around what type of reporting is likely to be covered. The [statutory guidance](#) on measuring outputs and tracking progress may be useful when reviewing these processes.

To support all Early Years services on their transformation journey to better support children to have the best start in life

Early Years services are an important means of reducing inequalities and setting people up for a long and healthy life. It is therefore positive that the PSB recognise this and have included this as a specific step. The short, medium and long-term steps include a good level of detail in terms of setting up measurement frameworks and how they will be used going forward.

To build on this, it would be good to include a vision of what good early years provision looks like – this could be set against the drivers identified e.g. what barriers does it reduce and what are the

outcomes for children and families and this step impact other well-being outcomes (e.g. safer communities). As this is a continuation of a step from the previous well-being plan we would like the PSB to articulate how the collective planning and action being taken now is different to what you have done before to take account of reflective learning and any demographic changes we have seen in our communities since 2017. We're interested in how PSB's are adapting the ways in which they work together using the Act as a lens for planning, challenging and evaluating actions, and explore; if actions are fit for the future, key pressures and tensions in delivery

To contribute towards a safer, more cohesive and prosperous Swansea

This step integrates well with the objectives and directly reflects the language of the Act. We particularly welcome that the short, medium and long term steps each reflect upon existing strategies and partnerships. To build on this we would like to see a greater reflection on how the PSB will involve communities in developing their activities here, and integrate this with challenging racism and reducing hate crimes. It is good to see the medium-term step refer to the role the PSB can play as an advocate and connector, we would also encourage the PSB to play the role of 'critical friend' to help other collaborative boards to use the Act as a lens through which to identify opportunities.

To support the development of an integrated Cultural Offer in Swansea

A strong cultural offer has the opportunity to deliver a range of well-being benefits to citizens in Swansea. The step reflects this, by referencing health and community cohesion. To build on this it would be good to see:

- Specific actions relating to Welsh Language and how this can be integrated into the other steps – e.g. how Early Years provision can promote Welsh Language use
- Wider collaborators – such as Arts Council of Wales, Welsh Language practitioners, and third and private sector organisations/venues.
- The opportunity of arts and culture to build community cohesion e.g. as an opportunity to share different lived experiences of people in Swansea
- Reflection on the impact of recent and current crises such as the Covid-19 pandemic on the arts sector
- How the cultural offer can integrate with your objectives and steps on Net Zero and Nature Recovery. See, for example, [The Centre for Alternative Technology's new work on creating a new strategy for climate and the arts.](#)
- How arts and cultural activities can be made more accessible to those who may face barriers such as those with sensory disabilities, or people with low incomes.

The Five Ways of Working

We welcome that the well-being plan takes time to explain what the five ways of working are, and how each applies to the different objectives. This demonstrates that the PSB clearly understands the Act and is applying the language in a clear manner. This analysis on the five ways of working focusses on how they are embedded within the steps outlined in the Plan.

Involvement

In our meetings, we have spent time discussing the role of community voices and co-production in shaping the well-being plan and its delivery over the next five years. It was positive that in recent meetings you have discussed an engagement plan for the consultation on the draft well-being plan – which suggests the outcomes will be meaningful and that these steps will be shaped further by citizen participation and engagement.

Nevertheless, it would be beneficial if the steps and objectives clearly embedded involvement throughout their descriptions. This could, for example, include establishing citizens groups to help shape and design. The Coproduction Network for Wales will be useful to engage with as you further develop and finalise your plan.

Collaboration

The plan outlines different methods it plans to use to embed collaborative partnership working in delivery of the objectives and steps throughout the document. It is also clear from our meetings that Swansea PSB has been reflecting upon the role of the PSB in adding value to existing partnerships and the importance of distinguishing different responsibilities – e.g. areas PSB partners can directly deliver as opposed to the areas where the PSB may have to work with partners to influence decision making. It is also positive, as stated above, that PSB partners are listed too.

Building on this, we would encourage you to add further detail to the steps to consider direct accountabilities. This could be outlining which PSB partners or sub-groups take on different responsibilities for the steps, by making connections over which partners are best placed to deliver in a collaborative manner.

Furthermore, we would encourage wider collaboration to broaden the scope of partners delivering well-being in the area. This could include working with third and private sector organisations in delivery of steps. It will also be important for your PSB to consider a range of collaborative options that cut across organisational boundaries (and potentially sectors). This could include co-locating staff, breaking down traditional structures, arranging job-swaps and secondments and pooling resources.

Integration

The Act states that well-being objective should be integrated – e.g. that you should review how environmental, cultural, economic and social well-being intersect across different issues.

The steps, objectives and descriptions demonstrate good consideration of integration – for example recognising that all the steps contribute to all the objectives. Nevertheless, it would be beneficial if the mechanisms of this were explained in further detail, either in text or a diagram.

The driver diagrams and the preambles do well to demonstrate some of the interlinkages between the different issues. For example, under 'People Live Well and Age Well' the long term implications

of people living 'in safe and good quality homes' is recognised – in terms of feeling safe in their community and health outcomes. For example, it is clear that the step “To support all Early Years services on their transformation journey to better support children to have the best start in life” contributes to “People live well and age well”, but it would be good to see how it links to other goals such as the climate and nature emergency.

Long Term

While there are significant pressures and challenges in the here and now, such as the cost of living crisis, we're stressing the importance of PSBs exploring and developing longer-term solutions that help address underlying causes and mitigate impacts in your communities. As the [statutory guidance for PSBs \(SPSF3\)](#) states '*The right balance should be struck between delivering for the short term and doing so in the context of priorities for the long term.*'

We welcome that the plan cites the most recent iteration of the Inequality in a Future Wales Report, while your well-being assessment also did well to consider long term trends across the different dimensions of well-being and how residents are likely to be affected.

It is positive that your draft well-being plan covers steps in the short, medium and long term, and in our meetings you have been clear in stating that the longer-term elements of the steps will be flexible to allow for changes of context, policy and/or new information. We would, however, encourage the PSB to consider 'long term' beyond “5+ years” and instead look further ahead perhaps to the target of reaching net-zero carbon emissions in Wales by 2050 and what the implications might be on the actions the PSB can take now.

Prevention

The draft well-being plan clearly demonstrates that the PSB understands the systemic nature of well-being and that change is complex and takes time. The driver diagrams suggest that you understand the root causes of issues rather than only the symptoms, and how some cycles of negative well-being outcomes (e.g. poverty and ill health) can be disrupted.

To support your work, below is a definition of prevention we agreed with Welsh Government, which may be helpful for context and in your thinking:

- **Primary prevention (PP)** – Building resilience – creating the conditions in which problems do not arise in the future. A universal approach.
- **Secondary prevention (SP)** – Targeting action towards areas where there is a high risk of a problem occurring. A targeted approach, which cements the principles of progressive universalism*.
- **Tertiary prevention (TP)** – Intervening once there is a problem, to stop it getting worse and prevent it reoccurring in the future. An intervention approach.
- **Acute spending (AS)** – Spending, which acts to manage the impact of a strongly negative situation but does little or nothing to prevent problems occurring in the future. A remedial approach.

Summary of contact between Swansea PSB and The Office of the Future Generations Commissioner for Wales during the 14 week Advice Period

Date	Contact	Comments
16 th August 2022	Email	The 14 week advice period is triggered by Swansea PSB, and we established the key points of contact: - Elle Henley-Herat and Jenny McConnel from the Future Generations Office - Suzy Richardson from Swansea PSB
6 th September 2022	Meeting	An initial meeting to discuss the process of the 14 week advice period and the approach that Swansea PSB and The Future Generations Commissioner's Office would like to take going forward
6 th September 2022	Email from Swansea	Sharing papers from the Joint Committee workshop
11 th October 2022	Email from OFGC	Sharing: - Definition of prevention - Resources for performance measurement e.g. Thriving Places Index
17 th October 2022	Meeting	An overview of the approach taken by Swansea PSB, discussions included the integrated nature of the well-being steps across all the objectives
18 th October 2022	Email from OFGC	Providing information including: - Interim advice on draft objectives - Chapters of the Future Generations Report of particular relevance - Summary of the recommendations from the Future Generations Report - Our frameworks for scrutiny and projects - NRW's paper on 'Addressing the Nature and Climate Emergencies: A Summary of Steps to take for Public Service Boards -
25 th October 2022	Email from Swansea	Updating on progress, requesting advice on format of the draft plan for public consultation, sharing updated draft well-being plan and engagement plan
25 th October 2022	Email from OFGC	Responding to request for advice
31 st October 2022	Email from Swansea	Sharing updated draft well-being plan
2 nd November 2022	Meeting	A final catch up where we provided some initial feedback, and Suzy took time to explain any changes between the drafts that had been sent across.
3 rd November 2022	Email from OFGC	Providing advice and information including:

		<ul style="list-style-type: none">- Advice and reports from Welsh Language Commissioner- Our long-term policy ideas to protect against future cost of living emergencies
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Appendix C - Integrated Impact Assessment Screening Form

Which service area and directorate are you from?

Service Area: Strategic Delivery Unit

Directorate: Resources

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
- Other

(b) Please name and fully describe initiative here:

Swansea Public Services Board is a partnership where the public, private and third sectors work together to improve quality of life in Swansea both now and for future generations.

Every 5 years Swansea Public Services Board develops a Local Well-being Plan. This sets out objectives and steps that are used to guide our actions each year. It is driven by an Assessment of Local Well-being published in May 2022, this reports on the state of Swansea's social, economic, environmental and cultural well-being and draws on the expertise of partners from all sectors, wide ranging data and the lived experience of individuals.

The 2023 draft Local Well-being Plan has been out to consultation since November 22nd and closes on 13th February. As a result, feedback to date from a range of drop in sessions, events, and survey comments and organisational responses has already been used to improve the plan which will continue to evolve.

The draft Plan sets out four draft Local Well-being Objectives for Swansea's public services to better work together on improving Swansea's well-being. These focus on Early Years, Climate Change and Nature Recovery, Strong Communities and Live Well, Age Well. Eight potential cross cutting steps have been identified to date. These will provide a framework for action plans to be developed for each objective to be reviewed each year.

Appendix C - Integrated Impact Assessment Screening Form

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	No Impact
	+	-	+	-	+	-		
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"/>	<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"/>	<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"/>	<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"/>	<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"/>	<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"/>	<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"/>	<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"/>	<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"/>	<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"/>	<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"/>	<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"/>	<input type="checkbox"/>
Welsh Language	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community cohesion	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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"/>	<input type="checkbox"/>
Pregnancy and maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Human Rights	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The Plan sets out how organisations can work better together to improve Swansea’s social, economic, cultural and environmental well-being based on the Assessment of Well-being’s findings in relation to a diversity of people in Swansea taking into consideration the characteristics above. Please see www.swansea.gov.uk/psbassessment2022

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 Local Well-being Plan is based on the Assessment of Local Well-being which was developed engaging with both organisations and individuals via formal consultation and facilitated group conversations. (www.swansea.gov.uk/psbassessment2022 See Annex 1 - Engagement and Survey and Annex 2 Consultation Feedback Report).

Involvement activities around the draft Local Well-being Plan build on a 14 week engagement period with the Office of Future Generations Commissioner. This includes a statutory 12 week formal consultation period which included on and off-line survey and idea generation activity. Engagement included drops ins held at a City Centre and rural library, a Welsh language Flying Start setting and Swansea Museum. Events attended with a stall included World Children’s Day at the Waterfront Museum with 70 drawings and written ideas submitted, the launch of Human Rights City at the Stadium, and the Waterfront Museum’s Well-being Fayre.

Engagement also took place via presentations at the Town and Community Council Forum, Aging Well Steering Group, the PSB’s delivery groups and the Partnership Forum as well as at meetings across partner organisations.

West Glamorgan Your Voice Advocacy produced an easy read version of the consultation and have reached out to various groups to ensure the views of neurodiverse and people with additional learning needs are represented. Partners have promoted the consultation to their staff and service users using resources available online and shared our social media campaign.

Appendix C - Integrated Impact Assessment Screening Form

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

Yes, the PSB exists due to this legislation. It is explicitly referenced throughout our Corporate Plan in relation to our Well-being objectives. The Plan details exactly how it maximises contribution to the national well-being goals and explicitly states how it will employ the five ways of working in relation to each local well-being Objective. The Sustainable development principle is integral to the Plan.

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

Failing to agree a Local Well-being Plan would mean that organisations are less effective in working together to improve Swansea's Well-being. The high level of commitment shown by organisations across sectors beyond Statutory Partners means that risk is minimal.

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

Yes

No

If yes, please provide details below

Yes, the integration way of working employed by all Council services means that Swansea PSB's Local Well-being objectives influenced and are influenced by Council services across every directorate. The Local Well-being Objectives expressed in the Plan directly link to our objectives within our Corporate Plan and feature within Plans, Strategies and Policies produced by every service.

Q7 Will this initiative result in any changes needed to the external or internal website?

Yes

No

If yes, please provide details below

The Council hosts Swansea PSB online communications so the completed plan and various accessible versions will be shared via this platform. This means that the webpages www.swansea.gov.uk/psb will need to be updated but also associated documentation which is influenced by the Local Well-being Plan's objectives across internal services.

Appendix C - Integrated Impact Assessment Screening Form

Q8 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?

The Public Services Board exists to add value and improve the Well-being of Swansea and to date the culminative impact can be demonstrated as positive. This is evidenced within our Annual Reports and Progress to date section of the draft Plan.

Outcome of Screening

Q9 Please describe the outcome of your screening using the headings below:

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

The Plan sets out how organisations can work better together to improve Swansea's social, economic, cultural and environmental well-being based on the Assessment of Well-being's findings in relation to a diversity of people in Swansea.

- **Summary of involvement (Q3)**

The Local Well-being Plan is based on the Assessment of Local Well-being which was developed engaging with both organisations and individuals via formal consultation and facilitated group conversations. Engagement activities have taken place both online and via a range of face to face opportunities across Swansea. This has involved groups, individuals and employees of partner organisations.

- **WFG considerations (Q4)**

Swansea PSB exists due to this legislation. It is explicitly referenced throughout our Corporate Plan in relation to our Well-being objectives. The Plan details exactly how it maximises contribution to the national well-being goals and explicitly states how it will employ the five ways of working in relation to each local well-being Objective. The Sustainable development principle is integral to the Plan.

- **Any risks identified (Q5)**

Failing to agree a Local Well-being Plan would mean that organisations are less effective in working together to improve Swansea's Well-being. The high level of commitment shown by organisations across sectors beyond Statutory Partners means that risk is minimal.

- **Cumulative impact (Q7)**

The Public Services Board exists to add value and improve the Well-being of Swansea and to date the culminative impact can be demonstrated as positive. This is evidenced within our Annual Reports and Progress to date section of the draft Plan.

Full IIA to be completed

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

Screening completed by:
Name: Suzy Richards
Job title: Sustainable Policy Officer
Date: 31 January 2023

Approval by Head of Service:
Name: Lee Wenham
Position: Head of Communications and Marketing
Date: 31 January 2023



Minutes of the Swansea Public Services Board Joint Committee

Multi-Location Meeting - Gloucester Room, Guildhall / MS

Teams

Thursday, 20 October 2022 at 3.00 pm

Present: Councillor A S Lewis (Chair) Presided

Leanne Ahern, Swansea Council
Mark Brace, Police & Crime Commissioners Office
Mark Brier, South Wales Police
Amanda Carr, Swansea Council for Voluntary Service
Professor Chris Jones, Welsh Government
Allison Lowe, Swansea Council
Trudi Meyrick, South Wales Police
Martin Nicholls, Swansea Council
Hamish Osborn, Natural Resources Wales
Keith Reid, Public Health, Swansea Bay University Health Board
Suzy Richards, Swansea Council
Karen Stapleton, Swansea Bay University Health Board
Roger Thomas, Mid & West Wales Fire & Rescue Service

Apologies for Absence

Martyn Evans, Natural Resources Wales
Sian Harrop-Griffiths, Swansea Bay University Health Board
Rob Stewart, Swansea Council
Mark Wade, Health & Housing Group
Ness Young, Interim Director of Corporate Services

22 Disclosures of Personal & Prejudicial Interest.

No declarations were made.

23 Minutes.

Resolved that the Minutes of the Swansea Public Services Board Joint Committee Held on 21 June 2022 be signed and approved as a correct record.

24 Update on Actions from Previous Meeting. (Verbal)

Not discussed.

25 Public Question Time.

There were no public questions.

26 Local Well-being Plan Update.

Suzy Richards, Swansea Council provided an update on the Local Wellbeing Plan to be published by Swansea Public Services Board (PSB) in May 2023.

The Committee also discussed their attendance at the Scrutiny Programme Committee held on 18 October 2022.

27 Performance Framework / Highlight Reports from the 4 Workstreams.

Roger Thomas provided an update on the Stronger Communities highlight report.

Hamish Osborne provided an update on the Working with Nature highlight report.

The other highlight reports were noted.

28 Engagement. (Discussion)

Suzy Richards, Swansea Council, stated that the formal consultation on the Local Well-being Plan would conclude on 14 February 2023. A request was made for the consultation to be made available at future events organised by partners with their service users.

Action: Leanne Ahern to email all partners.

29 Pooled Resources - Response to Welsh Government - 14 October 2022. (Verbal)

For Information.

30 Future Work Programme:

For Information.

The meeting ended at 3.33 pm

Chair



Minutes of the **Swansea Public Services Board** **Joint Committee**

Multi-Location Meeting - Gloucester Room, Guildhall / MS

Teams

Thursday, 1 December 2022 at 3.00 pm

Present: A S Lewis (Chair) Presided

Martyn Evans, Natural Resources Wales
Daniel Jones, Police & Crime Commissioners Office
Allison Lowe, Swansea Council
Gary Mahoney, Swansea Council
Deanne Martin, HM Prison & Probation Service
Trudi Meyrick, South Wales Police
Keith Reid, Public Health, Swansea Bay University Health Board
Suzy Richards, Swansea Council
Amy Richmond-Jones, Mid & West Wales Fire & Rescue Service
Roger Thomas, Mid & West Wales Fire & Rescue Service
Mark Wade, Health & Housing Group
Ness Young, Interim Director of Corporate Services

Apologies for Absence

Maggie Berry, Swansea Bay University Health Board
Amanda Carr, Swansea Council for Voluntary Service
Sian Harrop-Griffiths, Swansea Bay University Health Board
Professor Chris Jones, Welsh Government
Martin Nicholls, Swansea Council
Karen Stapleton, Swansea Bay University Health Board
Rob Stewart, Swansea Council

31 Disclosures of Personal & Prejudicial Interest.

No declarations were made.

32 Minutes.

Resolved that the Minutes of the Swansea Public Services Board Joint Committee held on 20 October 2022 be approved as a correct record.

33 Public Question Time.

There were no public questions.

34 Early Years Maturity Maternity Matrix. (Verbal)

Gary Mahoney, Early Years Programme Co-ordinator, Swansea Council outlined the Early Intervention Foundation (EIF) maternity and early years maturity matrix which had been developed to support local areas to take a system-wide approach to improving outcomes for children and families. He explained it was a self-assessment tool to support local partners to understand the position on early childhood intervention, identify areas for improvement and work together to deliver positive change.

The request for Swansea Public Services Board Joint Committee was to identify a strategic sponsor for the matrix in order to drive the work forward.

Actions:

- 1) The initial report be circulated to the Joint Committee;
- 2) Partners identify a senior strategic sponsorship lead from each organisation for the matrix;
- 3) An update be provided to the Joint Committee in due course.

35 Local Well-being Plan Update & Office of Future Generations Commissioners Advice.

Suzy Richards, Sustainable Policy Officer provided an update on progress to date in respect of the development of the Local Well-being Plan. She explained that the advice contained in the letter from the Future Generations Commissioner was extremely positive and they had been working very closely with the Future Generations Commissioners team and some of the actions had already been implemented prior to receiving the advice. A table of issues and potential responses relating to the specific actions within the letter would be developed in the next week or so.

