



City and County of Swansea

Notice of Meeting

You are invited to attend a Meeting of the

Cabinet

At: Multi-Location Meeting - Gloucester Room, Guildhall / MS Teams

On: Thursday, 21 March 2024

Time: 10.00 am

Chair: Councillor Rob Stewart

Membership:

Councillors: C Anderson, A Anthony, R Francis-Davies, L S Gibbard, H J Gwilliam, D H Hopkins, E J King, A S Lewis, R V Smith and A H Stevens

Watch Online: <http://tiny.cc/CAB21m>

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

You are welcome to speak Welsh in the meeting.

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

Agenda

Page No.

1. **Apologies for Absence.**

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

www.swansea.gov.uk/disclosuresofinterests

3. **Minutes.**

To approve & sign the Minutes of the previous meeting(s) as a correct record.

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4. **Announcements of the Leader of the Council.**

5. **Public Question Time.**

Questions can be submitted in writing to Democratic Services democracy@swansea.gov.uk up until noon on the working day prior to the meeting. Written questions take precedence. Public may attend and ask questions in person if time allows. Questions must relate to items on the open part of the agenda and will be dealt within a 10 minute period.

6.	Councillors' Question Time.	
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**** Call In Procedure - Urgency:** *This decision is exempt from the Authority's Call In Procedure as "either the Head of Paid Service, the Section 151 Officer or the Monitoring Officer certifies that any delay likely to be caused by the Call In Procedure could seriously prejudice the Council or the Public Interest including failure to comply with Statutory requirements".*

Next Meeting: Thursday, 18 April 2024 at 10.00 am



Huw Evans
Head of Democratic Services
Wednesday, 13 March 2024

Contact: Democratic Services - Tel: (01792) 636923

Agenda Item 3.



City and County of Swansea

Minutes of the **Cabinet**

Multi-Location Meeting - Council Chamber, Guildhall / MS

Teams

Friday, 12 January 2024 at 10.00 am

Present: Councillor R C Stewart (Chair) Presided

Councillor(s)

A Anthony
H J Gwilliam
A S Lewis

Councillor(s)

R Francis-Davies
D H Hopkins
R V Smith

Councillor(s)

L S Gibbard
E J King
A H Stevens

Officer(s)

Huw Evans
Martin Nicholls
Ben Smith
Debbie Smith

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

Apologies for Absence

Councillor(s): C Anderson

86. Disclosures of Personal and Prejudicial Interests.

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

- 1) Councillor A H Stevens declared a Personal Interest in Minute 90 "Budget Proposals 2024/25-2027/28".

87. Announcements of the Leader of the Council.

The Leader of Council made no announcements.

88. Public Question Time.

No questions were asked.

89. Councillors' Question Time.

No questions were asked.

90. Budget Proposals 2024/25 – 2027/28.**

Call In Procedure - Urgency: *This decision is exempt from the Authority's Call In Procedure as "either the Head of Paid Service, the Section 151 Officer or the Monitoring Officer certifies that any delay likely to be caused by the Call In Procedure could seriously prejudice the Council or the Public Interest including failure to comply with Statutory requirements".*

The Cabinet Member for Economy, Finance & Strategy submitted a report that sought consideration of budget proposals for 2024/2025 to 2027/2028 as part of the Council's existing Budget Strategy.

Resolved that:

- 1) The Budget proposals summarised in the report and detailed in Appendix B of the report be approved as the basis of consultation.
- 2) The updated budget future forecast be adopted as the starting planning premise for the new medium term financial plan, which will be considered by Council on 7 March 2024.
- 3) The approach to consultation and engagement with staff, trade unions, residents, partners, and other interested parties set out in Section 7 of the report be agreed.
- 4) A report on the outcome of the consultation and final budget proposals be received by Cabinet on 15 February 2024.

The meeting ended at 10.20 am

Chair

Call In Procedure – Relevant Dates	
Minutes Published:	12 January 2024
Call In Period Expires (3 Clear Working Days after Publication):	-
Decision Comes into force:	12 January 2024



City and County of Swansea

Minutes of the **Cabinet**

Multi-Location Meeting - Gloucester Room, Guildhall / MS

Teams

Thursday, 15 February 2024 at 10.00 am

Present: Councillor R C Stewart (Chair) Presided

Councillor(s)

C Anderson
L S Gibbard
E J King
A H Stevens

Councillor(s)

A Anthony
H J Gwilliam
A S Lewis

Councillor(s)

R Francis-Davies
D H Hopkins
R V Smith

Officer(s)

Allison Lowe
Helen Morgan-Rees
Martin Nicholls
Ben Smith
Ness Young

Democratic Services Officer
Director of Education
Chief Executive
Director of Finance / Section 151 Officer
Director of Corporate Services

Also present

Councillor(s): C A Holley

Apologies for Absence

Councillor(s): N/A

104. Disclosures of Personal and Prejudicial Interests.

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

- 1) Councillor R V Smith declared a Personal & Prejudicial Interest in Minute 118 "Local Authority Governor Appointments" and stated that he had dispensation from the Standards Committee to stay, speak but not vote on matters relating to the Appointment of Local Authority Governors.

105. Minutes.

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

- 1) Cabinet held on 18 January 2024.

106. Announcements of the Leader of the Council.

The Leader of Council made no announcements.

107. Public Question Time.

Alec Thraves (Swansea Trades Union Council), Dave Warren (Swansea and District Trades Union Council) and Linda Thraves (Swansea Trades Union Council) asked questions in relation to Minute 111 "Revenue Budget 2024/25".

The Leader of the Council responded.

108. Councillors' Question Time.

No questions were asked.

109. Pre-Decision Scrutiny Feedback - Budget Reports. (Verbal)

Councillor C A Holley provided pre-decision feedback in relation to the budget reports.

110. Medium Term Financial Planning 2025/26 – 2027/28.*

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

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

Resolved that:

- 1) The Medium Term Financial Plan 2025/26 to 2027/28 be recommended to Council as the basis for future service financial planning.

111. Revenue Budget 2024/25.*

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

The Section 151 Officer submitted a report that set out the current position with regard to the Revenue Budget for 2024/25 for consideration by Cabinet.

Resolved that:

- 1) The outcome of the formal consultation exercise be noted and any changes to the Budget Proposals in Appendix D of the report be agreed, together with the

position regarding delegated budgets as set out in Section 4.15 and 4.17 of the report subject to the following amendments:

- A reduction in the previous additional social services uplift funded by council tax from £1m to £0.6m.
 - An allocation of £0.4m of the additional expected £1.1m core grant be made to Social Services, in lieu
 - Noting, crucially thus fully maintaining our intended commitment to increase Social Services budgets by that overall extra £1m, just varying the mix of funding by grant and council tax.
 - Allocate the remaining £0.7m of the expected £1.1m extra grant funding to reinstate £0.7m per annum funding of the Schools ICT Reserve but do not otherwise increase the overall total schools cash offer for 2024-25 itself recognising we have already pre advanced more than £7m one off from the reserve, in anticipation of extra funding, thus conserving some money in the reserve for 2025-26.
 - Redirect the freed up £0.4m of spending power from the currently proposed council tax funding to extend the free local bus offer into 2024-25.
 - The S151 Officer to reflect these anticipated £1.1m of changes due to late grant in the council papers but also be delegated to make only very minor consequential amendments to contingency and/or inflation provision as he sees fit should the actual additional offer vary at all from the assumed £1.1m. The S151 Officer to clearly advise Council on 6th March 2024 of any such minor changes he makes on receipt of the final local government settlement.
- 2) The current Total Funding Requirement identified in Section 4.6 of the report be noted and in line with the potential actions identified in Section 9 and 10 of this report, a course of action be agreed to achieve a balanced Revenue Budget for 2024/25.

In addition to a review of current savings proposals Cabinet:

- a) Reviewed and approved the Reserve transfers recommended in the report.
 - b) Agreed a level of Council Tax for 2024/25 to be recommended to Council.
- 3) Subject to the changes identified and listed above, Cabinet recommends to Council for approval:
- a) A Revenue Budget for 2024/25;
 - b) A Budget Requirement and Council Tax Levy for 2024/25.

112. Capital Budget & Programme 2023/24 - 2028/29.*

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

The Section 151 Officer submitted a report that proposed a revised capital budget for 2023/24 and a capital budget for 2024/25 – 2028/29.

Resolved that:

- 1) The revised capital budget for 2023/24 and the capital budget for 2024/25 - 2028/29 as detailed in Appendices A, B, C, D, E, F and G be approved.

113. Housing Revenue Account (HRA) – Revenue Budget 2024/25.*

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

The Section 151 Officer submitted a report that proposed a Revenue Budget for 2024/25 for the Housing Revenue Account.

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

- 1) The Revenue Budget proposals as detailed in Section 4 of the report.

114. Housing Revenue Account – Capital Budget and Programme 2023/24 – 2027/28.*

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

The Section 151 Officer & Director of Place submitted a report that proposed a revised capital budget for 2023/24 and a capital budget for 2024/25 – 2027/28.

Resolved that the following be recommended to Council for approval:

- 1) The transfers between schemes and the revised budgets for schemes in 2023/24 be approved.
- 2) The budget proposals for 2024/25 – 2027/28 be approved.
- 3) Where individual schemes in Appendix B are programmed over the 4 year period as described in the report, then these be committed and approved and their financial implications for funding over the 4 years also be approved.

- 4) The prioritised approach to setting the work programme that is set out in the report be approved.

115. Revenue and Capital Budget Monitoring 3rd Quarter 2023/24.*

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

The Cabinet Member for Economy, Finance & Strategy submitted a report that outlined the financial monitoring of the 2023/24 revenue and capital budgets, including the delivery of budget savings.

Resolved that:

- 1) The comments and variations, including the continued material uncertainties around the equal pay provision, set out in the report and the actions in hand to seek to address them be noted.
- 2) The updated virements and the use of the Contingency fund as set out in 3.2 of the report and the Inflation provision as set out in 4.3 of the report be approved subject to any further advice from the S.151 officer during the year.
- 3) Cabinet reinforces the need for all Directors to continue to minimise service spending in year, providing clear recovery plans where they are overspending, recognising that the budget overall is currently balanced only by relying on future (but far from wholly assured) reimbursement from Welsh Government, centrally held contingency budgets and increasingly more than ideal levels of earmarked reserves.
- 4) Cabinet recognises that directorate cost overspends must be absolutely minimised, through recovery plans in current year by targeted recovery action with a clear expectation of 'tough' rebasing choices to achieve a balanced budget for the 2024/25 budget round.
- 5) The indicative overspend in 6.1 with further actions to be confirmed at outturn once it is clearer as to the likely final cost of the equal pay award provision be noted.

116. Annual Review of Charges (Social Services) 2023/24.

The Cabinet Member for Care Services submitted a report that was the latest annual review of social services charges, improvements undertaken in year and a proposed list of changes to apply in 2024/25.

Resolved that:

- 1) The findings of the annual review of charges report be noted.

- 2) An inflationary increase of 6% to be applied to all social services charges to come into effect on 1st April 2024 be approved.
- 3) The list of social services charges to apply from 1st April 2024, for the year 2024/25 be approved.
- 4) Permission be granted to Adult Services for further work to be undertaken in 2024/25 on additional lifeline charging, to cover installation and replacement costs.
- 5) The revised list of social services charges 2024/25 (Appendix 1), be agreed and appended to the Council's Charging (Social Services) policy.

117. Quality In Education (Qed) – Emerging Proposals And Investment Priorities For The Sustainable Communities For Learning Strategic Outline Programme.

The Cabinet Member for Education and Learning submitted a report to consider and endorse the Sustainable Communities for Learning Strategic Outline Programme (Rolling) for submission to the Welsh Government.

Resolved that:

- 1) The key aims and focus of the Strategic Outline Programme previously supported by the Welsh Government be re-affirmed.
- 2) The proposed future capital investment priorities for the Sustainable Communities for Learning Strategic Outline Programme (Rolling) be endorsed, recognising that there is no absolute commitment to the funding on either Council or Welsh Government as it is approved in due course on a case-by-case basis even if the SOP is otherwise approved by both Council or Welsh Government.
- 3) The scale of the overall funding ask and proposed funding strategy to meet Council's local contribution be noted, recognising the future detailed funding and affordability decisions will be for future Councils, future budgets and medium term plans in the early 2030's.

118. LA Governor Appointments.

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

Resolved that:

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

1. Gendros Primary	Mrs Kathryn David
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2. YGG Gellionen	Mr Ian Tolley
3. Bishopston Comprehensive	Mrs Joanne Meller

119. Contract Award Report – Contracts for Local Bus Services.

The Cabinet Member for Environment & Infrastructure submitted a report which detailed the outcome of recent tenders for Local Bus Services and sought approval to award contracts.

Resolved that:

- 1) The tender prices recommended by the Tender Evaluation Panel and set out in Schedule B be accepted as representing the Most Economically Advantageous Tenders.
- 2) Contracts be awarded to the companies as set out in Schedule B.

120. Approval to Receive Grant – HAPS City Deal Financial Incentive Fund and Green Transition Ecosystems (GTE) – Transforming Housing and Homes for Future Generations Project.

The Cabinet Member for Service Transformation submitted a report which sought retrospective approval for 3 grant applications relating to:

- HAPS City Deal HAPS Financial Incentive fund (x2) and
- Green Transition Ecosystems (GTE) - Transforming Housing and Homes for Future Generations Project

Resolved that:

- 1) The grant funding bid for the Green Transition Ecosystems (GTE) - Transforming Housing and Homes for Future Generations Project set out in 2.0 be approved.
- 2) The 2 x grant funding bids set out in 3.0 for:
 - City Deal HAPS Financial Incentive Fund for Brondeg House More Homes New Build Scheme and
 - Green Transition Ecosystems (GTE) - Transforming Housing and Homes for Future Generations Project be approved.
- 3) Authority be delegated to the Director of Place, the Chief Legal Officer and Chief Finance Officer to enter into any agreements necessary to ensure the delivery of the projects and to protect the Council's interests.
- 4) Authority be delegated to the Director of Place and the Chief Finance Officer to recover all relevant expenditure associated with the delivery of the projects from HAPS City Deal Financial Incentive Fund and Bath University.

- 5) Any further decisions relating to this funding be delegated to the Director of Place and the Cabinet Member for Service Transformation. The funding will support schemes approved via the annual HRA Capital Budget report.

The meeting ended at 11.42 am

Chair

Call In Procedure – Relevant Dates	
Minutes Published:	15 February 2024
Call In Period Expires (3 Clear Working Days after Publication):	23.59 on 20 February 2024
Decision Comes into force:	21 February 2024

Agenda Item 7.



Report of the Director of Finance (Section 151 Officer)

Cabinet - 21 March 2024

Business Rates – Temporary Rate Relief Scheme (Wales) 2024/2025

Purpose:	To provide information and to consider the adoption of a temporary Retail, Leisure and Hospitality Rates Relief Scheme relating to Business Rates, which has been introduced by Welsh Government for the financial year 2024/25.
Policy Framework:	None
Consultation:	Access to Services, Finance, Legal.
Recommendation(s):	It is recommended that Cabinet: 1) Notes the details of the scheme set out in this report; 2) Adopts the rate relief scheme outlined in this report for 2024/25.
Report Author:	Julian Morgans
Finance Officer:	Ben Smith
Legal Officer:	Adrian Jeremiah
Access to Services Officer:	Rhian Millar

1. Introduction

- 1.1 In April 2017, the Welsh Government introduced a temporary High Street Rate Relief Scheme to reduce Business Rates in certain circumstances. This scheme was amended and extended then changed into a more generous Retail, Leisure and Hospitality Rates Relief (RLHRR) Scheme which was extended due to the impact of the Covid 19 pandemic. It was further extended for 2023/24 with a monetary cap on the total amount of relief available to one business across Wales. The scheme has now been extended once again for 2024/25, again with a cap on the amount of relief that can be awarded to one business across Wales (£110,000) but with a lower percentage of relief of 40% per property.

- 1.2 Rate relief under the scheme is available for the financial year 2024/25. Welsh Government will reimburse each Local Authority in Wales for expenditure incurred, up to a defined limit, for the purpose of providing rates relief under this scheme, in line with the guidance issued. This will be done via a grant under section 31 of the Local Government Act 2003 and Section 58A of the Government of Wales Act 2006. The funding is subject to local authorities formally accepting the grant offer.
- 1.3 As this is a temporary measure, it is a condition of the grant that the relief under this scheme is provided by way of discretionary rate relief under Section 47 of the Local Government Finance Act 1988. Each individual local authority is required to adopt a scheme and decide when to grant relief under section 47. However, the eligibility criteria have been set by Welsh Government and detailed in the guidance they have provided (see Appendix 1 to this report). Welsh Government will only reimburse local authorities for the relief that is provided in line with that guidance.
- 1.4 The local discretionary rate relief policy currently used to grant relief to charities and other organisations does not require amendment.

2. The Retail, Leisure and Hospitality Rates Relief Scheme 2024/25

- 2.1 This relief is aimed at businesses and other non-domestic ratepayers in Wales in occupation of premises in the retail, leisure and hospitality sectors - for example shops, pubs and restaurants, gyms, performance venues and hotels.
- 2.2 The guidance does not replace any existing non-domestic rates legislation or any other relief. RLHRR is to be applied to the net charge payable after all other mandatory and discretionary reliefs have been applied.
- 2.3 Welsh Government has not specifically defined what it considers a 'retail, leisure or hospitality' premises and believes each Local Authority is best placed to judge which businesses should qualify in its area. However, it has provided examples and guidance as to the types of uses that it considers to be a retail, leisure or hospitality business for this purpose (see Appendix 1 to this report). Properties that are not broadly similar in nature to those listed would not be eligible for the relief.
- 2.4 The examples provided by Welsh Government are not intended to be an exhaustive list as it would be impossible to detail all the many and varied retail, leisure and hospitality uses that exist. There will also be mixed uses of business premises. However, they are intended to be a guide for Local Authorities as to the types of uses that the Welsh Government considers eligible for this relief. Local Authorities are advised that they should determine for themselves whether properties not listed are broadly similar in nature to the examples provided and, if so, to consider them eligible for the relief. Conversely, properties that are not broadly similar in nature to those given as examples, should not be eligible for the relief.

- 2.5 The scheme aims to provide support for businesses by offering a discount of 40% on the non-domestic rates bill due for the period 1 April 2024 to 31 March 2025 and will apply to all eligible premises. However, the maximum value of the rate relief allowed under this scheme, across all properties in Wales that are occupied by the same business, cannot exceed £110,000.
- 2.6 Relief should be granted to each eligible business as a reduction to its rates bill based on occupation between 1 April 2024 and 31 March 2025. It is recognised that there may be some instances where a Local Authority is retrospectively notified of a change of occupier. In such cases, if it is clear the ratepayer was in occupation on or after the 1 April 2024, the Local Authority may use its discretion in awarding relief as long as an application for this relief is made by the end of the day on 31st March 2025.
- 2.7 Formerly empty properties becoming occupied after 1 April 2024 will qualify for this relief. Also, if there is a change in occupier part way through the financial year, after relief has already been provided to the previous occupant of the property, the new occupier will qualify for the relief if they are eligible. In both cases, applications for this relief must be made by the end of the day on 31st March 2025. If they are eligible, relief would be awarded to the new ratepayer on a pro-rata basis based on the remaining days of occupation to the end of the financial year.
- 2.8 Most occupied business premises with a rateable value of £6,000 or less are eligible for 100% Small Business Rate Relief (SBRR) but only on a maximum of two properties per business, in each Local Authority area. Ratepayers operating in the retail, hospitality or leisure sectors who have more than two premises with rateable values of £6,000 or less, are also eligible for RLHRR and will therefore receive a 40% reduction in their rate liability for the premises for which they cannot be granted SBRR. However, the total amount of RLHRR awarded will be subject to the cap of £110,000 explained in paragraph 2.5 above.
- 2.9 To qualify for the relief, the premises should be wholly or mainly used for the qualifying purposes. In a similar way to other reliefs, this is a test on use rather than occupation. Therefore, properties which are occupied, but not wholly or mainly used for the qualifying purpose will not qualify for the relief.
- 2.10 Any business with a single property with a remaining rates liability after reliefs which is greater than £275,000 can use the entire allocation of relief available (40% of £275,655 = £110,000) but no other properties occupied by that business would then be eligible for relief under the scheme as the cap of £110,000 will have been reached.
- 2.11 Where a ratepayer is liable to pay rates on a number of eligible properties and the total relief allowed for all but one property is close to the maximum amount of £110,000 (or the MFA limit explained in section 4), an amount of relief of less than 40% will be allowed for the further eligible property.

2.12 Welsh Government has set out the types of uses that it does **not** consider to be retail, leisure or hospitality use for the purpose of this relief and which would **not** be deemed eligible for the relief. However, it will again be for local authorities to determine if other properties are similar in nature to those listed and whether they would also not be eligible for relief under the scheme.

The types of use not treated as being in the retail, leisure or hospitality sectors for the purposes of this rate relief scheme include:

- (i) Properties used for the provision of financial, medical or professional services, post office sorting offices, day nurseries, kennels and catteries, casino and gambling clubs, show homes and marketing suites and employment agencies.
- (ii) Properties that are not reasonably accessible to visiting members of the public even if there is ancillary use of the property that might be considered to fall within the scheme.
- (iii) Properties that are owned, rented or managed by a Local Authority.
- (iv) Unoccupied properties.

3. Applications for RLHRR

3.1 For 2024/25, although the guidance advises local authorities should minimise the administrative burden for ratepayers and for local authority staff, Welsh Government requires **all** potentially eligible ratepayers to formally apply for RLHRR. If an application is not made, relief cannot be awarded.

3.2 Furthermore, Welsh Government have instructed Councils that new awards of relief can only be made under the terms of the 2024/25 scheme if an application is received by the end of the day on 31st March 2025. The broad powers of local authorities do enable discretionary relief for previous financial years to be retrospectively awarded up to six-months after the end of the relevant financial year, but Welsh Government have advised that funding for any such RLHRR awards (arising from an application made after 31st March 2025) will not be covered by the funding agreement for 2024/25. The definitive advice is that there is no scenario in which the scheme can accommodate applications for 2024/2025 after 31st March 2025.

3.3 As part of their application, ratepayers will be required to give details of all properties for which relief is being sought throughout Wales. Where 40% of liability across a business's properties exceeds £110,000, businesses are required to specify which properties they would like the relief to apply to. Any attempt by a business to deliberately claim more than £110,000, will risk the withdrawal of relief granted under the scheme to that business by any local authority in Wales.

4. Subsidy Control

4.1 Welsh Government has provided the following guidance.

- (i) That the relief will be provided as a subsidy by way of Minimal Financial Assistance (MFA). The same business must not claim more than £315,000 in total of MFA over three years (including 2024-25). MFA includes other financial assistance given to businesses such as other discretionary reliefs, not just RLHRR. However, RLHRR schemes in Wales prior to 2023-24 were not provided as a subsidy and should not be counted towards the MFA limit.
- (ii) As a result, the gross value of RLHRR claimed for 2024-25 by the same business must, therefore, not exceed:
 - £110,000 in Wales (to comply with the terms of this scheme) or
 - £315,000 when combined with any other support paid over the financial years 2022-23 to 2024-25 (inclusive) that counts towards the MFA limit (to comply with subsidy control requirements).

4.2 If other financial support is received which counts towards the MFA limit, a business might only be able to claim part of the available RLHRR if the overall total of support provided would exceed £315,000. Businesses claiming the relief must therefore declare that the amount being claimed does not exceed those limits before the relief can be awarded. This will be part of the application process.

5. Implementation of the Scheme

5.1 At the time of preparing this report, Welsh Government has provided the following to authorities:

- Guidance for the RLHRR Scheme 2024 -25.
- A suggested application form.

5.2 Welsh Government's estimate suggests that in Swansea 1,742 business properties will be eligible and could have this relief applied to their Business Rates if the scheme is adopted and they make the necessary application in good time. This will involve significant extra workload for the Business Rates Team particularly as all potentially eligible ratepayers are required to apply for the relief and each application must be individually considered before a decision on eligibility can be made.

6. Integrated Assessment Implications

6.1 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.
- 6.2 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’.
- 6.3 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.
- 6.4 An Integrated Impact Assessment Screening has been carried out in February 2024 which determined that a full Integrated Impact Assessment Report was not required. See Appendix 2.
- 6.5 There are no integrated impact assessment implications. The relief criteria have been determined by Welsh Government and the Authority must follow those when awarding relief to those businesses that apply. Adopting the scheme and awarding Retail Hospitality and Leisure Rate Relief could enable the Authority to provide financial support to 1,742 (estimated) eligible businesses in the Council’s area to a value of approximately £8.837m.

7. Financial Implications

- 7.1 Welsh Government has estimated that 1,742 Swansea ratepayers will be eligible for support and has estimated that provisional funding of up to £8.837M will need to be provided to Swansea to fund this relief. It recognises that these estimates are likely to change. Any award made in excess of the funding may have to be met by the Authority, although this would appear unlikely to be required. At the time of writing this report, the formal funding offer has yet to be received but is expected in due course. The Welsh Government will follow its usual process and make instalment payments in arrears and one of the instalments will include a payment for administration funding.
- 7.2 There is a small risk that the estimated funding from Welsh Government, could be insufficient as applications may increase as buildings become occupied or undergo a change of use. It is not certain, but is likely, that any amount of relief applied in excess of the initial funding would be re-

imbursed as long as awards are made according to the guidance provided. Whilst there is thus some risk of an element of non-reimbursement to the authority if the actual eligibility differs from the estimate, it is felt on balance that it is worth that residual risk to enable local businesses to benefit from the scale of overall relief offered.

8. Legal Implications

8.1 There are no further legal implications to those set out in the report.

Background Papers: None

Appendices:

Appendix 1 - Non-Domestic Rates - Retail, Leisure and Hospitality Rates Relief in Wales 2024/25 - Guidance

Appendix 2 - IIA Screening Form

Non-Domestic Rates – Retail, Leisure and Hospitality Rates Relief 2024-25

Downloaded 14/2/24 - <https://businesswales.gov.wales/non-domestic-rates-retail-leisure-and-hospitality-rates-relief-2024-25>

Guidance

About this guidance

This guidance is intended to support county and county borough councils (local authorities) in administering the Retail, Leisure and Hospitality Rates Relief scheme (the relief). On 19 December 2023, the Minister for Finance and Local Government announced the continuation of the relief on a temporary basis for 2024-25. This guidance applies to Wales only.

This guidance sets out the criteria which the Welsh Government will use to determine the funding for local authorities for relief provided to retail, leisure and hospitality properties. The guidance does not replace any existing non-domestic rates legislation or any other relief.

Enquiries about the scheme should be sent to: localtaxationpolicy@gov.wales

The relief is being offered from 1 April 2024 and will be available until 31 March 2025.

Introduction

This relief is aimed at businesses and other ratepayers in Wales in the retail, leisure and hospitality sectors, for example shops, pubs and restaurants, gyms, performance venues and hotels. The aim of the relief is to support these sectors to improve their chances of recovery from the economic challenges which have affected them in recent years.

The Welsh Government will provide grant funding to all 22 local authorities in Wales to deliver the Retail, Leisure and Hospitality Rates Relief scheme to eligible businesses for 2024-25. The scheme aims to provide support for eligible occupied properties by offering a discount of 40% on non-domestic rates bills for such properties. The scheme will apply to all eligible businesses, however the relief will be subject to a cap in the amount each business can claim across Wales. The total amount of relief available is £110,000 across all properties occupied by the same business. All businesses are required to make a declaration when applying to individual local authorities, confirming that the amount of relief they are seeking across Wales does not exceed this cap. An example declaration form is at Annex 1 for local authorities to utilise when developing their own forms to publish and issue to businesses.

This document provides guidance on the operation and delivery of the scheme.

Retail, Leisure and Hospitality Rates Relief - How will the relief be provided?

As this is a temporary measure, we are providing the relief by reimbursing local authorities that use their discretionary relief powers under section 47 of the Local Government Finance Act 1988. It will be for individual local authorities to adopt a scheme and decide in each individual case when to grant relief under section 47. The Welsh Government will reimburse local authorities for the relief that is provided in line with this guidance via a grant under section 31 of the Local Government Act 2003 and section 58A of the Government of Wales Act 2006.

How will the scheme be administered?

It will be for local authorities to determine how they wish to administer the scheme to maximise take-up and minimise the administrative burden for ratepayers and for local authority staff. Local authorities are responsible for providing businesses with clear and accessible information on the details and administration of the scheme.

Which properties will benefit from relief?

Properties that will benefit from this relief will be occupied retail, leisure and hospitality properties – such as shops, pubs and restaurants, gyms, performance venues and hotels across Wales. More detailed eligibility criteria and exceptions to the relief are set out below. Relief should be granted to each eligible business as a reduction to its rates bill based on occupation between 1 April 2024 and 31 March 2025. It is intended that, for the purposes of this scheme, retail properties such as ‘shops, restaurants, cafes and drinking establishments’ will mean the following (subject to the other criteria in this guidance).

Hereditaments that are being used for the sale of goods to visiting members of the public

- Shops (such as florists, bakers, butchers, grocers, greengrocers, jewellers, stationers, off-licences, newsagents, hardware stores, supermarkets, etc)
- Charity shops
- Opticians
- Pharmacies
- Post offices
- Furnishing shops or display rooms (such as carpet shops, double-glazing, garage doors)
- Car or caravan showrooms
- Second hand car lots
- Markets
- Petrol stations
- Garden centres
- Art galleries (where art is for sale or hire)

Hereditaments that are being used for the provision of the following services to visiting members of the public

- Hair and beauty services
- Shoe repairs or key cutting
- Travel agents
- Ticket offices (e.g. for theatre)
- Dry cleaners
- Launderettes
- PC, TV or domestic appliance repair
- Funeral directors
- Photo processing
- DVD or video rentals
- Tool hire
- Car hire
- Estate and letting agents

Hereditaments that are being used for the sale of food and / or drink to visiting members of the public

- Restaurants
- Drive-through or drive-in restaurants
- Takeaways
- Sandwich shops
- Cafés
- Coffee shops
- Pubs
- Bars or Wine Bars

We consider assembly and leisure to mean the following.

Hereditaments that are being used for the provision of sport, leisure and facilities to visiting members of the public (including for the viewing of such activities) and for the assembly of visiting members of the public

- Sports grounds and clubs
- Sport and leisure facilities
- Gyms

- Tourist attractions
- Museums and art galleries
- Stately homes and historic houses
- Theatres
- Live Music Venues
- Cinemas
- Nightclubs

Hereditaments that are being used for the assembly of visiting members of the public

- Public halls
- Clubhouses, clubs and institutions

We consider hotels, guest and boarding premises, and self-catering accommodation to mean the following.

Hereditaments where the non-domestic part is being used for the provision of living accommodation as a business

- Hotels, Guest and Boarding Houses
- Holiday homes
- Caravan parks and sites

Retrospective relief

New awards of relief may not be made retrospectively for previous years under the terms of the scheme. Whilst the broad powers of local authorities enable discretionary relief to be retrospectively awarded up to six-months following the end of the relevant financial year, funding for any such awards is not covered by the terms of the funding agreement for the current year. Retrospective adjustments may only be made where relief has already been awarded under the terms of the scheme in the relevant year and the ratepayer's liability is subsequently revised as a consequence of a change in circumstances.

Other considerations

To qualify for the relief, the hereditament should be wholly or mainly used for the qualifying purposes. In a similar way to other reliefs, this is a test on use rather than occupation. Therefore, hereditaments that are occupied, but not wholly or mainly used for the qualifying purpose, will not qualify for the relief. For the avoidance of doubt, hereditaments which closed

temporarily due to the government's advice on Covid-19 should be treated as occupied for the purposes of this relief.

The above list is not intended to be exhaustive as it would be impossible to list all the many and varied retail, leisure and hospitality uses that exist. There will also be mixed uses. However, it is intended to be a guide for local authorities as to the types of uses that the Welsh Government considers for this purpose to be eligible for relief. Local authorities should determine for themselves whether particular properties not listed are broadly similar in nature to those above and, if so, to consider them eligible for the relief. Conversely, properties that are not broadly similar in nature to those listed above should not be eligible for the relief.

The grant of the relief is discretionary. Should local authorities decide to exercise their discretion not to apply the relief to eligible businesses, they may wish to consider taking their own legal advice upon any potential consequential legal issues which might arise from such a decision and on a case by case basis.

Businesses may view that they have not faced substantial impacts from the recent economic pressures and as such may be inclined to not apply for the relief.

Types of hereditaments that are not considered to be eligible for Retail, Leisure and Hospitality Rates Relief

The following list sets out the types of uses that the Welsh Government does not consider to be retail, leisure or hospitality use for the purpose of this relief and which would not be deemed eligible for the relief. However, it will be for local authorities to determine if hereditaments are similar in nature to those listed and if they would not be eligible for relief under the scheme.

Hereditaments that are being used wholly or mainly for the provision of the following services to visiting members of the public

- Financial services (eg banks, building societies, cash points, ATMs, bureaux de change, payday lenders, betting shops, pawnbrokers)
- Medical services (eg vets, dentists, doctors, osteopaths, chiropractors)
- Professional services (eg solicitors, accountants, insurance agents, financial advisers, tutors)
- Post Office sorting offices
- Day nurseries
- Kennels and catteries
- Casinos and gambling clubs
- Show homes and marketing suites
- Employment agencies

Hereditaments that are not reasonably accessible to visiting members of the public

If a hereditament is not usually reasonably accessible to visiting members of the public, it will be ineligible for relief under the scheme, even if there is ancillary use of the hereditament that might be considered to fall within the descriptions listed under *Which properties will benefit from relief?*

Hereditaments that are not occupied

Properties that are not occupied on 1 April 2024 should be excluded from this relief. However, under the mandatory Empty Property Rates Relief scheme, empty properties will receive a 100% reduction in rates for the first three months (and in certain cases, six months) of being empty.

Hereditaments that are owned, rented or managed by a local authority

Hereditaments owned, rented or managed by a local authority, such as visitor centres, tourist information shops and council-run coffee shops or gift shops attached to historic buildings, are exempt from this scheme.

How much relief will be available?

The total amount of government funded relief available for each property under this scheme for 2024-25 is 40% of the relevant bill. This is subject to a cap of £110,000 per business across all their properties in Wales.

The relief should be applied to the net bill remaining after mandatory reliefs (including discretionary elements that are fully or partly local authority funded) and other discretionary reliefs funded by section 31 grants have been applied (excluding those where local authorities have used their wider discretionary relief powers introduced by the Localism Act 2011, which are not funded by section 31 grants). The reliefs to be applied before Retail, Leisure and Hospitality Rates Relief include categories of discretionary relief available prior to the Localism Act 2011 (eg rates relief for charities, community amateur sports clubs, non-profit organisations, hardship, empty properties). Local authorities may use their wider discretionary powers to offer further discounts outside this scheme or additional relief to hereditaments within the scheme. Where a local authority applies a locally funded relief under section 47 of the Local Government Finance Act 1988, this should be applied after the Retail, Leisure and Hospitality Rates Relief. The eligibility for the relief and the relief itself will be assessed and calculated on a daily basis. The following formula should be used to determine the amount of relief to be granted for a particular hereditament in the financial year:

- Amount of relief to be granted = $V \times 0.4$, where
- V is the daily charge for the hereditament for the chargeable day after the application of any mandatory relief and any other discretionary reliefs (excluding those where local authorities have used their discretionary relief powers introduced by the Localism Act 2011, which are not funded by section 31 grants).

This should be calculated ignoring any prior-year adjustments in liabilities which fall to be liable on the day.

Businesses that occupy more than one property will be entitled to Retail, Leisure and Hospitality Rates Relief for each of their eligible properties, within the cap of £110,000 per business across Wales.

A business with a single property with a remaining liability (after reliefs) greater than £275,000 can use the entire allocation of relief. No other properties owned by that business will be eligible for the scheme.

Retail, leisure and hospitality properties which are excluded from Small Business Rates Relief due to the multiple occupation rule are eligible for this relief scheme, subject to the cap being applied.

Changes to existing hereditaments, including change in occupier

Empty properties becoming occupied after 1 April 2024 will qualify for this relief from the time of occupation.

If there is a change in occupier part way through the financial year, after relief has already been provided to the hereditament, the new occupier will qualify for the relief if they operate in the retail, leisure or hospitality sectors, on a pro-rata basis. This will be calculated based on the remaining days of occupation using the formula used in the section titled How much relief will be available?

The discount should be applied on a day-to-day basis using the formula set out above. A new hereditament created as a result of a split or merger during the financial year, or where there is a change of use, should be considered afresh for the discount on that day.

The cash cap and subsidy control

No ratepayer can, in any circumstances, exceed the £110,000 cash cap across all of their hereditaments in Wales. Where a ratepayer has a qualifying connection with another ratepayer, those ratepayers should be considered as one ratepayer for the purposes of the cash caps. A ratepayer shall be treated as having a qualifying connection with another where:

- both ratepayers are companies and one is a subsidiary of the other, or both are subsidiaries of the same company; or
- only one ratepayer is a company and the other ratepayer has such an interest in that company as would, if the other ratepayer were a company, result in its being the holding company of the other.

As of 4 January 2023, the new UK subsidy control regime commenced with the coming into force of the Subsidy Control Act 2022. The Retail, Leisure and Hospitality Rates Relief scheme is likely to be a subsidy under the new regime. Any relief provided by local authorities under this

scheme will need to comply with the UK's domestic and international subsidy control obligations.

To the extent that a local authority is seeking to provide relief that falls below the Minimal Financial Assistance (MFA) thresholds, the Subsidy Control Act 2022 allows an economic actor (eg a holding company and its subsidiaries) to receive up to £315,000 in a 3-year period (consisting of the 2024-25 year and the two previous financial years). Retail, Leisure and Hospitality Rates Relief schemes in Wales prior to 2023-24 were not provided as a subsidy. Local authorities should ask the ratepayers, on a self-assessment basis, to declare as part of their application for RLHRR that they are not in breach of the cash cap or MFA limit.

It is the responsibility of the local authority to comply with all relevant subsidy control provisions, including MFA procedure and transparency requirements. More information is available in the UK statutory subsidy control [guidance](#) from the UK Government.

For further advice, the Subsidy Control Unit at the Welsh Government can be contacted at:

Subsidy Control Unit
Welsh Government
Cathays Park
Cardiff
CF10 3NQ

Email: SubsidyControlUnit@gov.wales

Retail, Leisure and Hospitality Rates Relief Scheme 2024-25 - Annex 1

Retail, Leisure and Hospitality Rates Relief - Purpose of the Relief

The Retail, Leisure and Hospitality Rates Relief Scheme is available to qualifying businesses who operate in the retail, leisure, and hospitality sectors. The aim of the relief is to support these sectors to improve their chances of recovery from the economic challenges which have affected them in recent years. Eligible business will receive a 40% reduction to their non-domestic rates net liability in 2024-25. The maximum cash value of the rates relief allowed, across all properties in Wales occupied by the same business, should not exceed £110,000.

The relief will be provided as a subsidy by way of Minimal Financial Assistance (MFA). The same business must not claim more than £315,000 in total of MFA over three years (including 2024-25). RLHRR schemes in Wales prior to 2023-24 were not provided as a subsidy and should not be counted towards the MFA limit. The gross value of relief claimed by the same business must, therefore, not exceed £110,000 in Wales for 2024-25 (to comply with the terms of this scheme) or £315,000 from 2022-23 to 2024-25 inclusive (to comply with subsidy control requirements). Businesses claiming the relief must declare that the amount being claimed does not exceed those limits, before the relief can be awarded.

Businesses are required to declare that they meet the eligibility criteria set out in this guidance document and state which properties they seek to claim relief on. Where 40% of liability across a business's properties exceeds £110,000 or the MFA limit, businesses are required to specify which properties they would like the relief to apply to. Businesses may choose which properties they seek relief for. Where the total relief allowed for other properties is close to the maximum amount of £110,000 or the MFA limit, an amount of relief of less than 40% may be allowed for a further eligible property.

An application form must be submitted to each local authority from which a business is seeking to claim relief for a property in that authority's area. Each form must include details of all properties for which relief is being sought throughout Wales. If an application is not made, then relief cannot be awarded.