The Committee discussed the issues highlighted and noted the many positive things contained within the draft plan. They acknowledged that the challenges identified were not unfamiliar and they noted the requirement to be more explicit about how the wellbeing assessment had led us to this point and the need to demonstrate how all the work would be integrated. They agreed it would be beneficial to meet sooner rather than later, in order to align the objectives. Suzy Richards explained that the objective leads were due to meet next week in order to respond to and deal with the issues outlined in the letter. This work would progress alongside the consultation process.

36 Swansea Public Services Board Joint Committee Ways of Working. (Discussion)

The Chair enquired whether they could improve the way the Swansea PSB worked in order to add value.

The Committee discussed previous conversations regarding merging with Neath Port Talbot PSB and the opportunity to align or join up the positive work already ongoing with other partners in order to avoid working in silo.

It was noted that Audit Wales had already identified the number of strategic partnerships in Wales which resulted in duplication and not enough sharing of best practice.

The Committee agreed that it was worth re-establishing previous conversations to enquire whether there were opportunities to work more closely together as a collective and attempt to capitalise on the good relationships and positive discussions that already existed between those involved in the operational delivery in order to focus on common outcomes.

Actions:

- 1) The Committee agreed to meet more frequently on a face to face informal basis to identify the specific issues within the wellbeing plan in order to build relationships and solutions around them;
- 2) Roger Thomas would re-commence discussions with Neath Port Talbot PSB next week;
- 3) The Chair would commence the political element discussions.

37 Engagement / Consultation. (Discussion)

Suzy Richards, Sustainable Policy Officer explained that there was a small budget available from regional funding in relation to the consultation, engagement and publication of the Well-being Plan. She enquired with the partners present whether there were any specific formats or requirements that would need to be considered in relation to its publication.

Action:

An online, fully accessible version of the Local Wellbeing Plan be produced, to include a video with audio / subtitles.

38 Performance Framework / Highlight Reports from the 4 Workstreams.

For information.

39 Future Work Programme:

The meeting ended at 4.01 pm

Chair

Agenda Item 7



Report of the Chair of the Scrutiny Programme Committee

Scrutiny Programme Committee – 14 February 2023

Scrutiny of Cabinet Member Portfolio Responsibilities

Purpose:	To enable the Committee to question Cabinet Members on their work. The Committee's questions will broadly explore Cabinet Members' priorities, actions, achievements and impact in relation to specific areas of responsibility.
Content:	<p>The following Cabinet Member will appear before the Committee:</p> <p>a) Councillor David Hopkins, Cabinet Member for Corporate Service & Performance</p> <p>The specific areas of responsibility being discussed are:</p> <p>a) Houses in Multiple Occupation</p>
Councillors are being asked to:	<ul style="list-style-type: none">• Question the relevant Cabinet Member on the specific portfolio responsibilities.• Make comments and recommendations as necessary.
Lead Councillor:	Councillor Peter Black, Chair of the Scrutiny Programme Committee
Lead Officer:	Tracey Meredith, Chief Legal Officer
Report Author:	Brij Madahar, Scrutiny Team Leader Tel: 01792 637257 E-mail: brij.madahar@swansea.gov.uk
Legal Officer:	Debbie Smith
Finance Officer:	Amanda Thomas
Access to Services Officer	Catherine Window

1. Introduction

1.1 One of the most important roles that Scrutiny carries out is holding the Council's Cabinet to account. The Cabinet (also known as the Executive) is made up of the Leader and other councillors, appointed by the Leader, who are allocated specific portfolio responsibilities.

1.2 There are 10 Cabinet portfolios:

	Cabinet Portfolio	Cabinet Member
1	Economy, Finance & Strategy (Leader of the Council)	Cllr Rob Stewart
2	Service Transformation (Deputy Leader)	Cllr Andrea Lewis
3	Corporate Service & Performance (Deputy Leader)	Cllr David Hopkins
4	Education & Learning	Cllr Robert Smith
5	Care Services	Cllr Louise Gibbard
6	Wellbeing	Cllr Alyson Pugh
7	Environment & Infrastructure	Cllr Andrew Stevens
8	Investment, Regeneration & Tourism	Cllr Robert Francis-Davies
9	Equalities & Culture	Cllr Elliott King
10	Community (Services) Community (Support)	Cllr Cyril Anderson Cllr Hayley Gwilliam

NOTE:

- The Community Portfolio operates under a job-sharing arrangement
- Detailed breakdown of Cabinet Portfolio Responsibilities are **attached** to this report.

- 1.3 By acting as a 'critical friend' scrutiny has the opportunity to challenge the Cabinet and individual Cabinet Members on their actions and performance in relation to their areas of responsibilities.
- 1.4 Rather than a look at overall responsibilities, the Committee has agreed to focus on specific areas of interest / concern, taking into account any gaps in the overall Scrutiny Work Programme and ensuring good coverage of Scrutiny across all cabinet portfolios.
- 1.5 The Committee should be mindful to avoid duplication of any issue(s) which are being examined elsewhere in the Scrutiny Work Programme e.g., within Performance Panels.

2. Discussion on Cabinet Member Portfolio Responsibilities

- 2.1 The following Cabinet Member will appear before the Committee:
- a) Councillor David Hopkins, Cabinet Member for Corporate Service & Performance
- 2.2 The Cabinet portfolio responsibilities that the Committee will focus on are:
- a) Houses in Multiple Occupation

- 2.3 The Cabinet Member, will attend, along with lead officers who can assist the Committee, to report on aims / objectives, plans, and the delivery of work related to this portfolio responsibility. Cabinet Members will be invited to make introductory remarks before taking questions from the Committee.
- 2.4 The Cabinet Member has provided a report on the portfolio responsibility under discussion to help the Committee focus the discussion and questions - see **Appendix 2**.

3. Approach to Questions

- 3.1 The session should provide Committee members with a greater understanding of what the specific responsibilities entail, resources, priorities/objectives/commitments, key activities & headlines/achievements, performance measures, and overall assessment of service health (including, for example, how we compare with others, challenges / risks) and improvement/impact/difference made. This will give the Committee the chance to ask focused questions and provide challenge on actions and performance in relation to these areas of responsibility, as well as future thinking.
- 3.2 The intended focus will be on public protection / licensing aspects and standards in relation to Houses in Multiple Occupation (HMOs), however the Cabinet Member / officers will address any planning queries / issues as necessary. For example, at the work planning conference with councillors held in June 2022, there was interest from councillors in whether there have been clear impacts from the development of purpose-built student accommodation blocks on HMO numbers.
- 3.3 In terms of themes that cut across all cabinet portfolios, the Committee can ask Cabinet Members about:
- Well-being of Future Generations Act – impact on their work / decisions e.g., what they are doing to achieve the well-being goals and ways of working, e.g., focus on long-term thinking, collaboration / involvement etc. (including regional / collaborative working, service user / public engagement)
 - Links to poverty reduction, reducing inequalities, including socio-economic disadvantage
 - Links to the Council’s Recovery and Transformation Plan, ‘Swansea Achieving Better Together’
 - Links to the Public Services Board (PSB)
- 3.4 Previous Scrutiny - HMOs was subject of a one-off Scrutiny Working Group, which consisted of two meetings, held on 25 November 2016 and 12 January 2017. This work was followed up by the Committee on 14 August 2017. See link to the Committee papers below from that date, which includes statement on ‘progress on HMOs’ – see Minute

No. 21, document titled 'Additional Information', and correspondence between the Working Group and Cabinet Member. Also found within is the Committee letter reflecting on the discussion on the management of HMOs, and the Cabinet Member's reply.

<https://democracy.swansea.gov.uk/ieListDocuments.aspx?CId=188&MIId=7572&Ver=4&LLL=0>

- 3.5 The Committee also invites members of the public and other scrutiny councillors (not on the Committee) to suggest questions that the Committee should ask. It is up to the Committee how to deal with any suggested questions within the session.
- 3.6 Following each session the Chair will write to Cabinet Members in order to capture the main issues discussed, views expressed by the Committee, and any actions for them to consider.
- 3.7 If the Committee wishes to conduct more detailed scrutiny of any of the issues raised during the session, then this should be agreed through the normal work planning process and planned for a future meeting. This will also allow proper time for preparation.
- 3.8 The Committee should note that Councillor David Hopkins has already been engaged in scrutiny, or is planned, of the following other matters:
 - Anti-Social Behaviour Inquiry
 - Workforce (Committee)
 - Procurement Inquiry (follow up)
 - Corporate Performance Monitoring (Service Improvement & Finance Performance Panel)
 - South West Wales Corporate Joint Committee (regional scrutiny)

4. Integrated Assessment Implications

- 4.1 The Council is subject to the Equality Act (Public Sector Equality Duty and the socio-economic duty), the Well-being of Future Generations (Wales) Act 2015 and the Welsh Language (Wales) Measure, 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 Acts.
 - 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.
 - Consider opportunities for people to use the Welsh language.
 - Treat the Welsh language no less favourably than English.

- Ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.

4.1.1 The Well-being of Future Generations (Wales) Act 2015 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'.

4.1.2 Our Integrated Impact Assessment (IIA) process ensures we have paid due regard to the above. It also takes into account other key issues and priorities, such as poverty and social exclusion, community cohesion, carers, the United Nations Convention on the Rights of the Child (UNCRC) and Welsh language.

4.2 An IIA screening has been undertaken noting there are minimal impact assessment implications associated with this report (IIA can be viewed in **Appendix 1**). The work of Scrutiny is open to the public, promoted via Council media channels, and enable all citizens to ask questions, raise issues and/or input views. The public were invited to contribute to the session. The work of Scrutiny will involve examination of Council services and making recommendations for improvement to Cabinet Members (and other decision-makers). Scrutiny activities have the potential for engagement to ensure public views can feed into the Scrutiny process.

5. Legal Implications

5.1 There are no specific legal implications raised by this report.

6. Financial Implications

6.1 There are no specific financial implications raised by this report.

Background Papers: None

Appendices:

Appendix 1: Cover Report IIA Screening

Appendix 2: Cabinet Member Report – Houses in Multiple Occupation

Appendix 3: Cabinet Portfolio Responsibility Listing

Appendix 1 - Integrated Impact Assessment Screening Form

Which service area and directorate are you from?

Service Area: Legal, Democratic Services & Business Intelligence

Directorate: Resources

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:

Information report on the Scrutiny of Cabinet Member Portfolio Responsibilities to guide the Committee.

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"/>

Appendix 1 - Integrated Impact Assessment Screening Form

- 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 work of Scrutiny is open to the public, promoted via Council media channels, and enable all citizens to ask questions, raise issues and/or input views. The public were invited to contribute to the session.

- 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 work of Scrutiny will involve examination of Council services and making recommendations for improvement to Cabinet Members (and other decision-makers).

-
- 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?

Low impact because there are no decisions within the information report which will directly affect service users, people and/or communities, but scrutiny activities have the potential for engagement to ensure public views can feed into the Scrutiny process.

Appendix 1 - Integrated Impact Assessment Screening Form

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)**

There are minimal impact assessment implications associated with this report. The work of Scrutiny is open to the public, promoted via Council media channels, and enable all citizens to ask questions, raise issues and/or input views. The public were invited to contribute to the session. The work of Scrutiny will involve examination of Council services and making recommendations for improvement to Cabinet Members (and other decision-makers). Scrutiny activities have the potential for engagement to ensure public views can feed into the Scrutiny process.

Full IIA to be completed

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

Screening completed by:
Name: Brij Madahar
Job title: Scrutiny Team Leader
Date: 2 February 2023
Approval for Head of Service:
Name: Debbie Smith
Position: Deputy Chief Legal Officer
Date: 7 February 2023



Report of the Cabinet Member for Corporate Service & Performance

Scrutiny Programme Committee– 14 February 2023

Houses in Multiple Occupation

Purpose	To brief the Scrutiny Committee on the work of the Place Directorate with regards to Houses in Multiple Occupation (HMOs).
Content	The report sets out a description of the housing and planning roles and work with HMOs.
Councillors are being asked to	Consider the information provided and give views.
Lead Councillor	Councillor David Hopkins, Cabinet Member for Corporate Service & Performance.
Lead Officer	Paula Livingstone, Divisional Environmental Health Officer – Pollution Control and Private Sector Housing, Housing and Public Health and Ian Davies, Development Manager, Planning and City Regeneration.
Report Author	Paula Livingstone Tel: 01792 635626 E-mail: paula.livingstone@swansea.gov.uk
Legal Officer	Adrian Jeremiah
Finance Officer	Peter Keys

1. Background

- 1.1 There are two service areas within the Directorate of Place with key statutory roles relating to Houses in Multiple Occupation (HMOs). Although the Committee has asked to review the work of the Housing and Public Health Service with regards to HMOs, and this report focuses on that aspect, it is important that the role of the Planning and City Regeneration Service is also covered with regards to planning policy to provide context for issues that cannot be dealt with by HMO licensing and housing legislation.
- 1.2 The Environmental Health and Housing team within the Pollution Control and Private Sector Housing Division's primary role is to implement the requirements of the Housing Act 2004 in relation to health and safety hazards and HMO licensing. The aim is to promote high standards across the HMO sector by

eliminating poor property conditions and management standards through education, regulation and enforcement.

- 1.3 The role of the Planning and Regeneration Service is to facilitate the delivery of high quality and resilient places that support well-being, prosperity and quality of life. This is achieved through the provision of a robust planning policy framework with sustainable development principles at its heart, which includes policies set out in the Council's adopted Local Development Plan (LDP) supported by Supplementary Planning Guidance (SPG). The Council is required to have full regard to this policy framework in the determination of any planning applications submitted for HMOs.
- 1.4 Both Service areas work with the public and property owners. Environmental Health and Housing deals with service requests from prospective landlords, contractors, agents, tenants, local residents, third sector organisations including Shelter Cymru and The Wallich, Mid and West Fire and Rescue Service, Rent Smart Wales and other Council teams including Housing Options, Finance, Legal, Waste Management, Building Control and Planning. The team is responsible for processing HMO licence applications, inspecting HMOs (both licensable and non-licensable), progress and management visits, investigation of complaints, advice and enforcement, including formal legal proceedings. There is a formal partnership working arrangement with South Wales Police, Swansea University and the University of Wales Trinity St David, who jointly contribute to fund a Community Liaison Officer, employed by Swansea University.
- 1.5 The Planning and Regeneration Service also engages with partner/stakeholder organisations e.g., infrastructure providers and Natural Resources Wales and Councillors to inform the formulation of planning policy and as part of determining planning applications. The engagement takes the form of both formal statutory and informal good practice engagement/consultation as appropriate.
- 1.6 The vast majority of both service areas' work is statutory. The definition of a house in multiple occupation in housing and planning legislation is not the same e.g., some buildings converted in to flats that do not comply with the Building Regulations 1991 will be considered as an HMO under housing legislation, but not planning legislation. The majority of purpose-built student accommodation managed by national management companies are not considered to be HMOs by virtue of a specific exemption in the Housing Act 2004. The Council has specific LDP policy and SPG relating to the development of such buildings. Housing and planning are two separate legislative regimes, which are not interdependent.
- 1.7 In November 2020, Council adopted the HMO Licensing Policy 2020, replacing the previous 2016 Policy. This renewed the Additional HMO Licensing Scheme in the Castle and Uplands electoral Wards for a further five years from 15th February 2021 and also extended the scheme into the St Thomas Ward. This followed concerns from Ward Members, local residents and an extensive survey, including visits to over 3,000 residential properties in the ward and detailed inspections of over 70 suspected HMOs to gather evidence to satisfy the legal requirements for the introduction of Additional HMO licensing in an area.

- 1.8 Council resolved in November 2022, an addendum to the Policy to reflect the change in Ward boundaries, which now includes the Waterfront Ward within the Additional HMO Licensing Scheme area. This means that all HMOs within these four wards, except those exempted by the relevant sections of The Housing Act 2004, require a licence. Licensing can control property condition, amenities and management arrangements, but does not control number of HMOs in Swansea.
- 1.9 On 30 January 2023, there were 1,672 licensed HMOs in Swansea.
- 1.10 The Swansea LDP was adopted in February 2019 following a public examination by independent inspectors appointed by the Welsh Government. The Plan contains a detailed policy on HMOs, which is supported by SPG that was adopted by the Council in December 2019.
- 1.11 The LDP can be downloaded from the Council's website <https://www.swansea.gov.uk/ldp>. A copy of the SPG and public consultation report setting out the process followed leading up to adoption of the final version of the SPG can be downloaded from the Council's website <https://www.swansea.gov.uk/spg>
- 1.12 The LDP policy and SPG seek to ensure that future HMO provision is managed sustainably in the interests of fostering cohesive communities, including by avoiding further instances of over-concentration of HMO properties to the detriment of residential amenity and community balance. The policy framework defines a 'HMO Management Area' where there are already high levels of HMOs, within which no more than 25% of residential properties are normally permitted to be HMOs. Outside these areas the limit is set at 10%. It also requires that development proposals do not 'sandwich' Class C3 dwellings between HMO properties either side.
- 1.13 The policy responds to Welsh Government requirements for Local Planning Authorities (LPA) to put in place robust local evidenced based policies in their LDP against which planning applications for HMOs can be assessed. The policy was informed by a set of evidence-based recommendations from a study that the Council commissioned from independent consultants.

2. Housing Powers

- 2.1 The Housing Act 2004 introduced new definitions of an HMO, which widened the scope to include some poorly converted self-contained flats. A property is an HMO where three or more people forming more than one household share amenities, such as a kitchen or bathroom, occupy the house as their only or main residence and where rent is payable for their occupation.
- 2.2 Certain buildings are exempt from the definition and other related parts of the Act. These include certain buildings managed by a local council, housing association, police, fire or health authority, halls of residence that are managed by a university, buildings occupied by religious communities and buildings, predominantly owner-occupied, including resident landlords where the owner-

- occupier occupies the building (or flat) with no more than two other persons (lodgers).
- 2.3 All HMOs that are three storeys or more with five or more occupiers must be licensed. This is a statutory requirement across Wales and is known as 'mandatory licensing'. Councils must license all HMOs meeting this criterion. Mandatory licensing applies to HMOs in all areas of Swansea.
- 2.4 The 'Additional' HMO licensing scheme operating in Uplands, Castle, St Thomas and Waterfront wards was adopted under discretionary powers available to the Council to license smaller HMOs not subject to mandatory licensing. Additional HMO licensing schemes need to meet criteria set down by UK and Welsh Government and may only be applied where a significant proportion of HMOs in the area are managed sufficiently ineffectively so as to give rise to particular problems for occupiers and members of the public.
- 2.5 There is no public consultation process as part of the consideration of an HMO licence process. In order to grant a licence, the Council must be satisfied that the property is (or can be made) reasonably suitable for occupation for the maximum number of occupants; the proposed licence holder and any manager is a fit and proper person; and that there are satisfactory management arrangements in place. Decisions relating to the refusal or revocation of a licence on grounds of fit and proper person status and satisfactory management arrangements are, in Swansea, delegated to Licensing Committee. The maximum length of a licence as laid down in the legislation is five years, after which a renewal application would be made.
- 2.6 The Housing Act 2004 lays down mandatory licence conditions relating to provision of annual gas safety certificates; safety of electrical appliances and furniture; provision and maintenance of smoke alarms; provision of written statement of terms for tenants. The HMO licensing policy includes an appendix of local licence conditions.
- 2.7 It is a legal requirement for the Council to make a public register of HMO licences available, which includes prescribed information. A 'compact' (with core property information) version of the register is available on the Council's website [HMO public register - Swansea](#)
- 2.8 The Housing Health and Safety Rating System (HHSRS) applies to all housing including HMOs irrespective of whether the property is licensable. It involves an assessment of the effect of housing conditions on the health of occupiers and an assessment of specific potential hazards. Enforcement action can be by a variety of notices and orders requiring a landlord to carry out work or to prohibit occupation of part or the whole of a property. Local authorities are required to assess licensable HMOs to ensure there are no functions under Part 1 of the Housing Act (HHSRS) that ought to be exercised by them. This has to be done within five years of a licence being issued and in practice this requires an inspection to be carried out, which is normally done during the licence application process.