Any attempt by a business to deliberately claim in excess of £110,000 relief will risk the withdrawal of relief granted under the scheme to that business by any local authority in Wales. Information on relief claimed under the scheme will be shared with other local authorities and the Welsh Government, enabling any aggregate claims in excess of £110,000 to be identified and if necessary, acted upon.

The Welsh Government and **[name of local authority]** will not tolerate any business falsifying their records or providing false evidence to gain this discount, including claiming support above the £110,000 cap or the exemption threshold. A business that falsely applies for any relief, or

provides false information or makes false representation in order to gain relief may be guilty of fraud under the Fraud Act 2006 and subject to legal action, in addition to having all Retail, Leisure and Hospitality Rates Relief removed from all of their properties for the 2024-25 scheme.

[Local authorities to insert privacy statement into their forms as data controllers – allowing data to be shared with the Welsh Government and other local authorities]

An example declaration form is at Annex 1 for local authorities to utilise when developing their own forms to publish and issue to businesses.

Retail, Leisure and Hospitality Rates Relief Scheme 2024-25

RETAIL, LEISURE AND HOSPITALITY RATES RELIEF - PURPOSE OF THE RELIEF

The Retail, Leisure and Hospitality Rates Relief Scheme is available to qualifying businesses who operate in the retail, leisure, and hospitality sectors. The aim of the relief is to support these sectors to improve their chances of recovery from the economic challenges which have affected them in recent years. Eligible business will receive a 40% reduction to their non-domestic rates net liability in 2024-25. The maximum cash value of the rates relief allowed, across all properties in Wales occupied by the same business, should not exceed £110,000.

The relief will be provided as a subsidy by way of Minimal Financial Assistance (MFA). The same business must not claim more than £315,000 in total of MFA over three years (including 2024-25). RLHRR schemes in Wales prior to 2023-24 were not provided as a subsidy and should not be counted towards the MFA limit. The gross value of relief claimed by the same business must, therefore, not exceed £110,000 in Wales for 2024-25 (to comply with the terms of this scheme) or £315,000 from 2022-23 to 2024-25 inclusive (to comply with subsidy control requirements). Businesses claiming the relief must declare that the amount being claimed does not exceed those limits, before the relief can be awarded.

Businesses are required to declare that they meet the eligibility criteria set out in this guidance document and state which properties they seek to claim relief on. Where 40% of liability across a business's properties exceeds £110,000 or the MFA limit, businesses are required to specify which properties they would like the relief to apply to. Businesses may choose which properties they seek relief for. Where the total relief allowed for other properties is close to the maximum amount of £110,000 or the MFA limit, an amount of relief of less than 40% may be allowed for a further eligible property.

An application form must be submitted to each local authority from which a business is seeking to claim relief for a property in that authority's area. Each form must include details of all properties for which relief is being sought throughout Wales. If an application is not made, then relief cannot be awarded.

Any attempt by a business to deliberately claim in excess of £110,000 relief will risk the withdrawal of relief granted under the scheme to that business by any local authority in Wales. Information on relief claimed under the scheme will be shared with other local authorities and the Welsh Government, enabling any aggregate claims in excess of £110,000 to be identified and if necessary, acted upon.

The Welsh Government and **[name of local authority]** will not tolerate any business falsifying their records or providing false evidence to gain this discount, including claiming support above the £110,000 cap or the exemption threshold. A business that falsely applies for any relief, or provides false information or makes false representation in order to gain relief may be guilty of fraud under the Fraud Act 2006 and subject to legal action, in addition to having all Retail, Leisure and Hospitality Rates Relief removed from all of their properties for the 2024-25 scheme.

[Local authorities to insert privacy statement into their forms as data controllers – allowing data to be shared with the Welsh Government and other local authorities]

All applicants will need to provide the following information

Are you making an application for Retail, Leisure and Hospitality Rates Relief in more than one local authority area?

If yes, please complete Parts 1 and 2

If no, please complete Part 1 only

Part 1: Applicable to all applicants in relation to properties for which Retail, Leisure and Hospitality Rates Relief is being claimed from [name of local authority]

Business name and address:

Company registration number (if applicable):

Applicant's name:

Applicant's role in the business (eg owner / director / company secretary / accountant):

Applicant's email:

Applicant's telephone number:

If you are applying for relief in relation to more than one business premises, please list them in order of preference to which the relief should be applied, noting that the maximum relief that can be allowed to a business in Wales is £110,000. Relief will be granted in the order in which you list the premises.

The required details can be found on the non-domestic rates bill issued to you in relation to each property you wish to claim relief for.

Address of Property	NDR (Business Rates) Account Number	Rateable Value*
[Property address]		£ [LAs may be able to auto-populate]

<p>Total amount of Retail, Leisure and Hospitality Rates Relief sought in [name of local authority] (not to exceed £110,000 across Wales)</p> <p>You may leave this field blank if Part 2 of this application is not relevant to your business, or if the maximum relief entitlement for your business across Wales will be lower than £110,000. If you are required to claim a specific amount of relief from [name of local authority], to avoid your business exceeding the £110,000 cap across Wales, you must enter it here.</p>	<p>£ [LAs may be able to auto-calculate a maximum, but the applicant must be able to request a lower amount, to avoid exceeding £110,000 across Wales]</p>
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*To find out your rateable value, you can enter details at the Valuation Office Agency's [online checker](#).

Part 2: Applicable only to businesses applying for relief from multiple local authorities in Wales. In such cases, a separate application should be made to each local authority.

Properties in other local authorities in Wales, for which Retail, Leisure and Hospitality Rates Relief is being claimed for this business.

Address	Local authority
[Property address]	[Pick list could be used]

Declaration:

I understand that the total value of the relief claimed under the Retail, Leisure and Hospitality Rates Relief Scheme sought by [INSERT BUSINESS NAME] across the whole of Wales cannot exceed £110,000 and that deliberate attempts to claim relief over £110,000 risks all relief granted under the scheme being withdrawn. I accept responsibility for notifying my local authority of any change in circumstances, following my application for relief, which could result in the relief awarded to my business being incorrect or exceeding £110,000 across Wales (e.g. a change rateable value).

I understand that, should relief in excess of £110,000 be granted for any reason, a proportion of it will be reclaimed, in respect of one or more properties, to reduce the value of the relief awarded to £110,000 or below as appropriate. I also understand that, if relief in excess of £110,000 is granted as a result of a deliberate attempt to claim more than the maximum amount allowed, all the Retail, Leisure and Hospitality Rates Relief allowed for [INSERT BUSINESS NAME] across Wales may be removed, and the full amount of rates liability will become payable.

I understand that the relief will be provided as a subsidy by way of Minimal Financial Assistance (MFA). I confirm that, in claiming this relief, I shall not receive more than £315,000 in total of MFA over three years (financial years 2022-23 to 2024-25 inclusive).

I acknowledge that my local authority, any other local authority in Wales and/or the Welsh Government will undertake any appropriate checks considered necessary to assess this application for rates relief, including cross checks of any information already held by the authority, any other local authority in Wales or Welsh Government. I understand the data I have provided will be shared with Welsh Government and if necessary any other local authority in Wales, for this purpose and to prevent fraud and error.

I declare that the information provided in this application is true and accurate to the best of my information, knowledge and belief, and I understand that making a false response to any of the questions in this application could be an act of fraud.

Signed [xxx]

Name [xxx]

Date [xx/xx/xxxx]

Integrated Impact Assessment Screening Form – Appendix 2

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

Which service area and directorate are you from?

Service Area:

Directorate:

Q1 (a) What are you screening for relevance?

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

(b) Please name and fully describe initiative here:

The report provides information and requires a decision in respect of the adoption of a temporary Retail, Leisure and Hospitality Rates Relief Scheme relating to Business Rates, which has been introduced by Welsh Government for the financial year 2024/25. If adopted the scheme will provide support financial support to 1,742 (estimated) eligible businesses in the Council's area to a value of approximately £8.837m.

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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Older people (50+)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<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"/>	<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"/>	<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"/>	<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"/>	<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"/>	<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"/>	<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"/>	<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"/>	<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"/>	<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"/>	<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"/>	<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"/>	<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"/>	<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"/>	<input type="checkbox"/>

Integrated Impact Assessment Screening Form – Appendix 2

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"/>
Human Rights	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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

None – the qualifying criteria for the RLHRR has been set by Welsh Government. Relief must be awarded to all eligible ratepayers as per the criteria set out in the guidance provided, if they apply for the relief.

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

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

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

High risk

Medium risk

Low risk

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

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

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

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

We will be updating the external website to provide details of the scheme to interested parties and to provide an online application form to enable those businesses that wish to apply for relief to do so quickly and conveniently.

Q8 Does the initiative involve changes to the way you process the personal data of Council staff or service users, for example the purchase of new customer management software?

Yes No

Integrated Impact Assessment Screening Form – Appendix 2

If your answer is yes, you should also screen the initiative for any implications regarding privacy and other GDPR rights and consider whether you need to amend your entry in the Council's Information Asset Register. Please use the following link to the online screening form for a Data Protection Impact Assessment <https://staffnet.swansea.gov.uk/dpiascreeing>

For more about the Information Asset Register, please see <https://staffnet.swansea.gov.uk/informationassetregister>

Q9 What is the cumulative impact of this proposal on people and/or communities when considering all the impacts identified within the screening and any other key decisions affecting similar groups/ service users made by the organisation?

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

The report explains the eligibility criteria and adoption of a Non-Domestic Rates relief scheme and in itself has no specific positive or negative implications for any of the groups identified above. It would be better described as 'neutral' as there is no particular impact on any of the protected characteristics

Outcome of Screening

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

- **Summary of impacts identified and mitigation needed (Q2)**
- **Summary of involvement (Q3)**
- **WFG considerations (Q4)**
- **Any risks identified (Q5)**
- **Cumulative impact (Q9)**

There are no integrated impact assessment implications. The relief criteria have been determined by Welsh Government and the Authority must follow those when awarding relief to those businesses that apply. Adopting the scheme and awarding Retail Hospitality and Leisure Rate Relief could enable the Authority to provide financial support to 1,742 (estimated) eligible businesses in the Council's area to a value of approximately £8.837m.

(NB: This summary paragraph should be used in the **'Integrated Assessment Implications'** section of corporate report)

Full IIA to be completed

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

NB: Please email this completed form to the Access to Services Team for agreement before obtaining approval from your Head of Service. Head of Service approval is only required via email.

Screening completed by:
Name: Julian Morgans
Job title: Head of Revenues and Benefits
Date: 5/2/24
Approval by Head of Service:
Name: Ben Smith
Position: Director of Finance / Section 151 Officer
Date: 5/2/24

Agenda Item 8.



Report of the Local Authority Governor Appointment Group

Cabinet – 21 March 2024

Local Authority Governor Appointments

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

1.0 The nominations referred for approval

1.1 The nominations are recommended for approval as follows:

1. Birchgrove Comprehensive	Mrs Finola Wilson
2. Brynhyfryd Primary	Cllr Mike White
3. Morryston Primary	Mrs Nichola James
4. Parkland Primary	Dr Mahaboob Basha

5. Pen Y Fro Primary	Mrs Andrea Hill -Jones
6. Pontlliw Primary	Mrs Melissa Taylor
7. Sketty Primary	Cllr Nicola Furlong Mrs Kay Meade

2.0 Financial Implications

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

3.0 Legal Implications

3.1 There are no legal implications associated with this report.

4.0 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 Following the completion of the IIA process it has been identified there are no negative impacts and a full IIA is not required.
- 4.3 There is no need for mitigation as impacts that have been identified are not negative impacts. The panel choose Governors, no public consultation is required. In order for schools to run effectively they need to have effective Governing Bodies, this appointment supports this.

Background papers: None

Appendices:

Appendix A - Integrated Impact Assessment Form

Appendix A - Integrated Impact Assessment Screening Form

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

Which service area and directorate are you from?

Service Area: Achievement and Partnership

Directorate: Education

Q1 (a) What are you screening for relevance?

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

(b) Please name and fully describe initiative here:

Appointing Local Authority governors to schools in Swansea

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

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

Appendix A - 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

This activity does not require consultation.

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

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

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

High risk

Medium risk

Low risk

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

Yes

No

If yes, please provide details below

-
- Q7** What is the cumulative impact of this proposal on people and/or communities when considering all the impacts identified within the screening and any other key decisions affecting similar groups/ service users made by the organisation?
(*You may need to discuss this with your Service Head or Cabinet Member to consider more widely if this proposal will affect certain groups/ communities more adversely because of other decisions the organisation is making. For example, financial impact/poverty, withdrawal of multiple services and whether this is disadvantaging the same groups, e.g., disabled people, older people, single parents (who are mainly women), etc.*)

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

Appendix A - 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)**

We have identified high impact on children and young people because it is in school environment and Governors are appointed to those school. Race, Religion and Welsh language have been also identified as high impact because we have some religious and welsh language schools. There is no need for mitigation as impacts that have been identified are positive. The panel choose governors and no public consultation is required. In order for schools to run effectively they need to have effective governing bodies, this appointment process supports this.

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

Full IIA to be completed

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

NB: Please email this completed form to the Access to Services Team for agreement before obtaining approval from your Head of Service. Head of Service approval is only required via email.

Screening completed by:
Name: Gemma Wynne
Job title: Governor Support Officer
Date: 08/09/23
Approval by Head of Service:
Name: Rhodri Jones
Position: Head of Achievement and Partnership
Date: 08/09/23

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

Agenda Item 9.



Report of the Cabinet Member for Corporate Services & Performance

Cabinet - 21 March 2024

Quarter 3 2023/24 Performance Monitoring Report

Purpose:	To report corporate performance for Quarter 3 2023/24.
Policy Framework:	<i>Delivering a Successful & Sustainable Swansea Corporate Plan 2023/28</i>
Consultation:	Access to Services, Finance, Legal.
Recommendation(s):	It is recommended that Cabinet: 1) Notes the Council's performance achieving the Council's wellbeing objectives in Q3 2023/24; 2) Endorses the use of this information to inform executive decisions on resource allocation and, where relevant, corrective actions to manage and improve performance and efficiency in delivering national and local priorities.
Report Author:	Richard Rowlands
Finance Officer:	Paul Roach
Legal Officer:	Debbie Smith
Access to Services Officer:	Rhian Millar

1.0 Introduction

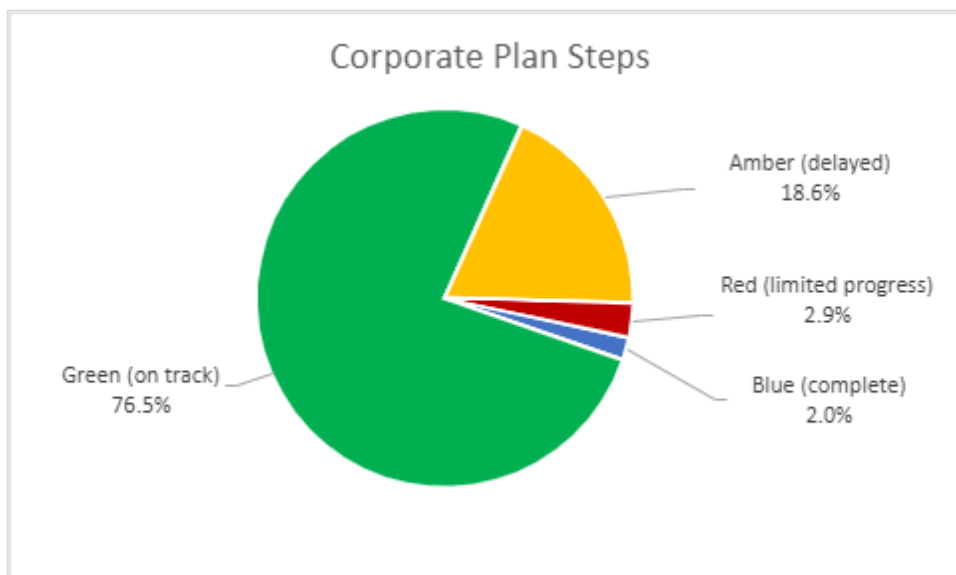
1.1 This report presents an update on quarter 3 2023/24 performance in respect of delivering the Council's Well-being Objectives (priorities) set out in the Corporate Plan 2023/28 *Delivering a Successful & Sustainable Swansea*:

- Safeguarding people from harm.
- Improving Education & Skills.
- Transforming our Economy & Infrastructure.

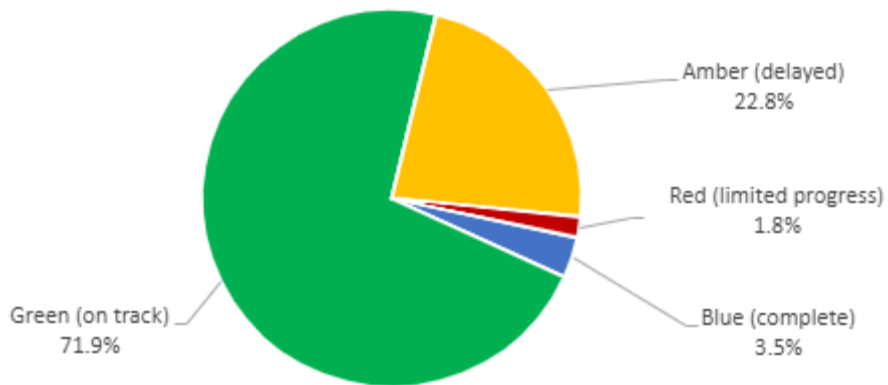
- Tackling Poverty & Enabling Communities.
- Delivering on Nature Recovery and Climate Change.
- Transformation and financial resilience.

2.0 Council Performance: Corporate Plan Delivery Performance Q3 2023/24

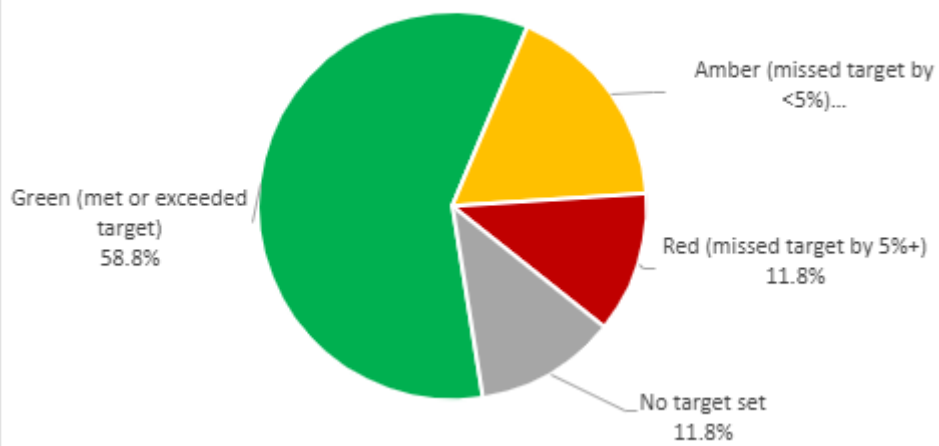
- 2.1 The Council has been reviewing its performance management reports so that it can report on progress meeting the corporate well-being objectives in a more holistic way that incorporates both qualitative and quantitative data and offers a more rounded view of performance delivering the corporate priorities.
- 2.2 The report at Appendix A seeks to provide an overview of performance each quarter that integrates progress meeting the steps in the corporate plan with related corporate plan success measures, corporate plan performance data and the corporate risks. An overall assessment is provided by the Chief Executive, which builds on the assessments on each objective provided by lead Directors and Heads of Service.
- 2.3 The charts below provide a summary of performance at Q3. The charts show that the vast majority of corporate plan steps, success measures and performance indicators are on track and corporate risks remain static.



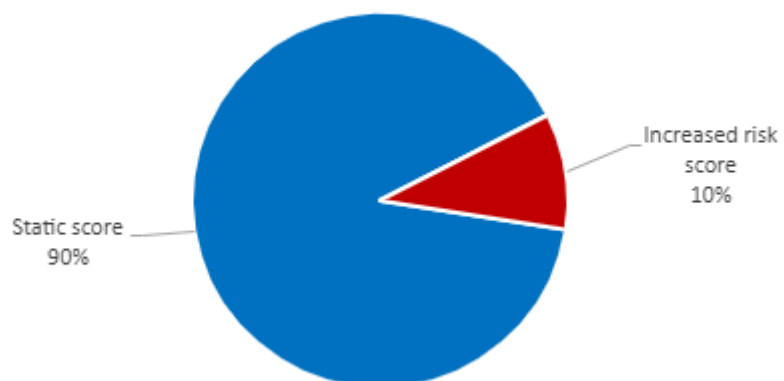
Corporate Plan Success Measures 23/24



Corporate Plan PI's



Corporate Risks



2.3.1 The quarter 3 report continues to show demonstrable and positive progress across all of the Councils well-being objectives, which are all rated green and are on target. The following includes some examples of good performance at Q3:

- In Social Services, a workforce development programme is in place to increase capacity through improved recruitment and retention of Social Workers.
- The co-produced Carers Assessment was successfully launched on Carers Rights Day in November and is being used by Children and Adult Services.
- The numbers of children needing to become looked after is on a gradual downward trend.
- The Council has secured a consistent approach to school attendance improvement planning; as a result, there is a steady improvement in school attendance rates.
- A highly successful Inclusion Conference for school leaders was facilitated during this reporting period resulting in greater awareness of diversity.
- 96% of all planning applications are determined within the agreed timescales; this performance is now consistently top quartile when benchmarked at the all-Wales level.
- The Local Area Co-ordination Team were successful in winning the Equalities, Inclusion and Cohesion category in the inaugural Safer Communities Awards in November.
- The Installation of EV charging point at Heol y Gors depot was completed.
- Metrics are showing strong performance on the payment of invoices, use of automation, handling of complaints and data protection.

2.3.2 Progress at quarter 3 is not without its challenges. These include service and staffing pressures, inflationary challenges, the impact from the cost of living and service demands. The Council is responding effectively and managing the risks appropriately. The following includes some examples where continuing improvements are needed:

- An area of significant concern continues to be the number of children requiring a residential care placement. The number remains too high and is a direct consequence of a national lack of foster placements. The Council is starting to see some early indications of success with growing our in-house Fostering service.
- Attendance at the Pupil Referral Unit remains below 60%, with insufficient progress. Attendance at Special Schools, although improving, remains below target. Grant funding has been used sensibly to support schools where attendance progress is slowest.
- The construction sector remains a challenging environment and presents a risk for the delivery and cost of major capital projects, with persistently high inflation continuing the impact the price of

materials, supply chain and labour availability. As a result, some major regeneration and housing developments could be delayed owing to these external factors and complications, but mitigation will be deployed wherever possible.

- The numbers in temporary accommodation have continued to grow as a result of a higher number of presentations, coupled with a lack of move-on accommodation. We are now at the highest level of households occupying Bed and Breakfast (B&B) accommodation ever. To mitigate this, we are progressing with an alternative to B&B, which will create an additional 60+ units of temporary accommodation but are concerned that we will not be able to continue to sustain these high numbers in temporary accommodation for much longer.
- There are limited financial and human resources to deliver and push towards the Net Zero 2030 ambition. In the main we are relying on external funding and without large investment – particularly on our buildings and fleet; the emissions figure will no doubt begin to plateau. We will look at opportunities to secure funding, but this is challenging given the pressures in the Councils Medium Term Financial Plan.
- 2023/24 continues to be a challenging year with a forecast overspend by year-end on service budgets of £1.507 million and an overall total overspend of £3.284m as at the end of December 2023. It is anticipated that these forecast overspends (which include excess unbudgeted base costs) will be offset by contingency reserves this year, adding pressure to 2024/25 and beyond.

3.0 Integrated Assessment Implications

3.1 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.

- 3.2 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 acting, in accordance with the sustainable development principle, aimed at achieving the 'well-being goals.
- 3.3 Our Integrated Impact Assessment (IIA) process ensures we have paid due regard to the above. It also considers 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.
- 3.4 This report is on performance during Q3 2023/24 in delivering the Council's key priorities as set out in the Corporate Plan, so there is no direct impact on people or communities.

4.0 Financial Implications

- 4.1 In the current and anticipated financial environment further discussion and consideration will be required around priorities and target setting for performance improvement.

5.0 Legal Implications

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

Background Papers: None.

Appendices:

- Appendix A Q3 2023/24 Performance Monitoring Report
Appendix B IIA screening form

Our Well-being Objectives



Chief Executives Assessment

December 2023

The quarter 3 report continues to show demonstrable and positive progress across all of the Council's wellbeing objectives which are all rated green and on target although this is not without its challenges. These include service and staffing pressures, inflationary challenges, impact of cost of living and service demands. The Council is responding effectively and managing the risks appropriately.

In overall terms of the 146 steps listed over 75% are currently green rated with 4 steps already completed which confirms that positive progress is being made. Only 6 steps (less than 4%) across all objectives and currently red RAG rated and priority leads will be tasked with taking proactive action to try and bring these back on target by year end. In addition whilst positive progress is reinforced by a number of the PIs included, there are some where further work and analysis is needed to ensure overall performance targets are met by the end of the year. It needs to be stated that many of these PIs are newly created this year and may take a little time to bed down. The risks against each of the wellbeing objectives are clearly stated and generally are being mitigated as far as is possible minimising the residual risk and additional control measures are being implemented where possible. It is worth stating that the councils risk management framework and process is currently being reviewed and will be in place for the start of the new financial year and this will further improve the robustness of the risk management process. Finally whilst the risk analysis for the transformation and financial resilience shows some mitigating are effective in reducing the residual ratings there is still a concern on the overall risks largely due to the current challenges within wider public sector finances and uncertainty about likely budget settlement for future years

Overall I believe that positive progress is being made and I that the progress outlined within the report against the individual steps clearly shows that the council is using its resources effectively and this is evidenced by positive actions listed

Safeguarding people from harm

Why is this a Well-Being Objective?

Swansea is a fair and equal city in which children can have the best start in life to be the best they can be, safe within their families.
Swansea is a healthy city in which all people can expect to live happy, healthy, fulfilling lives; to achieve their own wellbeing outcomes and age well.
Swansea is a human rights city committed to enhancing the health, wellbeing, safety and to promoting the rights of vulnerable adults, children, and families.
We aim to prevent and intervene early, where a person or child is at risk of harm, abuse, neglect or exploitation, and to ensure the right care and support at the right time.
We will continue to promote safeguarding vulnerable people as everyone's business, across the council, through a skilled and professional workforce, our elected members and any organisation or person who undertakes work on our behalf.

Challenges

Learning from the recent pandemic and looking forward with the help of the council's Recovery Plan will remain a key focus going into 2023 and beyond, as we carry on with transformation programmes to modernise social care services, to achieve a more preventative, sustainable approach and net zero carbon footprint.
We are working in partnerships to improve the safety, the health, and the wellbeing outcomes of our most vulnerable citizens.
Through 'coproduction' - we are involving people in everything we do, focusing on 'what matters most' to them as citizens, placing them at the centre of their own care and support and by coproducing services to achieve better outcomes.
By ensuring there is high quality and more accessible, and integrated health and social care services for adults, children and families who need our care and support.
Swansea is engaged in work on a regional strategic approach to support the wellbeing needs of carers and young carers, this needs to translate into a clear approach locally to make a difference in the lives of individuals.

Directors Assessment

Managing Winter pressures without additional Welsh Government funding to support social care has added to the Council's challenge to both maintain safe and effective service delivery whilst seeking to prioritise the transformation and improvement activity that will enable continued delivery against the Council's safeguarding well being objective.
By the end of this financial year the Council will have deployed c£7m of reserves to support recovery of services post covid; this year's Winter pressures, exceptional inflationary pressures; and the reduction in income from clients linked to the cost of living crisis.
Deployment of reserves at that level cannot be sustained.
Workforce sufficiency across all types of essential registrant posts remains a limiting factor. The lack of registrant social workers and therapists is negatively impacting current performance and remains a significant future risk. Likewise placement sufficiency for children who need to become looked after.
Despite that challenging context, performance against most of our key performance targets remains strong despite a 25% increase in demand; particularly across adult services. The Council will not be able to manage similar increases in demand into adult managed care services going forward. A higher proportion of adults will need to be supported through prevention and early help services. These services are under pressure as a result of significant reductions in grant funding and therefore the remodelling of early help and prevention across adult services to improve effectiveness and ensure financial sustainability is a priority.
The numbers of children accessing both early help and statutory children services remain broadly in line with expectations. The number of children needing to become looked after remains on a gradual downward trend. The numbers of children subject to a child protection plan is within an expected range. The only area of significant concern continues to be the number of children requiring a residential care placement. That number remains too high and is a direct consequence of a national lack of foster placements. The Council is starting to see some early indications of success with growing our in house Fostering service.

Well-being objectives

Steps to achieving the Well-Being Objective	Dec 23	
	Assessment of Overall Progress	RAG
Safeguarding as Everyone's business - Safeguarding our most vulnerable people is 'everyone's business' across the Council, within schools, with partners, and through West Glamorgan Safeguarding Board and partnerships, we will undertake a review of post-pandemic care and support provision	An internal and external domiciliary care capacity review, including the development of an Assistive Technology Strategy and internal Residential care provision review, aims to increase domiciliary care capacity. A Workforce development programme likewise aims to increase capacity through improved recruitment & retention of social workers. Locality based prevention and early intervention and support for parents and carers is aimed at improving early help and reduce statutory demand.	Green
High quality and resilient statutory services - by ensuring that Adult and Child and Family Services are robust, resilient, and effective in getting right care and support, to the right person, at the right time. We commit to investing £750 million for better care in Swansea, to begin options appraisal to increase council direct delivery of care.	A Medium Term Financial Plan has been approved and planning is in place for budget requirements over the next 5 years.	Green
Improving outcomes for children and young people by promoting rights of children, young people in everything we do, through our strategy to support children and young people to live safely at home with their family; through the corporate parenting strategy to help each cared for child achieve a better life; We will strive to provide new children's care facilities within Swansea; by progressing a new children's care facility offering high quality, not for profit, local placements where most needed.	We have a growing number of children in external residential care (34) attributed, in part, to a lack of foster care options and shrinking private market due to uncertainty around Welsh Government's Eliminate. We are unable to grow in-house residential at rate needed to keep children local (plan is to expand to 15 from 4). We have the possibility of creating 2 move-on flats at our Ty Nant children's home (Building Services completing initial assessment); and the development of a 2-bed emergency placements created at Ty Rhossili, which is scheduled to be completed by 31.3.24. In addition to these existing projects, we are also working with partners to test 2 additional properties in the local area, with the intention of registering them with CIW early in the New Year, if our location and community impact assessments are without issue. We have taken out a lease option for both of these properties. One is a former children's home in Brynhyfryd which will provide a 3-bed offer and the other is a 2 bed home in the Waunarlwydd area of Swansea. We are working on creative solutions to maximise Welsh Govt grant funding revenue costs, and assessing the risk of sustainability of staffing. This will inform the MTFP Our recruitment drive is still on-going, as is our training and development plan for our officers.	Green

Steps to achieving the Well-Being Objective	Dec 23	
	Assessment of Overall Progress	RAG
Transforming Care and Support to vulnerable adults - Supporting our most vulnerable adults to remain safe and independent at home, by remodelling access to an integrated health and social care service. We will rebalance our service offer to provide better day care opportunities and respite services across the City; to focus on prevention, reablement, and by engaging with Health to ensure care plans align with health recovery to improve outcomes	Partnership working with Health & third sector continues across both community and hospital to home pathways. Our integrated services and financial agreements across intermediate care and community equipment services are being reviewed to ensure this joint working, investment and use of available grant funding continues to best reflect & support our objectives. A review of day & respite services in terms of functions, assets and capacity, is in its early stages - asset mapping, functions and outcomes alongside engagement with current service users, families/carers and colleagues is all underway. A programme of work will be undertaken in 24-25.	Green
Support to unpaid carers, parent carers and young carers - recognising the vital contribution of unpaid carers, parent-carers and young carers by coproducing new approaches to the right support to achieve their own well-being outcomes.	New Carers continue to be identified and offered a Carers Assessment of their needs. Carers short breaks available via Welsh Government funding are being promoted and a new post to promote the support and services for Carers will be starting in Adult Services in the new year.	Green
Building a skilled, professional workforce and supporting their wellbeing - by safe recruitment, and retaining a workforce that continues to deliver high quality social services, by committing to fairer pay for care workers; through supportive leadership; by focusing on workforce wellbeing, practice standards and professional development to support each worker to be the best they can be	Social Services has a mature Workforce Programme. The aim of the programme is to have a highly skilled and trained workforce that we are able to retain. Wellbeing is at the heart of the programme, working with all areas of the Directorate to develop the SS Strategy.	Green
Implement the West Glamorgan regional partnership work programme, by working with partners to achieve integrated sustainable, and zero net carbon model of health and social care.	Programme Remains on track as per note for September 23.	Green

Success Measures

Success Measures	Dec 23	
	Assessment of Overall Progress	RAG
Safeguarding remains a whole council priority and everyone's business.	Jointly chaired by Cabinet Member and Director of Social Services, Council wide group meets regularly to oversee a comprehensive work programme, implement policy and Swansea's "everybody's business" approach to Corporate Safeguarding. Annual report to be presented to Scrutiny Programme Committee in November.	Green
Improved access to early help and the Council's wellbeing and prevention offer are helping to reduce demand on statutory services.	Due to the increased demand and issues with recruitment and retention within EHH, capacity in the service has been impacted. Budgets for 2024/25 will further impact resources and in turn capacity, due to continued flat and in some cases also reduced grants from Welsh Government.	Amber
Safety and safe standards inform our practice.	Safeguarding checklist, based on the national minimum standards, developed for all staff & volunteers	Green
Focus on quality in the delivery of statutory social services.	Continued focus on embedding quality assurance within Adult Services and Child and Family Services and through evidence-based practice frameworks, e.g. signs of safety, collaborative communication.	Green
Workers feel supported in their work and professional development.	Workforce Programme is in place and is continuing to listen and support staff with their work and professional development	Green
Carers are identified and supported in their own wellbeing.	The co-produced Carers Assessment was successfully launched on Carers Rights Day in November and is being used by Children and Adults Services. The commissioned support for Carers is due to be re-tendered in February 2024. The service specification has been co-produced by Carers.	Green
Swansea citizens experience a seamless journey towards their own health and wellbeing outcomes.	Progress of integrated, reablement pathways and hospital to home support, and reported in local and regional performance reports.	Green

Performance Indicators

Quarterly

Measure Ref ↑	Measure	Target	Actual	Performance
AD011e	The percentage of residential reablement stays where the need for support was mitigated or reduced	60.0%	81.0%	★
AD011f	Percentage of community reablement packages of care where need for support was mitigated or reduced	60.0%	57.3%	●
AD017i	Percentage of Care and Support plans due to be reviewed completed within statutory timescales	60.0%	45.6%	▲
AD024I	Percentage of enquiries completed within 7 working days from receipt of the reported alleged abuse.	70.0%	87.9%	★
AS135	Percentage of identified carers offered an assessment at the point of assessment of the 'cared for'	90.0%	92.0%	★
CFS14a	Percentage of contacts received where a decision was made by the end of the next working day	90.00%	96.76%	★
CFS18a	The rate of looked after children (LAC) per 10,000 of the 0-17 Swansea population	105.0	105.4	●
CFS19a	The percentage of visits to children on the CPR which were not overdue.	90.00%	78.35%	▲
CFS24	Number of Children / Young People Supported by Child and Family Services at the end of the period	1,400	1,194	★
CFS25i	The number of Children / Young People supported by the Early Help Hubs at the end of the period	1,000	961	●

Pages
5/5

Measure Ref ↑	Measure	Target	Actual	Performance
CH026	The number of children on the Local Authority's Child Protection Register (CPR) at end of the period	220	217	★

Corporate risks for the Objective

Risk Title	Risk Description	Inherent Risk	Overall RAG @ 30.09.23	Overall RAG @ 31.12.23
Safeguarding	If our safeguarding arrangements are not sufficiently robust (particularly with regards being able to fund, recruit and retain sufficient qualified social workers; ensure placement sufficiency for looked after children and be able to provide or commission sufficient social care for adults with assessed care and support needs), then we will not be doing everything we possibly can to prevent the death, injury or neglect of a child or vulnerable adult and consequential reputational damage.	25	16	16

Improving Education and Skills

Why is this a Well-Being Objective?

We want all children and young people to attend school regularly, to be included, to be resilient and have successful futures.
We want all children and young people to have good Welsh language skills.
We want to support and maintain effective school leadership.
We want to support and maintain excellent teaching.
We want all learners to receive their education in environments that are safe and sustainable communities for learning.

Challenges

Ensuring young people have the skills to be able to enter local employment opportunities, including those arising from the Swansea Bay City Deal.
Ensuring children and young people's learning, health and well-being is supported, particularly following the impact of the Covid-19 pandemic.
Addressing the inequalities created by the link that exists between educational attainment and economic prosperity.
Ensuring that the support for the provision of additional learning needs is stronger, less adversarial and places children and young people at the centre of decision making.
Ensuring equal opportunities for all learners to learn Welsh, speak the language confidently and to promote the benefits of bilingualism / multilingualism.
Ensuring leaders and practitioners are supported to maintain delivery of excellent education in all learning settings.
Providing a school estate that is suitable, safe, and sustainable.

Directors Assessment

The Council has secured a consistent approach to school attendance improvement planning. As a result, there is steady improvement in school attendance rates. Primary school attendance improved during this reporting period compared with the same reporting period for 2022-2023. Attendance at the pupil referral unit remains below 60%, with insufficient progress. Attendance in secondary schools is improving but the progress rate is slow. Attendance at special schools, although improving, remains below target. Grant funding has been used sensibly to support schools where attendance progress is slowest.

Securing re-design of specialist teaching facilities (STFs) has progressed well with co-constructed principles resulting in firm proposal progression during this reporting period. A wide re-structure of Additional Learning Needs (ALN) and Inclusion Teams has resulted in better use of the Council's resources to focus more on the statutory requirements of the ALN Act. Progress to become the first trauma informed Council in Wales has paused on accreditation. However, the Council is committed to support trauma informed practice across its schools and self-assess against national criteria. A highly successful inclusion conference for school leaders was facilitated during this reporting period resulting in greater awareness of diversity.

The corporate risk for Education and Skills is suitably mitigated by developing collaborative partnerships between employers and schools as well as widening vocational and curriculum opportunities for learners across Swansea schools. Actions to improve Welsh skills in Education are progressing well with Cefn Hengoed Community School receiving accreditation during the reporting period. Further staff resource, utilising Partneriaeth grant, has resulted in greater support to improve Welsh skills. Support for digital learning in schools has focused on keeping learners safe online. A professional learning offer has delivered well on supporting the use of Artificial Intelligence as an effective educational tool in schools.

The Council continues to maintain and support suitable leadership across its schools, including governing bodies. School monitoring to evaluate the quality of leadership recommenced during this reporting period with swift action to catch up on visits following industrial action. Good quality targeted support is provided to schools in direct proportion to leadership support needs. Although resource intensive, targeted support has resulted in greater school leadership capacity. Actions to reduce administrative burdens on schools have developed well with a triage system in place to ensure that schools are, for example, not asked to produce information held elsewhere in the Council. Schools have received sound guidance on managing resources with challenging budgets during this reporting period.

A draft strategic plan for setting out the Council's ambition for sustainable communities for learning has been completed for Cabinet consideration in Quarter 4. Approval to move to statutory notice for a 2025 amalgamation of special schools and build of a new single site special school by 2028 was secured during this reporting period. Strong progress during this reporting period has resulted in the universal offer of free school meals now being ready for all Reception to Year Four learners across Swansea schools.