- 2.9 Both licensable HMOs and those that fall outside the licensing requirements are subject to one of two sets of Management Regulations, which impose certain duties on managers including the maintenance of fixtures and fittings, fire safety measures, gas and electricity supplies and waste disposal arrangements. The Regulations also impose duties on occupiers to act in accordance with reasonable instructions given by the manager of the property.
- 2.10 It is an offence to fail to comply with a statutory notice, order, Management Regulations or licence conditions. It is an offence to operate a licensable HMO without a licence or to let an HMO to more than the maximum number of occupiers specified in a licence. Legal proceedings can include Simple (formal) caution or prosecution. Prosecutions are taken in the Magistrates Court. Appeals against notices, orders and licence decisions are heard by the Residential Property Tribunal Wales.

3. Planning Context

- 3.1 The adoption of the HMO policy in the LDP together with the supporting SPG provides a sound evidence base on which applications for planning permission for HMOs can be determined. Prior to adoption, there was limited evidence available on which to make informed planning decisions. This is reflected in the local authority's record of success in relation to appeals against the Council's decision to refuse planning applications for HMOs. In the three years prior to adoption of the LDP, 16 appeals were determined against the Council's decision to refuse planning permission for a HMO. Of these 16 appeals, 13 were allowed (81%).
- 3.2 In the first 12 months following adoption of the LDP, the situation did not improve significantly. Of 10 appeals submitted, eight were allowed (80%). It was clear in the appeal decisions that Inspectors were of the view that despite breaches of the threshold set out in policy, there was insufficient evidence of any harm being caused. Officers considered that the harm had been identified as part of the evidence produced LDP Inquiry process, which had resulted in the policy being accepted and needed. It was not considered that this evidence had to be reproduced for every planning application/appeal. Consequently, Senior Managers within Development Management met with the then Chief Inspector to discuss the approach being taken by appeal Inspectors.
- 3.3 Following that meeting, it was agreed that it was not necessary for the evidence to be produced for every appeal. It was accepted that the policy was adopted because evidence demonstrated it was necessary to have such a policy. In the last three years, 11 appeals have been determined following the Council's decision to refuse planning permission for an HMO. Of these, only two have been allowed (18%) which demonstrates that the policy is working.
- 3.4 Another measure of the success of the policy is in the number of planning applications submitted for HMOs. In the three years prior to adoption of the policy, approximately 250 planning applications were submitted. In the three-year period since adoption of the policy, approximately 165 applications were submitted. This reduction of 35% in the number of HMO applications submitted suggests that prospective applicants are aware of the policy and the control

exercised through the policy. As a result, they are less likely to seek planning permission for HMOs where policy indicates they will not be permitted.

4. Stakeholders

- 4.1 Prior to adoption, the HMO Licensing Policy goes through a public consultation process. Key consultees are landlords and agents across the private rented sector, residents' groups, Citizens Advice Bureau, Mid and West Fire and Rescue Service and South Wales Police. The consultation is open to the public via the Council's website. Views and feedback are always mixed from those believing that controls are not strict enough and fees are too low, to those with completely opposite views.
- 4.2 Since 2013, the Council has been active in a specific partnership arrangement with Swansea University, South Wales Police and the University of Wales Trinity St David. All partners contribute financially to the salary of a Community Liaison Officer (CLO) employed by Swansea University, but who works with students of either educational establishment, both on campus and in private accommodation in residential areas. This partnership and particularly the work of the CLO in working alongside students and members of local communities, has helped in creating more cohesive communities, dealing with specific issues when they arise and being a catalyst for students to become actively engaged in the communities in which they live.

5. Finance Implications

- 5.1 The Council may fix a fee to an HMO licence application. The fee may only take into account the costs in carrying out the licensing function. The current fee structure was introduced in June 2022, replacing the fee structure that was introduced in April 2021. Case law has determined that there must be a two-part fee based on determination of application and then post-application work including enforcement. However, there is also a reduced fee option for applicants paying the whole fee as one payment with their licence application as this is a simpler administrative process. Over 98% of applicants take this single payment option. Fees are based on the maximum number of occupiers in the property starting at £954 (single payment) for a new licence for an HMO with three occupiers and increasing by £75 per occupier. Details are on the Council's website [Fees for houses in multiple occupation licences - Swansea](#)
- 5.2 The fee structure will be reviewed for the 2023 – 2024 financial year and will reflect changes to staffing costs.
- 5.3 As licences are granted for up to five years, fee income must be considered as receipts in advance under the Council's financial accounting procedures. Following these procedures, HMO licence fee income was £254k in 2019 – 2020, £297k in 2020 – 2021 and £350k in 2021 – 2022.

6. Current Performance and Trends

- 6.1 The total number of HMOs in Swansea is estimated to be approximately 2,200, with around 1,800 of those estimated to be in the Uplands and Castle Wards. There is no single indicator of the number of HMOs in Swansea: since February 2016 with the amendments to the Use Classes Order, planning permission has been required for all properties being used as HMOs, but this does not apply retrospectively; non-licensable HMOs do not have to be registered; HMOs do not have to be recorded for Council Tax records, although there is an exemption class for any properties, not necessarily HMOs, that are occupied solely by students and although landlords of rental properties where occupiers are given a 'domestic tenancy' have to register with Rent Smart Wales, this excludes residential landlords and properties let on a licence occupation contract e.g. asylum seeker properties and those let via a university.
- 6.2 The number of HMOs fluctuates throughout the year and from year to year reflecting the number of property sales, change of use of properties and licence renewals as dictated by the local market. However, the overall number of licensed HMOs has remained fairly consistent for the last few years, allowing for the increase due to the introduction of additional HMO licensing in the St Thomas Ward. The detail below gives an indication of the number and geographical distribution of HMOs across the city for licensed HMOs.

There were 1,672 licensed HMOs on 30 January 2023: 712 under the mandatory licensing provision and 960 under the additional licensing scheme. These were in the following wards:

Ward	Number of licensed HMOs
Castle	453
Landore	2
St Thomas	101
Sketty	12
Townhill	1
Uplands	1,077
Waterfront	24
Mumbles	2

- 6.3 The majority of licensed HMOs have between four and six occupiers.

Max number of occupiers	Number of licensed HMOs
3	79
4	361
5	543
6	371
7	150
8	94
9	33
10	19
11	10
12	2
13	2

14	1
15	1
16	1
17	1
19	2
21	1
62	1

- 6.4 The Covid-19 pandemic severely impacted the work of the Environmental Health and Housing team with regards to inspecting any occupied properties, particularly multi-occupied properties, due to Welsh Government health protection regulations and corporate health and safety risk assessments. Working practices were adjusted to allow landlords to submit licence applications by e-mail and to pay fees by telephone rather than by post and cheque. During this period, licences were granted following a desk-top assessment of an application and review of previous history of a property and applicant, with the usual licensing/HHSRS inspection being postponed. This meant that 306 licences could still be grant during this time with the standard licence conditions being applied rather than any property-specific conditions. 81 of these properties are yet to be inspected, but the aim is to complete these inspections by May 2023, still within the regulation five-year period.
- 6.5 As Environmental Health Officers, the majority of the team were working to support care homes, as part of the regional Test Trace Protect team and in an enforcement role with the Health Protection Regulations from March 2020. In particular, the role in the regional Test Trace Protect team working in partnership with Neath Port Talbot Council, Bro Morgannwg NHS Trust, and Public Health Wales, meant that officers were away from their normal housing duties for several months. Although attempts were made to procure temporary additional staffing resources into the team, Environmental Health Officers were in high demand and short supply across the profession as a whole in Wales and the other nations across the UK. One officer in the team has also been on maternity leave since April 2022.
- 6.6 There was a change in queries from tenants, landlords and agents across the private rented sector with regards to what they were allowed to do during the pandemic: how property viewings and building maintenance could take place, how possession proceedings had changed, and what isolation rules meant for them. Officers in the team deal with a range of housing and public health matters, not just HMOs, and priorities had to be adjusted to respond to this service demand. The HMO Advisory Service for prospective HMO landlords has been suspended in order to focus on licence applications and inspections.
- 6.7 As a result, there is still a delay in processing applications for HMO licences but as our recovery programme progresses, waiting times for inspections have reduced from the six – seven months that occurred during the pandemic with applicants now waiting approximately four months for an inspection of their property.

- 6.8 In the past year, officers in the Environmental Health and Housing team have been involved in the Council's response to providing a safe place to live for Ukrainian refugees. 192 properties offered by sponsors in Swansea have been visited to ensure the absence of any Category 1 hazards (the most serious category of hazard) under HHSRS. This work, although necessary, has reduced the capacity to deal with HMOs.
- 6.9 An indication of the work of the Environmental Health and Housing team with regards to HMOs since January 2019 is shown below (all figures recorded as of 30 January 2023).

	2019	2020	2021	2022	2023
HMO licence applications received	331	473	558	413	25
HMO licences granted	345	323	434	475	33
HMO licences revoked ¹	83	52	68	98	4
HHSRS enforcement notices/ orders	12	4	8	9	2
Service requests (enquiries & complaints) received excluding licence applications ²	1,304	1,043	1,068	947	89

- 6.10 There are currently 202 licence applications being processed, either at the initial stages of checking applications, following-up on incomplete applications, awaiting fee payment or where complete applications have been received and are then awaiting inspection before licence is granted.
- 6.11 There have been no prosecutions for HMO offences since 2018. Prosecutions can be time-consuming and resource intensive. Priorities in recent years have been to deal with HMO licence applications to ensure that properties pose minimal health and safety risk to occupiers and that licence holders are aware of and covered by licence conditions. The response from landlords is generally good. However, where there is sound evidence and the burden of proof and public interest test for prosecution are satisfied, this will be considered. Three landlords were issued with Simple cautions for failure to license an HMO in 2019

¹ Revocations mainly due to property sales or death of licence holder. Housing Act 2004 prohibits transfer of licence from one person to another.

² Relates to enquiries about licensing process or general HMO requirements, complaints about property condition from occupier or neighbour, FOI requests and requests for public register and variations to HMO licences.

and in 2022 Licensing Committee were asked to consider the fitness and propriety of a licence applicant.

7. Future Challenges & Opportunities

- 7.1 As explained in Section 6 above, the effect of the Covid-19 pandemic is still having an impact with regards to work demand. The delays created, although reducing, are likely to continue for the next 18 – 24 months. This level of demand also means that proactive work, including introducing a management inspection programme of HMOs during the term of a licence, has been delayed. Opportunities to introduce such a programme will be kept under review.
- 7.2 There will be staffing changes in the Pollution Control and Private Sector Housing Division this year. The Divisional Officer will be retiring, which, whilst providing career opportunities for other officers in the Division, will mean that some individuals will be shouldering new responsibilities, and a period of adjustment will be required. These new responsibilities will include the review of the current HMO Licensing Policy that will be carried out before the Additional HMO Licensing Scheme ends in February 2026. A review of the Policy will be based on evidence gathered and an extensive public consultation in 2024 in to 2025 before a revised Policy will be reported to Council in the second half of 2025.
- 7.3 HMO licensing is a prescriptive and administrative-heavy process. Our ICT resources do not currently allow applications to be made online. Investing in modern technology that would allow this, including fee payments, would be costly initially, but could then free-up officer time to concentrate on inspecting properties and monitoring licence conditions.
- 7.4 The Housing Act 2004 requires HMO licence fees to be set on a cost-recovery basis relating to work involved in the HMO licensing function only. There is a balance to be struck between what is reasonable and what could be considered to be excessive for some landlords.
- 7.5 Nationally, there is a huge demand for housing in both the private and social rented sectors. There are around 7,000 people on the waiting list for council housing in Swansea. Around 60% of HMOs in Swansea are occupied by students, but HMO accommodation provides an important source of affordable housing for people across our communities. Availability of purpose-built student accommodation is increasing, which may take some students away from HMOs, but both Swansea University and the University of Wales Trinity St David have stated aims to increase student numbers in their establishments. Anecdotally, increasing costs for landlords, including increasing fuel bills, along with new legislation such as Renting Homes (Wales) Act 2016, restrictions on letting fees and the proposed changes to the increase in the minimum energy performance of a rental property from an EPC of E to C from 31 December 2025, will see some landlords sell their properties and come out of the market. This would affect the wider rental sector, not just HMOs.

8. Integrated Assessment Implications

8.1 The Council is subject to the Equality Act (Public Sector Equality Duty and the socio-economic duty), the Well-being of Future Generations (Wales) Act 2015 and the Welsh Language (Wales) Measure, 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 Acts.
- 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.
- Consider opportunities for people to use the Welsh language.
- Treat the Welsh language no less favourably than English.
- Ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.

8.1.1 The Well-being of Future Generations (Wales) Act 2015 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'.

8.1.2 Our Integrated Impact Assessment (IIA) process ensures we have paid due regard to the above. It also takes into account other key issues and priorities, such as poverty and social exclusion, community cohesion, carers, the United Nations Convention on the Rights of the Child (UNCRC) and Welsh language.

8.2 There are no implications with regards to this report, which is for information and therefore an IIA screening form has not been completed.

Glossary of terms:

HMO – House in Multiple Occupation

LDP – Local Development Plan

LPA – Local Planning Authority

SPG – Supplementary Planning Guidance

HHSRS – Housing Health and Safety Rating System

CLO – Community Liaison Officer

Background papers:

HMO Licensing Policy 2020 [Licensing of houses in multiple occupation - Swansea](#)

HMO Licence fee schedule [Fees for houses in multiple occupation licences - Swansea](#)

Public register of licensed HMOs [HMO public register - Swansea](#)

Local Development Plan for Swansea 2010 – 2025 [Swansea Local Development Plan 2010-2025 \(LDP\) - Swansea](#) .

Appendices: None

Appendix 3 - CABINET PORTFOLIOS

Economy, Finance & Strategy (Leader) (Cllr Rob Stewart)	Service Transformation (Cllr Andrea Lewis (Deputy Leader)	Corporate Service & Performance (Cllr David Hopkins) (Deputy Leader)	Education & Learning (Cllr Robert Smith)	Care Services (Cllr Louise Gibbard)
<ul style="list-style-type: none"> • Recovery Plan • Capital Programme • City Centre Strategic Redevelopment • City Deal • Communications • Community Leadership • Constitutional Changes • Finance Strategy, Budget & Saving Delivery • Financial Services • Legal Services • Local and Regional Investment Strategy • Planning Policy (Regional) • Poverty Reduction corporate lead • Public Service Board (PSB) • Major Projects • Regional Working Lead (All Bodies) • Strategic Partnerships • Risk & Resilience Management • Corporate Joint Committee (CJC) - Chair • Swansea Bay City Region Joint Committee - Chair • Welsh Local Government Association (WLGA) – Deputy Leader • WLGA Lead on Economy & Inward investment, Europe & Energy • WLGA representative to LGA 	<p>Strategic Transformation</p> <ul style="list-style-type: none"> • Post covid service stabilisation & transformation • Corporate ICT & Digital Transformation • Contact centre • Public Service Board (PSB) Leader’s Representative • Homes as Power Stations (City Deal) • APSE (Association for Public Service Excellence) • Climate change action plan <p>Housing</p> <ul style="list-style-type: none"> • Welsh Housing Quality Standard (WHQS) Programme • Building Services • Housing Adaptations & Renewal Schemes • Housing Policy, Affordable Housing and Housing Options • More Homes Delivery • Penderry redevelopment board • Climate & nature recovery board chair • Sheltered Housing • Co-operative Housing • Homelessness • Housing support grant • Council House Management & Repairs • Lettings policy & Tenancy Enforcement <p>Transport</p> <ul style="list-style-type: none"> • Fleet Renewal & Maintenance inc Green fleet strategy • CJC (Corporate Joint Committee) representative for regional Energy • Green Vehicle Adoption 	<ul style="list-style-type: none"> • Corporate Delivery of Priorities • Performance monitoring • Commercial Services, Procurement & Frameworks • Food sustainability • Human Resources • Mayoral & Civic Functions • Member Development • Outside Bodies participation oversight • Council Champions • Petitions • Scrutiny liaison • Democratic Services • Health & Safety • Planning Policy • Biodiversity • Landlord Licensing • Houses of Multiple Occupation (HMO) • Licensing Policy • Building Control • Public Protection • Environmental Health • Trading Standards • Strategic Estates & Property Management • Trade Union Engagement and JCC (Joint Consultative Committee) • Agile Rollout Programme Lead • Western Gateway Leader’s Representative • Audit 	<ul style="list-style-type: none"> • 21st Century Schools Programme inc. School Building Upgrade • Apprenticeships • Catchment Review • Education Services from 3 to 19 • Further Education • Inclusion & Learner Support • NEETS (Not in Education, Employment, or Training) Prevention & vocational opportunities • Quality in Education (QEd) Programme • Readiness for Work • UNCRC (United Nations Convention on the Rights of the Child) • Regional Workforce Planning & Skills Development • School Improvement • Schools Estate Planning & Resources Planning • Schools’ Organisation & Performance • Flying start (schools settings & transitions) • Partneriaith (regional working) Leaders Representative • City of Learning (COL) - Member of UNESCO COL (United Nations Educational, Scientific and Cultural Organization) Steering Group (Cllr EK to support) • Corporate parenting Board member • Skills & Talent Project (City Deal) 	<ul style="list-style-type: none"> • Adult Social Services Modernisation • Strategic Health & Social Care Collaboration Opportunities • Mental Health including CAHMS • Assessment / Care Management • Elderly Care • Supporting People • Joint Equipment • Learning Disability • Local Area Coordination (support) • Physical & Sensory Impairments • Safeguarding lead • Wellbeing lead • Preventing Violence against Women, Domestic Abuse & Sexual Violence (Support) • Child & Family Services • Children & communities grant • Continuum of Care • Regional Adoption Service • Safe Looking After Children (LAC) Reduction Strategy • YOS (Youth Offending Service) • Leaders Representative on West Glamorgan RPB • Corporate Parenting chair • UNCRC (support) (United Nations Convention on the Rights of the Child) • Human Rights city accreditation

Appendix 3 - CABINET PORTFOLIOS

Wellbeing (Cllr Alyson Pugh)	Environment & Infrastructure (Cllr Andrew Stevens)	Investment, Regeneration & Tourism (Cllr Robert Francis-Davies)	Equalities & Culture (Cllr Elliott King)	Community (Services: Cllr Cyril Anderson & Support: Cllr Hayley Gwilliam)
<ul style="list-style-type: none"> • Poverty Reduction • 3rd Sector Services • Drugs and substance misuse reduction • Sexual exploitation reduction • Preventing Violence against Women, Domestic Abuse & Sexual Violence • Flying start (all settings) • UNCRC (support) (United Nations Convention on the Rights of the Child) • Refugees & Asylum • Community Cohesion • Life long learning support • Vulnerable people support • Community Safety • SEETs (Not in Education, Employment or Training) • Employability • Financial Inclusion • Prevention and intervention initiatives • Swansea Working • Welfare Reform • Welfare Rights • Public Space protection orders • Safer Swansea Partnership member • Public Service Board Representative • RPB (Regional Partnership Board) representative • CCTV operation 	<ul style="list-style-type: none"> • Highways maintenance & improvements • Infrastructure repairs & Maintenance • Pothole Task Force • Patch services Parking Policy, Control and Enforcement • Road safety • Operational Public Transport Services • Coastal Defences • Flood prevention • Marina, Foreshore & Beach Maintenance • Active travel & cycleways • Estates Maintenance Management (Non HRA (Housing Revenue Account)) • Members Community Budget Scheme delivery • Play upgrade programme delivery (in collaboration with IRT) • Green infrastructure • Corporate & Community digital connectivity (inc hybrid facilities, free community WiFi & next gen CCTV technical delivery) • Rural development • Rural economy including sustainable farming • Leaders' representative for regional collaborations for Transport, and Waste 	<ul style="list-style-type: none"> • Business & City Promotion • City Centre Management • City Projects delivery • Future Development Opportunities • Inward Investment Opportunities • Suburban Centres & Community Regeneration Initiatives • New Local & Regional Business Opportunities • Economic recovery local business grant delivery • River Corridor Development • Events and attractions • Tourism • Purple Flag • Destination Management & Marketing • Parks investment, maintenance and usage • Play investment (links to play sufficiency) • ERF (Economic Resilience Funds) grants for play enhancement lead • Sports Facilities development and maintenance • Universities Collaboration (Development) • Business engagement • Western Gateway Leader's Representative 	<ul style="list-style-type: none"> • Equalities • Access to Services • Diversity • Age Friendly City • Inclusion • Recognition • Creative City • The Arts • Galleries & Museums • Floating exhibits • Street Art • Healthy City Partnership • Healthy Night Life • Heritage protection and restoration • Libraries • Archives • Community Centres • Community hubs • Veterans support fund • Science City 	<p>Services (Cllr Cyril Anderson):</p> <ul style="list-style-type: none"> • Community Caretakers • Grass Cutting Services • Weed control • Tree services • Wildflower planting • Fly Tipping • Litter & Community Cleansing • Street scene improvements • Local Waste Management services • Recycling • Community operatives (new) • Regreening in communities • Bin services • Public Toilets • Community Growing (inc. Allotments) <p>Support (Cllr Hayley Gwilliam):</p> <ul style="list-style-type: none"> • Live well Age well • Mental Health awareness • Community Groups, Engagement & Development • Community Support Services • LAC (Local Area Coordinators) Services in Communities • Co-production champion • Neighbourhood Working • Early years • Corporate parenting board member • Promoting Youth Inclusion & Youth Citizenships • Youth Services • Opportunities for play • Play sufficiency • Community based events • Community safety • Community Wellbeing • Digital inclusion • Local policing • Dementia Champion

Agenda Item 8



Report of the Chair of the Scrutiny Programme Committee

Scrutiny Programme Committee – 14 February 2023

Scrutiny Performance Panel Progress Report

Purpose	The Committee is responsible for managing the overall work of scrutiny and its effectiveness. Performance Panel conveners will regularly provide a progress report, updating the Committee on headlines from their Panel's work and impact.
Content	This report focuses on the following Performance Panel: a) Adult Services
Councillors are being asked to	<ul style="list-style-type: none">• Ensure awareness and understanding of the work of the Panels• Consider their effectiveness and impact• Consider any issues arising and action required
Lead Councillor(s)	Councillor Sue Jones (Adult Services Panel Convener)
Lead Officers & Report Author	Liz Jordan E-mail: scrutiny@swansea.gov.uk
Legal Officer:	Debbie Smith
Finance Officer:	Amanda Thomas

1. Introduction

- 1.1 There are six Performance Panels which have been established by the Committee. Whilst the work of an Inquiry Panel leads to the production of a final report with conclusions and recommendations for Cabinet based on evidence gathered on a specific issue, the work of a Performance Panel represents regular monitoring of, and challenge to, particular services / service areas and issues.
- 1.2 Performance Panels are expected to have on-going correspondence with relevant cabinet / lead members in order to share views and recommendations, arising from monitoring activities, about the performance of services and service delivery.
- 1.3 The Committee is responsible for managing the overall work of scrutiny and its effectiveness. Performance Panels Conveners will therefore provide a regular progress report to the Committee to enable:

- a discussion on the work of each Panel, achievements, effectiveness and impact
- the Committee to consider any issues arising from Panel activities which may have an impact on the overall scrutiny work programme
- awareness amongst the Committee as well as visibility across the council and public.

1.4 This report is about the following Performance Panels:

- a) Adult Services – this is an update on work carried out over the past year

To focus the discussion a short, written report has been provided by the Convener and is **attached**. This includes a summary of Panel activities, correspondence between the Panel and relevant Cabinet Members, recommendations and impact.

1.5 The Adult Services Panel involves the following members:

Labour Councillors: 3

Yvonne Jardine	Hazel Morris
Erika Kirchner	

Liberal Democrat/Independent Councillors: 4

Chris Holley	Susan Jones (CONVENER)
Jeff Jones	Cheryl Philpott

Conservative Councillors: 2

Paxton Hood-Williams	
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Uplands Councillors: 1

Allan Jeffery	
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Cooptees: 1

Tony Beddow	
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2. Legal Implications

2.1 There are no specific legal implications raised by this report.

3. Financial Implications

3.1 There are no specific financial implications raised by this report.

Background Papers: None

Appendices:

Appendix 1 – Scrutiny Performance Panel Update

Adult Services Scrutiny Performance Panel Update

1. Remit of the Panel

The overarching purpose of the Panel is to provide ongoing challenge to performance in Adult Social Services to ensure that as the Service is undergoing major change, performance is maintained and that further improvements are made across all areas of the Service.

2. Key Activities

The Panel is currently meeting on a six-weekly basis and since the beginning of this municipal year the Panel has looked at the following:

Meeting	Topic(s)
27 September 2022	<ul style="list-style-type: none"> • Role of the Adult Services Scrutiny Performance Panel • Overview of Adult Services in Swansea (including key priorities and challenges, and Performance Monitoring Report). • Draft Work Programme 2022-23
8 November 2022	<ul style="list-style-type: none"> • Actions following WAO Report (April 2022) – Direct Payments for Adult Social Care • Briefing on Recent CIW Inspection Reports • Director of Social Services Annual Report 2021/22
31 January 2023	<ul style="list-style-type: none"> • Performance Monitoring • Update on Adult Services Transformation Programme • Options Appraisal for Assistive Technology and Community Alarms

3. Achievements / Impact

We have sent 3 letters to the Cabinet Member for Care Services since our first meeting of the Council term in September 2022, in order to give our views, raise concerns and make recommendations, for example:

Positives:

- Overview of Adult Services in Swansea - Four or five years ago the Council went through a major recommissioning process and at its meeting in September the Panel queried if it is going to go through another one. Also queried if there has been any analysis of those contracts to see if they were effective before going out to recommission again, and if any users were involved in the reviews. Officers confirmed that the Service reviews, on a cyclical basis, the projects and initiatives it funds in terms of performance and quality and confirmed there are a host of services the Service is looking at recommissioning at different timescales. They also confirmed that users are involved in the reviews and that co-production is a very important part of the Service.

- Overview of Adult Services in Swansea – Panel queried actions being taken to tackle sickness absence in Social Services and were informed there is a lot of work going on to support this, there is a work stream in terms of supporting the workforce, with a lot of work going on regarding recruitment, retention and wellbeing of teams. Panel heard that there is work going on with HR colleagues to support staff if they are off sick and measures in place to support staff back into the workplace, with a dedicated member of staff in HR for Social Services. Also heard that there are a lot of staff off with sickness linked to the backlog in the Health Service and that managers are being supported to ensure they are managing sickness properly and appropriately. Also, many staff are working in the front line so are exposed to respiratory conditions that are around currently and staff are being encouraged to get their flu and covid booster vaccination to protect themselves. Cabinet Member agreed to circulate a list to the Panel of what is being done by the Service regarding wellbeing and supporting staff.
- Response to WAO recommendations: Direct Payments for Adult Social Care – Panel was pleased to hear that of the 10 recommendations, the Council is meeting its requirements and exceeding in some areas.
- Recent CIW Inspection Reports – Panel was informed the report highlighted four unscheduled inspections and one scheduled inspection and that all inspections took place during Covid. Panel heard CIW found no non-compliance with regulations and no priority action notices were issued. 11 areas of improvement were identified across the different services and an action plan is in place to work towards the areas of improvement. Panel was pleased to hear this and felt that the issues raised by CIW in the report were minor compared to the overall care of the people looked at.

Issues / Concerns:

- Overview of Adult Services in Swansea – Panel heard that the Service had been successful in recruiting more social workers but queried if this was at the detriment of other authorities, or if new potentially qualified people were coming into the industry at this time. Panel was informed it is a bit of both, we have lost some social workers to neighbouring authorities and gained some, but the Council is also actively pursuing the number of students it supports through the social work qualification, so trying to nurture and grow its own. Panel heard that it is a national challenge, and something needs to be done at a Welsh Government level to attract people into the profession across the country.
- Response to WAO recommendations: Direct Payments for Adult Social Care - In relation to recommendation 2, Panel asked if the wider care team have up to date knowledge of direct payments and understand how they can be used. Panel was informed that Welsh Government is currently consulting regarding continuing health care and looking at direct payments being conjoined with continuing health care and whether it is a viable option. Panel heard that in relation to practitioners, the Direct Payments (DP) Team liaise regularly with information sessions etc. but it is a slow process. In terms of general understanding of direct payments in community services and primary care services, Panel heard it is much higher than it was but there is still some work to do around GP practices. Panel heard that the DP team is producing some quantitative data but is also hoping to increase its qualitative data ie telling

people's stories. Panel was pleased to hear this and is keen to see this qualitative data when it is available.

- Response to WAO recommendations: Direct Payments for Adult Social Care – Panel queried how the Service captures everything that direct payments are used for as it seems extremely flexible. For example, are they being used properly; are they being used for what they are intended; is the Authority capturing where money is actually being spent and are clients having a good deal out of it. Panel informed that this is where qualitative data ie personal stories can be used, as it would be really helpful for people to share what they used direct payments for. It was agreed that personal stories of how direct payments are used will be shared with the Panel when available.
- Recent CIW Inspection Reports – Panel expressed concern about the point raised by CIW with regards to medication and wanted clarification that it has been picked up and taken right across the board of all the establishments. Panel was reassured that robust processes and monitoring are in place on a weekly basis across all sites in terms of medication administration.

Action Recommended / Agreed:

- Panel raised a query in relation to the public question at the previous meeting on learning disabilities. Panel wanted to know how many people in Swansea are in the same situation as the person mentioned in the public question, and the types of accommodation people with these needs could go to. Officers confirmed there are 62 individuals in Swansea who are in the same situation. Regarding types of accommodation, Panel heard that it is a whole mix of housing options, whether it is individual units where people are supported or supported living. Panel heard that there are different approaches being applied, it is down to individual circumstances, and it changes over people's lifetimes. Panel felt it would be useful to know what the Authority has been able to do for these individuals and the range of need on an individual or collective basis. This action was agreed.
- Response to WAO recommendations: Direct Payments for Adult Social Care - In relation to recommendation 9, Panel asked if the service has a picture of the categories of users of Direct Payment services. Panel informed the Panel has high level information on this in the Performance Monitoring Report and this can be broken down further if the Panel wished. Panel confirmed it would be useful to have the information refined further so it can see the categories, as there may be other developing social and health issues for which direct payments may be better than the alternative currently being used.

4. Future Work Programme

The programme for the remainder of this municipal year is as follows:

Meeting date	Item to be discussed
13 February 2023	<ul style="list-style-type: none">• Draft Budget Proposals for Adult Services / Child and Family Services
21 March 2023	<ul style="list-style-type: none">• Update on West Glamorgan Transformation• Performance Monitoring• Briefing on Annual Review of Charges (Social Services) 2021/22• Local Area Coordination Update
2 May 2023	<ul style="list-style-type: none">• Adult Services Complaints Annual Report 2021/22• Update on how Council's policy commitments translate to Adult Services• Commissioning Reviews Progress Update• End of Year Review

5. Action for the Scrutiny Programme Committee

None.

Agenda Item 9



Report of the Chair of the Scrutiny Programme Committee

Scrutiny Programme Committee – 14 February 2023

Membership of Scrutiny Panels and Working Groups

Purpose:	The Scrutiny Programme Committee is responsible for appointing members and conveners to the various Scrutiny Panels / Working Groups that are established. This report advises of relevant matters that need to be considered.
Content:	This report is provided to facilitate any changes that need to be made.
Councillors are being asked to:	agree the membership of Panels and Working Groups reported, and any other changes necessary.
Lead Councillor:	Councillor Peter Black, Chair of the Scrutiny Programme Committee
Lead Officer & Report Author:	Brij Madahar, Scrutiny Team Leader Tel: 01792 637257 E-mail: brij.madahar@swansea.gov.uk
Legal Officer:	Debbie Smith
Finance Officer:	Amanda Thomas

1. Introduction

- 1.1 In accordance with Council report 18 October 2012, when current scrutiny arrangements were agreed, the Scrutiny Programme Committee is responsible for appointing members and conveners to the various Scrutiny Panels / Working Groups that are established.

2. Proposed Revision to Current Scrutiny Panel / Working Group Membership

- 2.1 Service Improvement & Finance Performance Panel – REMOVE Councillor Hazel Morris.
- 2.2 Development & Regeneration Performance Panel – REMOVE Councillor Hazel Morris.

3. Guiding Principles

3.1 When determining membership / conveners or agreeing any changes there are some key considerations for the Committee:

- It is necessary for more than one political group to be represented on each Panel / Working Group.
- These bodies also need to be of a manageable size in terms of team working and effective questioning.
- To ensure that all political groups have opportunities and are engaged.
- Good scrutiny practice places emphasis on respect for minority party wishes around both chairing of such bodies and the work programme.
- Being fair and balanced in the appointment of conveners, when there is interest from more than one councillor, e.g. giving opportunity to those who have not acted as convener previously.
- The Committee should reflect on the existing 'balance' of conveners to help inform future appointments.
- A minimum of three members should be present at all Panel / Working Group meetings.

4. Legal Implications

4.1 There are no specific legal implications raised by this report.

5. Financial Implications

5.1 There are no specific financial implications raised by this report.

Background Papers: None

Appendices: None

Agenda Item 10



Report of the Chair of the Scrutiny Programme Committee

Scrutiny Programme Committee – 14 February 2023

Scrutiny Work Programme

Purpose	This report presents the agreed Scrutiny Work Programme for 2022/23, which the Committee is responsible for monitoring.
Content	The agreed work programme is attached, which shows the topics that will be examined by scrutiny through various Panels and Working Groups. A plan for future Committee meetings is also attached.
Councillors are being asked to	<ul style="list-style-type: none">• plan for the Committee meetings ahead• consider opportunities for pre-decision scrutiny• review the Scrutiny Work Programme (including progress of current Panels and Working Groups)
Lead Councillor	Councillor Peter Black, Chair of the Scrutiny Programme Committee
Lead Officer	Tracey Meredith, Chief Legal Officer
Report Author	Brij Madahar, Scrutiny Team Leader Tel: 01792 637257 E-mail: brij.madahar@swansea.gov.uk
Legal Officer:	Debbie Smith
Finance Officer:	Amanda Thomas
Access to Services Officer:	Catherine Window

1. Introduction

- 1.1 The Scrutiny Programme Committee is responsible for developing the Council's Scrutiny Work Programme and managing the overall work of scrutiny to ensure that it is as effective as possible.
- 1.2 A report is provided to each meeting to enable the Committee to maintain an overview of agreed scrutiny activities, monitor progress, and coordinate work as necessary.
- 1.3 The broad aim of the scrutiny function is to engage non-executive councillors in activities to:

- provide an effective challenge to the executive
 - help improve services, policies, and performance
 - engage the public in its work
- 1.4 The Scrutiny Work Programme is guided by the overriding principle that the work of scrutiny should be strategic and significant, focussed on issues of concern, and represent a good use of scrutiny time and resources.

It also needs to be:

- manageable, realistic and achievable given resources available to support activities
 - relevant to council priorities
 - adding value and having maximum impact
 - coordinated and avoids duplication
- 1.5 The work of scrutiny is undertaken primarily in three ways – through the Committee itself, by establishing informal Panels (for in-depth activities) or via one-off Working Groups. Panels and Working Groups would be open to all non-executive councillors - the Committee will determine membership and conveners following expressions of interest.
- 1.6 Scrutiny will regularly send letters to Cabinet Members communicating findings, views and recommendations for improvement and, where appropriate, by producing reports. Inquiry panels will always produce a final report at the end of the inquiry with conclusions and recommendations for Cabinet (and other decision-makers), informed by the evidence gathered. Inquiry panels will reconvene to follow up on the implementation of agreed recommendations and the impact of their work – usually 6-12 months following cabinet decision.
- 1.7 Although much of the work of scrutiny is carried out by informal Panels and Working Groups these meetings are accessible to the public. Agendas, reports and letters relating to all such scrutiny activities are published, in the same manner as the committee, on the Council's modern.gov online platform:

<https://democracy.swansea.gov.uk/ieDocHome.aspx?bcr=1&LLL=0>

2. Scrutiny Work Programme 2022/23

- 2.1.1 The agreed Scrutiny Work Programme for 2022/23 is set out in ***Appendix 1***.
- 2.1.2. The following paragraphs break down the work programme by specific ways of working to provide a brief overview.

2.2 Scrutiny Programme Committee:

2.2.1 The Committee work plan for the year ahead is attached as **Appendix 2**. This should be kept under constant review to ensure it represents a robust, manageable, and effective plan.

2.2.2 Committee members should always review and confirm items for the next and future meetings considering who should attend and confirm expectations so that meetings are always well planned and prepared for, e.g., information required and key questions that the Committee wishes to ask.

2.2.3 The main item(s) scheduled for the next Committee meeting on 14 March are:

- Follow Up: Bus Services Scrutiny Working Group – As the standalone topic-based Working Groups are one-off scrutiny sessions, the Scrutiny Programme Committee takes responsibility for following up on progress on the issues and action following any suggestions coming out of these scrutiny sessions. Councillor Andrew Stevens, Cabinet Member for Environment & Infrastructure, will attend along with relevant officer(s) to report on progress in the context of the previous scrutiny on Bus Services, on actions, delivery of work and achievements / performance.
- Audit / Scrutiny Relationship – There will also be an opportunity for discussion with the Chair of Governance & Audit Committee to support the development of a strong Audit / Scrutiny relationship, in terms of mutual awareness / understanding of each other's work, co-ordination and avoidance of duplication in work plans, and referral of issues.

2.2.4 The Committee will have the opportunity to review priorities and introduce issues of concern as and when they arise, e.g., pre-decision scrutiny or call-in which may require extra meetings.

2.2.5 Pre-decision scrutiny – this is carried out by the Committee unless delegated elsewhere. The Committee is invited to consider the available information on future Cabinet business and any opportunities for pre-decision scrutiny, taking into account strategic impact, public interest, and financial implications (see Cabinet Forward Plan attached as **Appendix 3**). Any requests will require discussion with relevant Cabinet Member(s) to confirm timescales and window of opportunity for scrutiny involvement. Pre-decision scrutiny enables scrutiny to develop understanding about and ask questions on proposed Cabinet reports to provide 'critical friend' challenge and influence decision-making. It is intended to carry out pre-decision scrutiny of the Cabinet report on the National 20 Mph Default Speed Limit, currently listed for 23 March Cabinet Meeting. This will necessitate an extra SPC meeting to be held, and is being arranged for Monday 20 March at 4pm.

2.3 Inquiry Panels:

- 2.3.1 Once membership and a convener have been appointed the first task of an Inquiry Panel will be to have a briefing on the issue and then determine the key question and terms of reference for the inquiry. Once the planning stage is complete, the inquiry will be evidence gathering, with the last stage being to develop the final report.

In Progress / Planned	Completed (follow up stage)
1. Anti-Social Behaviour (currently evidence gathering – next session on 27 Feb)	1. Procurement (Follow up tba June / July 2023)

2.4 Performance Panels:

- 2.4.1 The following Performance Panels, which enable regular and structured monitoring of performance within these key areas, have been agreed and will meet on an ongoing basis until otherwise agreed by the Committee (frequency of meetings in brackets):

Performance Panel	Convener
1. Service Improvement & Finance (monthly)	Cllr. Chris Holley
2. Education (monthly)	Cllr. Lyndon Jones
3. Adult Services (every six weeks)	Cllr. Susan Jones
4. Child & Family Services (every six weeks)	Cllr. Paxton Hood-Williams
5. Development & Regeneration (every two months)	Cllr. Chris Holley
6. Climate Change & Nature (every two months)	Cllr. Hannah Lawson

- 2.4.2 Performance Panel conveners are scheduled to provide a regular update to the Committee to enable discussion on key activities and impact.