Well-being objectives

Steps to achieving the Well-Being Objective	Dec 23	
	Assessment of Overall Progress	RAG
Inclusion Strategy - We will deliver the inclusion strategy to embed universal provision for additional needs, specialist places for additional needs and a whole school approach to emotional health and psychological wellbeing. The strategy will promote attendance, inclusion, learner participation in decision making and reduction in peer-on-peer bullying and harassment in schools.	The Inclusion Strategy 2023-2028 and a supporting action plan is in place. Progress to the end of this quarter includes the development of a proposed model of provision for the Supporting Sufficient Specialist Places programme, to be taken forward for consultation. All schools have been offered support to develop attendance action plans tailored to their setting. A review of Education Otherwise Than At School (EOTAS) provision has taken place, with recommendations to be presented to Cabinet in January 2024. The Additional Learning Needs and Inclusion Team structure has been reviewed to support the team to be able to take forward Additional Learning Needs and Education Tribunal Act. This includes capacity building and resilience of the Educational Psychology team.	Green
Welsh Language Skills Strategy - We will deliver a strategy that embeds the Siarter Iaith to all schools. The strategy will ensure that all schools are supported to develop learners' skills within and outside the classroom. We want learners to speak Welsh with confidence when they leave school.	The Welsh in Education team continue to support schools on their Siarter Iaith journey, with a number of schools achieving Bronze, Silver and Gold status over the last academic year. We have utilised grant funding through Partneriaeth to second teaching staff from one Welsh-medium school and one English-medium school to support with this work until the end of the financial year.	Green
Leadership Support Strategy - We will deliver a strategy to maintain and support effective leadership, including governance, across all schools. The strategy will promote self-improvement and collaboration. We want our school leaders to improve their own wellbeing in order to support practitioners and learners well.	A range of mechanisms are in place to support new and experienced leaders at all levels. A regularly updated leadership handbook is shared with schools and governor engagement events have been delivered. Further enhancements to the Arweinwyr system have been rolled out to governing body clerks. The School Improvement Team (SIT) have developed and delivered a series of self-evaluation/improvement planning sessions to support effective school improvement, with excellent feedback received. The impact will be measured during the next quarter.	Green
Teaching Support Strategy - We will deliver a strategy to support literacy, numeracy, and digital competence to maintain, restore and accelerate learners' skills. The strategy will promote excellence across all schools. We want all teachers to equip learners with key skills to access all areas of learning.	Work continues against the action plans developed against audits for Languages, Literacy and Communication and Mathematics and Numeracy in schools and the new Digital Strategy that is now in place. Partneriaeth are commissioned to provide professional learning around improving teaching and learning (with the Principal School Improvement Adviser instrumental in design), which was piloted and co-designed by a group of Swansea schools to ensure relevance. We have used Partneriaeth grant to support work on Literacy.	Green

Steps to achieving the Well-Being Objective	Dec 23	
	Assessment of Overall Progress	RAG
Designing Destinations Strategy - We will deliver a strategy to support vocational learning, post-16 curriculum collaboration, careers and work-related education. We want schools to engage with community learning champions, employers and other education providers to inspire successful futures for learners.	Partneriaeth Sgiliau Abertawe meet to consider strategically the future skills requirements of the area with three workstreams agreed to take this work forward over the next 5-years.	Green
Equity in Education Strategy - We will deliver a strategy to embed trauma informed practice across all schools, actions to reduce the impact of poverty on learners and meet our responsibilities as corporate parents. We want our vulnerable learners to access support in one place through community focussed schools.	Trauma informed practices, mental health and other training has been provided to schools. A conference covering poverty was delivered to all headteachers in June. Topics included services able to support families facing poverty, period dignity, professional learning, community focused schools, universal free school meals and uniform grants. A new system has been developed to include an e-personal education plan for Looked After Children, to support and monitor their educational progress. Rollout of this system will take place in early 2024.	Amber
New and Better Schools Strategy - We want to provide an efficient and effective educational infrastructure to meet current and future demands for school places. We will deliver a transformed schools' estate using our school building and maintenance programme and also respond to the developments set out within the local development plan (LDP) while ensuring community benefits from contracts. We want to reduce our carbon footprint within the school estate and make assets available for community use where local demand exists.	The Strategic Outline Programme for Sustainable Communities for Learning has been drafted ready for approval by Cabinet. Consultation has taken place on a larger new-build special school and Cabinet will now be asked to consider if they wish to move to the next stage, i.e. the publication of a statutory notice. The Service Transformation Committee for Education and Skills has considered an outline School Provision Plan.	Green

Success Measures

Success Measures	Dec 23	
	Assessment of Overall Progress	RAG
Developed and promoted the new inclusion strategy.	A proposed model for the supporting sufficient specialist places workstream was reported to the the Education & Skills Service Transformation Committee in December 2023. The consultation on the restructure of the Additional Learning Needs and Inclusion Team has been concluded. A review of Education Otherwise than At School (EOTAS) has concluded with a report to Cabinet in January 2024.	Green
Continued to support schools to support learners develop Welsh language skills, in line with the WESP delivery plan.	Schools are supported with Welsh language provision in line with the WESP. A number of schools have achieved awards in their Siarter Iaith journey. Funding has been secured through Partneriaeth to support this work with two seconded officers now supporting our work in this area. With the Welsh Government streamlining the grant offer in this area, this allows us to plan more strategically for future years in this important area.	Green
Encouraged take-up and support for school staff to undertake leadership development opportunities including qualifications.	Leadership development opportunities are promoted across schools and the number undertaking specific qualifications is reported within the annual performance indicators. The national middle leadership development programme and senior leadership development programme has very good representation from Swansea historically. Applications are currently open for 2023/2024. The School Improvement Team (SIT) support the delivery of these programmes. Any further requirements are factored into SIT's bespoke offer.	Green
Promoted a new vision for school governance to support school leadership.	Cabinet approved the strategy and the work plan to deliver the strategy in July 2023. The Arweinwyr platform was successfully rolled out to clerks by the end of the academic year and the transition of governor email accounts to Hwb mail commenced. All other actions are ongoing and are on track.	Green
Promoted local and regional opportunities of professional learning to support excellent teaching and learning.	Local and regional opportunities for professional learning are shared widely with schools through the School Improvement Team, networks and newsletter.	Green
Consulted with learners on post-16 choices and developed a new post-16 and vocational strategy.	Post-16 and vocational strategies developed. Post-16 provision survey is now complete and report available. This is being used to inform discussions with schools and college regarding the feasibility of some collaborative provision. Discussions held with schools and colleges on possible collaborative courses that could be offered across schools.	Green
Ensured suitable facilities to deliver universal free school meals to reception age, in line with the Welsh Government offer.	All reception age pupils have been offered universal free school meals.	Blue

Success Measures	Dec 23	
	Assessment of Overall Progress	RAG
Submitted a strategic outline programme for sustainable communities for learning.	A draft Strategic Outline Programme has been produced for Cabinet approval, prior to submission to the Welsh Government by the end of March 2024.	Green

Performance Indicators

Termly

Measure Ref ↑	Measure	Target	Actual	Performance
EDCP42	Percentage of pupil attendance in the Pupil Referral Unit	61.00%	59.36%	●
EDCP43	Percentage of pupil attendance in special schools	89.00%	85.76%	●
EDU016a	Percentage of pupil attendance in primary schools	92.00%	92.35%	★
EDU016b	Percentage of pupil attendance in secondary schools	89.00%	88.74%	●

Corporate risks for the Objective

Risk Title	Risk Description	Inherent Risk	Overall RAG @ 30.09.23	Overall RAG @ 31.12.23
Education offer	If children do not receive a suitable education offer that provides them with the right employment skills and qualifications (including digital and vocational), then they will not be able to access the opportunities that arise from the City Deal and other development opportunities that come to Swansea.	15	N/A	9

Transforming our Economy & Infrastructure

Why is this a Well-Being Objective?

We want to raise economic performance to create wealth and employment opportunities to improve the economic well-being of Swansea's citizens.

We want to lever all investment and funding opportunities in realising this objective including UK Government City Deal, Levelling up and Shared Prosperity Fund, Welsh Government Transforming Towns, Economy and Creative Wales and other major funders.

We want to ensure our local economies are supported to achieve resilience in the face of future global, national, and regional challenges, in particular the city centre and our small independent businesses and organisations that are the fabric of our communities large and small.

We want to provide an enabling approach to support individuals, businesses and communities through our employment and business support, regeneration activities, cultural assets, transport connectivity, planning and other support and regulatory frameworks in delivering these practical measures.

We want to ensure Swansea is a place characterised by sustainable communities with sufficient good quality housing and places for work and leisure.

We want to continue to forge strong, hard-working networks with our external partners who are co-delivering with the Council.

We want to take advantage of untapped growth potential to generate sustainable energy, deliver on net zero commitments, protect the environment and boost the economy.

Challenges

Post-Covid support and recovery.

A digital and connected future and new models of working.

Ongoing productivity gap with rest of UK - Swansea's productivity (GVA per hour worked) stood at 85.9% of the UK average in 2020.

Swansea has a healthy level of new business formations but the relative size of the business base (508 businesses per 10,000 population) is below Wales (539) and UK (718) averages. One and five year survival rates for enterprises have improved and in 2020 were in line with the equivalent rates for Wales and UK, but the increasing costs of goods and services, particularly energy costs, and rising interest rates are creating very challenging trading conditions for local businesses.

A new future for both the City Centre and smaller district and local centres and adapting to new ways of working including transport methods and connectivity and positive impact on places. .

Ongoing issue of unemployment and inactivity and ensuring a supply of genuine pathways and opportunities. Economic activity and employment rates in Swansea are lower than Wales averages and further below equivalent UK rates.

The Household Income Gap - although Gross Disposable Household Income rose in Swansea by 8.5% between 2014 and 2019, it continued to lag behind Wales and the UK where rises were 12.3% and 15.8% respectively over the same period. In 2019 Gross Disposable Household Income in Swansea was 75.9% of the UK average.

Wage rate gap - Over the year to April 2021, annual median full-time earnings in Swansea (workplace based) rose by 5.2%, which was greater than the Wales (+1.2%) and UK (-0.6%) averages. Consequently, annual median full time wage rates in Swansea stood at 91.6% of the UK average in April 2021.

Contribute to a reduction in deprivation, through the creation of sustainable well paid employment. There are pockets of deprivation across the county, with a number of areas among the highest levels of deprivation in Wales. In the 2019 Welsh Index of Multiple Deprivation (WIMD), Swansea had an above average proportion of its Lower Super Output Areas (LSOAs) featuring in the most deprived 10% in Wales, with 17 (11.5%) of its 148 LSOAs in the 191 (10%) most deprived.

Change the current business sectoral mix towards higher skilled, higher paid employment. 87.3% of employment is currently service sector based, and there is an under-representation of businesses in professional, scientific and technical sectors which tend to have better skilled and higher paid roles.

Swansea has a higher proportion of retail businesses than the Welsh and UK average – the planned regeneration schemes will help diversify the city and district centres.

Resident skills - continue to upskill people to take advantage of opportunities in new and emerging industries.

Address skills gaps in sectors such as care, hospitality and construction.

Recognising and working with deep seated anti-social behaviour, crime and associated issues and providing real alternatives and support.

Enabling creation of sustainable energy sources.

Help reduce commercial property viability gap with provision of quality flexible adaptable office space in response to increasing levels of inward investment interest and local independent business growth in both town centres and modern industrial settings

Increase the supply of affordable housing by building and acquiring new homes and looking for innovative solutions to convert existing buildings into residential accommodation.

Following completion of the WHQS, continue to invest to improve the energy efficiency of existing homes and reduce the impact of fuel poverty for residents.

The Q3 performance in meeting this well-being objective is overwhelmingly positive. The vast majority of the steps involved continue to be recorded as being on target. In addition, some steps have already been completed, demonstrating that the Council is utilising its resources effectively, including staff, assets and budgets. However, some steps are recorded as Amber, and the comments provided reflect the ongoing challenging environment for delivery.

The Q3 performance indicators are currently all on target, which reflects the strength of performance across those areas measured. Of particular note is the planning service performance, where over 96% of all planning applications are determined within agreed timescales. This performance is now consistently top quartile when benchmarked at the all-Wales level. Looking ahead, it should be recognised that the construction sector remains a challenging environment and presents a risk for the delivery and cost of major capital projects, with persistently high inflation continuing to impact the price of materials, supply chain and labour availability. As a result, some major regeneration and housing developments could be delayed owing to these external factors and complications, but mitigation will be deployed wherever possible.

Well-being objectives

Steps to achieving the Well-Being Objective	Dec 23	
	Assessment of Overall Progress	RAG
Transform our economy by securing funding opportunities and continuing to collaborate with our local regeneration partners and networks to implement the economic regeneration plan. We will maximise the benefits through the creation of employment and training opportunities for the long-term unemployed and economically inactive via community benefit clauses in contracts. There will also be a focus on -	.	
Lead implementation of South West Wales Regional Economic Delivery Plan in Swansea and associated work packages and funding streams such as UK Shared Prosperity Fund and Welsh Government sources.	REDP delivery continuing.	Green
Continuing support to business (both start up and existing) through the Business Swansea provision	Provision in place, expanded with UK Shared Prosperity Fund support and ongoing.	Green
Public Health Teams ensuring businesses can run effectively by adhering to the relevant legislation be it in the hospitality and catering sector or the licensed taxi sector.	Ongoing checks of licensed premises, drivers, vehicles and operators to ensure compliance with requirements. Relevant action taken where non-compliances identified. Ongoing programme of risk rated inspections of food premises to monitor compliance with food hygiene and food standards requirements.	Amber
Help create thousands of new jobs for the people of Swansea, aiming to provide high quality and secure employment.	Range of UK Shared Prosperity Fund support measures and grant support continue to be provided, in particular Growth Grants.	Green
Deliver an events programme each year, for the next five years, which expands and grows in tune with the regeneration of the city and growing visitor economy	The 2024 event season is now almost complete. October to December saw 'Spooks in the City' drive much needed footfall to the city centre. The fireworks display returned to St Helens Ground and a bigger and better Christmas Parade was attended by approximately 35,000 people. Christmas in Swansea was also marked with 11 community parades and the return of Waterfront Winterland. The team is now busy working on the annual Croeso festival set for St David's weekend and developing the 2024 events programme.	Green
Deliver a range of new and exciting immersive attractions, summer concerts and a new phase of Arena shows; encapsulated in a larger ever growing events programme (including the half Iron Man event), which commenced with community support for Platinum Jubilee events.	The 2024 event season is now almost complete. October to December saw 'Spooks in the City' drive much needed footfall to the city centre. The fireworks display returned to St Helens Ground and a bigger and better Christmas Parade was attended by approximately 35,000 people. Christmas in Swansea was also marked with 11 community parades and the return of Waterfront Winterland. The team is now busy working on the annual Croeso festival set for St Davids weekend and developing the 2024 events programme.	Green
Retain the Wales National Air Show in Swansea, bringing tens of thousands of visitors to the City for this annual event and review how its delivery can align with its net zero carbon targets.	Planning now well underway with key partners for the 2024 Wales Air Show which this year will include the Wales National Armed Forces Day.	Blue
Secure a major new tenant for the Debenhams unit in the Quadrant Shopping Centre, securing the use of this unit for the future.	Marketing has commenced with discussions held with prospective tenants.	Green

Steps to achieving the Well-Being Objective	Dec 23	
	Assessment of Overall Progress	RAG
Continue to work with partners to build a strong and resilient Creative Network to support the existing, emerging and future fabric of cultural and leisure assets embedded across the City Centre and District and local centres.	Coordinator appointed and beginning work January '24. Partners and Stakeholders engaged and ready to move forward.	Green
Transform the city and county's infrastructure to support a strong and resilient economy by focussing on key developments and enhancing key assets	.	
Working with our regional partners, progress a £1 billion regeneration and £750 million strategic partnership with Urban Splash as our new strategic partner, with an initial focus on Copr Bay Phase 2, the Civic Centre site and St Thomas site.	Progressing a number of phase 1 projects with Urban Splash but are subject to capital funding availability.	Green
Progress the Palace Theatre and Albert Hall developments to secure our historic buildings for future generations and seek an innovative solution to secure the future of the Elysium building.	Works continuing at Palace and Albert Hall.	Green
Work with partners to develop commercial meanwhile uses.	New Meanwhile Spaces contract let using UK Shared Prosperity Fund.	Green
Develop and promote more city living, including new hotels, retail, office space and food and beverage facilities.	Regeneration programme continues to utilise all available funding levers, in particular Transforming Towns grant and loan support in helping bring about mixed-use regeneration projects fitting with the Council's existing policy framework.	Green
Progress work on the new Castle Square Gardens project.	PCSA agreement being progressed with newly appointed contractor Knight Brown. Main contract to commence mid-year subject to agreement of funding availability	Green
Progress work on the new city centre Community Hub project providing a new home to the Central Library.	Contract issued to Kier with demolition works on going. Work to roof starting 15th of January for 12 weeks which will make the building watertight. The furniture package for the project is being retendered due to Ministry of Furniture going into administration. Kier are seeking a new contractor however this will not affect the project timeline. Project completion date 16th of May 2025.	Green
Complete the phased demolition of Ty Dewi Sant and the old multi-storey car park.	Surveys being undertaken by Wilmot Dixon as part of their appointment. Demolition of MSCP will form part of their service agreement.	Green
Progress the build of 71-72 The Kingsway, to create an innovation hub which will be home to new businesses and up to six hundred new jobs.	Scheme moving forward with anticipated practical completion in March 2024.	Green
Continue to progress development and investment through the Skyline park attraction on Kilvey Hill.	Planning application now live. Public open space notice will become live at the end of January. Scheme design is also progressing.	Green
Progress hotels discussions for the City.	Due to loss of previous potential operator the Hotel is to be remarketed.	Green
Working in partnership with Penderyn Distillery, support the opening of a new whisky distillery attraction at Landore.	Project complete.	Blue
Progress the development and reopening of the River Tawe corridor, including new pontoons.	Pontoon 1 installation complete. Two further pontoons in design under Levelling Up fund Lower Swansea Valley programme of work.	Green
Deliver new promenade improvements and developments, as well as new lighting around Swansea Bay.	Works progressing well.	Green

Steps to achieving the Well-Being Objective	Dec 23	
	Assessment of Overall Progress	RAG
Commit to improving public toilets.	Progress continuing with Rhossili public toilets. Ongoing work regarding city centre signage and exploring the options for future management of public toilets.	Green
Progress discussions for the new interactive aquarium, aiming to offer an immersive experience for visitors and a wider educational resource.	Discussions continuing via Urban splash	Amber
Strive to progress discussions regarding a new ferry service linking Wales with the South West of England.	Discussions underway.	Amber
Commit to progress discussions with partners regarding the International Sports Science Village.	Extension of the agreement to 31st March agreed and signed between parties. Budget savings deferred to enable more time to work through detailed options for a collaborative approach with Swansea University. Meeting with Senior leaders of both organisations differed in Dec to the new year.	Green
Commit to investment in our towns and villages.	Utilising funding support via Transforming Towns, Economic Recovery Fund, UK Shared Prosperity Fund and UK Levelling Up Fund in delivering county-wide interventions.	Green
Deliver on the refurbishment and upgrade of remaining tower blocks	Pre-construction design underway. Contractor has engaged new architects which are different from Stage 1 - further dimensional surveys are now required. Facilitation works underway with the planned relocation of Town Centre District Housing Office from block 2 into Townhill and the removal of garages within the immediate Croft Street area. Decision for the future of the Lamb Pub required.	Green
Provide more energy efficient homes and more affordable homes, alongside more investment in social housing.	A More Homes budget review is underway in conjunction with wider HRA budget review, which will identify funding available taking into account increased pressure on HRA, WG decarbonisation targets. Budget reductions required which will impact on number of units to be delivered. Indicative expenditure of £56.5m over 4 years up to 2027/28 for taking forward the strategy has been included in the draft HRA Capital programme. This will include the acquisition of properties and land to develop for council and affordable housing. It also includes funding for feasibility assessments to identify the most viable HRA-owned sites for future developments. Delivery will be aided through partnerships and external consultancy advice, which will increase capacity and pace in the programme. Gateway reports to be brought to Housing Future Program Board/Steering Group for all schemes going forward to agree costs and delivery. HAPS City Deal Funding awarded (£300k) for Brondeg scheme to contribute to cost of renewable technology.	Amber

Steps to achieving the Well-Being Objective	Dec 23	
	Assessment of Overall Progress	RAG
Public Health Teams ensuring private rented properties and Homes in Multiple Occupation are safe for tenants and rogue traders are prosecuted.	The Private Sector Housing Team handle HMO applications in line with regulations, respond to enquiries and complaints about housing standards and contract issues, taking enforcement where necessary. Inspections backlog (due to Covid pandemic) is reducing however staff resources still impacted. All rogue traders incidents are investigated by the Trading Standards Team and on track. If sufficient information then investigation is undertaken and appropriate enforcement action taken.	Amber
Complete the Welsh Housing Quality Standard (WHQS) 1 and begin planning WHQS 2.	New WHQS 2023 will become a statutory requirement from April 2024 and introduces new requirements including homes ready for letting to have floor coverings throughout and all council housing to reach SAP 75 by the end of financial year 2029/30. SAVA software has been procured and will assist with measurement and developing energy pathways. It is estimated that annually £67.8m is required to meet the standard including the SAP 75 milestone. Due to available finance and capital funding priorities the SAP 75 target cannot be met unless there is further capital grant to support this programme.	Amber
Continue onto the next phase of the More Homes build, whilst maintaining progress on further retrofitting of council homes.	3 Schemes in various stages of development via internal Building Services design team - Creswell (9 units), Heol Dynys (22), Brondeg (13), Planning permission rec'd for Creswell awaiting SAB approval. Heol Dynys and Brondeg anticipated to receive planning permission/SAB approval to enable schemes to commence in 24/25. Decisions on delivery timetable subject to HRA budget review. Brokesby Road (159 Units) - Planning permission submitted. SUDS Pre-app submitted. External consultants (BDP) designing scheme. Planning application and SAB application submitted. Value engineering exercise to be carried out once planning/SAB permission granted to identify cost reductions. Gateway report to HFPB March 24. Milford Sites A&B (Partnership arrangement) – Tender documents and Development Agreement currently being prepared by legal and external consultants aiming for issue of tender docs by Jan 24.	Amber
Promote and enhance a diverse and sustainable local economy through ensuring a robust policy framework	.	
Progress the Replacement Swansea Local Development Plan to provide an up to date planning and place making framework for guiding decisions on development proposals	Delivery Agreement approved by Council and Welsh Government and work underway. First key stage - a call for Candidate Sites - has commenced alongside project work to formulate key underpinning evidence.	Green
Agree a new Swansea Bay Strategy.	Report to STC agreed a way forward with concentration of resources on marketing of Langland site. Recommendations from STC were put to Cabinet Members to inform marketing.	Green

Steps to achieving the Well-Being Objective	Dec 23	
	Assessment of Overall Progress	RAG
To remodel services, focusing on meeting people's needs, within the funding available	Minor restructures within the Planning Applications service and the Natural Environment service are scheduled for implementation in 2023/24 and 24/25 respectively. These restructures will improve cost efficiency and service delivery resilience	Green
Commence a review of the disabled parking bay policy.	Continued discussion with Cabinet member on shaping the policy for disabled parking provision. Formal report to be prepared for presentation.	Green
Progress TAN15 discussions with Welsh Government to find a solution that supports appropriate development.	Consultation response provided to inform WG drafting of final document. Continuing liaison with WG, including through WLGA, and awaiting final version expected end of 2023/early 2024.	Green
Investment in our communities to provide good community infrastructure	.	
Promote sustainable use of sports pitches for local sports clubs.	Meeting with Junior league and FAW to discuss future options for growth, sustainability and scheduling of matches confirmed for January 2024. Lease for Mynydd Newydd, Coed Gwilim and Rosehill approved in the period, which will enable investment through FAW. Contract for changing room improvements at Penlan awarded and surveys undertaken of a number of key sites subject to review on costs.	Amber
Continue to invest in parks and play areas.	Tranche 3 awarded, tranche 4 out to tender with submission date of January 24. Programme is currently being delivered on time in full.	Green
Progress roll-out of free public Wi-Fi.	Target completion for this financial year remains. Supporting infrastructure works are underway.	Green
Commit to complete play area upgrades.	Tranche 3 awarded, tranche 4 out to tender with submission date of January 24. Programme is currently being delivered on time in full.	Green
Continue the replacement of bus shelter installations.	December 23 19 shelters in first batch of ERF funds - all completed. 18 shelters in second batch of ERF funds - all completed. 17 shelters in third batch of ERF funds - locations agreed with Cabinet Member and orders placed with supplier	Green
Commit to installing new bins and to replace dog waste bins with larger general bins.	Next supply of bins now being received, replacement programme ongoing with member engagement.	Green
Commit to roll-out new drainage teams and new PATCH (Priority Action Team for Community Highways) programmes	SRS (PATCH) programme completed. Drainage project ongoing.	Green
Commence the £10 million local road upgrades.	Works progressing well.	Green

Steps to achieving the Well-Being Objective	Dec 23	
	Assessment of Overall Progress	RAG
Progress delivery of all-weather sports pitches	Cefn Hengoed 3G roof covering delayed slightly due to weather, but now anticipate a February handover/opening. Case for Penlan 3G submitted through Football Foundation. Underhill Park and Olchfa 3Gs opened in the period and have been well received by users. Work to the 3G in in SBSP continues due to open early 2024.	Green
Commit to delivering better skate-park facilities within Swansea.	Curve studios appointed in the period and a visit to all sites and mapping undertaken in the period. Detailed work undertaken on initial phase of the consultation through an online survey which will be released in early 2024, together with press releases.	Amber
Ensure the availability of dedicated resources to tackle weeds, litter and minor works in every community; recruiting local ward operatives.	CWOT delivering member led enhanced cleansing and received considerable positive feedback. Increased costs from waste disposal is creating an unforeseen budgetary pressure however.	Green

Success Measures

Success Measures	Dec 23	
	Assessment of Overall Progress	RAG
Delivered better skate facilities.	Curve studios appointed in the period and a visit to all sites and mapping undertaken in the period. Detailed work undertaken on initial phase of the consultation through an online survey which will be released in early 2024, together with press releases.	Amber
Commenced £10 million local road upgrades.	Programme progressing well, no issues identified due to complete by end of year.	Green
Promoted the free and sustainable use of sports pitches for local sports clubs.	Complete	Blue
Secured a tenant for Debenhams.	Marketing has commenced with discussions held with prospective tenants.	Green
Work progressed on the new Castle Square Gardens project.	PCSA period will proceed over the next 16 weeks to work up the scheme design. A report to cabinet will follow to support the proposal subject to funding availability.	Green
Commenced the phased demolition of Ty Dewi Sant and the old multi-storey car park	Ty Dewi Sant demolished. The MSCP demolition will form part of the Wilmot Dixon service contract.	Amber
71-72 The Kingsway completed.	Practical completion anticipated in March this year which will be followed by a fit out period.	Green
Progressed discussions on a new ferry service linking Wales with the South West of England	Discussions underway.	Green

Performance Indicators

Quarterly

Measure Ref ↑	Measure	Target	Actual	Performance
BBMA5	Number of contracts started with Beyond Bricks & Mortar Community Benefit clauses in their contracts	5	6	★
EC2	The Percentage of all major applications with an economic imperative that are approved	100%	100%	★
EC7	Average Turnaround Time for Land Charge Searches completed in the period	10.00	2.02	★
EP28a	The percentage of all Planning Applications determined within agreed timescales	90.00%	96.52%	★

Corporate risks for the Objective

Risk Title	Risk Description	Inherent Risk	Overall RAG @ 30.09.23	Overall RAG @ 31.12.23
Delivering the Regeneration Programme	If the local economy and infrastructure is not transformed and supported to be resilient to economic challenges and changes to government policy on climate change, including flood risk and associated regulatory restrictions, and does not take advantage of opportunities to attract new development and investment, then it will not fulfil its potential as a regional centre to raise aspirations, improve services, lift skills, improve connectivity, create well-paid employment opportunities and improve the well-being of Swansea citizens.	25	9	9

Tackling Poverty and Enabling Communities

Why is this a Well-Being Objective?

Between 2023 and 2028, the Cost of Living crisis and ongoing economic challenges will continue to impact on individuals, families and communities across Swansea. Poverty is multi-dimensional, complex, growing and impacting more people in Wales. The council has an important role to play in helping people to alleviate poverty, improving their personal prosperity through better skills and jobs, and address the key issues influencing poverty such as homelessness.

We also see a role for our communities in supporting people to deliver early interventions, improve the wellbeing of local people and build collaborative relationships with service providers. Our vision for this priority is to create welcoming, strong, resilient, connected and prosperous communities as part of our response to tackle and alleviate poverty in Swansea.

Tackling poverty and enabling communities is a wellbeing objective because we need to:

- continue responding to the global economic pressures - including the Cost of Living crisis - that are impacting on our communities.
- target support for people in poverty or at risk of poverty in order to alleviate poverty and tackle the longer-term impacts on our society.
- focus on helping people to avoid the need to access services by promoting early interventions and preventative action.
- embed the lived experience of people in poverty across our services to ensure that we understand and meet those needs.
- create communities that are safe and resilient where people's rights and needs are respected.
- improve the personal prosperity of individuals through opportunities to develop skills, improve employability, access jobs and look after their own wellbeing.

Challenges

Levels of poverty which remains persistently high - with almost a quarter of people in Wales living in poverty - and impacts on life expectancy, health outcomes and adverse effects on the poorest areas.

People's experiences of poverty covering a range of common issues including access to essential resources such as housing, fuel, energy, clothing, footwear, food, and water, as well as support with finances, exclusion from services, and emotional and relationship issues.

The extra costs that people on low incomes must pay for essentials - such as transport, fuel and food - due to the poverty premium, compounded by the ongoing Cost of Living crisis.

The role our communities play in tackling poverty and preventing people's needs from escalating to the point where they need services or interventions.

Changes to population and demographics as well as local population needs as our communities have more older people, become more urbanised and require more homes to be built.

Opportunities to work closer with communities to tackle these important challenges, building on the networks, strengths and assets of our local areas.

Directors Assessment

The Council is continuing to make progress in its efforts to tackle poverty under continuing national challenges around the Cost of Living crisis and ongoing economic pressures on public services. In December, we presented our Annual Report on delivery against this corporate priority to the Scrutiny Programme.

The refresh of our Tackling Poverty Strategy has progressed, a draft is under review but we have pushed back public consultation until early 2024; this allows us time to incorporate more recent insight including the publication of Welsh Government's Child Poverty Strategy. We have delivered the Enabling Communities grants during December with £500k provided to communities for initiatives like Swansea Spaces. We received a Direct Food Support Grant offer of £157k and are currently administering this grant to tackle food poverty and food insecurity. Homelessness remains a key challenge against this priority and we are reviewing our priorities and focus under the Housing Support Grant (HSG) to tackle homelessness presentations in Swansea.

The Council is making good progress in its efforts to enable communities to become resilient, safe, welcoming and prosperous places. A key driver for this work is the Enabling Communities Transformation Programme.

Our Local Area Coordination team were successful in winning the Equalities, Inclusion and Cohesion Category in the inaugural national Safer Communities Awards in November, recognising the importance of their work in helping people and communities across Swansea. We are developing actions plans in response to Audit Wales' reviews of national priorities around social enterprises and community resilience, as well as reviewing our early help offer to focus our preventative service for people and communities. Many events and activities were organised and funded by the Council to help communities during the run-up to Christmas including the Everyone Deserves a Christmas campaign.

We continue to monitor and mitigate risks relating to poverty and the Cost of Living crisis alongside operational and performance risks. Work on a performance framework aligning elements of poverty and community work is continuing and will inform our council-wide approach to achieving this priority over the period of the Corporate Plan.

In summary, we are on track to deliver our key commitments in the Corporate Plan for 2023/24 and we are working towards achieving our Key Performance Indicators by the end of year.

Well-being objectives

Steps to achieving the Well-Being Objective	Dec 23	
	Assessment of Overall Progress	RAG
Strategic direction - We will develop methods of working with people with lived experience to co-produce and publish our aligned strategic visions, outcomes and priorities for Tackling Poverty and Community Enablement.	Draft of the refreshed Tackling Poverty Strategy is in development and subject to internal review prior to the launch of public consultation. Planning is underway on approvals and publication timescales. We have contributed to Welsh Government's development of the Child Poverty Strategy which is due to be published in 2024.	Amber
Cost of Living - We will reduce levels of poverty and mitigate the impacts of being in poverty by rolling out government grants, providing welfare rights advice and implementing targeted schemes including the 'free bus ride' initiative and Swansea Spaces.	So far this reporting year, we have administered £928,850 of grant funding to organisations to help ease the burden of the Cost of Living crisis, including the Enabling Communities Grant which has supported a range of community initiatives such as Swansea Spaces. Welfare Rights Advisors continue to deal with extremely complex cases but are supporting people to claim benefits and address barriers to financial inclusion.	Green
Tackling and preventing homelessness - We will implement the Housing Support Programme Strategy to support people who are homeless or at risk of becoming homeless. Page 77	We are continuing to progress with the actions within the HSP Strategy, where we look to take a rapid rehousing approach, reduce evictions, increase the supply of accommodation and develop partnership working to prevent homelessness wherever possible. However, we are continuing to see record levels of homelessness and rising numbers in temporary accommodation. In addition we are seeing increased levels of households requiring support. This pattern is the same across other LA's in Wales and we are becoming increasingly concerned of the pressure on housing and support services to deliver the actions within the HSP Strategy, particularly with a reduction in homelessness funding for 23/24 and Housing Support Grant remaining the same for this year and 24/25.	Red
Making more homes available - We will offer more energy efficient and affordable homes to help minimise household costs, as well as increasing the availability and quality of social housing, to help more people access accommodation that is suitable for their needs.	To date 249 additional council properties have been added to the housing stock including: New builds/conversion = 109. Acquisitions = 140	Amber
Improving people's prosperity - We will deliver programmes of employability, skills development and community enhancements that help people to improve their prospects for the future and volunteer their time to contribute to their local communities.	The Communities for Work Plus programme was the highest performing team in Wales for 'into work' outcomes up to October 2022. The Autumn Term for our Lifelong Learning programme has had high take-up of courses ranging from family learning to digital literacy to gardening and calligraphy. Education colleagues are continuing to address poverty impacts on children to overcome the barriers to future prosperity.	Green

Steps to achieving the Well-Being Objective	Dec 23	
	Assessment of Overall Progress	RAG
Focus on early intervention - We will collaborate with communities to help them play a stronger role in preventing escalation of individuals' needs and integrating with partners / local sources of support to mitigate demands on services.	Local Area Coordination has continued to successfully help and support local people and communities; in November, the team won the Equalities, Inclusion and Cohesion Category in the inaugural Safer Communities Awards. Two transformation programmes - Enabling Communities and the Tackling Poverty Programme delivered through the Shared Prosperity Fund - are implementing projects to improve community resilience and deliver more preventative outcomes.	Green
Empowering communities - We will embed the principles of human rights across our work with communities, empowering local people to get more involved in the co-production of services, community cohesion and social value.	The Collaboration Station is going well with over 60 partners working together to provide advice, support and guidance. The collaboration and engagement mapping exercise is ongoing. The Engagement Team are developing their future offer for Y Storfa.	Green
Keeping communities safe - We will tackle anti-social behaviour through targeted initiatives and support for people who are vulnerable or at risk by improving the presence of enforcement and using events / technologies to protect local people and property.	January 2024 The Anti-Social Behaviour Scrutiny Inquiry report was submitted to Cabinet on the 21 December 2023 after the Anti-Social Behaviour Scrutiny Inquiry Panel completed a detailed inquiry. The item has been put onto the Council's Forward Plan for Cabinet for response on the 21 March 2024. An action plan will be developed to deliver on the 24 recommendations. Work in partnership with SWP, YJS, continues daily for those who find themselves on the ASB stage process.	Green
Building community assets - We will continue to grow the assets of all communities across Swansea by using a strengths-based approach to increase resilient community-led initiatives (such as social enterprises) and establish integrated community hubs aligned with our Local Library Plan.	A new round of Enabling Communities funds has been awarded this quarter totalling £497,000. The COAST programme has supported 105 initiatives running this quarter until the end of March 2024 providing opportunities for free and subsidised activities across the County. 81 groups have been awarded funding to deliver Swansea Spaces projects, providing warm and welcoming places for people to go and 51 project have been supported through Holiday Food funding. These projects have been providing meals, food parcels and food vouchers for children and families across Swansea.	Green

Success Measures

Success Measures	Dec 23	
	Assessment of Overall Progress	RAG
Published our refreshed Tackling Poverty Strategy, working co-productively with our partners and people with lived experience of poverty.	Draft of the refreshed Tackling Poverty Strategy is in development and subject to internal review prior to the launch of public consultation. Key themes have emerged from the engagement work and survey analysis conducted in October 2022.	Amber
Developed a Tackling Poverty Performance Framework that aligns objectives, outcomes and performance measures related to tackling poverty.	Draft of the Tackling Poverty Framework has been developed and engagement with internal colleagues has commenced.	Green
Began a review of the Council's Housing Allocations Policy to ensure focus on providing suitable homes for vulnerable people, unintentionally homeless and people who may be struggling with poverty.	The review of the Allocations Policy has been temporarily paused for a period of 2 months (January and February) whilst the team focus on exceptionally high demand and pressures on the homelessness service. In the meantime every effort continues to be made to meet the needs of homeless households, those threatened with homelessness and vulnerable people.	Amber
Agreed a strategy to support homeless individuals as the COVID-19 hotel use ends, whilst continuing with our 'always a bed' pledge.	The numbers in temporary accommodation have continued to grow as a result of higher numbers of presentations, coupled with a lack of move-on accommodation. We are now at the highest level of households occupying B&B ever. Reasons for this include: the amendments to the priority need test, increased numbers of refugee cases, the cost of living crisis and a lack of affordable private rented accommodation. There is no indication that the numbers presenting as homeless is going to slow down in the foreseeable. To mitigate against this we are progressing with an alternative to B&B which will create an additional 60+ units of temporary accommodation, however, we are concerned that we will not be able to sustain these high numbers in temporary accommodation for much longer as this is placing a considerable final burden on the LA.	Red
Supported the establishment of the Swansea Sustainable Food Partnership.	This partnership has been established and is continuing to meet.	Green
Published our Corporate Volunteering Policy to develop and manage voluntary action within the organisation.	Draft Volunteering Policy has been developed as well as a Manager's Toolkit and Volunteers Handbook. Delays in commissioning a Volunteering Development Officer post have impacted on finalising the strategy development work and engagement with Council colleagues on implementing a robust approach for volunteering management.	Green

Performance Indicators

Quarterly

Measure Ref ↑	Measure	Target	Actual	Performance
HBCT01a	Average time for processing new claims (Housing Benefit)	28.00	19.85	★
HBCT01b	Average time for processing notifications of change in circumstances (Housing Benefit)	6.00	7.65	▲
HBCT02a	Average time for processing new claims (Council Tax)	31.00	18.90	★
HBCT02b	Average time for processing notifications of change in circumstances (Council Tax)	5.00	2.34	★
POV05	Amount of welfare benefits raised through securing rights & entitlements by the Welfare Rights Team	£175,000	£503,399	★
POV10	Number of people gaining employment through Employability Support	134	171	★
POV11	Number of accredited qualifications & sector specific training achieved by adults with L/A support	13	85	★
POV12	Value of grants received by the Tackling Poverty Development Team to support organisations and serv	£100,000	£500,000	★

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Corporate risks for the Objective

Risk Title	Risk Description	Inherent Risk	Overall RAG @ 30.09.23	Overall RAG @ 31.12.23
Impact of Poverty	If there is increased demand on Council services due to an increased number of residents experiencing the impact of poverty due to the pandemic and cost of living pressures. Then the impact includes increased debt, reduction in household income and negative impact on health and well-being.	16	9	9
Cost of living crisis	If the cost of living crisis continues or gets worse, then it will lead to greater pressure on housing supply, increased housing costs, higher levels of homelessness and increased demand on housing, tenancy support, homelessness and other Council services.	25	16	25
Social Cohesion	If we do not manage to continue to improve community involvement and break down barriers amongst people in terms of economic disparities, encourage tolerance to avoid social discord and strengthen community development throughout all ages, then we could see increasing community tensions, disorder and civic unrest exacerbated by the cost of living crisis and perceived differences and people not feeling heard or listened to.	16	6	6

Delivering on Nature Recovery and Climate Change

Why is this a Well-Being Objective?

Following Welsh Government declarations for Wales, the Council has declared both a Climate Emergency in June 2019 and a Nature Emergency in November 2021. Using the Welsh Government Route map to net zero, Swansea Council will align with its principles, knowing what needs to be done now, by 2022-26 Low Carbon becoming the norm and by 2030 where choosing carbon zero is routine.

Sound governance has been established within the council to act on such challenges and all activity will be driven within the parameters of the Well-being of Future Generations Act (Wales) 2015, the Environment Act (Wales) 2016, the Strategic Equality Plan and the Corporate Plan and the Swansea (PSB) Well-being Plan.

To ensure that in addition to achieving net zero 2030 for Swansea Council, we will work with partners, organisations, schools, businesses to support Swansea as a whole county and citizens in its efforts to become net zero by 2050, aligning with the Net Zero Wales Carbon Budget (2) 2022/2025. Establishing both Climate and Nature Charters and a Pledge Wall to encourage active participation and help build a healthier, more prosperous and biodiverse/ ecologically resilient Swansea.

Swansea is one of the most ecologically rich and diverse counties in the UK. Its unique variety of habitats and species and wonderful range of parks, greenspaces, nature reserves, beaches and landscapes needs to be maintained, enhanced and sustainably managed for the benefit of everyone now and into the future.

Our natural environment and biodiversity is under threat and in decline due to unsustainable human activities. Habitats and species are being lost at an alarming and unsustainable rate. We need to raise awareness of the impacts of biodiversity loss and climate change at the local level and provide information, advice, and practical support and incentives to encourage others to take action and collaborate to deliver positive solutions to these challenges.

We want everyone to have access to, understand, appreciate and benefit from Swansea's outstanding natural environment and to play their part in looking after and enhancing it, resulting in a healthier, greener and more prosperous Swansea.

Our future survival and quality of life is dependent on healthy resilient natural environment, the multiple benefits it provides to society and on reducing our carbon emissions to net zero.

We have a moral responsibility to look after biodiversity for its own intrinsic value.

Challenges

A public sector target of 2030, ahead of the Welsh Government's target of 2050 for the whole of Wales, will give us our best chance of keeping global warming below 1.5°C. This is the tipping point at which the climate impacts we're already experiencing will go from bad to potentially catastrophic. We'll see natural systems cross danger points, triggering lasting changes such as extreme storms, heatwaves, mass loss of natural habitats and species.

We are at a critical point in time for nature recovery and without urgent transformative change, many of our species and habitats will continue to decline or become extinct. Halting and reversing the loss of biodiversity through reducing harm and unsustainable use and moving to a situation where we are working with nature to maintain healthy resilient ecosystems that will continue to provide long-term quality of life (or ecosystem services) benefits upon which we all depend.

Tackling climate change, which is one of the greatest challenges facing us all and we need to reduce our carbon footprint and to mitigate for and adapt to the likely risks and impacts.

Creating high quality environmentally and low carbon responsible and sustainable green jobs that make the most of our unique natural resources e.g. through environmental tourism, sustainable land and coastal management, local food production, sustainable waste management, energy efficiency, renewable energy and carbon capture. As such we will explore and support projects such as on and off shore renewables which align to these ambitions.

Reducing inequalities in health and well-being by maintaining and enhancing a high quality and accessible natural environment plus ensuring fair access to low carbon energy, homes, travel options, sustainably sourced food and greener job opportunities.

Sustainably managing and enhancing the quality of our natural resources including air, water, soils and biodiversity will help increase Swansea's ecological resilience and the well-being of its inhabitants.

Directors Assessment

2030 steps

The Council continues to deliver on Nature Recovery and Climate Change. The 2022-23 emissions data was successfully submitted to Welsh Government, showing an overall reduction in scope 1 & 2 emissions. Discussions underway with Leadership and Cabinet about risks attached to meeting the ambition.

2050 steps:

The Climate Signatories group is established and has specific projects assigned to them. These include working alongside the PSB to deliver on the climate change elements of the new Well Being Action Plan. Two projects are being driven by the group: • The development of a Swansea Adaptation & Mitigation Plan. • A 'Good Practice' mapping exercise, led by NRW

Nature Recovery Steps:

The Nature Conservation team has been working with a wide range of partner organisations within Swansea and Gower to develop the Local Nature Recovery Action Plan (LNRAP). The plan has cabinet approval and sets out key objectives and actions that address issues causing declines in biodiversity in Swansea. It features 25 key actions to guide partner groups within the Swansea Local Nature Partnership. The aim by 2030, is to ensure that at least 30 percent of Swansea is protected and effectively managed for nature.

23-24 measures:

Achievements include the completion of the EV charging point installations at the Heol y Gors depot. The Fleet Manager currently working on an ULEV Strategy update. The Lagoon project continues to progress, with a recent funding application made to hopefully commence to the next phase of feasibility on a District Heating Network. The Energy Team have launched a Premise Manager Energy Toolkit, encouraging officers to audit their buildings and make simple changes to help not only reduce emissions but also to save money on energy bills. A pilot at Gorseinon Library and Housing Services building delivered good results. This supports a recent report by one of our environmental partners studying building emissions, suggesting we can make approx. 10% reductions in energy savings through behaviour change.

23-24 KPI's:

Encouraging staff to complete the new two Climate Change and Nature Recovery training modules has had some success and the Strategic Climate Change Project Manager and Biodiversity Natural Environment Officer have been piloting some face-to-face sessions. It is anticipated that this targeted approach will form part of the strategy to help build staff knowledge. The tree planting season is just commencing for 2023-24.

Risks and Challenges:

The challenges we are facing include continuing with limited financial and human resources to deliver and push harder towards the NZ2030 ambition. In the main we are relying on external funding and without large investment – particularly on our buildings and fleet, the emissions figure will no doubt begin to plateau. We will look at opportunities to secure funding, but this is challenging given the pressures in the Council's MTFP. There is a significant risk that Swansea Council won't achieve net zero 2030 without significant additional investment including support nationally with resourcing. With regard to fleet – there is also concern on the ULEV supply chain putting our new KPI CCNR5 at risk. The overall risk of not achieving net zero 2030 as a council is highlighted as RED on the corporate risk register.

Well-being objectives

Steps to achieving the Well-Being Objective	Dec 23	
	Assessment of Overall Progress	RAG
Net Zero Swansea Council by 2030	.	
Achieve net zero carbon emissions by 2030, following the approved Swansea Council Net Zero 2030 Delivery Plan.	As per September cabinet update report delayed until February 2024. Risk remains on red due to resource and funding issues.	Red
Reduce the council's impact on the environment, monitoring via the Welsh Government reporting process on the 6 organisational categories.	As per September's status with continual challenges around resource and funding opportunities.	Red
Replace for street lighting with LED.	25,789/29,205 street lights now LED (89%), 1443 fitted during 2022/23.	Amber
Develop a new County-wide tree planting map allowing us to plant thousands of new trees.	Strategic tree opportunity maps produced. Detailed planting plans need to be prepared following ground truthing, service checks, community consultation, etc.	Green
Continue to review the council transport fleet to maximise opportunities for use of a green fleet in line with its green fleet strategy.	December 2023 102 battery electric and 13 hybrid vehicles on fleet, representing @ 12% of corporate fleet. 100 charge points installed at depots, with 20 being installed Q1 2024. HVO trail being progressed. Proposal to review ULEV Transition Strategy being presented to CMT Jan 2024. Significant funding issues to be addressed to progress.	Amber
Net Zero Swansea by 2050	.	
Collectively support the wider Swansea ambition, working alongside Climate Charter signatories, PSB, citizens, schools, businesses, community groups and environmental partners to help deliver the Welsh Government ambition of Net Zero Wales by 2050. Net zero Wales by 2050	All schools with Sigma logins. Online training to be delivered in February. EPF delivered 2 projects so far, including the sponsorship of the Green Economy Conference and launch of Swansea Project Zero, with 3 underway and 2 further projects in development. Energy Awareness Hub reopened in November with take up on services being offered to the community higher than for same time previous year. Signatories delivering on two projects related to PSB. Mapping exercise to be delivered end of January and A&M consultants to be appointed beginning of February. 40 businesses have attended the Towards Carbon Zero training. Resource is an issue as lots happening.	Amber
Net Zero Wales by 2050	.	
Develop a Swansea Adaptation and Mitigation Plan.	Scope and tender for Swansea Adaptation and Mitigation Strategy developed, open on Sell2Wales and has closed with shortlisting finished, interviews about to commence and contractor to be appointed. All signatories giving time to partnership but finding own internal pressures mean not as much time given as would like. Staff time taken up significantly on this to try and compensate for other shortfalls.	Amber

Steps to achieving the Well-Being Objective	Dec 23	
	Assessment of Overall Progress	RAG
Support delivery of the first phase of the Blue Eden Lagoon project.	Heads of Terms for Land Transactions agreed. Grant application submitted to UK Gov for design of a Heat Network.	Green
Progress the development of a council-operated solar energy farm at the City's Tir John site.	Now linked in with Blue Eden / (Swansea Energy and Transport Hub and Port Redevelopment Project)	Green
Aim to make neighbourhood greening improvements.	New GI enhancements underway and /or being planned e.g. Pier St, Sandfields, High St, Townhill	Green
Support and enable the increase and availability of electric vehicle (EV) charging points and develop a wider EV charging strategy.	Two studies have been completed on ULEV strategy. The 2023/24 roll out of destination charging is ongoing. We are now bidding for funding for 2024/25 which will include the development of an on street charging pilot.	Green
Progress discussions on the development of a hydrogen fuelling hub.	Active discussions with various parties ongoing.	Green
Work towards announcing new Active Travel routes, which develop the built and natural environment and encourages higher levels of physical activity.	Progress has been made during 2023/24 for further development and delivery of several Active Travel routes. Applications for further funding for schemes in 2024/25 are currently being progressed.	Green
Nature Recovery	.	
Develop and monitor the delivery of the Section 6 Corporate Biodiversity Plan and the Resilient Wales goal through annual business planning and reporting mechanisms up to 2028. We will report to Welsh Government every 3 years in line with our Biodiversity Duty.	Draft Section 6 Plan for 2023-2025 has been prepared following internal consultation.	Green
Contribute to the review, delivery and monitoring of the Local Nature Recovery Action Plan and a County Wide Green Infrastructure Strategy.	Swansea LNRAP approved and published. The Countywide GI Strategy on hold until Sept 24 pending completion of LDP GI Assessment.	Green
Improve awareness and understanding of climate change and our natural environment through provision of information, training, and events.	141 staff completed module 1 and 41 module 2. 4 toolbox talks written and on the intranet. Communications Group continuing to meet and working on behaviour change possibilities through StaffNews. 3 face-to-face training sessions delivered so far with 1 scheduled and others being planned. A Let's Talk scheduled for January 24. More staff need to undertake e learning and more face-to-face to be delivered if behaviour change and awareness is to be successful.	Amber
Work to improve the ecosystem resilience of Council owned Sites of Special Scientific Interest (SSSI), Local Nature Reserves (LNR), Sites of Importance for Nature Conservation (SINCs) and greenspaces.	Habitat management works have been undertaken at several council owned SSSI's, LNRs and SINCs	Green
Continue to deliver a programme of wildflower planting and management and take actions that help to control invasive non-native species.	Wildflower meadows managed and invasive species controlled at several sites.	Green
Engage with local communities to encourage volunteering and to support them taking action to enhance and maintain their local greenspaces and wildlife sites.	A wide range of local community biodiversity/GI projects and volunteer activities and events.	Green

Steps to achieving the Well-Being Objective	Dec 23	
	Assessment of Overall Progress	RAG
Take action to maintain and improve the quality of our air, water and soils.	Air Quality Annual Progress Report (APR) has been submitted and approved by Welsh Government. Next Report to be submitted September 2024. Bathing Water Season starts again May 2024 for Swansea Bay DSP. Officer involvement with contaminated land and planning applications continues.	Green

Success Measures

Success Measures	Dec 23	
	Assessment of Overall Progress	RAG
Reported to Welsh Government on Swansea Council 2022-23 emissions.	Emission data submitted 2023 awaiting WG report due March 2024.	Green
Progressed phase 2 of the public buildings retrofit programme.	Carbon Reduction Retrofit Service Provider has provided High Level Assessment costs for review and approval by Service Areas and Finance towards progressing to the next stage, Investment Grade Proposal (IGP).	Green
Delivered a second year of projects with our environmental partner.	2 projects delivered and 3 being undertaken with a 5th being developed. Some within partnership are finding they have capacity issues as other funding streams unreliable and therefore this impacts on projects to be delivered by them - one partner has just pulled out of a potential project (Urban Farm) due to staff capacity issues.	Amber
Agreed a development model and progressed with the Tir John solar farm development.	Swansea Council Planning Committee approved planning permission (6th Jun 23).	Green
Agree and announce progress on the Blue Eden project with our development partner.	The Leader presented an update on Blue Eden to businesses and organisations, at the regional Green Economy Conference held in Swansea (22 Nov. 23).	Green
Build strong collaborative working relationships with climate charter signatories on the 2050 Swansea agenda.	Climate Signatories meeting every 6 weeks. ToRs signed off. Mapping exercise being analysed and A&M as above. A&M working group have 3 -4 regular attendees out of 6 due to partner capacity. Issues are same as above.	Amber
Begun to implement our ULEV Transition Strategy 2021-2030, with over 150 ULEV vehicles and fleet charge points.	Over 100 electric and hybrid vehicles deployed in fleet c/w supporting charge points. Proposal to review ULEV Transition Strategy being presented to CMY January 2024 due to significant financial barriers to progression of green fleet renewals.	Amber
Continue with the LED street lighting installation programme.	2,495 LED's fitted in 23/24 so far. Latest Government emission's factor figures have increased over 22/23 which will negatively affect our CO2 usage. Eventual saving may be 2-3% despite our conversations (out of our control).	Green
Agreed an updated tree planting and management strategy.	As above. Draft Tree Opportunity map prepared, still to be agreed/users trained	Green
Planted hundreds of new trees.	130 trees planted on Council owned land.	Green
Produced a series of Wild About your Ward Maps to support communities in identifying opportunities for enhancing local greenspaces and wildlife sites and engaging them in volunteering activities.	Baseline maps prepared for all wards, opportunity maps being developed.	Amber
Drafted Management Plans for Council owned Local Nature Reserves.	Draft Management Plans prepared for all 6 Council owned LNRs.	Green
Targeted treatment and/or removal of Invasive Non-Native Species on nature sites.	INNS removal at various locations, incl - Mumbles, Dunvant brickworks , Pwll Ddu, LNR, Bracelet Bay.	Green

Success Measures	Dec 23	
	Assessment of Overall Progress	RAG
Produced a series of Climate Change and Nature Recovery e-training modules.	2 modules. 141 completed mod 1 and 41 mod 2. More comms to go out. This is a small proportion of overall staff and issues as above.	Amber
Continued amenity grassland and road verge management trials to establish as species rich wildflower meadows.	As above. Management and monitoring of wildflower meadows ongoing	Green
Prepared a Local Nature Recovery Action Plan and a County Wide GI Strategy.	As above. Swansea LNRAP approved and published The Countywide GI Strategy on hold pending completion of LDP GI Assessment	Green

Corporate risks for the Objective

Risk Title	Risk Description	Inherent Risk	Overall RAG @ 30.09.23	Overall RAG @ 31.12.23
Net Zero 2030 target	If we do not transform the Council to meet the collective net zero commitments asked of public bodies by Welsh Government at sufficient pace and scale, then there is a possibility that the net zero target will not be met by 2030.	25	16	16

Transformation & Financial Resilience

Why is this a Well-Being Objective?

Between 2023 and 2028 there will be extraordinary challenges facing individuals, communities, and public bodies in Swansea, especially as a result of the ongoing recession. At a time when our population needs public services most, they are under threat as our costs rise but our funding is falling in real terms.

Against that background, if the council is to meet its statutory obligations and deliver the commitments it has made, we will need to innovate and transform how we operate, working closer than ever with others, while continuing to ensure that everything we do is focused on meeting the needs of our population.

Our vision for this priority is to deliver, through transformation, at least the same if not better outcomes for our population and to improve our efficiency by making significant changes to the way we work and how our services are designed and delivered.

Transformation and Financial Resilience is a wellbeing objective because we need to:

- manage the public finances sustainability, recognising the huge constraints that we know we will face over the term of the plan;
- ensure the council is adequately protected from major external risks such as cyber and data security breaches and recruitment and retention challenges we have across the council and in some services in particular;
- redesign and remodel aspects of the organisation and its services to meet the changing needs and expectations of citizens within the resources we have available;
- improve our customer service to ensure our citizens can access council advice, guidance, information, and services how and when they need them;
- improve how we consult, engage, and involve our population to help us design effective and efficient services;
- reduce the council's carbon footprint;
- create a culture that values high performance, learning and continuous improvement.

Challenges

The long-term public finance outlook is likely to remain challenging.

Demographic changes which will continue to drive increasing demand for council services and increasingly complex needs.

Demographic changes impacting on the local labour market and composition of the council workforce.

Technological advances are expected to continue to pave the way in defining how modern societies and economies will interact and develop into the future, not least our approach to social interactions, where we work, and how we access key services like education, health, and social care.

Recognition that solving complex challenges, such as substance misuse, strategic planning and meeting the needs of the older population cannot be met by the council alone and will increasingly require whole system responses through greater collaboration with partners and the population we serve.

Directors Assessment

Delivery of the Transformation and Financial Resilience Objective continued during the third quarter of 2023-24. There was no change to the RAG status of the steps or success measures compared to quarter 2: 9 of the 11 steps are showing a Green RAG Status, while two are showing an AMBER status. Aligned to this 8 of 11 success measures are green, while 3 remain AMBER.

Turning first to financial resilience, 2023-24 continues to be a challenging year with a forecast overspend by year end on service budgets of £1.507 million and an overall total overspend of still £3.284m as at the end of December 2023. It is anticipated that these forecast overspends (which include excess unbudgeted base costs) will be offset by contingency reserves this year, adding pressure to 2024-25 year and beyond. The Council received the third best settlement from Welsh Government for 2024-25 and developed draft budget proposals during the third quarter, including £25 million of recurrent savings proposals which will be considered by Cabinet on 15 February 2024. 79% of the planned savings for 2023-24 had been delivered by the end of the third quarter, with an expectation that up to 90% will be achieved by year end.

Progress continues in relation to our Corporate Transformation Plan, with four programmes recording a GREEN RAG status. Seven programmes remain AMBER and are making progress, albeit the RAG Status reflects the long lead times often associated with transformational change. The Net Zero Programme continues to have a RED RAG status as it continues to be constrained by supply, funding, and Welsh Government reporting requirements. This is the subject of a report to Cabinet in February 2024.

Performance overall has been positive with metrics showing strong performance on payment of invoices, use of automation, handling of complaints and data protection. Sickness absence figures were higher than the quarterly target and work is underway to review current procedures and practices, including staff wellbeing services.

Well-being objectives

Steps to achieving the Well-Being Objective	Dec 23	
	Assessment of Overall Progress	RAG
Financial Sustainability: We will maintain a sustainable Medium Term Financial Strategy which ensures the council's revenue and capital resources are aligned to the achievement of the council's wellbeing objectives and delivery of our statutory obligations both over the term of the plan. We will ensure required savings are delivered, and commercial opportunities are taken, where appropriate	December 2023 Settlement received at 3.8%, 3rd best in Wales for 24-25 and crucially exactly in line with internal planning assumptions so no surprises. However clearly below inflation and does not fund demography, demand or pay pressures fully so pressures and choices remain difficult. Uncertainty over likely specific grant cuts to come. Draft budget and MTFP proposals published 8 Jan and formal stage of budget process is currently live. Process itself is Green as all stages and timelines met to date but risks and outlook for funding future mean remains Red in risk register	Green
Transforming our business: We will, deliver the council's transformation vision and goals, through the development and implementation of a corporate transformation plan, incorporating the key transformational change projects and programmes from across the council	As at December 2023 four of the programmes are showing an overall RAG status of GREEN, seven are AMBER. Only the Net Zero Programme continues to have a RED RAG Status due to supply chain, funds, resources, constraints imposed by the Welsh Government reporting mechanism. In October 2023 the council received a positive letter from Audit Wales (AW) regarding the council's transformation arrangements which recognised lessons learning from Achieving Better Together and links to the the Council's corporate plan. AW made suggestions to further enhance the governance of the plan and these will all be implemented by the end of March 2024. associated with the programmes. When the plan was approved in April 2023, Cabinet was advised that the MTFP contained proposals amounting to £6.5 million (between 2023-24 and 2026-27) that would be facilitated by the programmes in the plan. Since then, the programmes have been further developed and the 2024-28 budget planning process is underway. As a consequence, there are expected to be changes to the savings proposals previously identified and these will be factored into the 2024-28 MTFP. 2.4 As part of the budget planning process Cabinet / CMT have discussed the potential to establish an additional transformation programme in respect of homelessness and to consider how the Enabling Communities and Adult Services might be amended to connect community development with available and relevant social services grant funded activities. Officers will develop proposals for consideration by the Cabinet / CMT Transformation Board in March 2024	Amber

Steps to achieving the Well-Being Objective	Dec 23	
	Assessment of Overall Progress	RAG
Digital Transformation: We will implement the council's digital strategy, using digital technology to improve people's lives, to enable digital access to services 24 hours a day, and to improve operational efficiency	A revised business case and proposal was approved by the Improving Customer Access Board and the Digital Transformation Board. The project will now proceed which is focusing on improving telephony and the contact centre experience for the public. The Digital Transformation Board now has a 'deep dive' agenda item so Board members can explore individual projects in more depth.	Green
Workforce Development: We will implement the council's workforce strategy and thereby develop a motivated and committed workforce that is innovative, supported, skilled and customer focused.	The Workforce and OD Transformation Programme Board have continued to meet quarterly throughout 2023/24. Projects were signed off for 2024 delivery and progress is highlighted at each update meeting. Currently out of the four themes two are on track and green, with two amber. In addition, three of the transformation programme business case projects are on track and green, with one amber. At this stage in the programme, the RAG assessment is green.	Green
Organisational Development: We will ensure the organisation's working model reflects the needs of the population and the council's agile working approach. We will review senior management structure, pay and grading to ensure they are appropriate and in line with the wider workforce pay and grading scheme. We will develop tools to help services implement change, including training, guidance, and support.	Further to the changes outlined in the September commentary work has commenced on the OD offer to the organisation and a proposal is to be discussed with Leadership Group in February 2024 for implementation in the 2024/25 year. To support the pay and grading scheme full refresher training is taking place during January and February 2024 for HOS and trade union representatives in order to continue with the integrity of the scheme. Workforce planning continues with new templates being provided for the 2024/25 year and supported by the business partners for completion.	Green
Performance Management and Governance: We will continue to embed self-assessment into the council's performance management arrangements and develop a culture of high performance, learning and continuous improvement. We will ensure the corporate plan, Medium Term Financial Strategy and Transformation Plan are aligned and support the long term needs of the population. We will also keep the council's constitution under review, including ensuring appropriate delegation arrangements for members and officers are in place.	The introduction of the new integrated quarterly and annual performance monitoring report at Q2, bringing together performance delivering the steps to meet the Councils well-being objectives and associated corporate level success measures, performance indicators and risks, provides a self-assessment of performance each quarter by the relevant directors / objective leads and the Chief Executive Officer. Rated as Amber whilst this is a new process being embedded.	Amber
Procurement: We will continue to develop the procurement supply chain locally, regionally and pan Wales to ensure our procurement activity remains ethical, looks to embed real living wage aspirations across the supply chain and weighs ever more heavily on the social value of procurement, in line with the sustainable development principles.	Oracle Purchasing Team now working to implement new spend tracking system (based on postcodes to monitor local economic impact). New legislation relating to this area (the Social Partnership and Public Procurement Act's statutory guidance relating to well-being measures) is not yet finalised with new target date May 24, so associated tracking pending publication of the Act's guidance.	Green
Operational estate: We will continue to rationalise the council's operational estate to maximise efficiency and reduce our carbon footprint.	As per September disposal programme continues.	Green

Steps to achieving the Well-Being Objective	Dec 23	
	Assessment of Overall Progress	RAG
Partnership working: We will continue to collaborate with our regional partners to progress our wellbeing objectives, specifically in relation to the strategic development planning, regional transport planning, promoting the economic well-being and delivering a regional energy strategy (through the Corporate Joint Committee), health and social care (through the West Glamorgan partnership) and education improvement (through Partneriaeth). Our collaboration will also continue with local partners to develop and implement solutions to the challenges facing our population and progress our 2040 Wellbeing Plan (through the Public Services Board).	A report on the work done by the Councils strategic partnerships was developed and presented to Governance & Audit Committee in Q3 (October 2023). This is presented every 6 months to the committee and will highlight the key challenges and achievements of the partnerships during the period being reported.	Green
Interacting with our population: We will continue to ensure that where appropriate we consult, engage, and involve our population in the design and the delivery of our policies and services, enhancing our co-production capacity and capability through pilot projects and practice.	Our updated Consultation and Engagement Strategy was approved by Council in May. We commissioned Coproduction Wales to work with us to improve our knowledge and capacity for undertaking more co-productive activity across the Council. a Coproduction champions network has been established and regular training opportunities have provided to council staff. Pilot projects have been selected to put co-production into practice, Work has progressed on producing a Coproduction Policy for the Council which will be adopted by Cabinet in January.	Green
Equality, Diversity and Human Rights: We will continue to embed equality, diversity, and human rights through all that we do as a council, implementing our Wellbeing Language proving the quality of our integrated impact assessments and working with partners to make Swansea a Human Rights City.	Our IIA process ensures that Equality and Diversity and Human Rights implications addressed in every decision we make as a Council and are embedded policy development. Swansea declared itself a Human Rights City in December 2022. Work has been undertaken with partners to engage with communities our Human Rights Action Plan. In June we held a successful engagement event. The outcomes of this event have directly inform the Actions plans for each PSB partner. Plans were published on the 10th December to mark Human Rights Day.	Green

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Success Measures

Success Measures	Dec 23	
	Assessment of Overall Progress	RAG
A balanced Medium Term Financial Plan.	Draft published 8 Jan - risks remain over funding outlook but process on track and to time thus Green on process, Red on risk.	Green
Delivered all the savings proposals approved in the 2023-2024 Final Budget.	Cabinet received second quarter update on 21 December and tracker indicated 76% of savings achieved at 2nd quarter. Unlikely 100% will be achieved - which is a clear challenging stretch target - on current performance upper bound likely around 90% - although Cabinet and Directors have agreed mitigating steps must be taken and achieved to ensure overall budget is balanced - which is combination of planned savings offset and in year actions for new pressures contributing to current projected overspend.	Amber
A corporate transformation plan which is delivering major changes across the council.	The Council has a Corporate Transformation plan in place which is starting to deliver major changes across the council including: transformation of social care and additional learning needs. A new waste strategy and community hub is also being developed. The workforce function has been restructured and a new organisational development offer has been created. A full programme of digital projects has been developed and is now in implementation.	Amber
Embedded a new Enterprise Resource Planning System.	The Council is working with the new provider on a list of developments and improvements to the system. The transition to the new support model is complete and a new phase is beginning. The original implementation project has now come to an end. Post project completion activities are underway.	Green
Increased the number of Swansea Account users and improved its functionality.	Developments are underway with the Swansea Account to improve functionality and access for residents and businesses. Additional resources and technology are being procured including new modules for Freedom of Information requests and Registrars.	Green
Introduced new leadership behaviours and a management learning and development offer.	Work has now finished on the refresh of the values and behaviours and is due for approval at Leadership Group in February 2024. A proposal to CMT in February will also be made in relation to linking the values and behaviour framework with our recognition strategy for implementation in 2024/25. A full suite of leadership and management development opportunity is proposed for Leadership Group to consider and approve.	Green
Reviewed the senior management structure and pay and grading scheme.	Work continues on the chief officer job evaluation scheme and the rank order has been drafted. Report to Council with recommendations on adopting the outcome of the rank order exercise plus pay models is anticipated in March 2024.	Green

Success Measures	Dec 23	
	Assessment of Overall Progress	RAG
Strengthened the council's Performance Management and Quality Assurance Framework.	New Assurance Framework in place. The introduction of the new integrated quarterly and annual performance monitoring report at Q2, bringing together performance delivering the steps to meet the Councils well-being objectives and associated corporate level success measures, performance indicators and risks, provides a self-assessment of performance each quarter by the relevant directors / objective leads and the Chief Executive Officer. Rated as Amber whilst this is a new process being embedded.	Amber
Further develop our local supply chain and also ensure commercial opportunities are developed where appropriate.	Oracle Purchasing Team now working to implement new spend tracking system (based on postcodes to monitor local economic impact).	Green
Reduced carbon emissions from our operational estate.	Progress continues with Re-fit programme.	Green
Rolled out co-production training and toolkits across the council.	We commissioned Coproduction Wales to work with us to improve our knowledge and capacity for undertaking more co-productive activity across the Council. A Coproduction champions network has been established and regular training opportunities have provided to council staff. Engagement has take to inform our policy and view gather used to inform the toolkit. The toolkit will be rolled out following the Policy adoption in January.	Green
Developed a medium-term action plan for extending our work on human rights across Swansea	Swansea declared itself a Human Rights City in December 2022. Work has been undertaken with partners to engage with communities on our Human Rights Action Plan. In June we held a successful engagement event. The outcomes of this event have directly informed the Action plans for each PSB partner. Plans were published on the 10th December to mark Human Rights Day. Swansea Council is looking to embed Human Rights further by merging our Human Rights and Equality Plans.	Green

Performance Indicators

Quarterly

Measure Ref ↑	Measure	Target	Actual	Performance
CHR002	The number of working days/shifts per full time equivalent lost due to sickness absence <i>Note from Corporate Performance Team - Data quality under review</i>	2.50	3.24	▲
CUST12	Percentage of corporate stage 1 complaints closed in 10 working days or less. (NO TARGET SET)		96.4%	
CUST13	Number of Swansea Account holders active during the period. (NO TARGET SET)		725	
CUST2a	Number of online payments received via City & County of Swansea websites	32,500	34,549	★
CUST2c	Number of forms completed online for fully automated processes. (NO TARGET SET)		171,055	
FINA16	Percentage of invoices and payment documents paid within 30 days. (NO TARGET SET)		94.4%	
PROC12	Number of data breaches which have resulted in a penalty notice being issued by the ICO	0	0	★

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Corporate risks for the Objective

Risk Title	Risk Description	Inherent Risk	Overall RAG @ 30.09.23	Overall RAG @ 31.12.23
Financial Control - Budgetary Control, Annual Budget and MTFP Delivery	If we fail to deliver the Council's MTFP, budget and maintain sufficient in year budgetary financial control, and in particular do not ensure we contain service overspending, especially now inflation is embedded at levels far above the expectation of around 2%, then we will not be able to respond appropriately to continuing austerity, demographic pressures, increasing demand and pay and price pressures, potentially reopened equal pay risks across local government, and changing public expectations in both current and future years.	25	25	25
Workforce recruitment and retention	If the Council is not able to recruit and retain the right staff, then there may be reduced workforce capacity and capability, leading to lower staff morale and productivity, poor work quality, increased staff costs and reduced staff well-being / higher sickness rates.	12	6	6
Successful and Sustainable Swansea Corporate Transformation Plan	If the council does not successfully deliver the Successful and Sustainable Swansea Corporate Transformation Plan it will struggle to deliver its wellbeing objectives and to respond effectively to the external challenges it is facing up to 2028.	12	8	8

Integrated Impact Assessment Screening Form – Appendix B

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

Which service area and directorate are you from?

Service Area: SDU

Directorate: Corporate Services

Q1 (a) What are you screening for relevance?

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

(b) Please name and fully describe initiative here:

Q3 2023/24 Performance Monitoring Report – This report is on performance during Q3 2023/24 in delivering the Council’s key priorities as set out in the Corporate Plan.

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

Integrated Impact Assessment Screening Form – Appendix B

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

This report is on performance during Q3 2023/24 in delivering the Council's key priorities as set out in the Corporate Plan, so there is no direct impact on people or communities and no consultation or engagement is required.

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

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

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

High risk

Medium risk

Low risk

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

Yes

No

If yes, please provide details below

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

Yes

No

If yes, please provide details below

- 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?

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

Integrated Impact Assessment Screening Form – Appendix B

Outcome of Screening – This report is on performance during Q3 2023/24 in delivering the Council’s key priorities as set out in the Corporate Plan, so there is no direct impact on people or communities.

- Q9 Please describe the outcome of your screening using the headings below:**
- **Summary of impacts identified and mitigation needed (Q2)**
 - **Summary of involvement (Q3)**
 - **WFG considerations (Q4)**
 - **Any risks identified (Q5)**
 - **Cumulative impact (Q7)**

(NB: This summary paragraph should be used in the ‘**Integrated Assessment Implications**’ section of corporate report)

Full IIA to be completed

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

NB: Please email this completed form to the Access to Services Team for agreement before obtaining approval from your Head of Service. Head of Service approval is only required via email.

Screening completed by:
Name: R Rowlands
Job title: Strategic Delivery & Performance Manager
Date: 09/02/24
Approval by Head of Service:
Name: Lee Wenham
Position: Head of Communications & marketing
Date: 09/02/24

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

Agenda Item 10.



Report of the Cabinet Member for Service Transformation

Cabinet – 21 March 2024

Disabled Facilities & Improvement Grant Programme 2024/25

Purpose:	To provide details of the Disabled Facilities & Improvement Grant Programme and to seek approval to include schemes in the 2024/25 Capital Programme. To provide details of the Housing with Care Fund (HCF) allocation to the Council's Disabled Facilities Grant Programme for 2023/24 retrospectively and 2024/25 programme. To comply with Financial Procedure Rule No.7 (Capital Programming and Appraisals) - to commit and authorise schemes as per the Capital Programme.
Policy Framework:	1. Local Housing Strategy. 2. Private Sector Housing Renewal and Disabled Adaptations: Policy to Provide Assistance 2022-2027.
Consultation:	Legal, Finance, Access to Services.
Recommendation(s):	It is recommended that: 1) Cabinet approves the Disabled Facilities and Improvement Grant Programme as detailed, including its financial implications, and includes the Programme in the 2024/25 capital budget. 2) HCF allocation of £465,840 is provided to the Disabled Facilities Grant Programme, split into an allocation of £232,920 in 2023/24 to be approved retrospectively given the late award of the funding and £232,920 in 2024/25.
Report Author:	Darren Williams
Finance Officer:	Ben Smith
Legal Officer:	Debbie Smith
Access to Services Officer:	Catherine Window

1.0 Introduction

- 1.1 The current Private Sector Housing Renewal and Disabled Adaptations Policy to Provide Assistance 2022 to 2027 was approved by Council on 27th January 2022.

2.0 Capital Programme Process

- 2.1 The Disabled Facilities Grants and Improvement Grant Budget for 2024/25 of £5.2m was approved by Council on 6th March 2024.

3.0 The Scheme

- 3.1 The Policy for Private Sector Housing Renewal and Disabled Adaptations 2022 to 2027 sets out the detail of various types of assistance aimed at helping home owners and tenants to carry out essential adaptations and repairs. Assistance is provided on the basis of helping residents, who are often on low incomes and/or vulnerable, carry out essential repairs and maintain independence at home. The Policy also describes the Council's approach to bringing empty homes back into use and offering loans for home repairs. In summary, types of assistance include:

- Disabled Facilities Grant (DFG) – large scale adaptations for private home owners and tenants of private rented accommodation, for example, level access showers, bedroom / bathroom extensions.
- Discretionary Fast Track Adaptations Grant – new non means tested grant for medium scale adaptations for private home owners and tenants of private rented accommodation.
- Discretionary Disabled Facilities Loan –top up funding to a DFG available to private home owners where the costs of the works at design / approval stage exceeds the DFG maximum limit of £36,000. The loan is repayable on future sale or transfer of the property.
- Council House Adaptations – small , medium and large scale adaptations for Council tenants.
- Homefix Loans – Recyclable loans for homeowners needing serious and urgent repairs, for example, roof repairs and damp proofing.
- Care & Repair Western Bay Minor Adaptation Grants– Small, rapid adaptations provided for elderly and disabled residents ; Comfort, Safety, and Security Grants – Low cost, rapid repairs provided for elderly and disabled residents.
- Welsh Government Landlord Loan – previously known as Houses to Homes Loan Scheme – interest free loans to tackle empty homes to renovate and improve properties or convert empty properties into a

number of units suitable for residential accommodation. Loans to be repaid and recycled as further loans.

- Welsh Government Owner Occupier Loan – previously known as National Home Improvement Loan Scheme – interest free loans for the repair or conversion of properties to make them safe, warm and/or secure. Loans to be repaid and recycled as further loans.

4.0 Housing with Care Fund (HCF)

4.1 In 2022/23 the Welsh Government introduced a regional capital investment scheme called the Housing with Care Fund (HCF), the fund having three key objectives :

- Housing with care (to fund housing projects such as extra care housing for older people with support needs).
- Intermediate Care and accommodation to increase stock of intermediate and short term care settings.
- Minor projects such as repairs, digital aids and adaptations.

4.2 On the 26th October 2023 Welsh Government officers confirmed that the Minister for Climate Change Julie James had approved flexibility for Regional Partnership Boards (RPB) to spend 5% of their nominal allocation HCF on DFGs in the 2023/24 and 2024/25 financial years. The HCF grant award letter confirming this funding for Swansea was received on the 30th November 2023.

5.0 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 Form has been completed and a full IIA report is not required at this stage.
- 5.3 The grant programme does not negatively impact on any protected characteristic groups, with a number benefitting from the forms of assistance provided including:

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

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

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

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

6.0 Financial Implications

- 6.1 The programme for 2024/25 is shown at table 1 below and is fully funded by the General Fund, Housing Revenue Account (HRA) and additional funds allocated for DFGs. Welsh Government Landlord and Owner Occupier Loans are funded by ring-fenced WG funds. These loans formerly known as Houses to Homes and National Home Improvement Loan schemes have been reported separately to Cabinet on 12th November 2013 and the 18th of November 2014 respectively. The changes to these loans were reported to Council on the 21st June 2018.
- 6.2 The HCF allocation of £232,920 for 2023/24 is being used on further DFG budget spend for the remainder of the 2023/24 capital programme.

The HCF allocation of £232,920 for 2024/25 will be added to the DFG General Fund budget allocation for 2024/25 to be committed and spent in

the financial year.

- 6.3 Demand for DFGs has now increased above pre covid levels and resulted in record numbers of schemes being referred to the service's Grants Home Improvement agency in 2023/24. The current General fund and HRA funding levels are needed in 2024/25 and for future years to try and keep up with this demand and continue to support elderly and disabled residents to remain living independently in their own homes.
- 6.4 In 2022/23, as a consequence of the Covid pandemic, the shortage of supply of available contractors disrupted the delivery of the grant programme resulting in a proportion of the Housing General Fund allocation not being committed or spent and was carried forward into the 2023/24 programme with a total DFG grant programme fund of £5,232,920. The introduction of a new framework of contractors to deliver the programme in January 2023 has significantly increased the capacity to deliver the DFG and improvement grant programme in 2023/24. This increased capacity to deliver more DFGs together with ongoing increases in DFG building works costs will result in the full capital allocation for DFGs in 2023/24 being committed and spent.
- 6.5 The current high levels of demand for DFGs will result in the General fund DFG allocation for 2024/25 of £4.3 million not being sufficient to deliver the programme. It is proposed that additional funding from other funding sources of £932,920 are to be allocated to the DFG programme in 2024/25 to cover this additional demand. This includes the Welsh Government Housing with Care (HCF) funding award of £232,920 and the recycling of DFG repayment receipts of £700,000 into the DFG programme.
- 6.6 Revenue running costs for 2024/25 are estimated at £1,331,500 and are met from fees of £1,318,700 generated from administering grants and loans. The balance is met from a contribution of £12,800 from the General fund.

Table 1 details 2024/25 programme, and draft programme for 2025/2026

Table 1				
	2024/25			Draft 2025/26
SCHEMES	General Fund	Additional funds	Total Funds 2024/25	
DFG and fast track adaptations	£4,300,000	£932,920*	£5,232,920	£4,300,000
Tenant adaptations (HRA funded)	£2,750,000		£2,750,000	£2,750,000
Homefix Loans	£500,000		£500,000	£500,000
Care & Repair Mini Adaptation Grant	£370,000		£370,000	£370,000
Care & Repair Comfort, Safety, Security	£ 30,000		£30,000	£ 30,000
TOTAL PROGRAMME	£ 7,950,000	£932,920	£8,882,920	£7,950,000
Funded as follows:				
Total general funded	£5,200,000			£5,200,000
Total HRA funded	£2,750,000			£2,750,000
* Additional DFG Funds : WG HCF funding for DFGs of £232,920. DFG repayment receipts budget E2171 to be recycled for DFG funding of £700,000				
Total funding	£7,950,000	£932,920	£8,882,920	£7,950,000

7.0 Legal Implications

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

Background Papers: Private Sector Housing Renewal and Disabled Adaptations Policy to Provide Assistance 2022-2027

Appendices: Appendix A - IIA Screening Form

Integrated Impact Assessment Screening Form – Appendix A

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

Which service area and directorate are you from?