2.5 Working Groups:

- 2.5.1 The following Working Groups will be convened during the year ahead, in the order shown (date where known in brackets):

1. Road Safety (7 Dec)	3. Customer Contact
2. Co-production (9 Mar)	4. Healthy City

2.6 Joint / Regional Scrutiny:

- 2.6.1 **Partneriaeth** – A Joint Scrutiny Councillor Group, comprising of Education Scrutiny Chairs and Vice Chairs, or equivalent, across Swansea Council, Carmarthenshire Council and Pembrokeshire Councils will scrutinise the work of the new regional education

partnership which will support the delivery of school improvement, and ensure greater public accountability over decisions made. Scrutiny will seek reassurance and consider if the Partnership is operating according to the Joint Committee Agreement, and its Business Plan, and is being managed effectively. The Chair of the Scrutiny Programme Committee and Convener of the Education Scrutiny Performance Panel are participating in the Scrutiny of Partneriaeth. The Partneriaeth Joint Committee, comprises the Leaders of the three Councils, as the strategic decision-making body. The Swansea Scrutiny Team manages support for the Scrutiny of Partneriaeth.

- 2.6.2 **Swansea Bay City Region City Deal** – Swansea scrutiny is also involved in the Swansea Bay City Region Joint Scrutiny Committee, approved by Council in July 2018. This arrangement involves three councillor representatives from each of the four Councils involved in the City Region, meeting to scrutinise the work of the Joint Committee responsible for delivering the City Deal programme. As per the Joint Committee Agreement, the Scrutiny Committee is serviced by Neath Port Talbot Council. Swansea Scrutiny Councillor representatives are currently: Jan Curtice, Victoria Holland & Chris Holley.
- 2.6.3 **South West Wales Corporate Joint Committee** – The Corporate Joint Committee (CJC) involves Swansea, Neath Port Talbot, Carmarthenshire and Pembrokeshire Councils, as well as Brecon Beacons and the Pembrokeshire Coast National Park Authorities, and will exercise functions relating to strategic land use planning, regional transport planning and the exercise of economic well-being powers. The Committee has set up a CJC Overview & Scrutiny Sub-Committee which consists of three elected members from each Council and will meet at least quarterly. The Joint Overview & Scrutiny Sub-Committee will scrutinise the decisions / actions of the CJC as it discharges its functions and performance in relation to policy objectives and targets. The Joint Overview & Scrutiny Sub-Committee, is being serviced by Neath Port Talbot Council. The Joint Scrutiny arrangement will not preclude scrutiny within constituent Councils in order to discuss the impact of the CJC on their Council and locality. Swansea Scrutiny Councillor representatives are currently: Peter Black, Wendy Lewis & Mike White.
- 2.6.4 The Scrutiny Programme Committee will need to ensure that there is no duplication between local and regional scrutiny. A regular update on regional scrutiny activity will be provided to Committee members to ensure awareness. Regional scrutiny arrangements will not, however, preclude Councillors within constituent Councils discussing the impact of the regional body on their Council and locality, and holding Cabinet Members to account for their involvement / Council's involvement and engagement in regional bodies, and relevant local decision-making.

3. Monitoring the Work Programme

- 3.1 The Committee is responsible for monitoring progress against the agreed work programme and this includes work undertaken by the informal Panels and Working Groups and findings, to ensure that this work is effective and has the required visibility.
- 3.2 A timetable of all scrutiny activities (projected or actual where dates are known) is attached as **Appendix 4a**. Lead councillors and officers are also noted within. Also provided as **Appendix 4b** is a snapshot of progress with all Panels and Working Groups established by the Committee, as well as Regional Scrutiny, and their current position. These will be updated and provided to every Committee meeting.
- 3.3 The Committee will also be kept abreast of work plans of the individual Performance Panels to improve Committee oversight of topics being examined, check coverage across cabinet portfolios, and help avoid duplication of effort between the Committee and Panels and between Panels etc.
- 3.4 The Scrutiny Work Programme will be kept under constant review by the Committee, with changes made as necessary. The Committee will always retain the flexibility to adapt and re-prioritise the work of scrutiny in response to changing circumstances and/or urgent issues which may arise in-year, to ensure the continued relevance of the programme.
- 3.5 To ensure awareness and avoidance of any issue of duplication it is beneficial for the Committee to receive information about the work plans of relevant Council bodies. This includes the Governance & Audit Committee and the Council's Corporate Delivery Committees. Any issues regarding possible overlap / duplication will be discussed between the Chair of the Scrutiny Programme Committee and relevant Chairs.

4. Public Requests for Scrutiny / Councillor Calls for Action

- 4.1 Members of the public are able to make requests for scrutiny by contacting the Chair or Scrutiny Team in writing detailing the issue of concern, its impact, and suggested action. This can be via the Council's website: www.swansea.gov.uk/raiseanissuetoscrutiny or email to scrutiny@swansea.gov.uk. In accordance with agreed protocol the Chair of the Scrutiny Programme Committee will consider any requests received and bring about proposals to deal with these to the Committee for consideration. Taking into account relevant advice, any such issues may merit inclusion in the work programme, referral elsewhere, or no action.

- 4.2 An issue for Scrutiny has been received relating to the monitoring of action and performance in relation to the Council's Corporate Well-being Objective 'Delivering on Nature Recovery and Climate Change', including Council response to recent Audit Wales report on 'Public Sector Readiness for Net Zero Carbon by 2030'. The Chair of the Scrutiny Programme Committee has considered the issue. As this issue is already included within the Scrutiny Work Programme, the member of the public has been signposted to the work of the Climate Change & Nature Scrutiny Performance Panel, which has been set up to undertake in-depth and ongoing monitoring of the Council's plans, performance, and achievements, and there is opportunity to engage with that Panel. They have been advised that at the last Panel meeting on 10 January, members reviewed the Council's response to the Audit Wales report on 'Public Sector Readiness for Net Zero Carbon by 2030', and have shared this information with the member of the public.

The member of the public raised a specific point about public information (the need for up-to-date real time data / dashboard for citizens to monitor, view and digest Councils efforts, etc) and the lead Cabinet Member, Councillor Andrea Lewis (Cabinet Member for Service Transformation / Deputy Leader), has been directed to respond to the member of the public on this.

- 4.3 An issue for Scrutiny has also been raised regarding the Council's assessment of HMO (Houses in Multiple Occupation) applications. As the topic of HMOs is subject of discussion at the next Committee meeting on 14 February, the member of the public has been invited to submit question(s) that can be put to the lead Cabinet Member and dealt with under Public Question Time.

5. Integrated Assessment Implications

- 5.1 The Council is subject to the Equality Act (Public Sector Equality Duty and the socio-economic duty), the Well-being of Future Generations (Wales) Act 2015 and the Welsh Language (Wales) Measure, 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 Acts.
- 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.
- Consider opportunities for people to use the Welsh language.
- Treat the Welsh language no less favourably than English.
- Ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.

- 5.1.1 The Well-being of Future Generations (Wales) Act 2015 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’.
- 5.1.2 Our Integrated Impact Assessment (IIA) process ensures we have paid due regard to the above. It also takes into account other key issues and priorities, such as poverty and social exclusion, community cohesion, carers, the United Nations Convention on the Rights of the Child (UNCRC) and Welsh language.
- 5.2 An IIA screening has been undertaken noting there are minimal impact assessment implications associated with this report (IIA can be viewed in **Appendix 5**). The work of Scrutiny is open to the public, promoted via Council media channels, and enable all citizens to ask questions, raise issues and/or input views. The Work Programme takes into account a range of factors, including Council priorities and community concerns. The public were invited to input scrutiny topic suggestions. The work of Scrutiny will involve examination of Council services and making recommendations for improvement to Cabinet Members (and other decision-makers). Scrutiny activities have the potential for engagement to ensure public views can feed into the Scrutiny process. Each Scrutiny Inquiry and report will be subject to its own IIA process.

6. Financial Implications

- 6.1 Any costs that arise out of work plan activities, for example expenses for witnesses or transport costs, are not envisaged to be significant and will be contained within the existing Scrutiny Budget.

7. Legal Implications

- 7.1 There are no specific legal implications raised by this report.

Background papers: None

Appendices:

Appendix 1: Agreed Scrutiny Work Programme 2022/23

Appendix 2: Scrutiny Programme Committee Work Plan 2022/23

Appendix 3: Cabinet Forward Plan

Appendix 4a: Scrutiny Work Programme – Projected Timetable of Activity

Appendix 4b: Progress Report – Current Scrutiny Panels, Working Groups, Regional Scrutiny

Appendix 5: IIA Screening Form

Appendix 1 - AGREED Scrutiny Work Programme 2022/23

New Inquiry Panel (time-limited in-depth scrutiny – six months)	New Working Groups (light-touch scrutiny / one-off meetings)	Performance Panels (ongoing in-depth performance / financial monitoring & challenge)	Issues for Scrutiny Programme Committee (overall work programme management; discussion of broad range of policy and service issues)
<p>1. Anti-Social Behaviour (Terms of Reference / Key Question to be agreed by Panel, but could focus on the effectiveness of partnership working in tackling anti-social behaviour in our communities; look at factors behind rising anti-social behaviour; powers & resources; reporting and response; current approaches; good practice elsewhere; the role of elected members, etc.)</p> <p>Reserve / Alternate Topic:</p> <p>2. Domestic Abuse (Terms of Reference / Key Question to be agreed – but would concern the quality of support for victims and what could be done better, taking internal & external evidence)</p>	<p>1. Road Safety (enabling focussed questioning & discussion on hot spots; work to improve safety; preventative measures; speed controls – use of signs / humps / cameras; proposed new 20mph limits; condition of roads; safety of cyclists & pedestrians; partnership working, etc.)</p> <p>2. Co-production (enabling focussed questioning & discussion on the development of Co-production in the Council and progress, helping to improve involvement and engagement with service users, partners and the public in the design & delivery of services & decision-making, etc.)</p> <p>3. Healthy City (enabling focussed questioning & discussion exploration of the Healthy City Partnership, key activities and achievements, work in relation to health promotion, particularly physical activities, including provision of outdoor sport and activities and opportunities for young people, etc.)</p> <p>4. Customer Contact (enabling focussed questioning & discussion on user experience when contacting the Council /</p>	<p>1. Service Improvement & Finance (monthly)</p> <p>2. Education (monthly)</p> <p>3. Adult Services (every six weeks)</p> <p>4. Child & Family Services (every six weeks)</p> <p>5. Development & Regeneration (every two months)</p> <p>6. Climate Change & Nature (every two months)</p> <p>Specific issues to consider including within wider Panel work plans:</p> <ul style="list-style-type: none"> • Service Improvement & Finance: <ul style="list-style-type: none"> - Corporate Plan - Scrutiny of Budget Proposals - Overall Performance Management - Welsh Housing Quality Standard - Planning Services - Waste & Street Cleansing - Recycling of Business Waste • Education: <ul style="list-style-type: none"> - Achievement against Corporate Priorities / Objectives / Policy Commitments - Follow up post Education Estyn LEA inspection - Quality in Education (QEd) / Sustainable Communities for Learning - Additional Learning Needs (ALN) - School New Curriculum - Outdoor Learning in Primary Schools - Music Provision in Schools 	<ul style="list-style-type: none"> • Specific annual reports: <ul style="list-style-type: none"> - Children & Young People’s Rights Scheme - Corporate Safeguarding - Delivery of Corporate Priority – Tackling Poverty • Leader Q & A Session(s): <ul style="list-style-type: none"> - ‘Achieving Better Together’ Recovery / Transformation Plan - Policy Commitments / Council Priorities • Other Cabinet Member Q & As (issues to pick up): <ul style="list-style-type: none"> - Archives / Community Hub - Fly Tipping - Homelessness - Houses of Multiple Occupation - Parks - Community Growing - Community Groups, Engagement & Development • Public Services Board • Crime & Disorder (Community Safety) • Follow Up on Previous Working Groups: <ul style="list-style-type: none"> - Bus Services - Workforce (including discussion on Workforce Development Strategy)

Appendix 1 - AGREED Scrutiny Work Programme 2022/23

<p>Follow Up of Previous Inquiries:</p> <p>1. Procurement</p>	<p>accessing services whether by telephone or on-line / though digital means; provision for off line and on-line contact; effectiveness of Council Contact Centre; on-going actions to improve digital inclusion / access; quality of website, etc.)</p> <p>Reserve List:</p> <ul style="list-style-type: none"> • Active Travel (enabling focussed questioning & discussion on the Council's Active Travel Plans and outcomes; current & future developments; improvements to community consultation; how well we are meeting obligations of Welsh Government Active Travel Act; usage - impact on numbers cycling / walking; and relevant issues) • Racism in Schools (enabling focussed questioning & discussion on the extent of the issue; how schools deal with suspected racist incidents; reporting arrangements, rates etc.) 	<ul style="list-style-type: none"> • Adult Services: <ul style="list-style-type: none"> - Achievement against Corporate Priorities / Objectives / Policy Commitments - Relationship between Health & Social Care • Child & Family Services: <ul style="list-style-type: none"> - Achievement against Corporate Priorities / Objectives / Policy Commitments - Supported Living for Young People - Quality Assurance Framework • Development & Regeneration: <ul style="list-style-type: none"> - Achievement against Corporate Priorities / Objectives / Policy Commitments - City Deal 'Swansea specific' Projects - City Centre Retail / Development - New Build Housing Towers (e.g., student accommodation) - Historic / Listed Buildings - SA1 development & supporting infrastructure / services • Climate Change & Nature: <ul style="list-style-type: none"> - Achievement against Corporate Priorities / Objectives / Policy Commitments - Progress against Net Zero 2030 - Use of Glyphosate - Air Pollution - Green Vehicle Adoption & Provision for public / residential EV Charging - Flooding / Local Flood Risk Management 	
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Joint / Regional Scrutiny

- **Partneriaeth** (Education / School Improvement – Joint Scrutiny Councillor Group)
- **City Deal** (Development / Regeneration - Swansea Bay City Region Joint Scrutiny Committee)
- **South West Wales Corporate Joint Committee** (Land Use Planning; Regional Transport; Economic Well-being – Joint Overview & Scrutiny Sub-Committee)

Scrutiny Programme Committee – Work Plan 2022/23

ACTIVITY	19 Jul 2022	16 Aug 2022	13 Sep 2022 CANCELLED	18 Oct 2022	15 Nov 2022	13 Dec 2022
Scrutiny Work Programme	Agreement of Scrutiny Work Programme	Draft Scrutiny Annual Report 2021/22				
Cabinet Member Portfolio Responsibility Q & A Sessions		Archives / Community Hub (CM for Equalities & Culture)	Fly Tipping (CM for Community Services)	Scrutiny of Swansea Public Services Board	Fly Tipping (CM for Community Services)	Homelessness (CM for Service Transformation)
Other Cabinet Member / Officer Reports					Annual Corporate Safeguarding Report (CM for Care Services / Director of Social Services)	
Scrutiny Performance Panel Progress Reports						
Pre-decision Scrutiny				Oracle Project Investment Update		
Final Scrutiny Inquiry Reports / Follow Up on Scrutiny Recs.					Follow Up: Scrutiny Working Group - Workforce (CM for Corporate Service & Performance)	

ACTIVITY	17 Jan 2023	14 Feb 2023	14 Mar 2023	20 Mar 2023 (extra)	18 Apr 2023	16 May 2023
Scrutiny Work Programme			Audit / Scrutiny Relationship – Discussion w/ Chair of Governance & Audit Committee			Work Programme Review
Cabinet Member Portfolio Responsibility Q & A Sessions	Leader / Economy, Finance & Strategy (incl. focus on Policy Commitments / Council Priorities; Recovery & Transformation Plan; Council Budget)	Houses in Multiple Occupation (CM for Corporate Service & Performance)				Parks (CM for Investment, Regeneration & Tourism)
Other Cabinet Member / Officer Reports	Delivery of Corporate Priority – Tackling Poverty (annual item) (Leader / CM for Wellbeing)	Scrutiny of Public Services Board (Draft Local Well-being Plan)			Crime & Disorder Scrutiny - Safer Swansea Community Safety Partnership	
Scrutiny Performance Panel Progress Reports	<ul style="list-style-type: none"> Service Improvement & Finance Education 	Adult Services	Child & Family Services		Development & Regeneration	Climate Change & Nature
Pre-decision Scrutiny				National 20 Mph Default Speed Limit		
Final Scrutiny Inquiry Reports / Follow Up on Scrutiny Recs.			Follow Up on Bus Services Working Group recommendations (CM for Environment & Infrastructure)			

Other topics to schedule:

- Children & Young People's Rights Scheme (annual report) (Cabinet Members for Care Services / Education & Learning) – Sep 2023?
- Cabinet Member Q & A: Community Growing (Cabinet Member for Community Support); Community Groups, Engagement & Development (Cabinet Member for Community Support)
- Periodic 'Scrutiny Dispatches Impact Reports'

Appendix 3 – Cabinet Forward Plan 2022-23

Report Title	Report Summary	Report Author	Portfolio	Decision to be taken by	Date of Expected Decision	Exempt Details
UK Shared Prosperity Fund Implementation.	Report outlines SPF Regional Investment Plan and implementation approach including Swansea lead for South West region and request approval to proceed.	Paul Relf	Cabinet Member - Investment, Regeneration & Tourism, Cabinet Member - Economy, Finance and Strategy (Leader)	Cabinet	16 Feb 2023	Open
Revenue and Capital Budget Monitoring 3rd Quarter 2022/23.	To note any significant variations from the agreed budget 2022/23 and savings plan and the actions planned to achieve a balanced budget.	Ben Smith	Cabinet Member - Economy, Finance and Strategy (Leader)	Cabinet	16 Feb 2023	Open
Annual Review of Charges (Social Services) 2022/23.	This report sets out the annual review of Swansea Council's charges (social services), providing a transparent framework for the setting of charges and the application of allowances to citizens who receive managed care and support, provided or arranged by the council.	Simon Jones	Cabinet Member - Care Services	Cabinet	16 Feb 2023	Open

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Appendix 3 – Cabinet Forward Plan 2022-23

Report Title	Report Summary	Report Author	Portfolio	Decision to be taken by	Date of Expected Decision	Exempt Details
Cost of Living Support Scheme – Additional Discretionary Scheme.	To consider extending the eligibility to the Council's Discretionary Cost of Living Scheme under the powers available to the Authority under the Welsh Government's Cost of Living Support Scheme in order to provide financial support to householders considered to be in need of assistance with living costs.	Julian Morgans	Cabinet Member - Economy, Finance and Strategy (Leader)	Cabinet	16 Feb 2023	Open
Updated FPR7 for Palace Theatre Refurbishment.	We will be submitting an updated FPR7 report to summarise the current situation regarding the Palace Theatre project and its expenditure and funding. This report will provide detail of the progress so far and the requirements to complete.	Elliott Williams, Tracy Nichols	Cabinet Member - Investment, Regeneration & Tourism	Cabinet	23 Mar 2023	Open
National 20 Mph Default Speed Limit Including Consideration of the Exemptions Process.	This report has been prepared to advise members on the proposal to make the national default speed limit on restricted roads 20mph and detail those roads which will be exempt and remain at 30mph.	Alan Ferris	Cabinet Member - Environment & Infrastructure	Cabinet	23 Mar 2023	Open

Appendix 3 – Cabinet Forward Plan 2022-23

Report Title	Report Summary	Report Author	Portfolio	Decision to be taken by	Date of Expected Decision	Exempt Details
Tabernacle Morriston Community Resilience Hub.	Grade 1 listed Tabernacle Chapel renovation & improvements, to widen community / business usage. 3rd Sector asset. Council's role purely to manage the capital construction project and associated funding sources.	Jacquelyn Box	Cabinet Member - Investment, Regeneration & Tourism	Cabinet	23 Mar 2023	Open
Quarter 3 2022/23 Performance Monitoring Report.	To report the performance indicator results and summarise the Council's performance meetings its priorities for the third quarter period October 2022 – December 2022	Richard Rowlands	Cabinet Member - Corporate Service & Performance (Deputy Leader)	Cabinet	23 Mar 2023	Open
Disabled Facilities & Improvement Grant Programme 2023/24.	To provide details of Disabled Facilities & Improvement Grant Programme and to seek approval to include schemes in the 2023/24 Capital Programme.	Darren Williams	Cabinet Member - Service Transformation (Deputy Leader)	Cabinet	23 Mar 2023	Open
Building Capital Maintenance Programme 2023/24.	This report sets out the way in which the Capital Maintenance resources for 2023/24 will be deployed.	Nigel Williams	Cabinet Member - Economy, Finance and Strategy (Leader)	Cabinet	23 Mar 2023	Open