Service Area: Housing Renewal and Adaptations

Directorate: Place

Q1 (a) What are you screening for relevance?

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

(b) Please name and fully describe initiative here:

FPR 7 DISABLED FACILITIES & IMPROVEMENT GRANT PROGRAMME 2024/25

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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Any other age group	<input type="checkbox"/>	<input type="checkbox"/>	<input 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Race (including refugees)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Asylum seekers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gypsies & travellers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Religion or (non-)belief	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Welsh Language	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Poverty/social exclusion	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carers (inc. young carers)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community cohesion	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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"/>

Integrated Impact Assessment Screening Form – Appendix A

**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**

Engagement has taken place with Western Bay Care and Repair who confirm there is an ongoing demand from elderly / disabled clients in need of minor adaptations and repairs quickly resulting in MAG and CSS schemes being funded in the programme in 24/25.

Current demand for DFGs has increased over last year , above pre Covid levels, existing budget of £4.3 million is minimum needed to meet this demand.

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

Will impact support services within the Council that assist us in delivering the programme including legal services and Financial services.

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

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

Positive impact on elderly and disabled clients requiring adaptations or urgent repairs in 24-25 to help them to remain living independently at home.

Integrated Impact Assessment Screening Form – Appendix A

Positive impact on elderly / disabled clients requiring minor adaptations or repairs quickly through MAG and CSS programmes.

Homefix loans will continue to assist the elderly, disabled on low income in funding much needed essential repairs to their homes.

The Welsh Government loans will continue to assist those households who cannot obtain private finance to fund much needed repairs, an interest free loan repaid in monthly instalments. These loans will also provide assistance to owners to bring back into use long term empty properties, reducing the impact of these often derelict properties in a community often linked to anti-social behaviour problems.

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)**

This proposal will have a low impact with no mitigation required. See Q7 response above.

The proposal is low risk.

The proposal supports the Well-being of Future Generations Act (Wales) 2015.

The funding proposal will have a positive impact by providing financial assistance for older and disabled people to receive adaptations and repairs to remain living independently, those in poverty / social exclusion by targeting assistance at households on low income, and community cohesion by bringing problematic empty properties back into use and creating additional affordable housing in local areas.

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

Full IIA to be completed

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

NB: Please email this completed form to the Access to Services Team for agreement before obtaining approval from your Head of Service. Head of Service approval is only required via email.

Screening completed by:
Name: Darren Williams
Job title: Programme Planning and Delivery Manager – Renewal and Adaptations
Date: 30.1.24
Approval by Head of Service:
Name:
Position:
Date:

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

Agenda Item 11.



Report of the Cabinet Member for Environment and Infrastructure

Cabinet - 21 March 2024

Capital Allocation to Highway Infrastructure Assets 2024-25

Purpose:	To confirm the Capital Work Programme for highway infrastructure assets.
Policy Framework:	The Revenue and Capital budget as reported to and approved by Council on 6th March 2024.
Consultation:	Access to Services, Finance, Legal.
Recommendation(s):	It is recommended that: 1) The proposed indicative allocations, together with the Financial Implications set out in Appendix A , are approved and included in the Capital Programme. 2) Authority is delegated to the Head of Service for Highways and Transportation with the agreement of the Cabinet Member for Environment and Infrastructure to prioritise, finalise and allocate funding to the appropriate schemes in line with the prioritisation approach detailed in this report.
Report Authors:	Bob Fenwick/Stuart Davies
Finance Officer:	Ben Smith
Legal Officer:	Jonathan Wills
Access to Services Officer:	Catherine Window

1. Introduction

- 1.1. At its meeting of 6th March 2024, Council approved the Revenue and Capital Budget for 2024/25. The Capital budget included an allocation of **£3.468m** for highway and infrastructure assets.

- 1.2. It should be noted that additional Capital funding of £5m was allocated in 2022/23 (to be programmed over 3 years). This was detailed in a separate FPR7 report but the additional funding is included below and in the financial summary for completeness.
- 1.3. In addition, a further allocation of £3m was approved in 2023/24 (to be programmed over 3 years). This was detailed in a separate FPR7 report but the additional funding is also included below and in the financial summary for completeness.
- 1.4. In addition, a £441k 0% loan has been approved to fund a programme of LED upgrades. Payable over 3 years following completion. This was detailed in a separate Delegated FPR7 report but the additional funding is included below and in the financial summary for completeness.
- 1.5. In addition this report is seeking to approve a further £1m allocation for 2024-25 funded by the Capital Equalisation Reserve.

2. Capital Programme

- 2.1. The City and County of Swansea's infrastructure is in need of significant investment and there is a significant backlog of works. The Authority is continuing to develop programmes of work based on the principles agreed as part of the all-Wales Asset Management Project. This will ensure spending is targeted based on a whole life cost approach which will minimise financial and service demands. Works are centred around the 5 year forward works programme (2020-25), with each major asset having a separate published programme.
- 2.2. Funding will be split between the different asset groups based in the main on total asset values, together with factors such as liability and exceptional demand. Carriageways will receive the largest allocation due to the value but also the risk of liability for claims and reputational importance.
- 2.3. The Authority considers a variety of different methods of repair and uses assessment approaches agreed across Wales. This enables decisions on the most efficient and effective approaches for managing the network based on a mix of preventative, reactive and planned maintenance works.
- 2.4. The scheme prioritisation approach provides a framework whereby any additional funding will enable schemes in the programme to be brought forward for completion. These will be selected using the same asset management approach used to produce the forward works programme. There will be a split of approximately 60/40 between corrective work (e.g. resurfacing a road in poor condition) and preventative work (e.g. extending the life of a road in average condition). Carriageway and footway schemes will be selected based on a review of factors such as network importance, condition, network use and likely deterioration. A score for each assessed road will be calculated and the highest scoring schemes will be programmed. This prioritisation will be balanced by the need to give cost

effective packages of work of similar types (for instance, surface dressing requires a minimum quantity of work to be cost effective when considering site set up costs).

3. Overview

- 3.1. It is critical to ensure that investment in the highway network is sustained to minimise future deterioration. For carriageways there is a calculated backlog of £70m. To maintain a steady state road condition and to avoid further deterioration, an annual capital spend on carriageways of between £7m to £8m per year would be required.

4. Allocation of the £3.468m Infrastructure Allocation.

The core allocation will fund the following priorities.

- 4.1. This allocation funds the final year of the 5 year programme of carriageway works. The programme for 2020-25 and is available at <http://www.swansea.gov.uk/highways>. The programme was heavily amended due to covid restrictions in 2020. There may be minor changes to this programme during the year as schemes may have been brought forward or pushed back for example to coordinate with utility works. Currently the programme is ahead of schedule.
- 4.2. The continuation of the Small Resurfacing Scheme programme **SRS** (formerly known as PATCH programme) which is complimentary to the main carriageway resurfacing programme will continue on a ward by ward basis. The budget is under pressure due to material cost rises, with tarmac rate rising by 30% over the last two years. Additional funding has been provided in the last two years to allow an expanded programme. This will continue whilst the additional funding is in place.
- 4.3. This allocation funds the last year of the 5 year programme of footway works. The list of schemes planned is included in the published programme for 2020-25. The detail of the proposed schemes can be accessed at <http://www.swansea.gov.uk/highways>.
- 4.4. There are significant funding challenges for maintaining the bridges and structures as there are 147 bridges, 50 culverts, 14 subways and 3 gantries within highway ownership. The programme to update bridges has been prepared to reflect requirements on strategic routes and those where strengthening is required.
- 4.5. The condition of highway and council owned retaining walls continues to give cause for concern. There is a need to carry out proactive works to prevent others from failing. There are currently 4441 retaining walls on the asset register with an approximate total length of 13.5km.
- 4.6. The River Tawe barrage infrastructure requires sustained investment to ensure operations associated with Marina and other water bourne activities & industries are maintained.

- 4.7. Assessing the condition of street lighting infrastructure remains a priority and there are considerable investment pressures. A testing regime has been put in place to identify lighting columns at risk, and this resulted in a significant number of columns being removed. A large number of these columns have been replaced however there around 275 columns currently cut down testing has identified a further 2030 lighting columns that need to be considered for replacement over the next 3 years. There are also 575 lighting units switched off at the present time and a large number of jointing issues with the Authorities cable network. Grant funding has successfully been claimed in relation to replacement of historic lighting with LED's.
- 4.8. Longstanding works to reduce flooding on the highway will be implemented across the Authority. This will include specific works on several culverted watercourses. This element of the budget will also be used as match funding where Welsh Government funding streams are available.
- 4.9. An allocation has been made to deal with maintenance to Authority owned paved and surfaced areas that are in the public realm (non-Housing/Education/Facilities). This is aligned with the "corporate ownership of assets". Highways & Transportation will maintain the safety of these areas as problems are identified on a prioritised basis. This allocation also includes for providing emergency strips on a one off basis where there are life threatening emergencies on un-adopted privately maintained public highways (excluding private streets). This budget will also cover additional work on back lanes and parks.
- 4.10. A programme to undertake capital maintenance on highway safety barriers. The funding for barriers will focus on repair and renewal on a reactive/ as identified basis. The allocation has increased this year to allow for a periodic assessment of all highway safety barriers.
- 4.11. Damaged sections of the coastal defences require investment to prevent further damage and to repair ongoing damage caused by winter storms. The allocation also includes provision to investigate flood risks as identified by the Flood Risk Management Plan.
- 4.12. In the current year the Infrastructure funds will be allocated as follows:

Annual Allocation **£3.468m**

Carriageway Resurfacing	£900k
Patch	£700k
Footway Renewals	£550k
Bridges and Retaining Walls	£400k
Marina & Barrage	£50k
Street Lighting Refurbishment	£250k
Drainage/Flooding Works	£400k

Unadopted Council-Owned Streets	£33k
Car Park Resurfacing and Improvements	£30k
Safety Barriers	£80k
Coastal Defence Works and Flood Risk Management	£25k
Telematics Upgrades	£50k
Total	£3.468

5. Allocation of the additional £1m Allocation.

The Infrastructure funds will be allocated as follows:

Carriageway Resurfacing	£300k
SRS (PATCH)	£500k
Public Lighting Works	£200k
Total	£1m

6. Previous Approved funding for information only.

FPR7 22/23 Carriageway Resurfacing 2024-25	£500k
FPR7 22/23 Footway Renewals 2024-25	£200k
FPR7 22/23 Drainage/Flooding Works 2024-25	£300k
FPR7 23/24 Carriageway Resurfacing 2024-25	£1m
FPR7 23/24 Carriageway Resurfacing 2025-26	£1m
Delegated FPR7 23/25 Public Lighting LED's	£397k
Total 24/25	£2.044m
Total 25/26	£1m

7. Integrated Assessment Implications

7.1 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.

- 7.1.1 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'.
- 7.1.2 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.
- 7.2 The IIA Screening Form has been completed with the agreed outcome that a full IIA report was not required.
- 7.3 The Capital investment in Highway and related Infrastructure will assist all road users. Individual projects will be subject to the IIA process on an individual basis where required.

8. Financial Implications

- 8.1. **Capital** - The cost of the Highways and Other Infrastructure works for 2024/25 funded by the WG General Capital Grant amounts to £3.468m core funding and £2.044m prior approved additional funding which includes the 24/25 profiled allocation of 44k from the £441k loan.
- 8.2. In addition, this report is seeking to approve a further £1m allocation for 2024-25 funded by the Capital Equalisation Reserve.
- 8.3. 2025/26 includes WG General Capital Grant of £3.468m core funding and £1m prior approved additional funding.
- 8.4. 2026/27 includes WG General Capital Grant of £3.468m core funding.
- 8.5. Above details are set out in **Appendix A**.
- 8.6. **Revenue** - Future maintenance expenditure will be met from respective Revenue Service budgets. An effective capital investment programme will help reduce future revenue pressures. Payback of the loan is covered in the previous Delegated FPR7 report.

9. Legal Implications

- 9.1. This investment will assist the Authority in discharging its statutory duty to maintain the Highway. There are a number of duties imposed on the Council as a highway authority. Section 41 of the Highways Act 1980 imposes a statutory duty on the highway authority to maintain the highway. Section 130 of the Highways Act 1980 imposes a general statutory duty for a highway authority to assert and protect the rights of the public to use

and enjoy the highway. The proposed investment programme will help the Council to meet its duties. All procurement activity and contracts intended to be let in respect of the above Schemes must comply with current UK Legislation and the Council's Contract Procedure Rules.

Background Papers: None

Appendices:

Appendix A Financial Implications

Appendix B Integrated Impact Assessment Screening Form

FINANCIAL IMPLICATIONS : SUMMARY

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

Memo	2024/25						2025/26 £'000	2026/27 £'000	TOTAL £'000		
	2023/24 £'000	Financial Codes for 2024/25									
1.1. CAPITAL COSTS											
<u>Expenditure</u>											
Highways and Other Infrastructures											
Carriageway resurfacing	600	900	01	701	70001	xxxxxx	00000	C03007	900	900	2,700
Carriageway resurfacing -PATCH	700	700	01	701	70001	xxxxxx	00000	C03014	700	700	2,100
Footways	550	550	01	701	70001	xxxxxx	00000	C03004	550	550	1,650
Bridges/Retaining walls	395	400	01	701	70001	xxxxxx	00000	C09557	400	400	1,200
Marina barrage	50	50	01	701	70001	xxxxxx	00000	C08304	50	50	150
Street lighting refurbishment	250	250	01	701	70001	xxxxxx	00000	C03371	250	250	750
Drainage works	400	400	01	701	70001	xxxxxx	00000	C03514	400	400	1,200
Safety barriers	83	80	01	701	70001	xxxxxx	00000	C03005	80	80	240
Unadopted Council owned Streets	30	33	01	701	70001	xxxxxx	00000	C03579	33	33	99
Car park resurfacing/improvements	30	30	01	701	70001	xxxxxx	00000	C03667	30	30	90
Coastal Defence Works	30	25	01	701	70001	xxxxxx	00000	C06233	25	25	75
Telematics Upgrades	50	50	01	701	70001	xxxxxx	00000	C03467	50	50	150
Backlog Funding											
Morfa Culvert	800		01	701	70001	xxxxxx	00000	C06288			0
Annual allocation	3,968	3,468							3,468	3,468	10,404
Additional Funding - Carriageways	3,500	1,500	01	701	70001	xxxxxx	00000	C03007	1,000	0	2,500
Additional Funding - Footways	200	200	01	701	70001	xxxxxx	00000	C03004	0	0	200
Additional Funding - Drainage	300	300	01	701	70001	xxxxxx	00000	C03514	0	0	300
Public Lighting LED	397	44	01	701	70001	xxxxxx	00000	C03375	0	0	44
Additional Funding - Carriageways		300	01	701	70001	xxxxxx	00000	C03007	0	0	300
Additional Funding - Public Lighting		200	01	701	70001	xxxxxx	00000	C03371			200
Additional Funding - SRS (PATCH)		500	01	701	70001	xxxxxx	00000	C03014			500
Additional funds	4,397	3,044							1,000	0	4,044
TOTAL EXPENDITURE	8,365	6,512							4,468	3,468	14,448
<u>Financing</u>											
Own resources WG Capital Grant	3,468	3,468							3,468	3,468	10,404
Own resources for Morfa Culvert	500										0
Economic Recovery Fund											0
Insurance Reserve	3,000	1,000									1,000
Capital Equalisation Reserve	1,000	2,000							1,000		3,000
SALIX Loan (0% Interest Loan)	397	44									44
WG Grant Funding	0	0									0
FINANCING	8,365	6,512							4,468	3,468	14,448

2023/24 £'000	2024/25 £'000	2024/25 £'000				2025/26 £'000	2026/27 £'000	2027/28 £'000	FULL YEAR £'000
<u>Service Controlled - Expenditure</u>									
Loan Payback					147	147	147	441	
Employees									
Maintenance									
Equipment									
Administration									
		to be met from existing budgets							
NET EXPENDITURE	0	0			147	147	147	441	

Integrated Impact Assessment Screening Form – Appendix B

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

Which service area and directorate are you from?

Service Area: Highways

Directorate: Place

Q1 (a) What are you screening for relevance?

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

(b) Please name and fully describe initiative here:

Highways Additional Capital Works Programme: To carry out additional works to Highways Infrastructure

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"/>

Integrated Impact Assessment Screening Form – Appendix B

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

NA – Capital replacement work on damage or poor condition infrastructure.

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

Vital Maintenance Works

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

Minor Traffic delays likely.

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

Positive effects on maintaining highway and networks for all.

Integrated Impact Assessment Screening Form – Appendix B

Outcome of Screening

Q8 Please describe the outcome of your screening below:

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

No effect or risk to any user group within the community. Maintenance of existing infrastructure only.

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

Full IIA to be completed

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

NB: Please email this completed form to the Access to Services Team for agreement before obtaining approval from your Head of Service. Head of Service approval is only required via email.

Screening completed by:
Name: Bob Fenwick
Job title: Group Leader Highway Maintenance
Date: 15/02/24
Approval by Head of Service:
Name: S Davies
Position: Head of Service Highways and Transportation
Date: 15/02/24

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

Agenda Item 12.



Report of the Cabinet Member for Education and Learning

Cabinet – 21 March 2024

New Dining Facilities to Support the Universal Free School Meals Programme Together with an All-Weather Pitch and Community Facilities for Townhill Community Primary School

Purpose:	To comply with Financial Procedure Rule No 7 (Capital Programming and Appraisals) to commit and authorise schemes in the Capital programme.
Policy Framework:	Financial Procedure Rules
Consultation:	Education, Finance, Legal Services, Corporate Building Services, Corporate Property Services, Access to Services
Recommendation(s):	It is recommended that: 1) The capital scheme for £3,257,071, for new dining facilities to support the Universal Free School Meals programme together with an all-weather pitch and community facilities for Townhill Community Primary School is approved, subject to Welsh Government approval to slip the allocated grant funding of £500k into the next financial year.
Report Author:	Louise Herbert-Evans
Finance Officer:	Ben Smith
Legal Officer:	Caritas Adere
Access to Services Officer:	Rhian Millar

1. Introduction

- 1.1 Welsh Government (WG) announced in December 2021 its intention to extend free school meals to all primary school pupils. The expectation was that the roll out would be phased and complete in 2024, although this has now been extended into 2025.

- 1.2 In the case of Townhill Community Primary School all available options have been explored to enable the provision of universal free school meals (uFSM) at the school, as the existing facilities are inadequate to cater for the increased number of pupils benefiting from uFSM.
- 1.3 The preferred way forward includes for the demolition of the existing canteen build and new build with net zero operational carbon.
- 1.4 The total capital cost of the project is £2,859,271, based on benchmarking rates.
- 1.5 The council has benefitted from two grant awards for capital expenditure on the school meal infrastructure as follows:
- | | |
|--------------|-------------------|
| 24/02/2022 | £1,804,997 |
| 30/08/2022 | £2,526,996 |
| Total | £4,331,993 |
- 1.6 An allowance of £500,00 was made for this school, which meant that there was a funding shortfall of £2,359,271. Consequently, a Business Justification was submitted to WG seeking additional funding of £2,359,271 to support this project, and this was approved in June 2023.
- 1.7 The school also has its own proposed project to provide a new all-weather pitch which is to be funded by the school and other grant funding that the school has secured. It is also supported with an allocation from the Community Focussed Schools grant with a total value for this element of works of £397,800.
- 1.8 It is therefore proposed to deliver the two projects totalling £3,257,071 as a single project which should deliver better value for money and align the schools' community pitch project with the uFSM project, which will provide an opportunity to deliver additional community benefits through the Community Focused Schools grant.

2. Description of the project

- 2.1 The objectives of the project are to;
- Enable the rollout of the uFSM programme in providing sufficient and suitable dining and kitchen facilities at the school.
 - Optimise the benefits from this project through alignment of a separate grant for the installation of an all-weather pitch.
 - Deliver additional community benefits through use of the Community Focused Schools grant.
- 2.2 The proposed scheme includes the demolition of the school's existing kitchen and canteen facility, which will be replaced with new stand-alone kitchen and dining hall. The kitchen will be sufficient and suitable to cater for the uFSM programme at Townhill Community Primary School. The

dining hall will be designed to accommodate community use of the facility out of school hours.

- 2.3 The project includes the provision of an all-weather pitch, and the layout, access, fencing and mechanical and electrical arrangements will be designed so that community use is possible, and the pitch and dining facility can be made available for community use outside of school hours without requiring access to the main school site and buildings.
- 2.4 The concept design and cost profile for the works at Townhill Community Primary School have been developed by Corporate Building Services. MACE Limited, was appointed in July 2023 to develop the project to RIBA Stage two, before it is tendered as a two-stage design and build (D&B) construction contract, utilising contractors via an existing and established Framework operated by Swansea Council. The contractor will develop the RIBA Stage 3 and 4 design and submit the necessary planning applications. At the end of RIBA Stage 4 and following obtaining planning consent the D&B contractor will be appointed for Stage 2 – design finalisation and construction.
- 2.5 In line with the Welsh Government’s long-term commitment towards carbon reduction and net zero public sector buildings the project will be required to demonstrate carbon reduction techniques and technologies and achieve Net Zero Carbon Operational as well as meeting the relevant target for embodied carbon.
- 2.6 The current project plan and timescale for delivery is below;

Townhill Primary School	
Feasibility Stage – consultant appointment	July 2023
RIBA Stage 2 - concept stage	October 2023 – November 2023
RIBA Stage 3 - design development	November 2023 – December 2023
Planning period	December 2023 – February 2024
SUDs application	(in parallel with above)
RIBA Stage 4 – detailed design	February 2024 – March 2024
Tender Period including appointment	March 2024 – June 2024
Contractor appointment	June 2024 – July 2024
PBA/Bond	June 2024 – July 2024
Start on site / Set up	July 2024
Construction end	April 2025

3. Integrated Assessment Implications

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.

3.1 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'.

3.2 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.

3.3 An IIA screening has been undertaken and it has been determined that the programme does not require a full IIA report.

3.4 The extension of free school meals to all primary school pupils is a WG commitment, and below is an extract from the written statement of Jeremy Miles, Minister for Education and Welsh Language on the policy:

“Our ambitions are informed by our understanding that younger children are more likely to be living in relative income poverty and, in taking this action, an additional 196,000 children will become eligible to take up the offer of a Free School Meal in Wales. Our commitment, therefore, represents a transformational intervention and an important further step to reaching our shared ambitions of tackling child poverty and ensuring that no child goes hungry.”

“Evidence also points toward the wider benefits of Free School Meals, including raising the profile of healthy eating across the whole school, increasing the range of food pupils eat, improving social skills at meal times, as well as improvements to behaviour and attainment. More widely, in rolling out this commitment we will be working with partners to increase the supply of Welsh food onto the school plate. This will shorten supply chains and reduce carbon emissions, support local food producers and distributors, and strengthen the Foundational Economy.”

- 3.5 This programme supports the delivery of that statement.
- 3.6 The programme supports in every respect the WFG Act, including supporting a sustainable Swansea, and carbon reduction.
- 3.7 The school's pitch project and the community additionality will help the school to operate and develop as Community Focused School and reach out to engage families and work with the wider community to support all pupils and particularly those disadvantaged by poverty.
- 3.8 All key stakeholders will be communicated with throughout the programme's delivery.

4. Financial Implications

Capital

- 4.1 The council has benefitted from two grant awards for capital expenditure on the school meal infrastructure as follows:

24/02/2022	£1,804,997
30/08/2022	£2,526,996

Total	£4,331,993
-------	------------

- 4.2 An allowance of £500,000 was made for this school, which meant that there was a funding shortfall of £2,359,271. Consequently, a Business Justification Case (BJC) was submitted to WG seeking additional funding of £2,359,271 to support this project, and this was approved on 5 June 2023. The initial allowance of £500,000 from the allocated grant funding is now the subject of a separate BJC seeking approval to slip the funding into the next financial year.
- 4.3 On the 7 June 2023, WG confirmed approval of the Community Focused Schools additional funding for Townhill Community Primary School with a total allocation of £250,000 from the 2023-2025 grant. In addition, an allocation of £42,000 had already been made from the 2022/23 Community Focussed Schools grant to support the school's project.
- 4.4 This report is seeking authorisation to commit the total available funding of £3,257,071 to the capital programme, for the delivery of the new kitchen and dining facilities to enable delivery of the uFSM programme, together with works to enable community use and an all-weather pitch.

4.5 The total funding requested has been profiled as set out in Appendix A.

Breakdown of funding streams	£
uFSM	2,859,271
uFSM funding budget allocation	500,000
uFSM additional funding award £2,359,271	2,359,271
Pitch	290,017
Community Focussed Schools 22/23, slippage approved	42,000
Community Focussed Schools 23/25. Top up of pitch funding. Grant award received 07/06/2023 (see below)	142,217
Johan Cruyff Foundation grant	56,800
Garfield Weston Foundation grant	20,000
School funding	29,000
Community Focussed Schools additionality	107,783
Community Focussed Schools 23/25.	107,783
Summary	
Total uFSM	2,859,271
Total CFS additionality	107,783
Total MUGA project	290,017
Total	3,257,071

4.6 The spend profile will be monitored and managed within the required financial years. Completion of all the works by the 31 March 2025 is currently achievable.

Revenue

4.7 Where capital funding is used to add additional square meterage to the size of a school, this would lead to an increase in the rates bill for the school and an increase in the delegated budget share, as premises funding is based on gross floor area. In both cases, the increased funding would be found from within the overall delegated schools' budget.

5. Legal Implications

5.1 The Council will need to comply with the terms and conditions attached to any grant funding referred to in this report.

5.2 All contracts for works, goods and services necessary to deliver the programme must be procured in accordance with the Council's Contract Procedure Rules and the relevant EU Regulations as appropriate. The contractual liabilities/obligations of the Council and any appointed contractors will be covered by the individual contracts entered into.

Background Papers:

Capital Programme authorisation for the commitment of funding to support the rollout of Universal Primary Free School Meals – Report of the Director of Education – approved by Cabinet 15 June 2022.

Capital Programme authorisation for the commitment of capital grant funding awarded for Community Focused Schools – Report of the Director of Education – approved by Cabinet 21 July 2022.

Capital Programme Authorisation for the Commitment of Funding to Support the Rollout of Universal Primary Free School Meals - Report of the Cabinet Member for Education & Learning – approved by Cabinet 15 December 2022.

Appendices:

Appendix 1 Financial Implications Summary
Appendix 2 IIA Screening Report

FINANCIAL IMPLICATIONS: SUMMARY

Portfolio: Education
Service Planning and Resources
Scheme Townhill Primary School

<u>1. CAPITAL COSTS</u>	2022/23	2023/24	2024/25	2025/26	TOTAL
<u>Expenditure</u>	<u>Actual spend</u>	<u>Estimated</u>	<u>Estimated</u>	-	
uFSM	£0.00	£38,000	£2,821,271		£2,859,271
Pitch	£0.00	£42,000	£248,017		£290,017
CFS additionality	£0.00		£107,783		£107,783
EXPENDITURE	£0.00	£80,000	£3,177,071		£3,257,071
<u>Financing</u>					
uFSM funding original budget allocation		£38,000	£462,000		£500,000
uFSM additional funding award			£2,359,271		£2,359,271
Community Focussed Schools 22/23		£42,000			£42,000
Community Focussed Schools 23/25			£250,000		£250,000
Johan Cruyff Foundation grant			£56,800		£56,800
Garfield Weston Foundation grant			£20,000		£20,000
School funding			£29,000		£29,000
FINANCING	£0.00	£80,000	£3,177,071		£3,257,071

<u>2. REVENUE COSTS</u>	2019/20	2020/21	2021/22		TOTAL
	£	£	£		£
<u>Service Controlled - Expenditure</u>					
Employees) NA) NA) NA		0
Maintenance) NA) NA) NA		0
Equipment) NA) NA) NA		0
Administration) NA) NA) NA		0
NET EXPENDITURE	0	0	0		0

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

Which service area and directorate are you from?

Service Area: Planning and Resources

Directorate: Education

Q1 (a) What are you screening for relevance?

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

(b) Please name and fully describe initiative here:

The proposed scheme includes the demolition of the school's existing kitchen and canteen facility, which will be replaced with new stand-alone kitchen and dining hall. The kitchen will be sufficient and suitable to cater for the uFSM programme at Townhill Community Primary School. The dining hall will be designed to accommodate community use of the facility out of school hours.

The project includes the provision of an all-weather pitch, and the layout, access, fencing and mechanical and electrical arrangements will be designed so that community use is possible, and the pitch and dining facility can be made available for community use outside of school hours without requiring access to the main school site and buildings.

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

	High Impact		Medium Impact		Low Impact		Needs further investigation
	+	-	+	-	+	-	
Children/young people (0-18)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Older people (50+)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Any other age group	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Future Generations (yet to be born)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disability	<input 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 checked="" type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>
Poverty/social exclusion	<input checked="" type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>
Carers (inc. young carers)	<input checked="" type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>
Community cohesion	<input checked="" type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input checked="" type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input checked="" type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>

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

At this stage engagement has been undertaken with the catering and cleaning and school surveys have commenced along with engagement on a school-by-school basis.

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 <input type="checkbox"/>	Medium risk <input type="checkbox"/>	Low risk <input checked="" type="checkbox"/>
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Q6 Will this initiative have an impact (however minor) on any other Council service?
 Yes No **If yes, please provide details below**

Q7 What is the cumulative impact of this proposal on people and/or communities when considering all the impacts identified within the screening and any other key decisions affecting similar groups/ service users made by the organisation?
(You may need to discuss this with your Service Head or Cabinet Member to consider more widely if this proposal will affect certain groups/ communities more adversely because of other decisions the organisation is making. For example, financial impact/poverty, withdrawal of multiple services and whether this is disadvantaging the same groups, e.g., disabled people, older people, single parents (who are mainly women), etc.)

This is a WG commitment, and below is an extract from the written statement of the Jeremy Miles, Minister for Education and Welsh Language on the policy;

Our ambitions are informed by our understanding that younger children are more likely to be living in relative income poverty and, in taking this action, an additional 196,000 children will become eligible to take up the offer of a Free School Meal in Wales. Our commitment, therefore, represents a transformational intervention and an important further step to reaching our shared ambitions of tackling child poverty and ensuring that no child goes hungry.

Evidence also points toward the wider benefits of Free School Meals, including raising the profile of healthy eating across the whole school, increasing the range of food pupils eat, improving social skills at meal times, as well as improvements to behaviour and attainment. More widely, in rolling out this commitment we will be working with partners to increase the supply of Welsh food onto the school plate. This will shorten supply chains and reduce carbon emissions, support local food producers and distributors, and strengthen the Foundational Economy.

Outcome of Screening

Q8 Please describe the outcome of your screening below:

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

The project will have a positive impact on children, parents and poverty / exclusion, ensuring all pupils have access to have a healthy hot meal each day in all our schools (including Welsh-medium).

- **Summary of involvement (Q3)**

At this stage engagement has been undertaken with the catering and cleaning and school surveys have commenced along with engagement on a school by school basis. Engagement with schools and catering staff will continue and develop as the project progresses.

- **WFG considerations (Q4)**

The project supports in every respect the WFG Act, including supporting a sustainable Swansea, and carbon reduction.

- **Any risks identified (Q5)**

There will be some schools that will have limited capability for infrastructure upgrades; in these cases innovative means of addressing requirements will be considered for example through the use of pods.

The immediate risk is given the current risk to supply chains, which will be exacerbated by increased demand for equipment as this is a national initiative, that it will not be possible to procure the equipment in 2022-23 and in time for the start of the roll out of universal free school meals.

- **Cumulative impact (Q7)**

This project is to enhance the existing kitchen and dining infrastructure to support the delivery of free school meals for all primary pupils.

This is a WG commitment, and below is an extract from the written statement of the Jeremy Miles, Minister for Education and Welsh Language on the policy;

Our ambitions are informed by our understanding that younger children are more likely to be living in relative income poverty and, in taking this action, an additional 196,000 children will become eligible to take up the offer of a Free School Meal in Wales. Our commitment, therefore, represents a transformational intervention and an important further step to reaching our shared ambitions of tackling child poverty and ensuring that no child goes hungry.

Evidence also points toward the wider benefits of Free School Meals, including raising the profile of healthy eating across the whole school, increasing the range of food pupils eat, improving social skills at meal times, as well as improvements to behaviour and attainment. More widely, in rolling out this commitment we will be working with partners to increase the supply of Welsh food onto the school plate. This will shorten supply chains and reduce carbon emissions, support local food producers and distributors, and strengthen the Foundational Economy.

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

Full IIA to be completed

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

NB: Please email this completed form to the Access to Services Team for agreement before obtaining approval from your Head of Service. Head of Service approval is only required via email.

Screening completed by:
Name: Louise Herbert-Evans
Job title: Head of Capital Team
Date: 17/10/2023
Approval by Head of Service:
Name: Kelly Small
Position: Head of Education Planning and Resources
Date:

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

Agenda Item 13.



Report of the Cabinet Member for Corporate Services and Performance

Cabinet – 21 March 2024

Possible sale of LDP Housing Land at Strategic Development Area (SD) H, Waunarlwydd and Fforestfach

Purpose:	Permission is sought to negotiate a future sale for a sum likely to be in excess of delegated authority limits.
Policy Framework:	Asset Management Plan 2021-2025.
Consultation:	Access to Services, Finance, Legal.
Recommendation(s):	It is recommended that Cabinet: 1) Grants permission to proceed with negotiations and possible option agreements with the interested parties and, ultimately to enter a contract or contracts of sale at “Market Value” Such sum(s), likely to be in excess of delegated authority limits. 2) Delegates authority to the Head of Property Services in conjunction with the Cabinet Member for Corporate Services and Performance, the Chief Legal Officer and Director of Finance to conduct and conclude any negotiations for the disposal/s and to enter into any relevant documentation to protect the Council’s interests.
Report Author:	Richard John
Finance Officer:	Ben Smith
Legal Officer:	Debbie Smith
Access to Services Officer:	Rhian Millar

1. Introduction

- 1.1 The Council of the City and County of Swansea owns the freehold of two parcels of land, totalling approximately 33.3 hectares, (82.8 acres), which form part of LDP Strategic Development site (SD), H, identified as lying

just north of Waunarlwydd and Fforestfach. Multiple other landowners have ownerships within this LDP site. The land and the ownerships are illustrated on the plan found in **Appendix A**.

- 1.2 Both parcels of land are attracting interest from national housebuilders and there is a possibility of securing a deal to sell one, or other, or both parcels for housing development. It is likely that the future sale price will exceed delegated authority limits, (currently £1,000,000). Cabinet authority is therefore needed to progress negotiations into contract, or contracts of sale.
- 1.3 The land has many constraints, predominantly potential flooding issues, which constrain value. There is also a planning requirement, (partly dependent on the number of housing units to be built), to provide both a new school and a community hub, (or significant sums towards them).

2. General information

- 2.1 The LDP SD allocation, "H" of which these sites form a small part. The land is allocated in the LDP for "a comprehensive mixed-use development of circa 716 homes during the Plan period, incorporating public realm, a Primary School, commercial units, community buildings and a Regional Employment Site with 26 hectares of potential development areas that could accommodate appropriate B1, B2 and B8 uses." The LDP also notes that "This strategic site can deliver circa 1,320 dwellings, however only circa 720 units are considered likely to be delivered during the Plan period."
- 2.2 Two national housebuilders are expressing interest in the Council's land. Both are interested only in housing provision. One housebuilder is interested only in the more southerly parcel of land, (approximately 21.5 hectares). The other is interested in both parcels, but would proceed with the northern parcel only, (approximately 11.8 hectares), if a deal is struck with the other party for the southern parcel.
- 2.3 Both developers would like to proceed by way of option agreements, which are quite common in the circumstances, and have already been negotiated and/or agreed with some adjoining landowners.
- 2.4 Option agreements provide contractual certainty to developers, who are reluctant to invest heavily in site investigations, planning costs, and professional fees without knowing that they will be able to secure the land, after their time, effort and money have been invested. Such arrangements are more likely to be requested in complex, multiple land ownership scenarios, such as this.
- 2.5 It is proposed that negotiations take place with interested parties, with the objective of granting a single option to purchase over each site for "market value", at a future date. Market value will be determined once planning is approved, site investigations are completed, along with final flood

mapping, SUDS approval etc. enabling accurate cost and value assessments to be made.

- 2.6 Any agreements entered, between this council and a potential buyer, will specify that market value will be independently verified and will be based upon the prevailing market conditions at the time as well as upon information disclosed by the buyer resulting from their site investigations and the planning process. This will establish many of the development costs and will therefore result in a more accurate valuation. Achieving “Market value”, along with other policy requirements, as specified through the planning process, will ensure that “Best Consideration” under the Local Government Act, is achieved.

3. General Issues

- 3.1 The terms of disposal must be in accordance with the principles of best consideration. Under S.123 of the Local Government Act 1972, the Council has a duty to obtain the best consideration reasonably obtainable on a disposal. This guiding principle is behind Corporate Property’s intentions and this proposal.
- 3.2 Strategic site H, (of which this Council’s land forms a part), is complicated by many environmental factors, it’s size and the multiple land owners with whom a potential developer will need to reach agreement. Both the interested developers are national companies, with the resources to bring a site of this size forward for development. Both wish to proceed on the basis of options agreements. This is because of the costs associated with appraising a development site of this size, conceiving a viable development, obtaining planning consent and associated consents for SUDS etc. The use of an option agreement provides assurance to a developer, investing heavily in viability analysis, scheme design and planning consent both, that they will ultimately be able to purchase the subject land, and that the purchase price will be informed by the true costs associated with development. Such an approach is therefore considered reasonable in these circumstances.
- 3.3 Both interested parties have already obtained option agreements and/or are in advanced talks with adjoining land owners for the same. This results in there being little or no merit in this Council attempting to market and sell its land holdings, (which are part of the wider strategic site), on the open market, to any other purchaser(s).
- 3.4 Development costs dramatically affect profit and viability and are fundamental to determining the price a developer can pay for development land. Development costs will be assessed during an option period, which will serve to inform the future market value and subsequent sale price.
- 3.5 The HRA has confirmed that they do not wish to acquire this site.

- 3.6 Due to the size of the overall Strategic Site, the need to reach agreements with multiple landowners, and the site investigation costs associated with such a large scale development, it is considered prudent for the Council to look to sell to one, or other, or both, of the national developers who have, or are in process of entering contractual arrangements with existing landowners at the site. This is considered to represent the most realistic chance of a large scale development being realised. There appears to be little merit in complicating matters by marketing and introducing multiple possible purchasers of the Council's land parcels, as this is would; serve only to complicate site assembly, cause delays and reduce the chance of a large scale development. The key considerations for this Council are bringing the site forwards for development, and achieving "best consideration" for its land assets.
- 3.7 Best consideration will be assured by a contractual requirement for an independent Market Valuation, to establish the purchase price. Such valuation to be informed by the site investigation information and details of an implementable planning consent. In addition, planning policy compliant affordable housing will be required, along with all requisite financial contributions, as determined through the planning process. The Head of Property Services therefore certifies that he is satisfied that the property represents a reasonable proposition for sale at a sum above the current delegated authority limit.
- 3.8 Any surplus capital receipt generated will be used to fund corporate objectives.
- 3.9 The currently adopted LDP is a relevant background paper. A link is provided at the end of this report. Further and background information specific to this site can be found therein.

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 Form has been completed with the agreed outcome that a full IIA report is not required because there are not considered to be any adverse factors significant enough to warrant a full screening. A copy of the IIA Screening form can be found in **Appendix B**.

5. Financial Implications

- 5.1 The net receipt from a future disposal of the site, after the provision of funds towards a new school and Community Hub, (if any), would, in accordance with current policy, contribute towards the achievement of the Council's overall capital receipt target and would be re-invested into the Council's budget.
- 5.2 The proposed sale price will be "Market Value", at a future sale date. Any contract documents entered into will specify that market value will be independently assessed, and that valuation will be informed by the facts about the site and the established costs associated with development. This will serve to ensure "Best Consideration" is achieved.

6. Legal Implications

- 6.1 Section 123 of the Local Government Act 1972 and the Council's Land Transaction Procedure Rules as set out in the constitution apply to this disposal. Under s123 LGA 1972 a local authority has the power to dispose of land held by it in any manner it wishes provided that the local authority achieves the best consideration that can reasonably be obtained except where the disposal is for a short tenancy (less than 7 years) or the local authority has the consent of the Welsh Ministers. Under the Council's constitution the responsibility of determining in what manner the land will be disposed of in order to obtain best consideration lies with the Head of Property Services.
- 6.2 Under the General Disposal Consent (Wales) Order 2003 the Welsh Ministers have issued a general consent for disposals of land under s123 for less than best consideration. This allows a local authority to dispose of land for less than best consideration if it considers that the disposal will

contribute to the promotion or improvement of the economic, social or environmental well-being of its area and the extent of the undervalue is no more than £2m.

- 6.3 There are specific powers and requirements for the disposal of land held by a local authority for planning purposes, housing, allotments, open space and school playing fields.
- 6.4 Where the land is deemed open space, the Council is required under s123 to advertise the disposal of the land in the local newspaper for two consecutive weeks and to give full and proper consideration to any objections. The key issue for the Council is to balance any adverse consequences of the loss of open space, having regard to the objections received, against the advantages of disposing of the land.
- 6.5 Following the publishing of open space notice and where no objections are received, the disposal by way of Agreement for Lease and Lease can proceed. Where objections are received, the relevant Director in consultation with Head of Property Services and Cabinet Member will determine the appropriate reporting route to fully consider any objections, with the key issue for the Council to balance any adverse consequences of the loss of open space, having regard to the objections received, against the advantages of disposing of the land.
- 6.6 Where property has not been advertised on the open market, the Council's constitution specifies that if there has been no marketing of the Land or only one person has indicated an interest to purchase there can be no such disposal of land except where it is determined by the Head of Property Services or his nominee is satisfied that the disposal would be in accordance with the applicable statutory requirements. In considering this, the Head of Property Services may have regard to the following matters (among others) (a) the robustness of the valuation evidence (b) the likely market for the Land now and in the future given its relevant physical, legal or other characteristics, (c) the potential for the Land to be transferred to and used by a community council or Third Sector/Community Group in accordance with the CAT Policy, (d) responses (if any) received by the Council following reasonable marketing of the Land and (e) whether the disposal would achieve a corporate objective or contribute to the promotion or improvement of the economic, social or environmental wellbeing of people or communities in its area (taking into account all considerations including subsidy controls).
- 6.7 The lease documentation will contain all the relevant provisions to protect the Council's interest.

Background Papers:

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













Appendices:

Appendix A – Site Plan

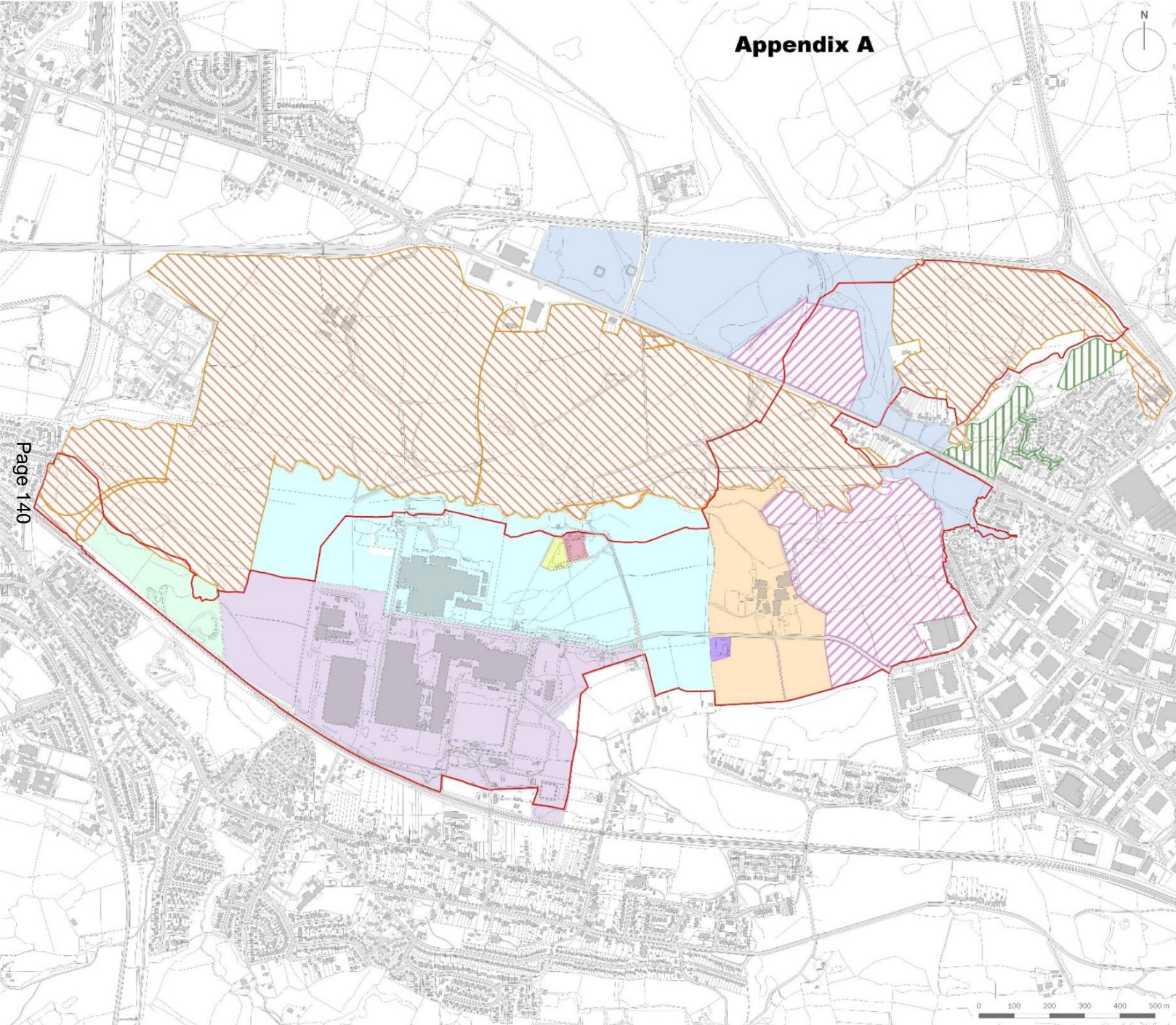
Appendix B – IIA Screening form

Appendix A




-  Swansea LDP Allocation **DRAFT**
-  Persimmon
-  Penlleagaer Estates
-  City and County of Swansea
-  Garrison Barklay Estates
-  Somerset Trust
-  Keepers Lodge
-  Timet
-  Urban Style
-  Green Frog Power 214 Limited
-  Virdis 178 Limited
-  Wales and West Utility

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project title
Land at Waunarlwydd and Fforestfach Strategic Site

drawing title
Land Ownership



Appendix B - Integrated Impact Assessment Screening Form

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

Which service area and directorate are you from?

Service Area: Strategic Estates / Corporate Property Services

Directorate: Place

Q1 (a) What are you screening for relevance?

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

(b) Please name and fully describe initiative here:

Disposal of Strategic Development site H, Fforestfach and Waunarlwydd.

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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Older people (50+)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input 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 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Disability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Race (including refugees)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Asylum seekers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Gypsies & travellers	<input type="checkbox"/>	<input 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Sexual Orientation	<input type="checkbox"/>	<input 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Welsh Language	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Poverty/social exclusion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Community cohesion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Marriage & civil partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Pregnancy and maternity	<input type="checkbox"/>	<input 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Appendix B - Integrated Impact Assessment Screening Form

Q2b) Welsh Language Impacts

How does your proposal ensure that you are working in line with the requirements of the Welsh Language Standards (Welsh Language Measure (Wales) 2011)? (beyond providing services bilingually)	
a) To ensure the Welsh language is not treated less favourably than the English language	The proposal is a property disposal of Council owned land forming part of an LDP Strategic Development site, with a large housing allocation. It is a planning requirement that a new school and a community hub will be developed if/when the land is sold for housing development. The proposal seems to have little impact either way although, the sale will provide revenue which funds all Council activities, including promotion of the Welsh language.
b) That every opportunity is taken to promote the Welsh language	As above
c) Increase opportunities to use and learn the language in the community	As above

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 rationale for allocating this land for development will have been the subject of a separate business case and consultation by Planning colleagues. Sale of the surplus property will have formed part of the business case and should generate some form of capital receipt for the authority whilst disposal may contribute with the regeneration of the area, a new school, a community Hub and some job opportunities.

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
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Low risk

Appendix B - Integrated Impact Assessment Screening Form

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

- Yes **If yes, please provide details below**
Capital receipt from sale may be used to fund Corporate objectives.

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

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

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 development of new homes is a council objective. Building homes creates employment and brings economic benefits and increased social housing provision. Development of this site requires funding for a new school and a Community Hib, which are considered to bring community benefits. The planning process provides opportunity for community engagement. The reasonable conclusion must be that there is no detrimental cumulative impact whatsoever.

Outcome of Screening

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

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

No impacts identified requiring mitigation. Disposal will enable development which meets policy objectives. And may further contribute to the regeneration agenda, provide additional housing, and job opportunities A new school and community hub will also be funded. Therefore, we conclude that there are no WFG considerations, limited or no risks and no cumulative impact.

(NB: This summary paragraph should be used in the **'Integrated Assessment Implications'** section of corporate report)

Full IIA to be completed

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

NB: Please email this completed form to the Access to Services Team for agreement before obtaining approval from your Head of Service. Head of Service approval is only required via email.

Screening completed by:
Name: Richard John
Job title: Disposals Manager
Date: 29/11/2023
Approval by Head of Service:
Name: Geoff Bacon
Position: Head of Property Services
Date: 08/12/2023

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

Agenda Item 14.



Report of the Cabinet Member for Education and Learning

Cabinet – 21 March 2024

Accessibility Strategy for Schools

Purpose:	To seek approval to undertake a public consultation on the draft Accessibility Strategy for Schools 2024-2027. The Strategy sets out the Education Directorate's plans for progressively increasing the accessibility of the local authority's schools to disabled learners.
Policy Framework:	Equality Act 2010
Consultation:	Access to Services, Finance, Human Resources, Legal.
Recommendation(s):	It is recommended that: 1) A consultation is undertaken to collect the views of stakeholders on the draft Accessibility Strategy to ensure that disabled pupils have increased accessibility to all maintained schools in Swansea. 2) Following the consultation, a further report will be prepared for Council with the results of the consultation, and a final version of the Strategy to be adopted.
Report Author:	Rhodri Jones
Finance Officer:	Ben Smith
Legal Officer:	Stephanie Williams
Access to Services Officer:	Rhian Millar

1. Introduction

- 1.1 Schedule 10 of the Equality Act, 2010, directs that "A local authority in England and Wales must, in relation to schools for which it is the responsible body, prepare... an accessibility strategy". It goes on to describe an accessibility strategy as a strategy which:

- increases the extent to which disabled pupils can participate in a school's curriculum (inclusion);
- improves the physical environment/facilities (physical access); and
- improves equality of access to information.

1.2 In recent years, Swansea Council's strategy has been reactive; addressing individual needs as they are identified, through reasonable adjustments. Whereas a new Strategy will provide a clear direction of travel to improve the educational offer to all disabled learners and their families.

2. Swansea's Approach

2.1 Swansea Council has adopted the Social Model of Disability which recognises that it is society that creates attitudinal and physical barriers which disable people, rather than their physical or mental impairments. The Social Model is a positive approach to disability, which focuses on removing barriers to equality. The Council is committed to the removal of all such barriers to its services.

2.2 The Education Directorate's vision is for an inclusive, equitable and positive education experience for all disabled learners. This is underpinned by the belief that all children are different, learn differently, and should have full access to the same curriculum.

2.3 Learners with disabilities are not expected to adjust to a fixed education structure. The structure should be adjusted to ensure everyone's learning styles and needs are met. Barriers to learning are removed to allow each learner to participate fully in the curriculum and school life and to feel equally valued.

2.4 The Education Directorate recognises:

- that disabled learners face particular challenges which risk their marginalisation from education and their local community, from future employment opportunities and from enjoying a social life;
- that disparities remain between the attainment of disabled people and non-disabled people;
- the impact of intersectionality where people who share more than one protected characteristic are at risk of multiple disadvantage, inequity, discrimination, harassment and victimisation;
- entrenched, systemic, discriminatory attitudes and behaviours can present the greatest challenge;
- the need for an assets-based approach that values the knowledge and lived experience of the child and family alongside the expertise of the school, where together positive change can be achieved;
- the connection between disability and poverty; and
- that disabled children are more likely to be victims of crime.

2.5 The overarching aim of this Strategy is therefore to improve the levels of presence, participation and achievement of children and young people

with disabilities in Swansea. This aligns with the Swansea Council Vision and the associated well-being objective for education.

3. Swansea's Draft Strategy

- 3.1 The draft Accessibility Strategy 2024-2027 has been developed through a co-production approach. The views of learners and parents have been incorporated as well as the views of education and other local authority officers and groups who have a specific interest. The draft Strategy is now subject to wider, public consultation before final publication.
- 3.2 The Strategy sets out the vision, values and roles and responsibilities of the local authority and schools in respect of planning to increase access to schools for disabled pupils. The document also identifies some priorities for improvement during the timespan of the Strategy.
- 3.3 These improvements are specifically linked to the three planning duties, however, there were also some general issues that were identified, mainly around compliance.
- 3.4 The three planning duties focus on increasing the extent to which disabled pupils can participate in the school curriculum, improving the physical environment of schools for disabled learners and improving access to written information provided by the school for disabled learners.

4. Priorities for Improvement

- 4.1 The priorities for improvement set out clearly within our draft Strategy are listed below with further detail available in the main document.
- 4.2 General compliance:
 - Produce comprehensive guidance for schools on developing accessibility plans that: affirms the definition of disability; clearly outlines statutory responsibilities; puts children's rights at the centre and ensures improvements are based on the views of those with lived experience.
 - Review and improve the information and training available to governors, headteachers/senior leaders, premise managers and ALNCOs with respect of the above.
 - Seek to improve attitudes towards disability through promoting an assets-based approach, that also tackles discrimination and ableist microaggressions.
 - Widen the scope of the 'diversifying governing bodies' workstream to incorporate increasing the number of governors who identify as disabled.
 - Continue to facilitate effective and meaningful participation of disabled learners and their parent carers in shaping accessibility improvements.

- 4.3 Planning Duty 1: Increasing the extent to which disabled pupils can participate in the school curriculum:
- Review and further expand the professional learning offer to ensure it meets the wide scope of training needs for all groups of staff.
 - Develop guidance for schools on reasonable adjustments for trips and residential.
 - Develop guidance, including examples of good practice, for inclusive PE/sport.
 - Enhance the knowledge and use of assistive technology through implementation of the Digital Strategy.
- 4.4 Planning Duty 2: Improving the Physical Environment of Schools for Disabled Learners:
- Develop an easy-to-use audit tool for all schools to use to support their proactive planning for improvement of the physical environment, include accessibility at kerbside.
 - Improve the system for identifying and prioritising accessibility improvements across the school estate that uses the access audit as a basis and has specified timescales to support a more strategic use of smaller capital grants.
 - Explore the potential for improving accessibility at kerbside with the Highways Team.
 - Build a new build special school with 21st century specialist facilities, improved learning environments and increased places.
 - Consider incorporating a central equipment repository into the new special school build that supports a more cost-effective re-use/recycling of equipment.
- 4.5 Planning Duty 3: Improving Access to Written Information Provided by the School for Disabled Learners:
- The key issues identified indicate a need for further teacher training which has been identified as a priority under planning duty 1.

5. Preparation and Consultation

- 5.1 A core group of education officers was established to plan and develop the draft strategy which has been largely informed by the outcome of an initial scoping exercise.
- 5.2 The purpose of the scoping exercise was to identify views, issues and barriers from a range of key stakeholders in order to identify areas for improvement. The views of disabled learners and parent carers have been central to shaping this strategy.
- 5.3 Information was gathered from:
- schools via submission of their current accessibility plan or completion of a questionnaire;

- disabled learners via completion of a Word or Microsoft Forms questionnaire either independently or with support, eg from an Additional Learning Needs Co-ordinator (ALNCo);
 - parents of disabled learners via the Parent Carers forum via a small focus group and completion of a Word or Microsoft Forms questionnaire; and
 - education Officers via completion of a Word or Microsoft Forms questionnaire and through more informal discussion.
- 5.4 Once approved by Cabinet a full statutory consultation will take place on the draft Strategy.
- 5.5 The full strategy will be available in Welsh and English as will be an Easy Read version. In addition, the Easy Read version will be translated into around 10 community languages.
- 5.6 The public consultation will be promoted through schools, headteacher groups and to other key organisations/forums particularly those with direct links with disability. It will also be available on the Council's website.
- 5.7 The Easy Read version will be used to develop a questionnaire for learners. ALNCOs will be encouraged to feedback and to also support the voice of disabled learners within their schools.
- 5.8 A small focus group will be held with the Parent Carer ALN forum and the questionnaire/consultation distributed through this group.

6. Timeline

- 6.1 Subject to the agreement of Cabinet it is proposed that the consultation on the draft Accessibility Strategy will commence on Monday 8th April 2024 and conclude on Friday 24th May 2024.
- 6.2 A report would then be prepared for further consideration and the Accessibility Strategy would be taken to full Council for approval in July 2024.

7. Integrated Assessment Implications

- 7.1 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.

7.1.1 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'.

7.1.2 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.

7.2 In order to comply with the relevant regulations an IIA Screening Form has been completed with the agreed outcome that a full IIA report was not required because at this stage the report is seeking permission to consult.

7.3 The UNCRC is relevant to this report as the Strategy will be a key driver for improving the lives of disabled children and young people. It is considered that the improvements this Strategy advocates for will support the Council's commitment to the UNCRC.

7.4 Welsh Language Standards have been considered and any improvements resulting from this consultation and subsequent strategy will aim to strengthen the Council's commitment to the Welsh language.

8. Financial Implications

8.1 There are no specific financial implications arising from the report at the present time. However, revenue and capital improvements, if implemented, could fall to future schools', education or wider local authority budgets and will have to be considered within the context of the overall financial envelope.

9. Legal Implications

9.1 There are no specific legal issues arising from the Report at the present time. The draft Accessibility Strategy for Schools has been prepared in accordance with the Council's statutory duty under Schedule 10 of the Equality Act, 2010. Cabinet is being asked to approve the draft strategy

for consultation at this stage, in accordance with Welsh Government statutory guidance 'Planning to increase access to schools for disabled pupils' 2018, to ensure that the views of key stakeholders are properly taken into account before the final strategy is adopted by Council. The strategy will provide a framework for meeting the Council duties under the Equality and Education Acts to ensure that the accessibility and inclusion needs of disabled pupils are being properly met.

Background Papers:

[planning-to-increase-access-to-schools-for-disabled-pupils.pdf \(gov.wales\)](#)

Appendices:

Appendix A – Draft Accessibility Strategy

Appendix B – IIA Screening Form

Appendix C – Draft Accessibility Strategy Easy Read Version

Accessibility Strategy

2024 - 2027

Accessibility starts with attitude.
Being Wanted
Being Present
Being Valued

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INTRODUCTION

As per the Equality Act 2010 definition included in Section 1, the term ‘disabled learner’ will be used throughout this document to refer to children and young people in Swansea schools who have an impairment and who are disabled by it.

This document sets out the Education Directorate’s strategy for progressively increasing the accessibility of the local authority’s schools to disabled learners. It will be reviewed annually and updated every three years. It is important to note that this strategy is specifically about improving access for disabled learners as defined under the Equality Act 2010. As such, a distinction needs to be made between disability and additional learning needs (ALN).

Swansea Council has adopted the **Social Model of Disability** which recognises that it is society that creates **attitudinal and physical barriers** which disable people, rather than their physical or mental impairments. The Social Model is a positive approach to disability, which focuses on removing barriers to equality. The Council is committed to the removal of all such barriers to its services.

The Education Directorate’s vision is for an inclusive, equitable and positive education experience for all disabled learners. This is underpinned by the belief that all children are different, learn differently, and should have full access to the same curriculum. Learners with disabilities are not expected to adjust to a fixed education structure. The structure should be adjusted to ensure everyone’s learning styles and needs are met. Barriers to learning are removed to allow each learner to participate fully in the curriculum and school life and to feel equally valued.

The Education Directorate recognises:

- that disabled learners face particular challenges which risk their **marginalisation** from education and their local community, from future employment opportunities and from enjoying a social life;
- that disparities remain between the attainment of disabled people and non-disabled people;
- the impact of **intersectionality** where people who share more than one protected characteristic are at risk of multiple disadvantage, inequity, discrimination, harassment and victimisation;
- entrenched, systemic, **discriminatory attitudes** and behaviours can present the greatest challenge;
- the need for an **assets-based approach** that values the knowledge and lived experience of the child and family alongside the expertise of the school, where together positive change can be achieved;
- the connection between disability and **poverty**;
- that disabled children are more likely to be **victims of crime**.

(See **Appendix 1** for data relating to the above)

Our long-term aims:

Every disabled learner is wanted, present and valued.

Every school wants every child in their catchment area to be in their school and seeks to remove barriers by thinking 'outside of the box'.

Every headteacher and senior leader in Swansea schools 'gets it' and even if they are not there yet, they think about accessibility for disabled learners in every decision that they make.

Parent carers of disabled learners do not feel like a parent carer but just a parent and know that their child is viewed as valuable.

Parent Carer Focus Group

The overarching aim of this strategy is therefore to improve the levels of presence, participation and achievement of children and young people with disabilities in Swansea. This aligns with the Swansea Council Vision and the associated well-being objective for education ([The City and County of Swansea's Corporate Plan 2023-2028](#)):

Swansea Council's Vision:

In 2028 Swansea is a place that has a thriving mixed use city centre and local economy. It is a place where people can gain the skills and qualifications they need to succeed in life, where everyone can achieve their potential and where communities are resilient and cohesive. Swansea is a place where human rights are respected, and people are safeguarded from harm and exploitation. It is a place where nature and biodiversity are maintained and enhanced, and carbon emissions are falling.

Well-being Objective:

Improving Education and Skills – so that everyone in Swansea gains the skills and qualifications they need to succeed in life.

There is a close correlation between the Council's Corporate Plan and Well-being Objectives and

the **Council's Strategic Equality Plan** and Equality Objectives. A new local authority Strategic Equality Plan will be published during 2024. In addition, when making strategic decisions on priorities or objectives, consideration is given to how decisions might help to reduce the inequalities associated with socio-economic disadvantage ([Socio-Economic Duty](#)).

The development of the Accessibility Strategy (the Strategy) is also based on a **human and children's rights approach** that embodies the key principles of:

- **Embedding Human Rights:** Human/children's rights should be at the core of planning and service delivery.
- **Equality and Non-discrimination:** Ensuring that disabled learners have an equal opportunity to make the most of their lives and talents, and that they do not have to endure poor life chances because of discrimination. Equality involves treating all disabled learners fairly and providing them with opportunities and resources according to their needs, equal with others, and ensuring that they are able to develop and flourish to their fullest potential. Promoting equality means taking action to tackle discrimination.
- **Empowering people:** enhancing disabled learner's capabilities as individuals so they are better able to take advantage of rights.
- **Participation:** listening to disabled learners and their parents/carers and taking their views meaningfully into account.
- **Accountability:** Effective decision making needs to be transparent and reasons provided for decisions and actions.

The development of this strategy also pays due regard to the five ways of working under the [Well-being of Future Generations Act \(Wales\) 2015](#) and in particular, to the well-being goal: *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).*

The Directorate acknowledges the recommendations in [Full Lives: Equal Access Making rights a reality for all children in Wales A follow up report on wheelchair accessibility in schools in Wales](#) (Children's Commissioner for Wales 2018) (see **Appendix 2**).

As such, this Strategy has been developed through a co-production approach. The views of learners and parents have been incorporated as well as the views of education and other local authority officers, groups who have a specific interest as well as the wider public. An initial scoping exercise was undertaken to inform the first draft of the Strategy. The draft Strategy is subject to wider, public consultation before final publication.

Section 1: DEFINITIONS

A learner may have:

- A disability only
- A disability and ALN
- ALN only
- Neither a disability nor ALN

This Strategy applies to the first two categories only. The definitions of disability and of ALN are explained below.

The meaning of Disability (as defined by the Equality Act 2010)

The term ‘pupil’ means a child or young person of any age for whom education is, or is required to be, provided. In accordance with section 6 of the Equality Act, a person (P) is disabled if:

*(a) P has a **physical or mental impairment**, and*

*(b) the impairment has a **substantial and long-term adverse effect on P’s ability to carry out normal day-to-day activities**.*

The definition of disability covers **physical impairments**, which includes **mobility and sensory impairments**. It also covers **mental impairments** which include **learning difficulties** and any impairment resulting from a **mental illness**. In the latter case, the mental illness need not be ‘clinically well-recognised’, but it must still have a substantial and long-term adverse effect on a person’s ability to carry out normal day-to-day activities. Each of **cancer, human immunodeficiency virus (HIV) infection and multiple sclerosis** is deemed to be a disability, as is severe disfigurement (Equality Act, Schedule 1, paragraphs 3 and 6).

Disability also covers those with a **progressive condition**, such as muscular dystrophy, which leads to a person having an impairment which will in the future have a substantial adverse effect on the person’s ability to carry out normal day-to-day activities (Equality Act, Schedule 1, paragraph 8).

The **effect of the impairment must be substantial** and it must have an adverse effect which is greater than having a minor impact. This is **because having an impairment does not in itself mean that a person is disabled by it**. An impairment is to be treated as having a substantial adverse effect on the ability of the person concerned if it would be likely to have a substantial adverse impact without measures being taken to overcome it.

Additional Learning Needs (ALN) as defined by ALNET (2018)

*(1) A person has additional learning needs if he or she has a **learning difficulty or disability** (whether the learning difficulty or disability arises from a medical condition or otherwise) **which calls for additional learning provision.***

*(2) A child of compulsory school age or person over that age has a **learning difficulty or disability if he or she—***

*(a) has a **significantly greater difficulty in learning** than the majority of others of the same age, or*

*(b) has a **disability for the purposes of the Equality Act 2010** which prevents or hinders him or her from making use of facilities for education or training of a kind generally provided for others of the same age in mainstream maintained schools or mainstream institutions in the further education sector.*

*Section 3 of the ALNET Act (2018) defines the term ‘**additional learning provision**’ (ALP), as*

(1) educational or training provision that is additional to, or different from, that made generally for others of the same age in—

(a) mainstream maintained schools in Wales,

(b) mainstream institutions in the further education sector in Wales, or


(c) places in Wales at which nursery education is provided.

Not all learners who have a disability (as defined by the Equality Act 2010), will have ALN.

It is only where the learner’s disability prevents or hinders them from making use of educational or training facilities of a kind generally provided for others of the same age in mainstream maintained schools, and this calls for ALP, that they have ALN (unless they have ALN because they have a learning difficulty that calls for ALP).

To amount to ALN, a disability need not affect access to educational or training facilities in all areas of learning but might be, for example, a physical impairment that only affects access to physical education facilities and calls for ALP in relation to physical education only. A learner may be performing well across all areas of the curriculum but still have ALN because they have a disability that is preventing or hindering them from making full use of educational or training facilities unless ALP is made for them.

There are **some forms of disability where the nature of the disability means it is likely the learner will have ALN.** For instance, local authorities have to establish and maintain a register of those in their area who are **sight or hearing impaired**, or have a combination of both, such that it has a significant effect on their day-to-day lives. Learners on this register are more likely to have ALN by virtue of the fact the impairment is likely to prevent or hinder them from making use of educational or training facilities and is likely to call for ALP.



There are a wide range of learning difficulties or disabilities, but these can be broadly classified into the following four areas:

- Communication and interaction;
- Cognition and learning;
- Behaviour, emotional and social development;
- Sensory and/or physical.

Section 2: THE LEGISLATIVE FRAMEWORK

The Equality Act 2010

The [Equality Act 2010](#) protects people from **discrimination, victimisation and harassment** on the basis of the following **protected characteristics**, of which disability is one:

- Age;
- **Disability**;
- Gender Reassignment;
- Marriage and Civil Partnership (protection against direct discrimination only);
- Pregnancy and Maternity;
- Race;
- Religion or (non-belief);
- Sex;
- Sexual Orientation.

The Equality Act 2010 (the 2010 Act) supersedes all previous disability discrimination legislation. The Disability Discrimination Act 1995 (“the DDA”) was repealed and replaced by the Act. The Local Authority is subject to both the general and specific duties set out in the 2010 Act. These cover all aspects of equality, including disability. Further details of the general and specific duties and how they apply to local authorities can be found on the [Equalities and Human Rights Commission website](#).

Discrimination

Discrimination can be **direct or indirect**.

- **Direct discrimination** of a disabled learner is where that disabled pupil is treated less favourably than another because of his or her impairment or disability.
- It is **not discrimination** to treat a disabled learner **more favourably** than one who is not disabled.
- Disabled learners may experience **indirect discrimination** where a particular policy, as applied, disadvantages them (or would, if it was applied, disadvantage them).
- Discrimination arises when a disabled pupil is **treated less favourably** not because of the disability itself, but for a **reason related to his/her disability** and that treatment cannot be justified.

Public Sector Equality Duty (Section 149 of the 2010 Act)

All local authorities and schools have a general duty under the 2010 Act to have due regard to the need to:

- eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
- advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; and
- foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

Specifically, the local authority and schools must publish information in the form of a **Strategic Equality Plan** to demonstrate compliance with the general duty and this could contain information as to how the duty will be discharged in relation to disabled learners.

With respect to people with a disability, the 2010 Act reaffirms previous duties around **accessibility planning** and the need to make **reasonable adjustments**.

Schools and local authorities have had a duty to provide **reasonable adjustments** for disabled learners since 2002, originally under the DDA, and now under the 2010 Act.

These duties are set out below.

Reasonable Adjustments (schedule 13 of the 2010 Equality Act)

The 2010 Act sets out three requirements in relation to reasonable adjustments:

- The first requirement is a requirement, where a provision, criterion or practice of a school puts a disabled person at a substantial disadvantage in relation to a relevant matter in comparison with persons who are not disabled, to take such steps as it is reasonable to have to take to avoid the disadvantage.
- The second requirement is a requirement, where a physical feature puts a disabled person at a substantial disadvantage in relation to a relevant matter in comparison with persons who are not disabled, to take such steps as it is reasonable to have to take to avoid the disadvantage.
- The third requirement is a requirement, where a disabled person would, but for the provision of an auxiliary aid, be put at a substantial disadvantage in relation to a relevant matter in comparison with persons who are not disabled, to take such steps as it is reasonable to have to take to provide the auxiliary aid.

Schools are subject to the first and third requirements. Compliance with the second requirement is through the development of accessibility plans (see below).

Accessibility Plans/Strategies (Schedule 10 of the Equality Act 2010)

Statutory Guidance for local authorities and schools on producing accessibility strategies and plans is set out in [Planning to Increase Access to Schools for Disabled Pupils, Welsh Government 2018](#)

Schedule 10 of the Equality Act (2010) **requires all schools to prepare an accessibility plan and all local authorities must prepare an accessibility strategy** in relation to schools for which it is the responsible body. Accessibility strategies and accessibility plans help ensure full inclusion of disabled children in a school environment.

Improving access to education for disabled children means considering the **three planning duties** which are also a statutory requirement of Schedule 10 of the 2010 Act:

- the curriculum and how it is taught;
- the accessibility of school buildings and their surroundings, school activities including school trips and transport; and
- information and activities provided by schools and how easy it is for disabled pupils and/or their disabled parents to understand.

Strategies and plans must cover a **three-year period** and be **reviewed and revised** as necessary, with new plans and strategies produced at three-yearly intervals. Plans should identify short, medium and long-term objectives. In preparing accessibility strategies and plans, **full and effective consultation** must be undertaken to identify appropriate improvements ensuring that the views of disabled pupils and their parents/carers and appropriate professionals are considered.

Reasonable adjustments to cater for future disabled pupils must be **embedded in accessibility strategies and plans** – there is a need to plan ahead and continuously improve irrespective of whether or not disabled pupils currently attend the schools concerned.

United Nations Convention on the Rights of Persons with Disabilities (UNCRPD) and United Nations Convention on the Rights of the Child (UNCRC)

The UN [Convention on the Rights of Persons with Disabilities](#) is the international human rights treaty which sets out the human rights of disabled people. The treaty defines persons with disabilities as:

‘those who have long-term physical, mental, intellectual or sensory impairments which in interaction with various barriers may hinder their full and effective participation in society on an equal basis with others.’

Both the UNCRC and UNCRPD explicitly address the need to protect the rights of children with disabilities.

Article 7 of the UNCRPD states:

1. *Parties shall take all necessary measures to ensure the full enjoyment by children with disabilities of all human rights and fundamental freedoms on an equal basis with other children.*
2. *In all actions concerning children with disabilities, the best interests of the child shall be a primary consideration.*
3. *Parties shall ensure that children with disabilities have the right to express their views freely on all matters affecting them, their views being given due weight in accordance with their age and maturity, on an equal basis with other children, and to be provided with disability and age-appropriate assistance to realize that right.*

Similarly, the UNCRC, in Article 23 states that children with a disability have the right to enjoy a 'full and decent life'. In addition, the UNCRC states that every child has a right to information, (article 13), an education (articles 28 and 29) and to express their views (article 12). These rights have been incorporated into Welsh Law through the Rights of Children and Young Persons (Wales) Measure 2011.

The UNCRC also states that children have the right to use their own language. BSL (British Sign Language) is the first language of many deaf children and young people.

The Additional Learning Needs and Education Tribunal (Wales) Act 2018 (ALNET)

As previously stipulated not all disabled learners will have ALN. For those disabled learners with ALN, ALNET will also apply.

The ALN Act sets out its aim and purpose through five underpinning principles:

- A rights-based approach where the views, wishes and feelings of the young person (and where appropriate, their parent) are central to planning and provision of support.
- Early identification, intervention and effective transition planning.
- Collaboration where all involved work together in the best interests of the young person.
- Inclusive education supporting participation fully in mainstream further education, wherever feasible and a whole setting approach to meeting the needs of learners with ALN.
- A bilingual system where all reasonable steps are taken to deliver ALP in Welsh where requested.

The ALNET Act 2018 aims to create:

- A unified legislative framework to support all children of compulsory school age or below with additional learning needs (ALN) and to support young people with ALN who are in school or Further Education (FE).
- An integrated, collaborative process of multiagency assessment, planning and monitoring which facilitates early, timely and effective interventions.
- A fair and transparent system for providing information and advice, and for resolving concerns and appeals.

The transformed system will:

- Ensure that all learners with ALN are supported to overcome barriers to learning and achieve their full potential;
- Improve the planning and delivery of support for learners from 0 to 25 with ALN, placing learners' needs, views, wishes and feelings at the heart of the process;
- Focus on the importance of identifying needs early and putting in place timely and effective interventions which are monitored and adapted to ensure they deliver the desired outcomes.

It should also be noted that:

*A person does not have a **learning difficulty or disability** solely because the **language** (or form of language) in which he or she is or will be taught is different **from a language (or form of language) which is or has been used at home.***

However, it is recognised that some disabled learners with ALN may be multilingual and may also have English/Welsh as an additional language (E/WAL) need. This can have implications for identification of learning difficulties as well as relevant strategies for teaching and learning and wider considerations in terms of communication with parents/carers and learners.

Section 3: THE SWANSEA CONTEXT

Swansea has a wide range of provision for children and young people with ALN and disabilities. The local authority works in partnership with schools to ensure provision is relevant and responsive to needs. The majority of children and young people with disabilities and additional learning needs will have their needs met in a mainstream school. For those who require additional support, mainstream specialist provision can help.

Specialist Teaching Facilities (STF)/Special Schools

A number of mainstream schools have facilities, resources and specially trained staff to cater for the needs of children with particular learning difficulties. An STF is typically an area within a school, where a small number of learners who have high or significant needs are taught separately. Most STFs provide learners with the opportunity to attend some mainstream classes, with appropriate support.

Swansea has 34 STFs across the primary and secondary phases covering a range of additional learning needs. There are 2 special schools one for learners with profound and multiple learning difficulties and the other for learners with moderate to severe learning difficulties and for pupils with severe autism.

At the time of drafting this strategy, Swansea Council is undertaking a comprehensive review and reset of specialist teaching facilities to ensure access for learners within their own communities wherever possible. In, addition, the Council is consulting on a proposal to amalgamate the two special schools into one on 1 September 2025 on existing sites. Then to relocate to the new purpose-built school on 1 April 2028, which will also increase the number of planned places by 100.

Specialist Teams

The Additional Learning Needs Team has a number of teams of professionals that either work with disabled learners or advise and guide schools or both:

- Behaviour Support Team
- Physical and complex Needs Team
- Sensory Needs Team
- Complex Learning Difficulties Team
- Speech, Language and Communication Needs Team
- Educational Psychology Team

Data on Disabled Learners

The Pupil Level Annual School Census (PLASC) does not collect data on disabled learners per se, however, data on ALN need is available.

PLASC 2023 identified the following:

Need	Total
Attention Deficit Hyperactivity Disorder	300
Autistic Spectrum Disorders	1202
Behavioural, Emotional & Social Difficulties	1883
Dyscalculia	11
Dyslexia	335
Dyspraxia	45
Hearing Impairment	140
Moderate Learning Difficulties	2125
Multi-Sensory Impairment	28
Physical and Medical Difficulties	395
Profound & Multiple Learning Difficulties	82
Severe Learning Difficulties	157
Speech, Language and Communication Difficulties	2215
Visual Impairment	80
Total	8998

Appendix 1 includes national data on disability. In 2021/2022 around 11% of children were recorded as disabled with this figure having nearly doubled over a decade. Half of disabled children report a social or behavioural impairment.

School Accessibility

Many of Swansea’s 93 school buildings predate the requirement to be accessible. A planned programme for new builds and remodelling within the last decade has ensured that certain schools are either fully accessible or have only limited access issues where parts of buildings were not remodelled. 11 primary schools and 6 secondary schools fall into this category.

Regarding the remaining schools, the information that the local authority currently holds indicates that a further 35 schools are partly accessible with the remainder having greater access issues.

Section 4: SWANSEA'S ACCESSIBILITY STRATEGY

A core group of education officers was established to plan and develop the draft strategy which has been largely informed by the outcome of an initial scoping exercise. The purpose of the scoping exercise was to **identify views, issues and barriers** from a range of key stakeholders in order to identify areas for improvement. The views of disabled learners and parent carers have been central to shaping this strategy.

Information was gathered from:

- schools via submission of their current accessibility plan or completion of a questionnaire;
- disabled learners via completion of a Word or Microsoft Forms questionnaire either independently or with support, eg from an ALNCo;
- parents of disabled learners via the Parent Carers forum via a small focus group and completion of a Word or Microsoft Forms questionnaire;
- education Officers via completion of a Word or Microsoft Forms questionnaire and through more informal discussion.

Schools	43 respondents: 25 submitted accessibility plans, 18 completed questionnaires
Learners	63 respondents
Parents/Carers	28 respondents, and a focus group with the leads of the parents/carer forum
Local authority officers	Education Officers – strategy planning group Officers in the Learning Support Team

Findings specifically linked to the **three planning duties** are outlined in the relevant sections further below. However, there were also some general issues that were identified, mainly around **compliance**, including how **views of** relevant stakeholders inform decisions. It should be noted, that the focus of responses and the summaries that follow are issues/areas that need improving in order to inform priorities for the Strategy. The local authority Education Directorate acknowledges that schools have been developing Accessibility Plans in the absence of up-to-date guidance and that there will be examples of good practice in schools which we aim to gather as work on the Strategy progresses.