Appendix 3 – Cabinet Forward Plan 2022-23

Report Title	Report Summary	Report Author	Portfolio	Decision to be taken by	Date of Expected Decision	Exempt Details
Capital Allocation to Highway Infrastructure Assets 2023-24.	To confirm the Capital work programmes for highway infrastructure assets	Stuart Davies, Bob Fenwick	Cabinet Member - Environment & Infrastructure	Cabinet	23 Mar 2023	Open
Third Sector Compact Agreement Update.	The report updates on Swansea's Third Sector Compact Agreement and the work to date of the Third Sector Liaison Group who were formed as part of the updated Swansea Compact Agreement with the Voluntary Sector in 2018	Spencer Martin	Cabinet Member - Well-being	Cabinet	23 Mar 2023	Open
National Empty Homes Scheme 2023 - 2025.	To provide details of the National Empty Homes Scheme and to seek approval to participate in the scheme including match funding requirements.	Darren Williams	Cabinet Member - Corporate Service & Performance (Deputy Leader)	Cabinet	23 Mar 2023	Open
Swansea Public Toilet Strategy – Revised January 2023.	A revision of Swansea's Public Toilet Strategy, in line with Welsh Government guidance.	Andy Edwards	Cabinet Members - Community	Cabinet	23 Mar 2023	Open

Appendix 3 – Cabinet Forward Plan 2022-23

Report Title	Report Summary	Report Author	Portfolio	Decision to be taken by	Date of Expected Decision	Exempt Details
Grant of a New Lease to Rockspur Football Club at Dylan Thomas School Playing Fields John Street Cockett.	Dylan Thomas Community School would like to increase the community use of the school site and improve the sporting facilities available for its pupils. The school would like to grant a new 10 year lease to Rockspur Football Club to allow them to use the site for training and match days. The school would benefit from the improved facilities that the club would support. This report would be seeking cabinet approval as required within the asset management plan.	Kelly Small	Cabinet Member - Education & Learning	Cabinet	23 Mar 2023	Open
Digital Strategy 2022-27 and the Digital Transformation Programme.	This is the updated Digital Strategy for the Council 2022-27, and Digital Transformation Programme for the next five years.	Sarah Lackenby	Cabinet Member - Service Transformation (Deputy Leader)	Cabinet	20 Apr 2023	Open
Leisure Partnership Annual Report 2021/2022.	To advise Cabinet of the partnership operations of key facilities within the Cultural Services portfolio.	Jamie Rewbridge	Cabinet Member - Investment, Regeneration & Tourism	Cabinet	20 Apr 2023	Open

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Appendix 3 – Cabinet Forward Plan 2022-23

Report Title	Report Summary	Report Author	Portfolio	Decision to be taken by	Date of Expected Decision	Exempt Details
Vulnerable Learners Service Inclusion Strategy.	Report outlines the Vulnerable Learners Service Inclusion Strategy and details priorities, actions and intended impact.	Kate Phillips	Cabinet Member - Education & Learning	Cabinet	18 May 2023	Open

Appendix 4a

Activity / Month	JUN 2022	JUL	AUG	SEP	OCT	NOV	DEC	JAN 2023	FEB	MAR	APR	MAY
PERFORMANCE PANELS:												
Service Improvement & Finance (monthly) Lead Scrutiny Councillor: Chris Holley Lead Scrutiny Officer: Rachel Percival Lead Cabinet Member: Rob Stewart / David Hopkins Lead CMT: Ness Young / Ben Smith Lead Head of Service: Lee Wenham				6	4	8	6	17	14	14	18	9
Education (monthly) Lead Scrutiny Councillor: Lyndon Jones Lead Scrutiny Officer: Michelle Roberts Lead Cabinet Member: Robert Smith Lead CMT: Helen Morgan-Rees Lead Head of Service: cross-cutting					27	17	15	19	13	16**	20	11
Adult Services (every 6 weeks) Lead Scrutiny Councillor: Sue Jones Lead Scrutiny Officer: Liz Jordan Lead Cabinet Member: Louise Gibbard Lead CMT: Dave Howes Lead Head of Service: Amy Hawkins / Helen St John				27		8		31	13 Joint SS	21		2
Child & Family Services (every 6 weeks) Lead Scrutiny Councillor: Paxton Hood-Williams Lead Scrutiny Officer: Liz Jordan Lead Cabinet Member: Louise Gibbard Lead CMT: Dave Howes Lead Head of Service: Julie Davies					11	1	5	24	13 Joint SS	7	25	

Activity / Month	JUN 2022	JUL	AUG	SEP	OCT	NOV	DEC	JAN 2023	FEB	MAR	APR	MAY
Development & Regeneration (every 2 months) Lead Scrutiny Councillor: Chris Holley Lead Scrutiny Officer: Rachel Percival Lead Cabinet Member: Rob Stewart / Robert Francis-Davies Lead CMT: Mark Wade Lead Head of Service: Phil Holmes				5		14		30		20		15
Climate Change & Nature (every 2 months) Lead Scrutiny Councillor: Hannah Lawson Lead Scrutiny Officer: Liz Jordan Lead Cabinet Member: Andrea Lewis Lead CMT: Mark Wade Lead Head of Service: cross-cutting						9		10		8		2
WORKING GROUPS:												
Topic 1 – Road Safety Lead Scrutiny Councillor: Hazel Morris Lead Scrutiny Officer: Rachel Percival Lead Cabinet Member: Andrew Stevens Lead CMT: Mark Wade Lead Head of Service: Stuart Davies							7					
Topic 2 – Co-production Lead Scrutiny Councillor: Lyndon Jones Lead Scrutiny Officer: Rachel Percival Lead Cabinet Member: Hayley Gwilliam Lead CMT: cross-cutting / Ness Young Lead Head of Service: cross-cutting / Marlyn Dickson										9		

Activity / Month	JUN 2022	JUL	AUG	SEP	OCT	NOV	DEC	JAN 2023	FEB	MAR	APR	MAY
Topic 3 – Healthy City Lead Scrutiny Councillor: Mary Jones Lead Scrutiny Officer: Rachel Percival Lead Cabinet Member: Elliot King Lead CMT: Dave Howes Lead Head of Service: cross-cutting												
Topic 4 – Customer Contact Lead Scrutiny Councillor: Rebecca Fogarty Lead Scrutiny Officer: Rachel Percival Lead Cabinet Member: Andrea Lewis Lead CMT: Ness Young Lead Head of Service: Sarah Lackenby												
REGIONAL SCRUTINY:												
Partneriaeth Regional Scrutiny Councillor Group (Education / School Improvement) (quarterly) Swansea Scrutiny Councillors: Lyndon Jones (chair) / Peter Black Lead Scrutiny Officer: Michelle Roberts Lead Partneriaeth: Ian Altman / Gareth Morgans Lead Cabinet Member: Robert Smith Lead CMT: Helen Morgan-Rees Regional Lead: (Lead Director for Partneriaeth)					24				13			

Appendix 4a

Activity / Month	JUN 2022	JUL	AUG	SEP	OCT	NOV	DEC	JAN 2023	FEB	MAR	APR	MAY
Swansea Bay City Region Joint Scrutiny Committee (every 2 months) Lead Scrutiny Councillor: Rob James (Carmarthenshire Council) Swansea Scrutiny Councillors: Jan Curtice, Victoria Holland, Chris Holley Lead Scrutiny Officer: Stacy Curran, Neath Port Talbot Council Lead Cabinet Member: Rob Stewart Lead CMT: Martin Nicholls / Mark Wade Lead Head of Service: Phil Holmes		5		6			6		28			2
South West Wales Corporate Joint Committee - Overview & Scrutiny Sub-Committee (quarterly) Lead Scrutiny Councillor: Russell Sparks (Carmarthenshire Council) Swansea Scrutiny Councillors: Peter Black, Wendy Lewis, Mike White Lead Scrutiny Officer: Stacy Curran, Neath Port Talbot Council Lead Cabinet Member: Rob Stewart Lead CMT: Martin Nicholls / Mark Wade Lead Head of Service: Phil Holmes						8		27	23		20	

* denotes extra meeting

** not public

Progress Report – Current Scrutiny Panels / Working Groups / Regional Scrutiny

1. Inquiry Panels:

These will undertake in-depth inquiries into specific and significant areas of concern on a task and finish basis and will be expected to take around six months to complete to enable wide-ranging evidence gathering, and production of a final report with conclusions and recommendations for Cabinet (and other decision-makers).

a) **Anti-Social Behaviour** (convener: Cllr Terry Hennegan)

Key Question: *How can the Council ensure that it is working with its partners to appropriately and effectively tackle Anti-Social Behaviour in Swansea?*

Progress Bar:

Planning				Evidence Gathering				Draft Final Report			

The first evidence gathering session took place on the 17 January where the Panel spoke with the Community Safety, Community Inclusion and the Anti-Social Behaviour Officer. In February, the Panel will meet with the Police and also the Education Department.

(NB - Inquiries may take up to six months to complete, as they will call for wide ranging evidence, and will lead to a report with conclusions and recommendations that will be presented to Cabinet)

2. Follow Up on Completed Inquiries:

Follow-ups of inquiries will consider both the implementation of scrutiny recommendations and wider impact / difference made. Inquiry Panels are reconvened between 6-12 months after cabinet decision on Inquiry reports.

Inquiry	Cabinet Decision	Recommendations			Follow Up Panel Meeting
		Agreed	Partly	Rejected	
Procurement	20 Oct 2022	14	0	0	tba June/July 2023

3. Performance Panels:

Performance Panels enable regular and structured in-depth monitoring of performance and challenge within these key areas:

a) **Service Improvement & Finance** (convener: Cllr Chris Holley)

This Panel meets every month. On 17 January this Panel looked at the budget proposals for 2023/24 – 2026/27, the Quarter 2 Revenue and Capital Budget Monitoring 2022/23, the Quarter 2 Performance Monitoring Report 2022/23 and an update on the Sustainable Swansea Programme.

The next meeting on 14 February will be pre decision scrutiny on the Annual Budget 2023/24 and the Medium Term Financial Plan 2024/25 – 2026/27.

b) **Education** (convener: Cllr Lyndon Jones)

This Panel meets every month. At its last meeting in January, it looked at how the New Curriculum for Wales is being implemented. They met with the Headteachers and Chairs of Governors from schools in the Pontarddulais cluster along with Partneriaeth and the School Improvement Service.

At their next meeting in February, they will carry out pre-decision scrutiny on the annual budget as it relates to education matters.

c) **Adult Services** (convener: Cllr Susan Jones)

This Panel meets every 6 weeks. A progress report appears in the agenda under Item 8.

d) **Child & Family Services** (convener: Cllr Paxton Hood-Williams)

This Panel meets every 6 weeks. At the meeting on 24 January a representative of the Health Board updated the Panel on Child and Adolescent Mental Health Services. Child Disability Services was also discussed at this meeting.

A joint Social Services Panel meeting will be held on 13 February to look at the draft budget in relation to Child and Family Services and Adult Services.

The next CFS Panel meeting on 7 March will receive an update on Support for Carers and an update on Performance Monitoring. The meeting will also discuss the Youth Offending Service and the Adolescent Strategy and Action Plan.

e) **Development & Regeneration** (convener: Cllr Chris Holley)

This Panel meets every two months. On 30 January this Panel reviewed the Regeneration Programme/Project Monitoring Report as well as a focussed look on the Tourism Destination Management Plan.

The next meeting on 20 March will focus on the Council's response to an Audit Wales Report regarding Town Centre Regeneration and continue reviewing progress on the Regeneration Programme/Projects.

f) **Climate Change & Nature** (convener: Cllr Hannah Lawson)

This Panel meets every two months. The Panel met on 10 January and received an update on Climate Change including the response to Audit Wales report on Public Sector Readiness for Net Zero Carbon by 2030. The Panel also discussed Green Vehicle Adoption and Public/Residential Electric Vehicle Charging and received a briefing on Weed Management/Use of Glyphosate.

At the next meeting on 8 March the Panel will discuss Nature Conservation - Project Updates and Air Quality Management and receive its annual update on Local Flood Risk Management.

4. **Regional Scrutiny:**

This is collaborative scrutiny with other Local Authorities for topics / issues of shared interest or concern, and models of regional working.

a) **Partneriaeth - Regional Education Partnership**

Partneriaeth Scrutiny is expected to take place every school term, mirroring meetings of the Partneriaeth Joint Committee. The first Partneriaeth Scrutiny Councillor Group took place on the 24 October 2022 where they looked at the legal agreement, received feedback on items on the agenda for the Partneriaeth Joint Committee agreed their work plan for this school year.

The next meeting will take place on the 13 February where they will review, scrutinise and assess the Joint Committee's risk management, internal control and corporate governance arrangements. They will also look at progress and performance of Partneriaeth Priority 1 - Curriculum & Assessment.

b) **Swansea Bay City Region City Deal**

The Joint Scrutiny Committee meets every two months. The meeting on 6 December focussed on the Homes as Power Stations City Deal project, as well as overall programme / project monitoring including the latest financial position. There was also discussion on the independent Gateway Review carried out in July and associated action plan.

The next meeting takes place on 28 February 2023.

The Joint Scrutiny Committee is supported by Scrutiny Officers in Neath Port Talbot Council and agendas / minutes of meetings can be found on-line:

<https://democracy.npt.gov.uk/ieListMeetings.aspx?Committeeld=417>

c) **South West Wales Corporate Joint Committee**

The CJC Overview & Scrutiny Sub-Committee will meet at least quarterly. The first CJC Overview & Scrutiny Sub-Committee meeting took place on 8 November 2022 to appoint a Chair (Cllr Russell Sparks – Carmarthenshire Council) and Vice-Chair (Cllr Tim Bowen – Neath Port Talbot Council). The Sub-Committee was provided with an overview on the structure of the South West Wales Corporate Joint Committee, functions of the Sub-Committee, and discussed a work plan for scrutiny. At the last meeting held on 27 January 2023 the Committee discussed the Corporate Joint Committee budget for financial year 2023/24.

The next meeting on 23 February will focus on CJC activity in relation to Economic Development and Transport.

The Overview & Scrutiny Sub-Committee is supported by Scrutiny Officers in Neath Port Talbot Council and agendas / minutes of meetings can be found on-line:

<https://democracy.npt.gov.uk/ieListMeetings.aspx?Committeeld=499>

5. **Working Groups:**

A number of new topics have been identified which will be dealt with through one-off Working Groups. These enable a 'light-touch' approach to specific topics of concern and will be planned as a one-off meeting (in the order shown below) primarily involving discussion with relevant cabinet member(s) / officer(s), and any other persons called, to gather information, ask questions, and give views / raise any concerns.

a) **Road Safety** (convener: Cllr Hazel Morris)

This Working Group met on 7 December to enable information, focussed questioning & discussion to understand the Council's role and responsibilities on road safety, e.g., asking about hot spots; work to improve safety; preventative measures; speed controls – use of signs / humps / cameras; proposed new 20mph limits; condition of roads; safety of cyclists & pedestrians; partnership working, etc. A letter with the Working Group's conclusions and recommendations has been sent to the Cabinet Member.

This has been carried over from previous work programme.

b) **Co-production** (convener: Cllr Lyndon Jones)

This Working Group has been arranged for 9 March 2023. It will enable information, focussed questioning & discussion on the development of Co-production in the Council and progress, helping to improve involvement and engagement with service users, partners, and the public in the design & delivery of services & decision-making, etc.

c) **Customer Contact** (convener: Cllr Rebecca Fogarty)

This will enable information, focussed questioning & discussion on the user experience when contacting the Council / accessing services whether by telephone or on-line / through digital means; provision for off line and on-line contact; effectiveness of Council Contact Centre; on-going actions to improve digital inclusion / access; quality of website, etc.

d) **Healthy City** (convener: Cllr Mary Jones)

This will enable information, focussed questioning & discussion exploring the Healthy City Partnership, key activities and achievements, work in relation to health promotion, particularly physical activities, including provision of outdoor sport and activities and opportunities for young people, etc.

This has been carried over from previous work programme.

Appendix 5 - Integrated Impact Assessment Screening Form

Which service area and directorate are you from?

Service Area: Legal, Democratic Services & Business Intelligence

Directorate: Resources

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:

Information / monitoring report on the agreed Scrutiny Work Programme and progress.

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"/>

Appendix 5 - Integrated Impact Assessment Screening Form

- 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 work of Scrutiny is open to the public, promoted via Council media channels, and enable all citizens to ask questions, raise issues and/or input views. The Work Programme takes into account a range of factors, including Council priorities and community concerns. The public were invited to input scrutiny topic suggestions.

- 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 work of Scrutiny will involve examination of Council services and making recommendations for improvement to Cabinet Members (and other decision-makers).

-
- 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?**

Low impact because there are no decisions within the report which will directly affect service users, people and/or communities, but scrutiny activity described within the report have the potential for engagement to ensure public views can feed into the Scrutiny process. Each Scrutiny Inquiry and report will be subject to its own IIA process.

Appendix 5 - Integrated Impact Assessment Screening Form

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)**

The work of Scrutiny is open to the public, promoted via Council media channels, and enable all citizens to ask questions, raise issues and/or input views. The Work Programme takes into account a range of factors, including Council priorities and community concerns. The public were invited to input scrutiny topic suggestions. The work of Scrutiny will involve examination of Council services and making recommendations for improvement to Cabinet Members (and other decision-makers). Scrutiny activities have the potential for engagement to ensure public views can feed into the Scrutiny process. Each Scrutiny Inquiry and report will be subject to its own IIA process.

Full IIA to be completed

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

Screening completed by:
Name: Brij Madahar
Job title: Scrutiny Team Leader
Date: 2 February 2023
Approval for Head of Service:
Name: Debbie Smith
Position: Deputy Chief Legal Officer
Date: 7 February 2023

Agenda Item 11



Report of the Chair of the Scrutiny Programme Committee

Scrutiny Programme Committee – 14 February 2023

Scrutiny Letters

Purpose:	To ensure the Committee is aware of the scrutiny letters produced following various scrutiny activities, and to track responses to date.
Content:	The report includes a log of scrutiny letters produced this municipal year and provides a copy of correspondence between Scrutiny and Cabinet Members for discussion as required.
Councillors are being asked to:	<ul style="list-style-type: none">• Review the scrutiny letters and responses• Make comments, observations and recommendations as necessary
Lead Councillor:	Councillor Peter Black, Chair of the Scrutiny Programme Committee
Lead Officer:	Tracey Meredith, Chief Legal Officer
Report Author:	Brij Madahar, Scrutiny Team Leader Tel: 01792 637257 E-mail: brij.madahar@swansea.gov.uk
Legal Officer:	Debbie Smith
Finance Officer:	Amanda Thomas

1. Introduction

- 1.1 The production of scrutiny letters has become an established part of the way scrutiny operates in Swansea. Letters from the chair (or conveners) allow scrutiny to communicate directly and quickly with relevant Cabinet Members.
- 1.2 These letters are used to convey views and conclusions about particular issues discussed, and provide the opportunity to raise concerns, ask for further information, and make recommendations. This enables scrutiny to engage with Cabinet Members on a regular and structured basis.

2. Reporting of Letters

- 2.1 All scrutiny letters, whether they are written by the Scrutiny Programme Committee or conveners of Panels / Working Groups, are published to ensure visibility, of the outcomes from meetings, across the Council and public.
- 2.2 The Scrutiny Programme Committee agenda also includes a copy of letters to/from Cabinet Members for its attention and discussion as required, e.g., letters relating to the work of the Committee, Working Groups, and Inquiry Panel follow ups. Letters are included when Cabinet Member responses that were awaited are received or where a scrutiny letter did not require a response.
- 2.3 Where requested Cabinet Members are expected to respond in writing to scrutiny letters within 21 calendar days. The response should indicate what action (if any) they intend to take, or have taken, as a result of the views and recommendations made.
- 2.4 Letters relating to the work of Performance Panels are part of an ongoing dialogue with Cabinet Members and are therefore reported back and monitored by each Panel. However, all Performance Panel Conveners will provide a progress report to the Committee, including summary of correspondence with Cabinet Members and outcomes.