COMPLIANCE

Schools' accessibility plans need to be developed in accordance with the statutory guidance [Planning to increase access to schools for disabled pupils 2018](#).

What did our scoping exercise tell us?

Responses from **schools** indicate that schools need support/guidance in the following areas:

Understanding the legislative background for production of accessibility plans, e.g. the need for reference to the Equality Act 2010 rather than the DDA, and ensuring reference to the Planning to increase access to schools for disabled pupils, guidance document 2018;

- some schools including their accessibility plans as part of their Equalities Policy/Strategic Equality Plans (SEPs) which is permissible, however the Equality Policy/plans were generally not compliant with the legislation around the production of SEPs. In addition, SEPs must be reviewed every four years whereas accessibility plans must be reviewed every three years;
- understanding the breadth of disabilities covered under the definition. There was a preponderance in audits, plans and the questionnaires to focus on physical 'visible' disabilities as opposed to hidden disabilities, e.g. sensory and mental health;
- ensuring when 'listening to views' there is a specific focus on disability and accessibility
- participation and consultation with key stakeholders as part of developing accessibility plans and in identifying priorities
- developing plans specific to individual school/setting contexts
- improving the format and content of the accessibility plans, e.g.
 - completing an audit **and** developing an associated plan,
 - plans addressing all three planning duties e.g. as opposed to physical accessibility
 - including short, medium and long-term objectives and associated costings where relevant
 - ensuring proactive, long-term planning that considers the needs of current as well as potential future disabled learners
 - specifically focussing on disabled learners as opposed to those with ALN and/or EAL
 - publishing accessibility plans on school websites.

Responses from **learners** indicate:

- variable experiences, to some extent linked to the nature of their disability;
- whilst only in a small number of responses, there were examples where reasonable adjustments potentially had not been made: *I can't go on residential.... At home I have a camera in my room so my parents know when I need something like the toilet and at night I need certain stuff and we had to stay overnight.* (Could a reasonable adjustment have been made so that the learner could attend on a daily basis?);
- discrimination by other learners: *School students use ableist slurs either without knowing it is ableist or fully being aware that it is and finding it funny;*
- less of an understanding of the barriers and issues experienced by disabled learners with more hidden disabilities such as social and emotional needs as opposed to those with visible, physical disabilities;
- some learners wanted peers to understand their needs others wanted to not be singled out and wanted to fit in;
- their views were gathered and listened to, however this seemed to be on a general basis rather than with regard to their disabilities.

Responses from **parents/carers** indicate:

- varied experiences, there were some examples of good practice/positive experiences: *'schools have been amazing'. The school have been very proactive in suggesting support or getting things in motion when I've asked for help. We work together quite well.* However, generally, respondents were reporting more negative experiences. *I feel that my son has been failed by his school. My child was forced out of school by the lack of understanding.*
- concerns around negative attitudes and lack of inclusivity: *One of the biggest difficulties is inclusiveness. Schools are defensive not inquisitive. Accessibility starts most with attitude, the actual accessibility comes second. 'Outdated understandings', 'judgemental' 'patronising'*
- schools being *'very medical model'* with lack of understanding of the social model of disability with *'good, enthusiastic people making bad decisions'*
- the need for greater understanding of what disabled means and the *'wide umbrella'* it covers as well as concerns around language, *'a lot of teachers and parent carers don't like to use the word disabled unless there are physical issues, due to negative connotations'*
- *difference is normal.* However, the *'whole system is about conformity to the norm'*. If schools met the needs of the *'minority'* then they would *'meet the needs of all'*
- local authority placement decisions actually resulting in *'displacement'* from local communities which impacts on learners' abilities to form friendships and to socialise outside of schools. There is also a knock-on impact on parents feeling *'very alone'* and *'very isolated'*.
- schools not taking account of parent carer views and those of their children: *They are reluctant to listen to any views that contradict their own. They constantly refer to us as merely parents and themselves as professionals when in reality we have far more expertise in our own child's needs.*
It feels you are walking a tightrope and you need to keep your school onboard so you don't want to rock the boat too much.
My son's school have never shown any interest in his or our views.
The school is very good at listening to our ideas, however not all of these have been followed up.
- financial implications for parent carers whose children have significant needs as this can lead to parents having to give up careers and work. This can be *'very stressful'*
- *'segregation'* within schools. *This is for normal and this is for disabled.*
- issues over the names of quiet spaces and who can/cannot access these.
- the need for improved representation of disabled individuals on governing bodies.
- recognition of funding challenges and the need to strike the balance between improvements and financial constraints.

Responses from **education officers** include:

- schools tending to be reactive rather than proactive when planning for accessibility improvements;

- a mixed response when asked about whether the views of disabled learners were listened to '*many pupils that I teach feel that they are not listened to*';
- those who directly support disabled learners and advise schools not being aware of individual school accessibility plans, which implies they have not been consulted.

Priorities for Improvement:

- Produce comprehensive guidance for schools on developing accessibility plans that: affirms the definition of disability; clearly outlines statutory responsibilities; puts children's rights at the centre and ensures improvements are based on the views of those with lived experience.
- Review and improve the information and training available to governors, headteachers/senior leaders, premise managers and ALNCOs with respect of the above.
- Seek to improve attitudes towards disability through promoting an assets-based approach, that also tackles discrimination and ableist microaggressions.
- Widen the scope of the 'diversifying governing bodies' workstream to incorporate increasing the number of governors who identify as disabled.
- Continue to facilitate effective and meaningful participation of disabled learners and their parent carers in shaping accessibility improvements.

THE THREE PLANNING DUTIES

The following sections outline the three planning duties, distinguishing general responsibilities for the local authority and schools as well as outlining the outcomes and identified priorities from the scoping exercise.

The three planning duties are:

- increasing the extent to which disabled pupils can participate in the school curriculum;
- improving the physical environment of schools; and
- improving the delivery to disabled pupils of written information.

Planning Duty 1

Increasing the extent to which disabled pupils can participate in the school curriculum

Disabled learners have exactly the same curriculum entitlements as their non-disabled peers. Early intervention and prevention should enable more children to have their needs met in a more inclusive way through universal services. The Equality Act 2010 does not define what is meant by the curriculum. However, it should be recognised as the totality of experiences planned for children and young people through their education, wherever they are educated. This totality includes the ethos and life of the school as a community, curriculum areas and subjects,

interdisciplinary learning and opportunities for achievement. [Curriculum for Wales](#) states that a school's curriculum is everything a learner experiences in pursuit of the four purposes:

- ambitious, capable learners, ready to learn throughout their lives;
- enterprising, creative contributors, ready to play a full part in life and work;
- ethical, informed citizens of Wales and the world; and
- healthy, confident individuals, ready to lead fulfilling lives as valued members of society.

*A school's curriculum should raise the aspirations for **all learners**. It should consider how all learners will be supported to realise the four purposes and to progress. This is essential for learners to play an active part in their community and wider society, and to thrive in an increasingly complex world. Schools should be aware of the needs and circumstances of all their learners when designing their own curriculum, considering equity of opportunity when putting into place support and interventions or making reasonable adjustments. Curriculum for Wales*

In considering how disabled learners' access to the curriculum can be improved, there should not be a focus on specific areas of learning and experience or individual subjects but all aspects of the curriculum, including out of school care and activities, must be considered. Planning should include initiatives to overcome any barriers preventing, or making it difficult for, disabled children and young adults to participate fully in school trips and activities such as school plays, after-school clubs and study support clubs.

This planning duty also includes the provision of aids, specialist equipment and assistive technology. In addition, it includes identification of and meeting staff training needs.

What did our scoping exercise tell us?

- Schools were the most positive respondents when asked about access to curriculum and activities, whereas more parent carers felt their child could not access the full curriculum and activities.
- Where schools were identifying issues, it was often conflated with the physical accessibility of different areas of the school building.
- Some learners in secondary school did not have all of their subjects within the mainstream but in specialist provision or were not able to take all subjects.
- The main subject area where concerns were raised by parent carers and learners was accessibility to PE. *School won't let him do certain sports that could be 'dangerous', e.g. rugby could fall or get knocked over. I feel I can take part in all lessons and activities in school apart from PE. Especially when playing ball games as I struggle to see the ball because of the size and the colour.*
- A number of issues were raised around access to before and after school provision, residential, trips, after school activities:
 - after school and breakfast clubs have 'zero provision for additional needs' (parent)
 - *Unable to join in trips. School won't change the trip to include.*

- parents asked to accompany children on a school trip which was seen as a solution. *We have attended most of the school trips but usually I have to provide additional support or attend with them.*
 - a school trips that were not suitable for a learner with physical disabilities
 - being transported to and from school via taxi prevents learners from engaging in after school activities and clubs.
- There were mixed responses to the provision of **specialist equipment and assistive technology** for access to the curriculum where this was needed. Some parents felt their children were not provided with or permitted to use relevant equipment. Some schools were unsure if all disabled learners had access to the equipment that they need. Some parents had provided equipment themselves.
 - Issues with availability of one-to-one support where needed.
 - There was recognition by parent carers of the challenge in recruiting teaching assistants.
 - It was commented that expectations of Estyn in terms of what is seen as good practice needs improvement, otherwise ineffective practice is perpetuated.
 - Other than education officers, who noted that, *the majority of staff are dedicated to ensuring that learners can access and are engaged in schools*, by far the most negative response across all groups of respondents was around whether **teachers and TAs know how to support access to the curriculum for disabled learners/are adequately trained**. There were a range of comments that indicated that significant improvement is required:
 - ALN not being a whole school focus
 - Teachers/TAs not having access to training before starting to work with learners
 - Difficulties for schools in releasing staff for training
 - Lack of training for new teachers
 - The need to involve parent/carers with lived experiences or organisations who work with disabled people in training
 - Staff not understanding the learners needs
 - Schools not fully sure what training is available or indicating that training needs to be wider in scope
 - A greater need for training and awareness raising amongst mainstream staff and the need to target training wider than ALNCOs and TAs who work directly with disabled learners. *All teaching staff to be trained in autism awareness.*

General Responsibilities

The local authority will continue to support schools through:

- Providing a comprehensive menu of professional learning for schools
- Access to the full range of specialist services who can provide advice and consultation, including through the teams listed on page 14.
- Facilitating the identification of and sharing of effective practice

Schools will:

- Identify all learners and known prospective disabled learners who face barriers to learning and full participation in the curriculum and develop and implement accessible teaching programmes and strategies based on specialist advice where relevant.
- Consider learners assessed needs and implement any reasonable adjustments which may be necessary to enable participation.
- Ensure disabled learners are provided with the necessary aids and assistive technology as required. Schools are expected to fund any equipment up to the cost of £250 per learner.
- Continue to develop and embed approaches to the differentiation of the curriculum to enable increased access for disabled learners.
- Monitor and evaluate participation and progress in the curriculum for disabled learners and identify any necessary improvements.
- Audit staff training needs, including newly qualified or newly appointed staff, in relation to increasing participation in the curriculum for disabled learners and identify and implement plans to meet these.
- Audit learner and prospective learner needs in relation to the wider provision of school, including breakfast/after school clubs; leisure, sporting and cultural activities; and school trips and residential and develop plans to address barriers and ensure participation.
- Consider locating classrooms dedicated to particular curriculum areas such as music, science, art in areas of the school that are fully accessible, eg on the ground floor.

Priorities for Improvement:

- Review and further expand the professional learning offer to ensure it meets the wide scope of training needs for all groups of staff
- Develop guidance for schools on reasonable adjustments for trips and residential
- Develop guidance, including examples of good practice, for inclusive PE/sport
- Enhance the knowledge and use of assistive technology through implementation of the Digital Strategy.

Planning Duty 2

Improving the Physical Environment of Schools for Disabled Learners

The planning duty includes improvements, and how these will be made over time to the physical environment of the school and the provision of physical aids to access education. Improvements need to consider: physical access; access for learners with visual impairments; access for learners with hearing impairments and access for learners with other impairments including sensory. The planning duty also includes access to school transport.

Physical aids to access education include aids or adaptations provided under the planning duty which relates to the learner population (and future population) of the school as opposed to individual aids/assistive technology which are provided on an individual basis.

The physical environment includes:

- Classrooms
- halls/communal areas
- corridors
- steps
- stairways
- kerbs
- exterior surfaces and paving
- parking areas
- building entrances and exits (including emergency escape routes)
- internal and external doors
- gates
- toilets and washing facilities
- lighting
- heating
- ventilation
- lifts
- floor coverings
- signs
- interior surfaces
- room/corridor décor and furniture

Improvements to physical access include:

- ramps
- installation of lifts including building works
- creating accessible toilets/changing areas/hygiene rooms
- installing/replacing doors to meet requirements for non-ambulant users
- automated door openers and electronic hold open devices

- installation of grab rails and handrails over and above the needs of other building users
- drop kerbs
- acoustic improvement works such as false ceilings and wall boards
- installation of fixed equipment, eg track hoist, height adjustable bed, washer-dryer toilet
- provision of sound field systems
- provision of secure fencing to create a safe environment to prevent escape, on an exceptional basis only where there is a specific need over and above what would ordinarily be required for the school to comply with its safeguarding duties.
- repairs and maintenance (eg doors, floor surfaces etc)
- install viewing panels at various heights to doors for increased visibility
- replacing door furniture or addition of high handles
- adaptations to entrance matting/trip hazards/flush door detail
- removing trip hazards on external circulation routes, such as uneven paving, potholes and tree roots
- replacing car park line markings for disabled car park spaces
- basic induction loop for a reception area
- installing audio link/call bell from main entrance door to reception area
- visual and tactile warning signs for various requirements – to include Braille signs where required, position of visual indicators
- redecorating wall/ceiling finishes with colour differentiated schemes
- improved signage throughout the site and buildings
- use of appropriate lighting, blinds, whiteboards with matt finish

When any improvements are made it is anticipated that care will be taken to ensure a careful match between the function/purpose of the area and its physical design.

What did our scoping exercise tell us?

- The learners who responded, in general, felt they were able to move around the school.
- There were more mixed reviews from parent/carers. However, some of the inability to move around the school was linked to the 'safety' of the individual to do so, rather than the physical environment of the school per se.
- There were examples of situations that could be easily resolved – *'corridor doors closed and stuff in the corridors'*. *'Corridors blocked by tables, lack of access points'*.
- The area of the school that was specifically mentioned was the hall/canteen due to being too crowded or noisy particularly for those with sensory impairments.
- Physical accessibility was on occasion conflated with health and safety audits by schools and not purely considering access for disabled learners.
- Physical accessibility of schools was generally linked to whether the school was a new build/been remodelled etc. Some school buildings are significantly more inaccessible in the first place so require significantly more work.

- Where remodelling has taken place there are still issues which may have been avoided with the input of those with lived experience.
- There are access issues in the special schools.
- There are issues outside of schools due to lack of dropped kerbs (parent carer) and for schools where there is no parking on site which means they cannot designate disabled parking spaces (schools).
- There were mixed responses to access to school transport. In particular, schools noted lack of accessible minibuses.
- Education officers suggested that once disabled learners had left their school, equipment to improve accessibility often remained within the school but unused. There needs to be better sharing or recycling of equipment around schools even if this was at a cost. There are implications for the storage of such equipment.
- The current system does not facilitate a true understanding of scale of need across the school estate at local authority level.
- Levels of funding are an issue and are likely to pose a risk to delivery of the accessibility strategy and to delivery of accessibility plans in school.

Responsibilities

The Local Authority will:

- review and assess information provided through access audits from schools to help inform design and priorities;
- promote the concept of inclusive design and expect that planning will have regard to inclusive design principles;
- prioritise investment in school buildings according to the scope and objectives of the QEd - Sustainable Communities for Learning Programme and the planned development of ALN provision;
- improve physical accessibility when the remodelling and refurbishment of school buildings is undertaken, and fully address accessibility requirements for all new builds;
- progressively increase the number of accessible schools with the aim of maintaining children and young people, where possible and appropriate, within their local schools;
- provide advice to governors, senior leaders and premise managers, regarding improvements to the physical environment of schools as and when required;
- provide advice to schools on a case-by-case basis in relation to planning for improvements to the physical environment for individual learners through referral to the Learning Support Team.
- fund the purchase of specialist aids/equipment over and above £250 which has been recommended by a Swansea Bay University Health Board occupational therapist or physiotherapist and authorised by ALNIT.

- fund accessibility improvements through the capital maintenance programme on a prioritised and match-funded basis in accordance with the Division of Responsibility with primary schools contributing the first £5k and secondary schools the first £10k
- make considered use of incidental ALN grants and where appropriate use this to support accessibility improvements in schools

Schools will:

- take a strategic and proactive approach to physical accessibility through completing an access audit to identify all improvements that need to be made and seek to prioritise these over time
- include minor building works or developments to improve accessibility, as identified through the access audit, into the school improvement plan on an annual basis
- organise any physical adaptations required, and be responsible for the cost of adaptations as set out in the Division of Responsibility with primary schools contributing the first £5k and secondary schools the first £10k
- provide/install specialist aids/equipment to support accessibility and fund this up to £1500
- maintain and service buildings and equipment
- consider, on a planned basis, how to improve accessibility through reorganising or rearranging aspects of the school environment that do not require physical adaptation or building works through:
 - re-arranging room space,
 - removing obstructions from corridors and walkways,
 - changing the layout of classrooms,
 - providing designated storage space
 - relocating rooms for particular subject specialisms on a temporary or permanent basis

Priority Areas for Improvement:

- Develop an easy-to-use audit tool for all schools to use to support their proactive planning for improvement of the physical environment, include accessibility at kerbside.
- Improve the system for identifying and prioritising accessibility improvements across the school estate that uses the access audit as a basis and has specified timescales to support a more strategic use of smaller capital grants.
- Explore the potential for improving accessibility at kerbside with the Highways Team.
- Build a new build special school with 21st century specialist facilities, improved learning environments and increased places.
- Consider incorporating a central equipment repository into the new special school build that supports a more cost-effective re-use/recycling of equipment.

Planning Duty 3

Improving Access to Written Information Provided by the School for Disabled Learners

This section covers planning to make written information normally provided by the school to its learners accessible to disabled learners. Information might include items such as handouts, timetables, textbooks or information about school events. Alternative formats for the provision of information might include: large print, audio tape, Braille, a recognised symbol system, the use of ICT and the provision of information orally, through lip speaking or in sign language. Information must be provided within a reasonable time, eg a reasonable time frame for the provision of a handout needed during a lesson would be the start of the lesson.

In practice, it is anticipated that the majority of learners requiring information to be provided in a different format will already have had their needs identified through ALN identification processes.

What did our scoping exercise tell us?

- There were mixed responses to the question around understanding written information.
- Where learners need specific resources, equipment or support, this was generally in place.
- The key issues identified by learners, parents and education professionals tended to be around general teaching strategies which were not considering the needs of disabled learners:
 - Too much information given at once
 - Lack of checking understanding of instructions
 - Instructions and vocabulary too complex with lack of visuals or explanation to support understanding
 - Handwriting on the board that is difficult to read and written out of order
 - Not enough processing time

Responsibilities

The Local Authority will:

- Ensure schools are aware of the full range of support services available to provide advice, guidance and directly assist in the conversion of information into alternative formats.
- Review regularly its arrangements for providing information in alternative formats to ensure it has access to adequate capacity in this case.
- provide specialist advice to schools in respect of deaf pupils and those with a visual impairment.
- Encourage schools, including special schools, to share ideas and collect and collate examples of good practice for dissemination.

Schools will:

- Raise awareness amongst staff about the requirement to provide information in alternative formats, if required.
- Maintain up-to-date information on learners' needs for the provision of information in alternative formats and ensure it is shared amongst staff.
- Collect and share examples of good practice amongst staff.
- Review and audit regularly the school's approach to the provision of written information in general to establish if the format could be improved routinely and in general to improve accessibility.
- Seek specialist advice and support in those cases which lie beyond the school's immediate expertise.

Priorities for Improvement in this area:

In essence, the key issues identified indicate a need for further teacher training which has been identified as a priority under planning duty 1.

Section 6: PRIORITIES, ACTION PLANNING and MONITORING

Summary of Priorities

- Produce comprehensive guidance for schools on developing accessibility plans that: affirms the definition of disability; clearly outlines statutory responsibilities; puts children’s rights at the centre and ensures improvements are based on the views of those with lived experience.
- Review and improve the information and training available to governors, headteachers/senior leaders, premise managers and ALNCOs with respect of the above.
- Seek to improve attitudes towards disability through promoting an assets-based approach, that also tackles discrimination and ableist microaggressions.
- Widen the scope of the ‘diversifying governing bodies’ workstream to incorporate increasing the number of governors who identify as disabled.
- Continue to facilitate effective and meaningful participation of disabled learners and their parent carers in shaping accessibility improvements.
- Review and further expand the professional learning offer to ensure it meets the wide scope of training needs for all groups of staff.
- Develop guidance for schools on reasonable adjustments for trips and residential.
- Develop guidance, including examples of good practice, for inclusive PE/sport.
- Develop an audit for all schools to use to support their proactive planning for improvement of the physical environment, include accessibility at kerbside.
- Improve the system for identifying and prioritising accessibility improvements across the school estate that uses the access audit as a basis and has specified timescales to support a more strategic use of smaller capital grants.
- Explore the potential for improving accessibility at kerbside with the Highways Team.
- Build a brand new state-of-the-art special school with integrated specialist facilities, an improved learning environment and increased places.
- Consider incorporating a central equipment repository into the special school build that supports a more cost-effective re-use/recycling of equipment.

Based on impact, cost and resource/work required the priorities have been categorised as:

- Short term – to be addressed within the first year of the strategy
- Medium term – to be started or addressed within the current strategy
- Long term – to be started within the current strategy but ongoing

Priority	Impact	Cost	Resource/ workload	Term
Produce comprehensive guidance for schools on developing accessibility plans that: affirms the definition of disability; clearly outlines statutory responsibilities; puts children’s rights at	High	Low	Medium	Short

the centre and ensures improvements are based on the views of those with lived experience.				
Review and improve the information and training available to governors, headteachers/senior leaders, premise managers and ALNCOs with respect of the above.	Medium	Low	Medium	Medium
Seek to improve attitudes towards disability through promoting an assets-based approach, that also tackles discrimination and ableist microaggressions.	Medium	Low	Medium	Medium
Widen the scope of the 'diversifying governing bodies' workstream to incorporate increasing the number of governors who identify as disabled.	Low	Low	Low	Medium
Continue to facilitate effective and meaningful participation of disabled learners and their parent carers in shaping accessibility improvements.	High	Low	Low	Long
Review and further expand the professional learning offer to ensure it meets the wide scope of training needs for all groups of staff.	Medium	Low	High	Medium
Develop guidance for schools on reasonable adjustments for trips and residential.	Medium	Low	Low	Medium
Develop guidance, including examples of good practice, for inclusive PE/sport.	Low	Low	Low	Medium
Develop an audit for all schools to use to support their proactive planning for improvement of the physical environment, include accessibility at kerbside.	High	Low	Low	Short
Improve the system for identifying and prioritising accessibility improvements across the school estate that uses the access audit as a basis and has specified timescales to support a more strategic use of smaller capital grants.	Medium	Low	Medium	Medium

Explore the potential for improving accessibility at kerbside with the Highways Team.	Low	Unknown	Low	Medium
Build a brand new state-of-the-art special school with integrated specialist facilities, an improved learning environment and increased places.	High	High	High	Long
Consider incorporating a central equipment repository into the special school build that supports a more cost-effective re-use/recycling of equipment.	Low	High	Medium	Long

The action plan can be found in Appendix 3.

Monitoring of the progress of the Accessibility Strategy Action Plan will be undertaken through termly meetings of the Education Officer Accessibility Strategy Group.

The Action Plan will be updated on an annual basis.

Oversight of the monitoring will be undertaken by the Strategic Leads Board in the Education Directorate.

Appendix 1

UK disability statistics: Prevalence and life experiences House of Commons

Research Briefing

- An estimated **16.0 million people** in the UK had a **disability in 2021/22**. This represents **24% of the total population**. The prevalence of disability rises with age: around **11% of children were disabled**, compared with 23% of working age adults and 45% of adults over State Pension age.
- The proportion of **children reporting a disability** has almost **doubled over the last decade** (from 6% in 2011/12 to 11% in 2021/22)
- **Half** (50%) of disabled children reported a **social or behavioural impairment**, followed by **mental health** (21%) and **'other'** impairments (21%).
- **Age-standardised disability prevalence** is highest among people from the **Bangladeshi ethnic group**: around 39% of people aged 16 and over in this ethnic group reported a disability in line with the Equality Act definition. On the other end of the scale, the **Chinese ethnic group has the lowest proportion** of people reporting a disability (15%).
- **Disparities** remain between the **attainment of disabled people and non-disabled people**. The greatest differences are in those attaining degree-level qualifications and those who achieved no qualifications. From July 2020 to June 2021, a quarter (24.9%) of disabled people aged 21 to 64 had a degree as their highest qualification, compared with 42.7% of non-disabled people. In addition, 13.3% of disabled people had no qualifications, almost three times the proportion of non-disabled people (4.6%).
- Disabled people were **considerably more likely to be economically inactive**. While the economic inactivity rate for disabled people was 42.7%, the corresponding figure for those who are not disabled was 14.3%. Disabled people are paid less, on average, than non-disabled people.
- **Families that include a disabled adult or child have significantly lower median incomes** than families in which nobody is disabled. This is driven in part by the barriers that many disabled people face in education and in accessing employment and by caring responsibilities for some family members.

- **Poverty rates are higher** among families where at least one member is disabled. In 2021/22 the proportion of people in relative poverty after housing costs was 27% for families where someone is disabled, compared with 19% for people living in families where no one is disabled.
- Disabled people also report **higher levels of loneliness**: 15.1% of disabled people reported feeling lonely “often or always” in 2020/21, compared with 3.6% of non-disabled people. Those with more severe conditions, who reported being limited a lot in their day-to-day activities, were more than twice as likely to report feeling lonely “often or always” as those who said they were limited a little (25.5% and 10.5% respectively). A higher proportion of younger adults (aged 16 to 24) reported feeling lonely “often or always” than those in older age groups, whether disabled or not
- In the year to March 2023, the **Crime Survey** for England and Wales (CSEW) found that **18.2% of disabled adults aged 16 and over had experienced some form of crime**, compared with 15.5% of non-disabled adults. The **disparity between disabled and non-disabled children was larger**, with disabled children aged 10 to 15 twice as likely to have been the victim of a crime (22.3% compared with 9.2%)

[The disability Perception Gap Report](#) Scope, May 2018, found that:

- **Negative attitudes and prejudice remain a major problem for disabled people** – one in three (32%) disabled respondents said that there is a lot of prejudice against disabled people in Britain. Non-disabled people gave a starkly different response, with just one in five (22%) agreeing there is a lot of prejudice.
- While these negative attitudes can take the form of **outright insults and abuse**, separate ethnographic research, conducted for Scope by Britain Thinks in early 2018, has found that **disabled people frequently encounter other small acts of negative behaviour** such as: wheelchair users finding other people let doors swing back on them rather than waiting to hold the door open; people speaking to a friend or carer and talking in the third person, rather than to the disabled person directly; service staff in shops and restaurants ignoring disabled customers, and ‘sighs’ and ‘tuts’ from others

Relative income poverty: April 2021 to March 2022 (Welsh Government Stats)

- In the latest period (FYE 2020 to FYE 2022) **31%** of children who lived in a family where there was someone **with a disability** were in **relative income poverty** compared with 26% of those in families where no-one was disabled.
- For working-age adults, **28%** who lived in a family where there was someone with a disability were in **relative income poverty** compared with 16% of those in families where no-one was disabled.

Appendix 2

[Full Lives: Equal Access Making rights a reality for all children in Wales A follow up report on wheelchair accessibility in schools in Wales](#) (Children's Commissioner for Wales 2018)

This report found that the majority of local authorities reported some progress since an original report in 2014. However, the report notes that there is room for further development. In particular the following for consideration by local authorities:

- All local authorities should publish on their websites their accessibility strategies, and school accessibility plans should also be made available online.
- Staff within local authorities need to know that these documents exist and be able to provide up to date versions to families who ask about them. Awareness raising and training would assist with this, and we would also recommend that local authorities' buildings and education departments jointly own these documents in order to share clear and up to date information with families.
- Consultation with children and young people and their families is a duty under the Equality Act 2010 and has to form part of the strategies and plans in order to make these meaningful and uphold the rights of children across Wales. All local authorities and schools should therefore be consulting with children, young people and their families in preparing their strategy or plan.
- Local Authorities should use a Children's Rights Approach in all of their work around accessibility for children and young people, to enable pupils and their families to make informed choices and to assist more pupils with disabilities to attend the school of their choice, along with their friends.

Appendix 3

ACTION PLAN: Year 1

This is a working document and will be amended and updated over time.

Priority	Term	Actions Year 1	Lead	Timescale	Success Criteria	Monitoring
Produce comprehensive guidance for schools on developing accessibility plans that: affirms the definition of disability; clearly outlines statutory responsibilities; puts children's rights at the centre and ensures improvements are based on the views of those with lived experience.	Short	<ul style="list-style-type: none"> Research guidance and templates produced by other local authorities. Produce draft guidance and a template accessibility plan. Run awareness raising event for headteachers and gather feedback on draft plan through a small number of schools trialling Finalise and circulate approved document. 	Equalities	September 2024	<ul style="list-style-type: none"> All schools develop accessibility plans in accordance with statutory responsibilities that are available on school websites 	Education Officer Accessibility Strategy Group
Review and improve the information and training available to governors, headteachers/senior leaders, premise managers and ALNCOs with respect of the above.	Medium	<ul style="list-style-type: none"> Scope existing training and information that is available. Identify gaps/issues. 	Equalities/ ALN	March 2025	<ul style="list-style-type: none"> Formulate a plan to address gaps including officers responsible for development 	Education Officer Accessibility Strategy Group
Seek to improve attitudes towards disability through promoting an assets-based approach, that also tackles discrimination and ableist microaggressions.	Medium	<ul style="list-style-type: none"> Develop 'language' policy for the Education Directorate 	Vulnerable Learners/ Equalities	December 2024	<ul style="list-style-type: none"> Policy completed, approved and circulated. 	Education Officer Accessibility Strategy Group

Widen the scope of the 'diversifying governing bodies' workstream to incorporate increasing the number of governors who identify as disabled.	Medium	<ul style="list-style-type: none"> Review existing materials/resources for recruiting minority ethnic governors and identify how these can be adapted to incorporate disability. Update the database that gathers information on newly appointed governors to include collection of information on protected characteristics 	Equalities/ Governors	March 2025	<ul style="list-style-type: none"> Resources required identified and plan to develop these formulated Database amended/updated and fit for purpose 	Education Officer Accessibility Strategy Group
Continue to facilitate effective and meaningful participation of disabled learners and their parent carers in shaping accessibility improvements.	Long	<ul style="list-style-type: none"> Raise awareness of the requirement for schools to include views of disabled learners and their parent carers within the accessibility plan guidance for schools and through wider SEP guidance. 	Equalities	September 2024	<ul style="list-style-type: none"> School based accessibility plans show evidence of incorporation of views. 	Education Officer Accessibility Strategy Group
Review and further expand the professional learning offer to ensure it meets the wide scope of training needs for all groups of staff.	Medium	<ul style="list-style-type: none"> Review current offer and identify gaps through consulting relevant stakeholders. 	ALN	July 2025	<ul style="list-style-type: none"> Plan developed 	Education Officer Accessibility Strategy Group

Develop guidance for schools on reasonable adjustments for trips and residential.	Medium	<ul style="list-style-type: none"> • Research and scope existing documents/ guidance. 	Equalities	September 2025	<ul style="list-style-type: none"> • Key information to be included identified. 	Education Officer Accessibility Strategy Group
Develop guidance, including examples of good practice, for inclusive PE/sport.	Medium	<ul style="list-style-type: none"> • Research and scope existing documents/ guidance. • Link with other organisations that support disability sport 	ALN	September 2025	<ul style="list-style-type: none"> • Next steps identified 	Education Officer Accessibility Strategy Group
Develop an audit for all schools to use to support their proactive planning for improvement of the physical environment, include accessibility at kerbside.	Short	<ul style="list-style-type: none"> • Research audits developed by other local authorities. • Produce audit. 	Equalities and Capital	September 2024	<ul style="list-style-type: none"> • Audit circulated and used by schools to formulate their improvement priorities within their Accessibility Plans 	QEd Programme Board monthly
Improve the system for identifying and prioritising accessibility improvements across the school estate that uses the access audit as a basis and has specified timescales to support a more strategic use of smaller capital grants.	Medium	<ul style="list-style-type: none"> • Audit outputs collated and quality assured. • Revised assessment of schools' accessibility using WG criteria 	Capital	March 2025	<ul style="list-style-type: none"> • Schools complete access audits and share with the authority • Priorities and requirements identified to support funding decisions and ability to access future grants. 	QEd Programme Board monthly

Explore the potential for improving accessibility at kerbside with the Highways Team.	Medium	<ul style="list-style-type: none"> • Scope scale of need through school level audits • Engage with Highways to explore potential funding options 	Capital	March 2025	<ul style="list-style-type: none"> • Priorities and requirements identified to support funding decisions and ability to access future grants • A phased delivery plan agreed 	QEd Programme Board monthly
Build a new build special school with 21 st century specialist facilities, improved learning environments and increased places.	Long	<ul style="list-style-type: none"> • Outcome of statutory consultation process • Cabinet approval to proceed to stage one tender • Submission of Outline Business Case and approval by WG 	Multiple	March 2025	<ul style="list-style-type: none"> • Progression to detailed design and planning application 	QEd Programme Board monthly
Consider incorporating a central equipment repository into the special school build that supports a more cost-effective re-use/recycling of equipment.	Long	<ul style="list-style-type: none"> • Consideration by the schools and equipment experts as to the potential to deliver and sustain such a provision. • Development of the schedule of accommodation to incorporate if this is agreed 	Multiple	March 2025	<ul style="list-style-type: none"> • A sustainable delivery model agreed • Provision included in schedule of accommodation 	QEd Programme Board monthly

Glossary

ALN	Additional Learning Needs
ALNCO	Additional Learning Needs Coordinator
ALNET	Additional Learning Needs and Education Tribunal (Wales) Act
ALNIT	Additional Learning Needs and Inclusion Team
ALP	Additional Learning Provision
CRPD	Convention on the Rights of Persons with Disabilities
CSEW	Crime Survey for England and Wales
DDA	Disability Discrimination Act
EAL	English as an Additional Language
FYE	Financial Year Ending
HIV	Human Immunodeficiency Virus
ICT	Information and communication technologies
IDP	Individual Development Plan
PE	Physical Education
PLASC	Pupil Level Annual School Census
SEP	Strategic Equality Plan
STF	Specialist Teaching Facility
TA	Teaching Assistant
UNCRC	Convention on the Rights of the Child

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

Which service area and directorate are you from?

Service Area: Achievement and Partnership

Directorate: Education

Q1 (a) What are you screening for relevance?

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

(b) Please name and fully describe initiative here:

Education Directorate Accessibility Strategy: Increasing the accessibility of the local authority's schools to disabled learners.

Statutory Guidance for local authorities on producing accessibility strategies is set out in [Planning to Increase Access to Schools for Disabled Pupils, Welsh Government 2018](#)

Schedule 10 of the Equality Act (2010) **requires all local authorities to prepare an accessibility strategy** in relation to schools for which it is the responsible body. Accessibility strategies help ensure full inclusion of disabled children in a school environment.

Improving access to education for disabled children means considering **three planning duties** which are also a statutory requirement of Schedule 10 of the 2010 Act:

- the curriculum and how it is taught;
- the accessibility of school buildings and their surroundings, school activities including school trips and transport; and
- information and activities provided by schools and how easy it is for disabled pupils and/or their disabled parents to understand.

The Accessibility Strategy must cover a **three-year period** and be **reviewed and revised** as necessary, with a new strategy produced at three-yearly intervals and should identify short, medium and long-term objectives. In preparing the accessibility strategy, **full and effective consultation** must be undertaken to identify appropriate improvements ensuring that the views of disabled pupils and their parents/carers and appropriate professionals are considered.

The Education Directorate's vision is for an inclusive, equitable and positive education experience for all disabled learners. This is underpinned by the belief that all children are different, learn differently, and should have full access to the same curriculum. Learners with disabilities are not expected to adjust to a fixed education structure. The structure should be adjusted to ensure everyone's learning styles and needs are met. Barriers to learning are removed to allow each learner to participate fully in the curriculum and school life and to feel equally valued.

Swansea Council has adopted the **Social Model of Disability** which recognises that it is society that creates **attitudinal and physical barriers** which disable people, rather than their physical or mental impairments. The Social Model is a positive approach to disability, which focuses on removing barriers to equality. The Council is committed to the removal of all such barriers to its services.

The Education Directorate recognises:

- that disabled learners face particular challenges which risk their **marginalisation** from education and their local community, from future employment opportunities and from enjoying a social life;
- that disparities remain between the attainment of disabled people and non-disabled people;
- the impact of **intersectionality** where people who share more than one protected characteristic are at risk of multiple disadvantage, inequity, discrimination, harassment and victimisation;
- entrenched, systemic, **discriminatory attitudes** and behaviours can present the greatest challenge;
- the need for an **assets-based approach** that values the knowledge and lived experience of the child and family alongside the expertise of the school, where together positive change can be achieved;
- the connection between disability and **poverty**;
- that disabled children are more likely to be **victims of crime**.

The overarching purpose of this strategy is therefore to improve the levels of presence, participation and achievement of children and young people with disabilities in Swansea. This aligns with the Swansea Council Vision and the associated well-being objective for education ([The City and County of Swansea's Corporate Plan 2023-2028](#)):

The over-arching aims/outcomes are:

- Every disabled learner is wanted, present and valued.
- Every school wants every child in their catchment area to be in their school and seeks to remove barriers by thinking 'outside of the box'.
- Every headteacher and senior leader in Swansea schools 'gets it' and even if they are not there yet, they think about accessibility for disabled learners in every decision that they make.
- Parent carers of disabled learners do not feel like a parent carer but just a parent and know that their child is viewed as valuable.

The development of the Accessibility Strategy (the Strategy) is also based on a **human and children's rights approach** that embodies the key principles of:

- **Embedding Human Rights:** Human/children's rights should be at the core of planning and service delivery.
- **Equality and Non-discrimination:** Ensuring that disabled learners have an equal opportunity to make the most of their lives and talents, and that they do not have to endure poor life chances because of discrimination. Equality involves treating all disabled learners fairly and providing them with opportunities and resources according to their needs, equal with others, and ensuring that they are able to develop and flourish to their fullest potential. Promoting equality means taking action to tackle discrimination.
- **Empowering people:** enhancing disabled learner's capabilities as individuals so they are better able to take advantage of rights.
- **Participation:** listening to disabled learners and their parents/carers and taking their views meaningfully into account.
- **Accountability:** Effective decision making needs to be transparent and reasons provided for decisions and actions.

To work towards achieving the long-term outcomes the priorities for action, identified through consultation are:

- Produce comprehensive guidance for schools on developing accessibility plans that: affirms the definition of disability; clearly outlines statutory responsibilities; puts children's rights at the centre and ensures improvements are based on the views of those with lived experience.
- Review and improve the information and training available to governors, headteachers/senior leaders, premise managers and ALNCOs with respect of the above. Outcome: Improved understanding of legislation and requirements leading to improved auditing and planning for accessibility
- Seek to improve attitudes towards disability through promoting an assets-based approach, that also tackles discrimination and ableist microaggressions.
- Widen the scope of the 'diversifying governing bodies' workstream to incorporate increasing the number of governors who identify as disabled.
- Continue to facilitate effective and meaningful participation of disabled learners and their parent carers in shaping accessibility improvements.
- Review and further expand the professional learning offer to ensure it meets the wide scope of training needs for all groups of staff.
- Develop guidance for schools on reasonable adjustments for trips and residential.
- Develop guidance, including examples of good practice, for inclusive PE/sport.
- Develop an audit for all schools to use to support their proactive planning for improvement of the physical environment, include accessibility at kerbside.
- Improve the system for identifying and prioritising accessibility improvements across the school estate that uses the access audit as a basis and has specified timescales to support a more strategic use of smaller capital grants.
- Explore the potential for improving accessibility at kerbside with the Highways Team.
- Build a brand-new state-of-the-art special school with integrated specialist facilities, an improved learning environment and increased places.
- Consider incorporating a central equipment repository into the special school build that supports a more cost-effective re-use/recycling of equipment.