3. Letters Log

- 3.1 This report contains a log of scrutiny letters produced to enable the Committee to maintain an overview of letters activity over the current municipal year – see **Appendix 1**. The letters log will show the average time taken by Cabinet Members to respond to scrutiny letters, and the percentage of letters responded to within timescale. For comparison, during the previous year (2021/22) 66 letters were sent to Cabinet Members, of which 24 required a written response. The average time taken to respond was 18 days, with 71% responded to within the 21 days target.
- 3.2 The following letter(s), not already reported to the Committee, are **attached** for discussion:

	Activity	Meeting Date	Correspondence
a	Committee (Scrutiny of Fly Tipping)	15 Nov	Letter to/from Cabinet Member for Community (Services)
b	Road Safety Working Group	7 Dec	Letter to/from Cabinet Member for Environment & Infrastructure

3.3 Road Safety Working Group

3.3.1 In order to assist future Committee follow up, a summary is provided:

The Road Safety Working Group met to look at a number of issues related to road safety including speed controls (signs, humps and cameras), the new 20mph limits, road conditions and partnership working. Officers from the Road Safety Team attended the meeting to assist Councillors.

The Working Group were concerned that the Welsh Government Road Safety Grant has been held back for the 2nd year in a row due to the 20mph speed reduction scheme and the potential impact this will have, including other safety measures that are already in place like speed bumps, plus the additional work load to highways staff.

The Cabinet Member is a member of the Go Safe Partnership, the working group requested for him to appeal to the Partnership to be more proactive in the area of Gower Commons. The Cabinet Member has agreed to work constructively with Go Safe to remove barriers limiting enforcement activity.

A recommendation to increase signage and banners outside schools as a deterrent to remind drivers to drive and park safely around schools was given by the working group. The Cabinet Members responded to say that an arrangement with a major local employer who provided financial support for these measures has now expired and that the Road Safety Team would welcome the opportunity to reintroduce these messages and continue to seek partnerships through the Commercial Team to support this activity.

The Working Group raised the need for developments in the Kerbcraft programme with the particular suggestion of developing a module on encouraging walking to school and general active travel. The Cabinet Member informed the Group that Welsh Government is presently in the process of reviewing the Kerbcraft program and is seeking contractors to undertake this operation. Once appointed, Swansea Council, as a key stakeholder, will contribute to this review and will take the opportunity provided to seek expansion of the education modules to build in the benefits of an active travel approach.

4. Legal Implications

4.1 There are no legal implications.

5. Financial Implications

5.1 There are no financial implications.

Background Papers: None

Appendices:

Appendix 1: Scrutiny Letters Log – 2022-23

Appendix 2: Scrutiny Letters / Responses

Scrutiny Letters Log (2022-2023)

Ave. Response Time (days):

19 (target within 21 days)

% responses within target:

63

No.	Committee / Panel / Working Group	Meeting Date	Main Issue(s)	Cabinet Portfolio	Letter Sent	Response Received
1	Committee	16-Aug	Community Hubs / Archives	Equalities & Culture	12-Sep	n/a
2	Development & Regeneration Performance Panel	05-Sep	Regeneration Programme / Project Monitoring	Investment, Regeneration & Tourism	17-Oct	n/a
3	Committee	18-Oct	Pre-decision Scrutiny - Oracle Project Investment Update	Joint Economy, Finance & Strategy and Service Transformation	19-Oct	n/a
4	Adult Services Performance Panel	27-Sep	Service Overview	Care Services	24-Oct	n/a
5	Service Improvement & Finance Performance Panel	04-Oct	Quarter 1 Budget Monitoring Report 22/23	Economy, Finance & Strategy (Leader)	27-Oct	28-Nov
6	Service Improvement & Finance Performance Panel	04-Oct	Annual Performance Monitoring Report 21/22	Corporate Services & Performance	27-Oct	n/a
7	Education Performance Panel	27-Oct	Service Overview, Partneriaeth, Pupil Manifesto	Education & Learning	07-Nov	n/a
8	Child & Family Services Performance Panel	11-Oct	Overview of Child & Family Services, Draft work programme	Care Services	08-Nov	01-Dec
9	Partneriaeth Scrutiny Councillor Group	24-Oct	Legal Agreement, Joint Committee on 7 Oct, work programme	Education & Learning	10-Nov	n/a

10	Education Performance Panel	17-Nov	Additional Learning Needs Reform, Curriculum for Wales update, Pupils Development Grant spend, School Improvement Service	Education & Learning	25-Nov	n/a
11	Child & Family Services Performance Panel	01-Nov	Residential Services; Corporate Parenting Board	Care Services	28-Nov	n/a
12	Service Improvement & Finance Performance Panel	08-Nov	Welsh Housing Quality Standards Annual Update	Service Transformation	29-Nov	n/a
13	Service Improvement & Finance Performance Panel	08-Nov	Annual Review of Performance 2021/22	Corporate Services & Performance	29-Nov	n/a
14	Service Improvement & Finance Performance Panel	08-Nov	Welsh Public Libraries Standards Annual Performance Report	Equalities & Culture	29-Nov	n/a
15	Service Improvement & Finance Performance Panel	08-Nov	Review of Revenue Reserves	Economy, Finance & Strategy (Leader)	29-Nov	n/a
16	Committee	18-Oct	PSB Scrutiny	Chair of Public Services Board Joint Committee	29-Nov	n/a
17	Development & Regeneration Performance Panel	14-Nov	City Centre Retail and Regeneration Programme / Project Monitoring	Joint Economy, Finance & Strategy; Investment, Regeneration & Tourism; and Corporate Services & Performance	01-Dec	n/a
18	Adult Services Performance Panel	08-Nov	Audit Wales report on Direct Payments; CIW Inspections, Director of Social Services Annual	Care Services	05-Dec	23-Dec
19	Committee	15-Nov	Follow Up - Workforce Scrutiny Working Group	Corporate Services & Performance	16-Dec	04-Jan
20	Education Performance Panel	15-Dec	Annual Performance; and the Music Service	Education & Learning	29-Dec	19-Jan

21	Climate Change & Nature Performance Panel	09-Nov	Water Quality/Management; Overview of Climate Change & Nature in Swansea	Service Transformation	22-Dec	n/a
22	Service Improvement & Finance Performance Panel	06-Dec	Mid Term Budget Statement 22/23	Economy, Finance & Strategy (Leader)	04-Jan	n/a
23	Service Improvement & Finance Performance Panel	06-Dec	Recycling and Landfill - Annual Performance Monitoring 2021/22 and Recycling of Business Waste Briefing	Community (Services)	04-Jan	n/a
24	Service Improvement & Finance Performance Panel	06-Dec	Audit Wales Report – “Making Equality Impact Assessments more than just a tick box exercise”	Equalities & Culture	04-Jan	n/a
25	Service Improvement & Finance Performance Panel	06-Dec	Quarter 1 2022/23 Performance Monitoring Report	Corporate Services & Performance	04-Jan	n/a
26	Working Group	07-Dec	Road Safety	Environment & Infrastructure	04-Jan	26-Jan
27	Committee	15-Nov	Corporate Safeguarding Annual Report	Care Services	04-Jan	06-Jan
28	Committee	15-Nov	Fly Tipping	Community (Services)	10-Jan	24-Jan
29	Child & Family Services Performance Panel	05-Dec	CFS Improvement Programme and Performance Monitoring; Regional Safeguarding Board update; Safeguarding Quality Unit Annual Report	Care Services	11-Jan	n/a
29	Committee	13-Dec	Homelessness	Service Transformation	30-Jan	

30	Education Performance Panel	19-Jan	New Curriculum for Wales, Pontarddulais School cluster	Education & Learning	01-Feb	
31	Service Improvement & Finance Performance Panel	17-Jan	Draft Budget Proposals 2022/23 – 2025/26 and Q2 Budget Monitoring 2022/23.	Economy, Finance & Strategy (Leader)	02-Feb	
32	Service Improvement & Finance Performance Panel	17-Jan	Q2 Performance Monitoring Report 22/23	Corporate Services & Performance	02-Feb	
33	Service Improvement & Finance Performance Panel	17-Jan	Sustainable Swansea	Service Transformation	02-Feb	
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**To/
Councillor Cyril Anderson
Cabinet Member for Community
(Services)**

BY EMAIL

cc: Cabinet Members

*Please ask for:
Gofynnwch am:*

*Direct Line:
Linell Uniongyrochol:*

*e-Mail
e-Bost:*

*Our Ref
Ein Cyf:*

*Your Ref
Eich Cyf:*

*Date
Dyddiad:*

Scrutiny

01792 637257

scrutiny@swansea.gov.uk

SPC/2022-23/6

10 January 2023

Summary: This is a letter from the Scrutiny Programme Committee to the Cabinet Member following the meeting of the Committee on 15 November 2022. It is about Fly Tipping. A formal written response is required by 31 January.

Dear Councillor Anderson,

Scrutiny Programme Committee – 15 November

We are writing to you following our Scrutiny session, which focussed on a specific aspect of your cabinet portfolio responsibilities, namely Fly Tipping.

The Committee asked you about activities, performance, and progress in dealing with Fly Tipping, key headlines / achievements against objectives, and overall position. We thank you for attending the meeting and providing a detailed written report which the Head of Waste, Parks & Cleansing, Chris Howell, presented to the Committee. The report helped us to understand the Council's legal responsibilities, duties, and current procedures to deal with Fly Tipping, activities and action taken, both proactive and reactive, including preventative measures, monitoring, and removal underpinned by an approach that includes education, engagement, and enforcement. We thank the officers involved in dealing with Fly Tipping.

We appreciate Chris' assistance to the Committee, responding to the Committee's many questions about Fly Tipping operations. The Committee was able to explore this work and provide challenge on actions and performance, as well as future thinking.

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I dderbyn yr wybodaeth hon mewn fformat arall neu yn Gymraeg, cysylltwch â'r person uchod
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This letter reflects on what we learnt from the information presented, questions, and discussion. It shares the views of the Committee and highlights any outstanding issues / actions for your response - key issues are summarised below.

We decided to add this item to our work plan in part because at our Scrutiny Work Planning Conference earlier this year some Councillors raised some concern that Fly Tipping appeared to be managed / dealt with differently in different wards, however it was confirmed to us at the Committee meeting that there is a consistent approach to Fly Tipping and processes across the Authority. We heard that there may however be differences in response depending on the specific location of Fly Tipping and individual circumstances, to deal with it.

Enforcement

We are aware that Fly Tipping is a criminal offence and punishable in a court of law, though understood that the introduction of Fixed Penalty Notices (FPNs) provided a useful and proportionate alternative to prosecution in small-scale Fly Tipping incidents. Thank you for providing some enforcement data. We explored the numbers of FPN's issued last year.

We asked about the changes in the law, on the horizon, which will enable the Council to issue FPNs for breach of duty of care for householders in relation to Fly Tipping, thereby introducing a 'lighter touch' alternative to prosecution, where appropriate, for managing indiscretions where householders are not dealing with their waste correctly. The Council will need to give thought to how this will be rolled out and implemented, and consider public consultation and engagement to ensure that this is well understood.

It was clarified that currently FPNs can only be issued in respect of commercial premises / businesses regarding Duty of Care, under Section 34 of the Environmental Protection Act 1990, and you reported that 34 such FPNs were issued between April 2021 and March 2022 although these would not be exclusively related to Fly Tipping. In accordance with the law, anyone who collects, keeps, transports waste has to have a duty of care. We noted that 5 FPNs were issued in the same period under Section 47, relating to Trade Waste, which were instances of Fly Tipping, having issued a total of 65 Statutory Notices to businesses.

It seemed to the Committee that there is a greater focus on issuing FPNs than seeking prosecutions through the Courts, than say neighbouring Councils, but asked for clarity whether it was a case of few prosecutions or simply little publicity. We heard that the Council may have a different approach to other Councils, with emphasis on education and engagement and prosecution being a matter of last resort. Clearly there needs to be a balance, and prosecution and wide publicity is an effective deterrent. We noted that the Council would publicise, where appropriate, details of successful prosecutions

in the press. We were told that a low level of Fly Tipping prosecutions can be credited to the success of the preventative work.

The Committee noted that only 1 FPN was issued between April 2021 and March 2022 relating to dog fouling, which we felt was a very low number given the amount of complaints dog fouling generates in our communities. We heard there are significant challenges to acting on such complaints and catching offenders to issue FPNs, given limited time and resources. We were told that the Council is reliant on those dog owners changing their own behaviour, but the Council is open to alternative ways of working in addressing dog fouling where proven to be cost effective.

The Committee also asked about enforcement capacity within the Council, e.g., the number of officers that have delegated powers to issue FPNs regarding waste, including dog fouling. We were told that there are seven officers who can issue FPNs in respect of Fly Tipping, and we asked you to confirm total numbers as it was indicated that there are other staff, e.g., within cleansing, who can also issue FPNs in respect of littering. Given the number of complaints Councillors routinely receive from residents about waste, littering and dog fouling we would appreciate information about the number of officers that we have able to issue FPNs, so that we can better manage public expectations across Swansea given actual capacity to deal with issues.

We discussed the use of CCTV cameras as a deterrent to Fly Tipping and providing clear evidence of offences to support enforcement action and prosecutions. Your report stated that the use of cameras has proved unsustainable in certain areas as cameras are located and stolen or destroyed. In addition, staff availability to view hours of recorded footage is often prohibitive. However, you stated that Enforcement Officers do work with Community Safety colleagues to deploy overt cameras where they are considered effective. An example was given at the meeting of a successful prosecution secured by footage from a camera that Councillors had installed in a troublesome back lane within their ward at low cost, using their Community Budget, which suggested it was cost effective to develop this approach with a programme of cameras to other areas. Your report suggested that this was not an effective way forward, but the Committee would ask you to look again and support future requests. Whilst we acknowledge there are issues, clearly there is a place for cameras in the fight against Fly Tipping and welcome further use / trials where it might be a helpful solution.

Fly Tipping Locations

The Committee asked whether the problem of Fly Tipping across Swansea was greater in rural or urban areas, whether on public or private land. The Committee enquired whether information was publicly available that would tell us about the incidence of Fly Tipping in Swansea, where and when, etc?

We heard that instances of Fly Tipping are spread across Swansea, though noted that urban areas tended to see large scale Fly Tipping, compared to smaller scale Fly Tipping in the City Centre and urban centres. You reported that the Council has a list of hotspots which are regularly monitored, and measures considered where possible to discourage Fly Tipping. The Committee would appreciate you sharing the list of known Fly Tipping hotspots. We were also interested in the type of waste being found and were told that the Council maintained an 'incident log' to record the type of Fly Tipping. Can you also interrogate that log to provide us with some data about the main types of Fly Tipping waste and its occurrence, whether urban or rural.

Baling Plant / Civic Amenity Sites

We discussed the cost of Fly Tipping and littering which you reported as approx. £2.7m per year to clear (inclusive of staff costs), though due to the amalgamation with street cleansing it is not possible to provide exact figures for fly tipped waste. We noted that all cleansing teams would deal with minor cases of Fly Tipping where possible or reported to the appropriate Team. Nevertheless, the Committee asked how this 'cost' compared to the income the Council receives in terms of commercial waste properly collected. You clarified that only the Baling Plant at Llansamlet currently processed commercial waste, which collected around £600-700k per year though there was of course a cost to processing the waste, which effectively meant no profit is derived.

We asked whether there was any correlation between the existing Civic Amenity Site provision to the incidence and type of Fly Tipping in certain areas, where the local Site does not take certain waste / recycling materials, e.g., wood can only be recycled at the Llansamlet site, and there are other materials that cannot be taken to all sites. We heard that there is no evidence of a particular Fly Tipping issue arising from certain services not being available at Civic Amenity Sites. Members commented that one undesirable consequence was more people are burning wood in the gardens and polluting the air.

Committee Members praised the effectiveness of the new booking system at the Llansamlet Recycling Centre, avoiding lengthy queueing / tailbacks into the site. We queried whether the system has affected usage given the element of pre-planning required of users, but you confirmed that this is not the case with usage back to pre-pandemic levels, with the site seeing a steady throughput of visitors, who are having a better experience.

Trade Waste

The Council has previously had negative publicity about excessive waste being left by the side of refuse storage bins by retail/commercial premises around areas within and outside of the City Centre, which has created a Fly Tipping problem. The Committee was interested in the extent to which there is engagement with the Swansea BID Forum (Business Improvement District) or directly with new or existing traders / businesses to make sure they are fully aware of the process and procedures relating to the collection of their Waste/Recycling, to help avoid the problem.

We were told that much of the enforcement activity is around the City Centre, and as such there is regular dialogue between the City Centre Manger's Office, Enforcement Officers, and Cleansing Staff to tackle waste issues and, where able, to look at preventative work taking into account the cost / benefit, but it remains an ongoing challenge particularly in areas where there is a concentration of businesses selling food. Some of the focus has been along St. Helen's Road and areas of the Kingsway where there is a lack of storage within the premises themselves and there have been issues of waste spilling onto the pavements and in lanes, e.g., with the introduction of lockable bins and bin screens, which we welcome. The other issue is that businesses are not obliged to use the Council for waste collections, though we are still able to issue FPNs where there is a lack of duty of care. We would welcome in your response any further information about the activities to tackle waste / fly tipping issues along St. Helen's Road and what further preventative measures are being looked at.

Cleansing Ward Operative Team (CWOT)

It was mentioned by some Councillors that they have had requests to the new Cleansing Ward Operative Team to clear Fly Tipping refused on grounds of safety, but have been left unclear as to how the problem will be dealt with. We asked you to clarify the process that Councillors and/or the CWOT should follow to resolve matters.

It was noted that whilst Councillors can report Fly Tipping to the CWOT, the Team is not equipped in the same way as Fly Tipping Teams, e.g., where machinery may be required or it is otherwise unsafe for them to deal with, but nevertheless they would be expected to provide assessment of the issue and feedback to the relevant Councillor(s) with advice about what action is being taken, such as the request being referred to the specialist Team or whether there is an issue in relation to it being private land. We recognised that safety was paramount, e.g., when there is waste on difficult terrain or in a challenging environment, and that sometimes the Council needs to bring in specialist agencies for the removal of Fly Tipping, e.g., Fire & Rescue Service, Natural Resources Wales.

We appreciate that it is early days for CWOT but as things develop, we agreed that Councillors would appreciate some form of reporting mechanism back to them, that will satisfy the desire for consistent feedback on requests made to CWOT, e.g., on a ward basis, perhaps every month showing meaningful update against requests for service, jobs complete, allocated days used / remaining, etc. We accept that you will want to avoid making this an onerous monitoring process that will take staff away from doing their work, and finding an effective IT solution. We acknowledged that you wanted to reflect on this and will give it consideration as part of a review of the CWOT operation allowing a few more months experience to see how things are working and addressing any other issues.

Your Response

We hope that you find the contents of this letter helpful and would welcome comments on any of the issues raised within. Specifically, we would appreciate information, as described in the letter, about:

- a) how you plan to engage the public over the introduction of FPNs for breach of duty of care for householders in relation to Fly Tipping
- b) the number of officers that we employ that are authorised to issue FPNs regarding waste (including Fly Tipping, Litter, Dog Fouling, etc)
- c) Fly Tipping hotspots, including data from recorded incidents of the main types of Fly Tipping waste and whether occurrence in urban or rural areas
- d) any further activities to tackle waste / fly tipping issues along St. Helen's Road and what further preventative measures are being looked at, and
- e) the possibility of introducing a reporting mechanism that gives feedback to Councillors on service requests made to the Cleansing Ward Operative Team.

Please provide your response to these, and any other comments about our letter by 31 January. We will then publish both letters in the agenda of the next available Committee meeting.

Yours sincerely,



COUNCILLOR PETER BLACK

Chair, Scrutiny Programme Committee

✉ cllr.peter.black@swansea.gov.uk

Cllr. P. M. Black

Please ask for: Councillor Cyril Anderson
Direct Line: 01792 526489
E-Mail: cllr.cyril.anderson@swansea.gov.uk
Our Ref: CA/WN
Your Ref:
Date: 24th January 2023

Dear Cllr. Black,

Please see below responses to your queries raised at the Committee's Session on 15th November, where Councillors discussed Fly Tipping.

a) how you plan to engage the public over the introduction of FPNs for breach of duty of care for householders in relation to Fly Tipping – *We will work with the Council's Communications Team to consider a press release, information on the Council's website, and reminders through the Council's social media outlets. We would also include information when carrying outdoor knocking to promote Recycling.*

b) the number of officers that we employ that are authorised to issue FPNs regarding waste (including Fly Tipping, Litter, Dog Fouling, etc) – *There are currently 22 staff who are authorised to issue FPNs. In addition to 7 full or part time Enforcement Officers, there are 8 City Centre Rangers and 7 Street Cleansing who are authorised to issue FPNs, although it does not form a proactive part of the Street Cleansing staff's roles.*

c) Fly Tipping hotspots, including data from recorded incidents of the main types of Fly Tipping waste and whether occurrence in urban or rural areas – *The Service is currently proactively monitoring 26 urban locations and 5 rural locations for fly tipping. Of the incidences of fly tipping between April and November 2022, 90% were on the highway, 9% being on footpaths, back lanes, and other Council land, with the remaining 1% being at various other locations. 76% was black bags or other household waste, 9% commercial waste, 6% white goods, 4% garden waste, and 5% across various other waste types. In terms of scale of fly tipping, 59% was a car boot or less, 35% a small van load, with only 6% being greater than a small van load.*

d) any further activities to tackle waste / fly tipping issues along St. Helen's Road and what further preventative measures are being looked at. – *Significant engagement continues to be undertaken with the Traders along St. Helen's Road, both by the Commercial Waste and Enforcement Teams. This engagement seeks to prevent waste and fly tipping problems occurring, whilst the cleansing teams visit daily to deal with any issues on the ground. In terms of new initiatives, a trial using bin screens at the service lane just down from the Kingsway Roundabout and at the junction with George Street has started to assess their impact on the street scene. Gates are also due to be*

PAGE 2

installed across the service lane just down from the Kingsway Roundabout to seek to prevent regular fly tipping in the area. Prosecutions are already underway for those businesses that have repeatedly ignored instructions, and consideration will be given by the Council's Communication Team to publicising any prosecutions.

e) the possibility of introducing a reporting mechanism that gives feedback to Councillors on service requests made to the Cleansing Ward Operative Team. – *The Cleansing Ward Operative Team is due to start producing a report of works completed each week, which will be provided via email each Friday to each Member who requested works. This will include a brief summary and photos where appropriate.*

If you have any further queries, please do not hesitate to contact me.”

Yours sincerely



**Y Cyngorydd Cyril Anderson – Councillor Cyril Anderson
Aelod y Cabinet dros Wasanaethau Cymunedol
Cabinet Member for Community Services**



To:
Councillor Andrew Stevens
Cabinet Member for Environment
and Infrastructure

Please ask for: Overview & Scrutiny
Gofynnwch am:

Direct Line: 01792 636292
Llinell
Uniongyrochol:

BY EMAIL

e-Mail scrutiny@swansea.gov.uk
e-Bost:

Date 4 January 2023
Dyddiad:

Summary: This is a letter from the Road Safety Working Group to the Cabinet Member for Environment and Infrastructure. The letter concerns the meeting held on 7 December 2022 on the issue of road safety in Swansea.

Dear Councillor Stevens,

On the 7 December, a Scrutiny Working Group was held to look at the issue of Road Safety. The Panel are grateful to the officers Mark Wade, Stuart Davies, Matthew Bowyer and Alan Ferris for attending.

The officers presented their report and explained the various sources of funding that are available to the highways department and the role of each one. We were informed the Welsh Government Road Safety Grant has been held back for the second year in a row due to the roll out of their 20mph speed restriction initiative. Officers told us that this initiative is using considerable Council resources for implementation. We were told that the highways team are currently mapping the exemptions to the 20mph limit and these will be brought to Cabinet by the end of the year with plans to share more widely with ward members thereafter.

The partnership between the police and Go Safe was explained to us and that the Council does not always have the power to act on received complaints if the responsibility for the cause for complaint lies with one of the other partners.

We then went on to ask the officers a number of questions and the following main issues were discussed.

We said that we encourage the use of countdown crossings and would like to see more of these. We were told that current guidance is to install these when crossings require refurbishment or as money becomes available.

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We understand that speed bumps and cushions are an effective way of moderating drivers' speed however some members felt they do not see these working efficiently in their wards. Officers informed us that speed cushions won't slow down the speed of buses and wider wheel based vehicles as they will straddle the cushion and if vehicles are parked on the side of the road, wide based vehicles are forced to go over the cushion which can be dangerous if they do not slow down. This is a particular issue for buses.

We were concerned that adding speed calming measures like speed cushions can have an adverse effect on roads causing additional maintenance and with this in mind, wondered if roads with speed cushions will get additional funding for road maintenance to balance out the concentrated wear and tear that speed cushions can cause. We were told that all road maintenance is assigned by need and all roads are prioritised by their state of disrepair.

Officers informed us that speed limits on Gower commons were extensively reviewed in 2018 and in places this was reduced to 40mph from the national speed limit. We were concerned about the number of injured animals and the level of monitoring and presence on the Commons to discourage speeders. We were informed that it sits with the police and Go Safe to enforce the speed limits.

Officers told us that speed cameras are a highly effective way of managing driver behaviour and that Go Safe are responsible for the functioning and administration of the cameras with the Council are responsible for the posts and markings around camera sites.

We asked what consultation is done with disabled groups and officers told us that consultation is carried out for traffic regulation orders. Footway obstructions like tables and chairs should be authorised by the Council but if they are causing a problem this can be reported to the highways department to investigate.

We know that shared use paths are designed in accordance with the active travel guidance and they rely on the consideration of the users. A number of members reported issues with these in their wards, in particular with collisions between pedestrians and cyclists and the speed of cyclists. The officers were not aware of many reported cases of this but members pointed out that there is no specific system for reporting this type of accident similar to the system in place for reporting road traffic accidents to the police.

We discussed the benefits and challenges of volunteer run community speed watch schemes and are interested to know how successful these schemes are and what impact they have. Unfortunately no information on these is gathered by the Council therefore their success is difficult to capture and they are mainly reliant on the number of volunteers.

Traffic around schools is a known issue, and a concern for many members. Officers updated us on the trial occurring in Pontarddulais where a section of street near to a school is being restricted at school times. We would be interested to hear how

successful this is. We were informed that over 4000 parking tickets were issued at school pick up times last year and also that feedback is welcomed from Councillors regarding specific issues around schools in their wards. Officers also told us that school buses can be reported to the highways department if they are parking for long periods in locations causing a nuisance to local residents and this can be fed back to bus companies.

We were keen to find out more about education and awareness around road safety for children and encouraging walking to school. Your officers told us that they continue to look at safe walking routes to schools and there is an ongoing programme alongside kerb craft and cycle training in schools. Active travel routes will also support safe walking/cycling to schools. We were pleased to hear that Kerb craft will train around 1200 pupils this year and officers are looking to increase that number next year.

We were concerned that with regards to new developments, roads seem to be prioritised over walking or cycling but we were pleased to hear about the new street design guide which will focus more on place than street and highway development. We look forward to hearing further about the guides implementation.

Outstanding questions

We received your apologies for the meeting and held back a number of questions which we felt were better directed to you rather than to the officers attending. We have listed the questions below and seek your views –

1. Are there plans to prevent anti-social camping and parking adjacent to the commons?
2. Monmouth has withdrawn its pilot in Caldicot increasing speed limits back to 30mph from 20mph. What are the Councils plans regarding 20mph/30mph limit reduction as there is some debate on whether this is successful?
3. Motorists are parking on the pavements right next to double yellow lines, are you aware of issue and do you have a forward plan to counteract that bad choice of parking?
4. In reference to paragraph 2.6.5 *“Disabled or older occupants of vehicles, particularly those with pre-existing back conditions, can find measures, specifically, but not exclusively, vertical deflections, more uncomfortable and more difficult to negotiate than more able bodied persons do”* What are your long term goals to help older and disabled occupants of cars to alleviate this pain and discomfort?
5. As you are aware of the discomfort cushions cause to elderly and disabled residents would you say that you are treating this demographic differently and are disregarding their specific needs?

Conclusions and Recommendations

From the briefing received and questions asked to attending officers we held a discussion on progress and made the following conclusions and recommendations:

1. We are disappointed that the Welsh Government Road Safety Grant has been held back for the 2nd year in a row due to the 20mph speed reduction scheme

and the potential impact this will have, plus the additional work load to highways staff.

2. We request that you consider the need for speed bumps in areas where there will be a 20 mph restriction on the speed of traffic.
3. We request that the Cabinet Member who is a member of the Go Safe Partnership appeal to the Partnership to be more proactive in the area of Gower Commons.
4. We feel there is a need to develop a program of work on encouraging walking to school, this could be added into current schemes like kerb craft.
5. We would like the Council to consider designing an education program looking at Kerb craft and encouraging walking/cycling to school that could be uploaded to Hwb the digital platform for learning in Wales, for children to look at with parents and guardians at home.
6. We would like more information on cycle training carried out in schools including how often and in how many schools this takes place.
7. We feel more information, signage and guidance needs to be available to educate and encourage tolerant behaviour between walkers and cyclists on shared use paths. We would also like to see a specific system in place for reporting accidents on shared use paths, similar to the system in place for reporting road traffic accidents to the police.
8. We feel Head teachers should encourage their own school staff not to park on roads near schools.
9. We would like to see an increase in the signage and banners outside schools as a deterrent to remind drivers to drive and park safely around schools.
10. We would like improved consultation with ward members on road safety with a particular focus on schools. Ward members are sometimes unaware of consultations taking place. Also more engagement with Councillors is needed when consultations are taking place in their wards so they can help to communicate this to their ward members.

Your Response

We are interested in hearing your thoughts about the issues raised in this letter and would ask that you respond to the outstanding questions and the points in our conclusions by 25 January.

Yours sincerely,



Councillor Chris Holley
Convener, Scrutiny Working Group – Road Safety

✉ cllr.chris.holley@swansea.gov.uk

Cllr. C. Holley

(By Email)

Please ask for: Councillor Andrew Stevens
Direct Line: 01792 63 7428
E-Mail: cllr.andrew.stevens@swansea.gov.uk
Our Ref: AS/WN
Your Ref:
Date: 26th January 2023

Dear Cllr. Holley,

Outstanding questions

We received your apologies for the meeting and held back a number of questions which we felt were better directed to you rather than to the officers attending. We have listed the questions below and seek your views –

1. Are there plans to prevent anti-social camping and parking adjacent to the commons?

Parking on roads and laybys is subject to road traffic legislation and regulations, the council is able to enforce parking restrictions where a Traffic Regulation Order is in place.

Off road parking of cars or motorhomes would require the landowner's permission. This would be a considered civil trespass; certain offences relating to driving on common land could be enforceable by the Police under provisions contained in the Road Traffic Act 1988.

2. Monmouth has withdrawn its pilot in Caldicot increasing speed limits back to 30mph from 20mph. What are the Councils plans regarding 20mph/30mph limit reduction as there is some debate on whether this is successful?

Officers are in the process of preparing detailed ward plans showing the impact of the reduction in the default speed limit on restricted roads to 20mph. The plans developed include an officer assessment of those roads which should be exempt from that reduction and retain a 20mph limit.

Once members have received the plans, opportunity will be given for individual or groups of members to meet with officers to discuss how these measures will impact on their wards and also consider the roads which are suggested as being retained at 30mph. It should be noted, that the exemptions process will need to be undertaken to adhere to the guidance provided by Welsh Government which can be reviewed on this link:- <https://www.gov.wales/setting-exceptions-20mph-default-speed-limit-restricted-roads-html>

3. Motorists are parking on the pavements right next to double yellow lines, are you aware of issue and do you have a forward plan to counteract that bad choice of parking?

As members will be aware, Traffic Regulation Orders extend to the full extent of the adopted highway and those contravening the restriction can be issued with a penalty notice for doing so. If there are any particular locations where this is problematic members should advise officers in Parking Services of their concerns and this matter can be targeted as resources permit.

It should also be noted that Welsh Government are in the process of revising legislation making it an offence to park on unrestricted sections of footway. Once published Council will need to consider how this should be implemented locally.

4. In reference to paragraph 2.6.5 “Disabled or older occupants of vehicles, particularly those with pre-existing back conditions, can find measures, specifically, but not exclusively, vertical deflections, more uncomfortable and more difficult to negotiate than more able-bodied persons do” What are your long-term goals to help older and disabled occupants of cars to alleviate this pain and discomfort?

Traffic calming is introduced where there is strong local concern over the speed of traffic. Unfortunately, experience has shown that the only permissibly effective tool in significantly reducing the speed of traffic is through the introduction of vertical deflections on the road. Regrettably, these measures often impact disproportionately on the elderly and disabled in the community.

However, formal consultations are undertaken with a wide range of road users including representatives from the disabled community to ensure that the measures proposed are appropriate and to address any specific concerns. Local ward members are also consulted on the measures developed prior to implementation for consideration on how they will impact locally.

5. As you are aware of the discomfort cushions cause to elderly and disabled residents would you say that you are treating this demographic differently and are disregarding their specific needs?

The measures introduced fully conform to the design standards set out by the DfT for use on the public highway. These have been rigorously tested to ensure their suitability as a traffic calming solution. As noted above, widespread consultation is also undertaken prior to measures being implemented.

Conclusions and Recommendations

From the briefing received and questions asked to attending officers we held a discussion on progress and made the following conclusions and recommendations:

1. We are disappointed that the Welsh Government Road Safety Grant has been held back for the 2nd year in a row due to the 20mph speed reduction scheme and the potential impact this will have, plus the additional workload to highways staff.

This comment is noted. Additional resource is sought to support the wide program of schemes being progressed, however market conditions in the municipal engineering sector are making this challenging.

2. We request that you consider the need for speed bumps in areas where there will be a 20-mph restriction on the speed of traffic.

As is current practice, full consideration will be given before traffic calming schemes are progressed. This will be undertaken in consultation with local ward members.

3. We request that the Cabinet Member who is a member of the Go Safe Partnership appeal to the Partnership to be more proactive in the area of Gower Commons.

The Cabinet Member notes the progress made in raising awareness over road safety through the Gower and will work constructively with Go Safe to remove barriers limiting enforcement activity.

4. We feel there is a need to develop a program of work on encouraging walking to school, this could be added into current schemes like kerbcraft.

Kerbcraft is a national program set out in modules which involve practical lessons on street raising children's awareness of road hazards and developing skills necessary to travel safely. Currently this does not involve an Active Travel section. Welsh Government is presently in the process of reviewing the program and is seeking contractors to undertake this operation. Once appointed, Swansea Council, as a key stakeholder, will contribute to this review and will take the opportunity provided to seek expansion of the education modules to build in the benefits of an active travel approach.

5. We would like the Council to consider designing an education program looking at Kerbcraft and encouraging walking/cycling to school that could be uploaded to Hwb the digital platform for learning in Wales, for children to look at with parents and guardians at home.

This has the potential to provide a useful tool to supplement the Kerbcraft program giving profile to road safety education in those schools who do not participate in the Kerbcraft program. However, developing such a program would require additional resource to develop the teaching platform which could integrate with the existing, and as discussed above, future Kerbcraft modules.

6. We would like more information on cycle training carried out in schools including how often and in how many schools this takes place.

**Cycle Training 2022-23 forecasting that 600* pupils are trained x 25 schools
WG 35K* Budget.**

Penyrheol	St Helen's
Dunvant	St Illtyd's
Knelston	Penclawydd
Burlais	Glyncollen
Brynhyfryd	Sketty
Brynmill	St David's
Pencalwydd	Pontarddulais
Penyfro	Oystermouth
Bishopston	Cwmrhydyceirw
Pengelli	YGG Gellionnen
Pontlliw	Llangyfelach
Penllergaer	Brynmill
Danygraig	

- ** Original WG target for 2022-23 is 501 pupils to be trained with a budget of 26.5K but due to underspend on Kerbcraft request to WG will be made to increase cycle training budget to approx. 35K*

Children participating initially receive Stage 1 training which is undertaken in a traffic free environment. On passing this, children are then taken on street to receive further guidance and support to enable them to cycle safely on the road. These courses are targeted at pupils in years 5 and 6.

7. We feel more information, signage and guidance needs to be available to educate and encourage tolerant behavior between walkers and cyclists on shared use paths. We would also like to see a specific system in place for reporting accidents on shared use paths, similar to the system in place for reporting road traffic accidents to the police.

All signage, markings and tactile paving's are introduced in accordance with design standards set out in Active Travel Guidance to support appropriate use of the facility and make users aware of how to use the path appropriately. Supplementary markings for "share with care" are added to remind users of their responsibilities at key locations, such as vicinity to schools, crossing points and junctions where potential interactions may be more frequent.

Collisions on Shared use Paths forming part of the public highway system will be recorded by the police and reported in the same way as accidents on road. This will allow analysis of the performance of routes in safety terms over a period of time enabling targeted responses to be made.

8. We feel Head teachers should encourage their own school staff not to park on roads near schools.

Schools generally already follow this practice, often extending to newsletters text alerts to parents seeking co-operation in relieving local parking pressures to enhance local road safety. The Road Safety team also undertake assemblies in schools to emphasize this message amongst pupils, as resource permits.

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9. We would like to see an increase in the signage and banners outside schools as a deterrent to remind drivers to drive and park safely around schools.

The Council previously introduced banners outside schools in partnership with a major local employer who provided financial support for these measures. Unfortunately, this arrangement has now expired.

The Road Safety Team would welcome the opportunity to reintroduce these messages and continue to seek partnerships through the Commercial Team to support this activity.

10. We would like improved consultation with ward members on road safety with a particular focus on schools. Ward members are sometimes unaware of consultations taking place. Also, more engagement with Councillors is needed when consultations are taking place in their wards so they can help to communicate this to their ward members.

It is usual practice to develop solutions to local ward issues in consultation with Ward Members. On wider traffic schemes, Ward Members are issued with details of the design solutions for comment prior to public consultation. If ward members have any suggestions on how the process can be developed further to assist in this communication, we will be happy to consider this.

In relation to measures around schools, members are invited to raise any concerns that they have over road safety directly with the Traffic Management and Road Safety team.

Yours sincerely



Councillor Andrew Stevens
Aelod Cabinet dros yr Amgylchedd ac Isadeiledd
Cabinet Member for Environment & Infrastructure

Agenda Item 12



Scrutiny Programme Committee – 14 February 2023

Date and Time of Upcoming Scrutiny Panel / Working Group / Regional Meetings

14 February – 14 March

- a) 14 February at 10.00am – Service Improvement & Finance Performance Panel (budget)
- b) 23 February at 10.00am – South West Wales Corporate Joint Committee Overview & Scrutiny Sub-Committee (regional arranged by Neath Port Talbot Council; remote)
- c) 27 February at 2.00pm – Anti-Social Behaviour Inquiry Panel
- d) 28 February at 10.00am – Swansea Bay City Region Joint Scrutiny Committee (regional arranged by Neath Port Talbot Council; remote)
- e) 1 March at 2.00pm – Anti-Social Behaviour Inquiry Panel
- f) 7 March at 4.00pm – Child & Family Services Performance Panel
- g) 8 March at 4.00pm – Climate Change & Nature Performance Panel
- h) 9 March at 2.00pm – Anti-Social Behaviour Inquiry Panel
- i) 9 March at 10.00am - Co-Production Working Group
- j) 14 March at 10.00am – Service Improvement & Finance Performance Panel

Scrutiny Meetings will be multi-location meetings, held in the Gloucester Room, Guildhall or accessed remotely via MS Teams, unless otherwise stated