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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input 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"/>	<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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Race (including refugees)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Asylum seekers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<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"/>	<input type="checkbox"/>
Religion or (non-)belief	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Welsh Language	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pregnancy and maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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"/>

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

Initial consultation and Planning:

A core group of education officers was established to plan and develop the draft strategy which has been largely informed by the outcome of an initial scoping exercise. The purpose of the scoping exercise was to **identify views, issues and barriers** from a range of key stakeholders in order to identify areas for improvement. The views of disabled learners and parent carers have been central to shaping the strategy. In late summer/early autumn information was gathered from:

- schools via submission of their current accessibility plan or completion of a questionnaire;
- disabled learners via completion of a Word or Microsoft Forms questionnaire either independently or with support, e.g. from an ALNCo;
- parents of disabled learners via the Parent Carers forum via a small focus group and completion of a Word or Microsoft Forms questionnaire;
- education Officers via completion of a Word or Microsoft Forms questionnaire and through more informal discussion.

Schools	43 respondents: 25 submitted accessibility plans, 18 completed questionnaires
Learners	63 respondents
Parents/Carers	28 respondents, and a focus group with the leads of the parents/carers forum
Local authority officers	Education Officers – strategy planning group Officers in the Learning Support Team

Questionnaires were available in Welsh and English. Respondents could complete the Word form by hand or electronically or complete a Microsoft form.

The priorities have been very much informed by the initial consultation. The outcome and comments from the initial consultation are included in the Strategy

Consultation on the draft strategy:

There will be a public consultation on the draft Strategy. This is currently awaiting approval from CMT and Cabinet. The proposed commencement of the consultation is 8th April.

The strategy is available in Welsh and English and in an Easy Read version in Welsh and English. In addition, the Easy Read strategy is due to be translated into around 10 community languages.

The public consultation will be promoted through schools and to other key organisations/forums particularly those with direct links with disability.

School leaders and governors will be encouraged to respond.

The Easy Read version will be used to develop a questionnaire for learners. ALNCOs will be encouraged to feedback and to also support the voice of disabled learners within their schools.

A small focus group will be held with the Parent Carer ALN forum and the questionnaire/consultation distributed through this group.

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

There is a minimal risk in terms of finance as the strategy and associated plans at school level can only be delivered within financial constraints. However, a number of the current priorities are not particularly contingent on finance but are more concerned with improving systems and processes therefore there should be no impact. Improving processes and systems should make

better, more proactive use of any available finance, therefore this is positive. Finance will always be an issue in terms of physical accessibility of buildings, however, the strategy will ensure year-on-year progress is made within the financial constraints.

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

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

Highways re dropped kerbs – however exploring of this is part of the current strategy so relevant officers will be involved as actions are progressed

Building Services –officers have been involved in relevant discussions. However, one of the aims of the Strategy is to have an improved knowledge of accessibility issues across the whole school estate and to be able to plan more proactively (i.e. positive impact)

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

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

The final strategy will need to be available publicly in full and Easy Read formats.

Q8 Does the initiative involve changes to the way you process the personal data of Council staff or service users, for example the purchase of new customer management software?

Yes No

If your answer is yes, you should also screen the initiative for any implications regarding privacy and other GDPR rights and consider whether you need to amend your entry in the Council's Information Asset Register. Please use the following link to the online screening form for a Data Protection Impact Assessment <https://staffnet.swansea.gov.uk/dpiascreeing>
For more about the Information Asset Register, please see <https://staffnet.swansea.gov.uk/informationassetregister>

Q9 What is the cumulative impact of this proposal on people and/or communities when considering all the impacts identified within the screening and any other key decisions affecting similar groups/ service users made by the organisation?

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

The Strategy, once approved, will have a positive impact on disabled learners (current and future) in Swansea schools. There will be a positive impact on some other protected characteristics where there is intersectionality with disability. Parent carers of disabled learners should also benefit from a positive impact. There will be no negative impacts for any groups.

Outcome of Screening

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

- **Summary of impacts identified and mitigation needed (Q2)**
- **Summary of involvement (Q3)**
- **WFG considerations (Q4)**
- **Any risks identified (Q5)**
- **Cumulative impact (Q9)**

This Plan will have a positive impact on disabled children and young people and their parent carers. It is anticipated that there will be a wider impact on schools' considerations of their responsibilities under the Equality Act 2010 therefore the benefits in terms of equality and equity should be wider reaching to other protected characteristics. There is no mitigation needed.

Key stakeholders will be consulted on the draft strategy and their responses will shape the final strategy. There will be ongoing engagement with groups such as the parent carer forum. All schools will be expected to ensure their own accessibility plans (a legal requirement for schools) conform to the legal requirements and are shaped by discussion with disabled learners and their parent carers.

The strategy fits within the expectations and considerations of the WFG.

There is a minimal risk financially, however the strategy should ensure more informed use of existing/available finance and that there is progressive improvement.

The cumulative impact is seen as very positive.

(NB: This summary paragraph should be used in the **'Integrated Assessment Implications'** section of corporate report)

Full IIA to be completed

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

NB: Please email this completed form to the Access to Services Team for agreement before obtaining approval from your Head of Service. Head of Service approval is only required via email.

Screening completed by:
Name: Pam Cole
Job title: Senior Lead for Minority Ethnic Learners and Equalities
Date: 13/02/24
Approval by Head of Service:
Name: Rhodri Jones
Position: Head of Achievement and Partnership
Date: 18/02/2024

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

Swansea Council Accessibility Strategy

Our plans for making our schools more accessible to disabled learners



This document was written by Swansea Council Education Department. It is an easy read version of the 'Accessibility Strategy'.

How to use this document



This is an easy read document. You may still need support to read it. Ask someone you know to help you.



Words in **bold blue writing** may be hard to understand. You can check what the words in blue mean on **page 28**.



Where the document says **we**, this means **Swansea Council**. For more information contact:

Website: www.swansea.gov.uk

Phone: 01792 636000



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What this booklet is about



We are Swansea Council.



We want to make our schools more **accessible** for disabled learners.



Accessible schools are schools that children and young people can use easily. Whatever their needs are. It includes things like:

- Being able to get into the building and move around it easily.
- Having support for their individual needs.
- Understanding written information and lessons.





We must do this as part of **Equality** law.

Equality means treating people fairly and making sure they have the same chances in life. **Equality** laws are laws that make sure people are not treated unfairly.

We must:



1. Make sure disabled learners can join in everything. This includes lessons, clubs and trips.



2. Make school buildings better and more **accessible.**



3. Make information easier to understand.



These are called the **3 planning duties**.



We know that disabled learners are not the problem. They are not disabled by their conditions, impairments or needs.



Disabled learners are disabled by things like:

- problems with our school buildings
- systems and processes – the way things are set up
- attitudes. For example, someone thinking a disabled learner is not able to do something, just because of their impairment.



There are lots of different types of disability. Some disabled children and young people also have **Additional Learning Needs**.



Additional Learning Needs is known as ALN. Children and young people with ALN need extra support to learn. This could be because:



- They have a condition or impairment that means they need extra support.



- They find it harder to learn than other children and young people the same age.



- They have a condition or impairment that means they need to go to a special school.



Swansea has many ways to help:

- disabled children and young people
- and those that have **Additional Learning Needs**.



Some schools have separate teaching areas for learners with high needs.



We have 2 special schools.



We are checking these services and changing them where we need to.



We want disabled children and children with **Additional Learning Needs** to learn as near to their home as possible.



Some of our newer schools in Swansea are **accessible**. Some schools are partly **accessible**.



Others need a lot of changes to make them **accessible** because the buildings are older



All children are different. They learn in different ways. We must make sure all children in Swansea, including disabled learners, can learn well.



Our biggest goal is for all children and young people to have the same chances to learn.



We want everyone in Swansea to have the skills they need for life.



We want people to have their human rights met. We want everyone to join in society and to be treated fairly.



This plan is our 3 year **accessibility** plan for all disabled learners in Swansea schools.

Our plan



We must think about the **3 planning duties** in our plan.

This means our main goals are to:



1. Make sure disabled learners can join in everything in school including lessons, clubs and trips



Disabled learners have the same rights to learning as all learners.



All learners should be treated fairly, in all parts of school life and learning.



This includes making sure disabled learners have the support they need in lessons.



They should be able to take part in all lessons including sport.



They should be able to go to clubs and go on trips.



2. Make school buildings better and more accessible



Changes need to be made to many school buildings. This is so disabled learners can **access** what they need.



This includes thinking about issues with moving around, sight, hearing, and other things.



We need to think about and plan for many parts of a building. For example:

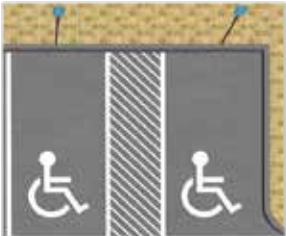
- Classrooms
- Stairs
- Toilets
- Dinner halls
- Flooring
- The yard and outside space



Lots of things could make buildings better. For example:



- Ramps
- Doors that open by themselves
- Flat flooring
- Accessible toilets
- Parking for disabled people
- Better signs





3. Make information easier to understand



We want disabled learners to be able to easily understand information.



Information can be easier to understand if schools use:

- Easy Read
- Large print
- Braille
- Audio



We made this plan by listening to what learners and parents want.

What we found out



We wanted to know what different people and groups think and feel about:

- our 3 main goals
- and how **accessible** our schools are for disabled learners.

Disabled learners:



- They had lots of different experiences.



- Sometimes other learners treat them badly.



- They said schools needed to know more about different disabilities.

Schools:



- What they know about disability and **equality** laws needs updating



- They need to think more about all of the different types of disabilities. For example, mental health issues.



- Their **accessibility** plans need more information

Parents and carers of Disabled Learners



- People had mixed experiences. Some felt failed by schools. Others felt supported.



- They worried about bad attitudes.



- They said schools need to think more about different types of disability.



- They feel no one listens to them.

What we need to do

Based on what we found, we need to do these things quickly:



- Make a guide for schools about **accessibility** plans.



- Make sure staff in schools learn more about disability and **accessibility**.



- Keep listening to disabled learners and their parent and carers.



We also need to take some more actions to meet the 3 goals.



1. Make sure disabled learners can join in

We need to:



- Train school staff.



- Help schools work with disability teams.



- Share how to work in the best ways.

Schools need to:



- Make sure they know who all of their disabled learners are. So they can support them to learn equally.



- Make any changes needed so disabled learners can learn.



- Give learners the equipment they need.



- Check how well disabled learners are doing in school.

The most important things to be done are to:



- Improve the training for school staff.



- Make guides for schools to help disabled learners take part in trips, sports, and other things.

2. Make school buildings better and more accessible

We need to:



- Help schools decide what needs changing in their buildings.



- Think about **accessibility** when we change or build new schools.



- Help provide special equipment to improve **accessibility**.



- Help with some costs.

Schools need to:



- Check what changes they need to make and do them.



- Pay for some costs.

The most important things to be done are:



- We make a guide to help schools make their buildings more **accessible**.



- We build a new special school – making **Ysgol Crug Glas** and **Ysgol Pen-y-Bryn** into 1 bigger and better school by 2028.



- We make sure specialist equipment is re-used.



3. Making information easier to understand for disabled learners

We need to:



- Help schools make information in different ways.



- Tell schools to help each other and share good ideas.

Schools need to:



- Train staff to make information in different ways.



- Regularly check with disabled learners to see if they can do better.



- Ask for help if they need it.



The most important thing is to train staff to make lessons easier to understand.

When we will do the things in this plan



This plan will take 3 years.



We will do some things in each of the 3 years.



We will see how this work is going every term. We will check this plan every year.



We will keep listening to disabled learners and their parent carers about this work.

Hard words

Accessible

Accessible schools are schools that children and young people can use easily. Whatever their needs are. It includes things like:

- Being able to get into the building and move around it easily.
- Having support for their individual needs.
- Understanding written information and lessons.

Additional Learning Needs

Additional Learning Needs is known as ALN. Children and young people with ALN need extra support to learn. This could be because:

- They have a condition or impairment that means they need extra support.
- They find it harder to learn than other children and young people the same age.
- They have a condition or impairment that means they cannot use the local school or college.

Equality

Equality means treating people fairly and making sure they have the same chances in life. Equality laws are laws that make sure people are not treated unfairly.

Agenda Item 15.



Report of the Cabinet Member for Culture, Equalities and Human Rights

Cabinet – 21 March 2024

External Grants Approval for Glynn Vivian Art Gallery

Purpose:	To confirm the success of funding applications for the Glynn Vivian Art Gallery and seek retrospective Cabinet approval for the applications made, which was inhibited at the time for reasons set out below.
Policy Framework:	Well-being of Future Generation Act Swansea Council Well-being plan. Financial Procedure Rules
Consultation:	Access to Services, Finance, Legal and Corporate Building Services
Recommendation(s):	It is recommended that Cabinet: 1) Notes the opportunity provided to the service to access time restricted external funding for the Glynn Vivian, by invitation from the Imperial War Museum and Arts Council Wales (Welsh Govt). 2) Provides formal approval, retrospectively, to the response by way of application, in order to access the funding. 3) Approves the contractual terms of the grants and their uses, which will increase the reach and impact of the Gallery in Swansea, Wales and internationally as outlined in Paragraphs 1.1 and 1.2
Report Author:	Rachel Curtis
Finance Officer:	Peter Keys
Legal Officer:	Debbie Smith
Access to Services Officer:	Rhian Millar

1. **Background**

Glynn Vivian Art Gallery is one of only a few large contemporary galleries in Wales, run by a Local Authority and supported by the Arts Council Wales. This status affords the Gallery a position in a wider network of contemporary galleries and partnerships and offers opportunities to receive artworks, exhibitions and develop partnerships that are not open to others. We pursue these in the interests of widening audiences, contributing to visitor numbers and economic impacts of cultural tourism and to meet the corporate priorities with overspill effects for prevention, learning, tackling poverty and economic sustainability. Two such opportunities were made available to us in 2023 which secure funding for improvements at the Gallery environmentally and for engagement with our communities, and for overall impact and reputation enhancement.

- 1.1 **The National Contemporary Art Gallery Wales (NCAGW)** is a Welsh Government project to enable the national collection currently housed at the National Museum of Wales Cardiff and the National Library of Wales in Aberystwyth to be loaned out and exhibited across a newly formed satellite gallery network. Nine venues have been selected, of which the Glynn Vivian Art Gallery is confirmed as one, following a process of dialogue and assessment of requirements and ability to fulfil these. This process generated an invitation to apply for needed capital and revenue funds to fulfil the demands of housing national collections. The total amount of grant allocated to GVAG for this inclusion is £398,230 of which £173,038 is revenue and assigned toward the staffing costs necessary to deliver the increased activity and outreach required. Details are set out in Appendix A, including start and completion dates.

The service was given an incredibly short amount of time between assessment and application for these funds and whilst approvals were sought, with NGA forms and a DPR for the Capital programme in place, Cabinet approval is now required retrospectively.

- 1.2 **The IWM/1418 NOW Legacy Fund** grant of £250,000 was offered to the Gallery as a partnership arrangement to host a new exhibition. This will result in a Turner Prize nominated artist's unique commission being installed in the gallery which will create huge interest from around the world, raising the profile of the gallery and Swansea as a leading artistic and cultural light and cultural destination. The grant fully funds the project, commission, and installation costs as well as covers the costs of marketing and learning associated to the project. Due to capacity issues and the timelines imposed, the full process of cabinet approval was not possible at the time of application.

2. **Current status**

The funding is now secured and a FPR7 has been shared to commit the NCAGW Capital funds to the budget for the purposes as above. The revenue funding from both grants now requires assigning across the project plans and required resources for delivery.

- 2.1 The NCAGW project will require project management and supervision by CBS to design, spec and install improved environmental controls, telematics and security. This is within the capital allowance and will benefit the gallery and its collection in maintaining a more stable and greener environment which requires less maintenance budget and energy consumption to operate.
- 2.2 The staffing, learning and install resource requirements of both grants will increase the capacity of the gallery team, allowing greater research and display of our own collection, linking this to the national collection and enabling learning and marketing activity to increase within the terms of the grant.

3. Equality and Engagement Implications

3.1 Integrated Assessment Implications

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.
- 3.2 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'.
- 3.3 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.
- 3.4 The Screening demonstrates that negative impacts have been identified and no mitigation is required. The programmes will be clearly

communicated and the investment will improve the overall conditions and sustainability of the Gallery for the wider community. The screening is undertaken by the Curator of the Gallery with overall managerial responsibility for the building, its operations and programming including access and deliverability on funding criteria. The Cabinet Member is identified as being the portfolio holder for Culture, Equalities and Human Rights.

4. Financial Implications

4.1 NCAGW grant

The financial implications associated with this report are all positive as the grants have been awarded with no match funding required from the Council. It is worth noting however that grant conditions for NCAGW state *“Any revenue funding provided is additional to existing gallery budgets. The organisations receiving grant funding must commit to maintaining general revenue funding at current levels and not use this additional grant funding for anything other than the agreed purposes”*.

This is acceptable to the Authority on the grounds that we have no forecast savings against the GVAG that would prevent us fulfilling this condition.

The NCAGW Grant process was launched in 23/24 with funding with all works to be completed 24/25 –

	Staffing	Capital works	Total
2023/24	£34,608.00	£30,740.00	£65,348.00
2024/25	£138,430.00	£194,452.00	£332,882.00
			£398,230.00

4.2 IMW 1418 Now Legacy fund

This grant fully funds the project, commission, and installation costs as well as marketing and learning associated to the project. Please see appendix A – Confirmation of partnership with IWM letter.

IMW	Project costs		
	£250,000		£250,000.00
Total grant income seeking approval for			£250,000.00

5. Legal Implications

5.1 There are no legal implications associated with this report beyond agreeing to the terms of the grant which are deemed acceptable to the Council.

Background Papers: None

Appendices:

Appendix A – Offer of partnership IWM

Appendix B – NCAGW conditions of offer document

Appendix C – IIA Screening form

Karen MacKinnon
Glynn Vivian Art Gallery
Alexandra Road
Swansea
SA1 5DZ



22 February 2022

Dear Karen

I am delighted to confirm in writing IWM's commitment to support and collaborate with the Glynn Vivian Art Gallery on the creation of an art commission as detailed in your proposal to the IWM 14-18 NOW Legacy Fund. This very special opportunity will provide 100% of the funds necessary for the commission, its presentation and an associated audience development and engagement programme, up to a total value of around £250,000, subject to the signing of a contract agreement with IWM for this project.

The IWM 14-18 NOW Legacy Fund builds on over 100 years of commissioning at IWM. Since the First World War we have worked with artists to make sense of the experiences of war and conflict for our collection. The IWM 14-18 NOW Legacy Fund has been funded by a share of the royalties from Peter Jackson's *They Shall Not Grow Old*, which was co-commissioned by IWM and 14-18 NOW to mark the end of the First World War centenary. Working in partnership with you, we aim to build on the legacy of 14-18 NOW to create and support diverse, high quality art experiences and innovative practice across our sector.

At such a critical time, we hope that this commission will offer a fantastic contribution to your work with artists and communities. Together, through new engagement and storytelling, we will also broaden public understanding of the causes, course and consequences of war and conflict. Our team at IWM look forward to working in collaboration, so do keep at the front of your minds the ways we can continue to support you on this journey.

I very much look forward to hearing more about your commissions as you develop them with our team and wish you every success through this process.

With best wishes

A handwritten signature in blue ink, which appears to read 'Diane Lees'.

Dame Diane Lees DBE
Director-General, Imperial War Museums



Cyngor Celfyddydau Cymru
Arts Council of Wales

Standard Conditions of Grant Capital Projects

National Contemporary Art Gallery for Wales

August 2023



Accessibility

Arts Council of Wales is committed to making information available in large print, braille, audio, Easy Read and British Sign Language and will endeavour to provide information in languages other than Welsh or English on request.

Arts Council of Wales operates an equal opportunities policy.



The following are general grant conditions which apply subject to specific conditions laid out in the Grant Offer Letter to which these Standard Conditions are attached (the “Offer Letter”) or (where applicable) in the grant agreement between the Arts Council of Wales (“the Council”) and the recipient of the Offer Letter or Grant Agreement (“the Recipient”) (the “Grant Agreement”)

1. The Grant (as defined in the Offer Letter and/or the Grant Agreement) must be used for the purpose set out in the approved application and is non-transferable.
2. The Grant may have to be repaid in full or in part on demand if there is a change of purpose or ownership of the project outlined in an approved application (the “Project”) or of any asset financed (in whole or in part) by the Grant.
3. The use of the Grant will be monitored both during the Project and during the monitoring periods set out below (“the Monitoring Period”). This applies both during the Project, or, once it is completed, for the periods set out below:
 - a. for the life of the asset for appreciating assets;
 - b. fifty years for new buildings;
 - c. twenty five years for major structural repairs, improvements and refurbishment of buildings;
 - d. ten years for public art;
 - e. five years for equipment and any other assets not specifically mentioned.
4. If the purpose of the Project, or its ownership, or if the identity or constitution or ownership of the Recipient changes before completion of the Project, the agreement set out in the Offer Letter and/or the Grant Agreement will be terminated, no further Grant will be payable and the Council will be entitled to repayment on demand of any amounts of Grant already paid. A new application may be submitted by the Recipient and will be considered on its merits.
5. If the total cost of the Project is less than that estimated in the original application submitted by the Recipient, the Council will reduce the Grant offered by an appropriate proportion. If this reduction results in Grant payments already made exceeding the revised Grant offer, the Council will be entitled to demand and the Recipient will have to pay a refund of the overpayment. If the Recipient makes a formal application to the Council to use an amount of money which is equal to the reduction in the Grant for another purpose connected with the Project, the Council will reasonably consider such a request but will not be obliged to agree to any such request.

6. The Recipient must supply the Council with regular progress reports on the Project. The Recipient must supply the Council with copies of appropriate documents on a regular basis during the construction phase of the Project and on a yearly basis thereafter subject to the Monitoring Periods. A progress report, comprising a full return of income and expenditure for the Project, will also be required within six weeks of Project completion. Thereafter information detailing income and expenditure relating to the Project will be required over five years on a yearly basis. The Recipient must also supply any further financial or other information requested by the Council to monitor the use of its Grant.
7. The Recipient must take steps to monitor the success of the Project and provide the Council with any information it requires to satisfy itself that the Project has been completed properly and in accordance with the Offer Letter and/or the Grant Agreement and with these Standard Conditions. During the Project and the Monitoring Period, the Council will be entitled to send an observer to all meetings of the Grant Recipient's committees (including all sub committees and appointment committees). During the Project and the Monitoring Period, Recipients must agree to make their books and records available for inspection by the Council at any time, and with reasonable prior notice by the Wales Audit Office or the Arts Council of Wales's internal auditors. Also during the Project and the Monitoring Period the Council shall be entitled to send an observer to meetings of the Recipient's governing body.
8. The Grant will immediately become due and payable on demand to the Council on the occurrence of any of the following events of default, namely:
 - a. the Recipient ceases to carry on all or any part of its activities;
 - b. where the Recipient is a company, if an application is made for the appointment of an administrator, if a petition is presented or an order made for the winding up of the Recipient or for appointing an administrator or if an effective resolution is passed for winding up of the Recipient or if a receiver or administrative receiver is appointed over all or any of the Recipient's assets, if an administrator or liquidator or compulsory manager or if the Recipient seeks to compromise or compound with one or more of its creditors in respect of the indebtedness or if the Recipient enters into any form of voluntary arrangement with its creditors or if the Recipient is deemed unable to pay its debts within the meaning of Section 123 of the Insolvency Act 1986 (with the words "proved to the satisfaction of the Courts" deemed to be omitted from that section)
 - c. where the Recipient is a company a meeting is convened for the purpose of considering a resolution to dissolve the Recipient or an application or petition is made/presented for the dissolution of the Recipient and any order is made or any procedure is concluded for the dissolution of the Recipient;

- d. where the Recipient is an individual, if a bankruptcy petition is presented, or a bankruptcy order is made against the Recipient or the Recipient seeks to compromise or compound with the Recipient's creditors or if an interim order is made against the Recipient pursuant to s.252 of the Insolvency Act 1986;
- e. if the property is not used for the purposes for which it was intended to be used in connection with the Grant;
- f. if any information, representation, warranty or statement provided or made to the Council in connection with any payment made to the Recipient by the Council or any certificate statement or document delivered or made by the Recipient or on behalf of the Recipient is found to have been false, incorrect, inaccurate or misleading in any material particular or if in the Council's absolute discretion it considers repayment of any grant made to the Recipient by the Council in accordance with the terms of such grant to be at risk;
- g. if the Recipient fails to discharge any obligation or liability from time to time owed by the Recipient to the Council;
- h. the Recipient fails to apply the grant for the purposes for which it was awarded, or fails to complete the project;
- i. the application form was completed fraudulently, incorrectly or misleadingly in any material particular;
- j. the Recipient has in the course of the application process, or during the process of complying with the Conditions of Grant, made incorrect representations;
the Recipient has acted fraudulently or negligently at any time during the completion of the project;
the Recipient fails to comply with the Conditions of Grant.
- k. where a distress, attachment, execution, appropriation, sequestration or other analogous legal process is levied, enforced or sued out on, or against, the assets of the Recipient and is not discharge or stayed within 7 days;
- l. where any security (including but without limitation any mortgage, charge, assignment or other encumbrance) becomes enforceable;
- m. where any event occurs (or circumstances exist) which in the opinion of the Council has or is likely to have a material adverse effect on the activities, business, operation, property or prospects of the Recipient and/or has or is likely to adversely affect the ability of the Recipient to perform or otherwise comply with its obligations under the Offer Letter and/or Grant Agreement and these Standards Conditions.

(together "the Events of Default")

9. Notwithstanding the provisions of paragraph 8 above, if an Event of Default occurs where there is an Offer Letter and/or Grant Agreement but no Grant has been paid then the offer contained in the Offer Letter will lapse with immediate effect and the Council will not be obliged to pay any Grant to the Recipient.
10. Notwithstanding the provisions of paragraphs 8 and 9 above, if an Event of Default occurs where further payment of Grant is due, the Offer Letter and/or Grant Agreement will terminate immediately and no further amounts of Grant will be payable.
11. The Recipient agrees that the provision of the Council finance can only be guaranteed to the extent that the Welsh Government supports and finances this initiative and that Council funds are available.
12. The Recipient must, on demand from the Council, complete a legal charge in a form required by the Council over land and/or buildings as requested by the Council.
13. No property, equipment, assets or goods acquired or refurbished, improved or repaired using the Grant can be sold within the Monitoring Period without the prior written permission of the Council.
14. The Council can, in its absolute discretion, register an interest at the Land Registry to prevent the unauthorised disposal of any land and/or buildings.
15. In the event of the sale or disposal of property, equipment, assets or goods financed (in whole or in part) through Council funding acquired or refurbished, improved or repaired using the Grant, the Council shall be entitled to a share of the proceeds in direct proportion to the share of the relevant costs originally met from Council funds. Special conditions regarding the sale of assets and the method of determining their market value at the date of sale, may be imposed.
16. For projects where Council funding is in excess of £25,000, any proposal to raise finance by granting a mortgage or legal charge on land or buildings, or on the strength of any other asset during the Project and the Monitoring Period, will require the approval of the Council if that asset has been financed (in whole or in part) by Council funding.
17. Where procurement of goods, services or works is proposed, competitive tendering should be applied unless there are overriding reasons why this would be inappropriate (e.g. de minimis levels). Public bodies must comply with relevant domestic legislation on competition.
18. The Grant may only be used to support actual expenditure on the items identified in the approved application submitted by the Recipient. It may not be used to underwrite contingent liabilities resulting from the Project.

19. The Council is under no obligation to increase the Grant to meet any shortfall in the total budget for the Project. The Council may consider revised applications to meet such a shortfall but these applications will be treated on their own merits and the Council is free to accept or reject them on the same basis as any other application.
20. The conditional offer of the Grant contained in the Offer Letter is valid for two months from the date of issue unless otherwise specified in the Offer Letter. In any case unless written acceptance is received by the Council within this period the offer contained in the Offer Letter will automatically lapse. If after nine months from the date of issue of the Offer, the Recipient has not either claimed the Grant in whole or in part, or indicated in writing when the Grant will be claimed, a warning will be issued that the Offer will automatically lapse if no claims are made after a further three months, i.e. one year after the date of offer.
21. The Recipient must ensure that its auditors, or where the Recipient is not required to prepare audited accounts, whoever is responsible for compiling its financial accounts in accordance with the Recipient's constitution shall complete a standard letter in a form specified by the Council to ensure that the asset has been physically verified. The Council may request a copy of the Recipient's annual financial statements, which will be audited where applicable, for each year of the monitoring period.
22. The Recipient shall comply with any statutory obligations (whether as employer, licensee or manager of a building or project) and shall obtain any statutory consents necessary to enable the Project to proceed where they have not already been obtained.
23. Notwithstanding any other provisions the Recipient shall take all reasonable steps to make the project or activity for which funding is provided accessible to people with disabilities. The Recipient must take all steps to ensure that the Project or activity complies with the relevant provisions of the Disability Discrimination Act 1995.
24. The Recipient shall take measures to ensure that any asset purchased with the aid of Council funding (in whole or in part) has sufficient insurance cover against all usual risks
25. The Recipient shall comply with all applicable equal opportunities legislation.
26. To acknowledge the Grant on all published and printed material (including online) in accordance with guidelines that will be prepared for the National Contemporary Art Gallery Wales.

27. Acknowledgement of this Grant and any other references to the Council must not be used in any way to imply that the Council undertakes or accepts responsibility to third parties for the grant Recipient's debts or obligations.
28. The Council expects the Recipient to co-operate fully in any research projects conducted by or on behalf of the Council into any aspect of Capital and or Council funding as a whole.
29. The Council has obligations and responsibilities under the Freedom of Information Act 2000 to provide on request from members of the public access to recorded information the Council holds. One of the consequences of these new statutory responsibilities is that information, which the Council holds about the Recipient or received from the Recipient, may be subject to disclosure, in response to a request, unless the Council decides that one of the various statutory exemptions applies.
30. In the case of any information relating to a Recipient which consists of Personal Data or Sensitive Personal Data, as both terms are defined in the Data Protection Act and General Data Protection Regulations (GDPR), the Council will ensure that it treats such information in accordance with the requirements of that Act and any related legislation.
31. The Recipient agrees that the Council may disclose information which it obtains from the Recipient or already holds about the Recipient, or receives about the Recipient from any enquiries made to fraud prevention organisations or from anyone else permitted to give information about the Recipient to the Council (together "Information") to fraud prevention organisations and any other organisation for the purposes of prevention of fraud.
32. The Recipient agrees that information disclosed by the Council to fraud prevention organisations and other organisations for the purposes of prevention of fraud may be shared by such organisations with other organisations for the purposes of prevention of fraud. For the avoidance of doubt, information for the purposes of this condition includes any Information which consists of Personal Data or Sensitive Personal Data.
33. The Recipient agrees the Council may otherwise disclose Information if the Council has a duty to do so or if the law permits the Council to do so.
34. Where the Recipient is a charity, it must comply with all relevant legislation including but not limited to the Charities Act 1993 and/or any amendment to or re-enactment thereof.

Integrated Impact Assessment Screening Form – Appendix C

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

Which service area and directorate are you from?

Service Area: Cultural Services/Glynn Vivian Art Gallery

Directorate: Place

Q1 (a) What are you screening for relevance?

- New and revised policies, practices, or procedures
- Service review, re-organisation, or service changes/reductions, which affect the wider community, service users and/or staff.
- Efficiency or saving proposals.
- Setting budget allocations for new financial year and strategic financial planning
- New project proposals affecting staff, communities or accessibility to the built environment, e.g., new construction work or adaptations to existing buildings, moving to on-line services, changing location.
- Large Scale Public Events
- Local implementation of National Strategy/Plans/Legislation
- Strategic directive and intent, including those developed at Regional Partnership Boards and Public Services Board, which impact on a public body function.
- 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:

- 1.1 Glynn Vivian Art Gallery is one of only a few large contemporary galleries in Wales, run by a Local Authority and supported by the Arts Council Wales. This status affords the Gallery a position in a wider network of contemporary galleries and partnerships and offers opportunities to receive artworks, exhibitions and develop partnerships that are not open to others. We pursue these in the interests of widening audiences, contributing to visitor numbers and economic impacts of cultural tourism and to meet the corporate priorities with overspill effects for prevention, learning, tackling poverty and economic sustainability. Two such opportunities were made available to us in 2023 which secure funding for improvements at the Gallery environmentally and for engagement with our communities, and for overall impact and reputation enhancement. These were respectively: **The National Contemporary Art Gallery Wales (NCAGW)** is a Welsh Government project to enable the national collection currently housed at the National Museum of Wales Cardiff and the National Library of Wales in Aberystwyth to be loaned out and exhibited across a newly formed satellite gallery network. Nine venues have been selected, of which the Glynn Vivian Art Gallery is confirmed as one, following a process of dialogue and assessment of requirements and ability to fulfil these. This process generated an invitation to apply for needed capital and revenue funds to fulfil the demands of housing national collections. The total amount of grant allocated to GVAG for this inclusion is £398,230 of which £173,038 is toward the staffing costs necessary to deliver the increased activity and outreach required. Details are set out in Appendix A, including start and completion dates.

The service was given an incredibly short amount of time between assessment and application for these funds and whilst approvals were sought, with NGA forms and a DPR for the Capital programme in place, Cabinet approval is now required retrospectively and this Screening will support their decision and ability to fully understand the implications of that approval.

The IWM/1418 NOW Legacy Fund grant of £250,000 was offered to the Gallery as a partnership arrangement to host a new exhibition. This will result in a Turner Prize nominated artist's unique commission being installed in the gallery which will create huge interest from around the world, raising the profile of the gallery and Swansea as a leading artistic and cultural light and cultural

Integrated Impact Assessment Screening Form – Appendix C

destination. The grant fully funds the project, commission, and installation costs as well as marketing and learning associated to the project. Due to capacity issues and the timelines imposed, the full process of cabinet approval was not possible at the time of application.

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 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pregnancy and maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Human Rights	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

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

The National Contemporary Art Gallery Wales (NCAGW) is a project initiated and funded by the Welsh Government in partnership with National Museum Wales, National Library and the Arts Council of Wales. The core aim of this project is to ensure that the art collections held by these national organisations can be shared widely across Wales across a satellite network of nine art galleries. Each gallery will research, co curate, and create learning programmes and community engagement. To enable this, there will be significant enhancement and adaptations made to the core telemetric, security and environmental control systems at the Glynn Vivian Art Gallery. This will benefit the gallery and its collection in maintaining a more stable and greener environment which requires less maintenance budget and energy consumption to operate.

The staffing aspect of the grant will increase the capacity of the gallery team, allowing greater research and more exhibitions of our own collection, linking this to the national collections of Wales held at the National Gallery Wales and the National Library, Wales. The national collection belongs to everyone in Wales. The new dispersed model of nine galleries across Wales will allow people to explore the collection within their own communities, whilst also ensuring more diverse people across Wales, the UK and even internationally can have improved access to the national collection. It will help to boost the visitor economy, support local businesses and jobs, and put Swansea and Wales on the map internationally. It will ensure that we continue to improve access for all our diverse communities and work with our users to co-

Integrated Impact Assessment Screening Form – Appendix C

produce and co curate exhibitions. It also supports our outreach and learning programmes, our work with schools as well as socially isolated and vulnerable local people.

Glynn Vivian ensures that all our work is accessible to all, the project will engage children and young people through workshops, school visits and learning activities. The gallery is free admission and offers opportunities for all communities to take part in workshops, tours and activities, It provides a safe space for people to enjoy art. Ensuring our key systems are updated underpins and supports all of our work.

The partnership with the Imperial War Museum unlocks funding to bring a world class installation to the Gallery providing access to international artists and exhibits that would not otherwise be available to residents of Swansea facing barriers or obstacles to access these works. These projects and installations and programme in its entirety is underpinned by extensive work with multiple community groups and the Gallery holds the status of being the first Gallery of Sanctuary in the UK illustrating our ability to provide a welcoming, safe space to our communities. These projects will be promoted by National Contemporary Art Gallery Wales, and the Imperial War Museum, as well as through our own website, social networks and Swansea Council's press and media team.

This is a success story overall, which has involved significant levels of consultation over several years. Within the sector through pan Wales networks including Visual Arts Galleries Wales, The Museums Libraries Archives Department Welsh Government, the Museum Association of Wales. Venue audits and detailed consultations were also completed by the Rural Office of Architecture who were commissioned by Arts Council of Wales resulting in a detailed report of what is needed by each gallery to ensure their ability to care for and display art works to the highest standards as specified by the Government Indemnity scheme and the National Security advisor.

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

Integrated Impact Assessment Screening Form – Appendix C

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

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

Corporate Building Services are commissioned to project manage and oversee the completion of the capital works; this is already confirmed. Property services will benefit from reduced carbon emissions and more efficient systems for the Gallery.

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

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

Q8 Does the initiative involve changes to the way you process the personal data of Council staff or service users, for example the purchase of new customer management software?

Yes No

If your answer is yes, you should also screen the initiative for any implications regarding privacy and other GDPR rights and consider whether you need to amend your entry in the Council's Information Asset Register. Please use the following link to the online screening form for a Data Protection Impact Assessment <https://staffnet.swansea.gov.uk/dpiascreeing>
For more about the Information Asset Register, please see <https://staffnet.swansea.gov.uk/informationassetregister>

Q9 What is the cumulative impact of this proposal on people and/or communities when considering all the impacts identified within the screening and any other key decisions affecting similar groups/ service users made by the organisation?

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

The project will improve and enhance the Gallery's ability to care for and display its artworks by adapting the buildings telemetric, security and environmental systems which were fitted in 2015 during the major refurbishment of the gallery, its facilities, and systems. These will be improved by this project.

The staffing aspect will support our current work, integrating the collections from National Cotemporary Gallery Wales with our own. Ensuring that they are available to more people across Swansea, Wales and beyond.

This project has involved significant levels of consultation over several years. Within the sector through pan Wales networks. Throughout the project we will continue to adapt and respond to the needs of our audience through our community outreach programme. Supporting our communities and audiences by facilitating deep engagement with the national collections.

Protected groups will not be negatively impacted by any aspect of this project. It will have a positive impact by allowing our environmental controls to run more efficiently and at a stable level ultimately requiring less maintenance budget and energy consumption to operate and ensuring the preservation of the culturally significant collection. It will also allow us to share more of the national collections in Swansea as well as bring international arts to the Gallery in collaboration with a UK institution and to the people of Swansea, it means that the Gallery is part of a Wales wide scheme, funded by Welsh Government.

It fulfils the principles of the Wellbeing of Future-Generations Act by making sure that the Gallery is fit for purpose, that it is part of a model that supports a prosperous, resilient Wales, and celebrate Wales as a vibrant culture.

Integrated Impact Assessment Screening Form – Appendix C

The five ways of working have been considered and we have applied the sustainability development principle:

1. Long term – the project will meet the needs of the people now without compromising the ability to meet the needs of future generations. It will in fact ensure the protection of the collection for future generations.
2. Prevention – The improvements to the galleries environmental controls will prevent the continuation of long running environmental issues affecting the preservation of culturally significant artifacts.
3. Integration – considerations have been made as to how the project will align with the Corporate plan 2023 / 2028 and the project will positively contribute to the following prioritised six well-being objectives:
 - Transforming our Economy and Infrastructure - so that Swansea has a thriving mixed use City Centre and a local economy that will support the prosperity of our citizens.
 - Tackling Poverty and Enabling Communities - so that every person in Swansea can achieve their potential.
 - Delivering on Nature Recovery and Climate Change - so that we maintain and enhance nature and biodiversity in Swansea, reduce our carbon footprint and tackle climate change.
 - Transformation and Financial Resilience - so that we and the services that we provide are sustainable and fit for the future.
4. Collaboration – acting in partnership with NCGAW will help to ensure well-being objectives are met.
5. Involvement – our communities and audiences will be engaged throughout the project through our learning and participation programme and ensuring that those involved reflect the diversity of the area.

This is a low-risk project, as it will improve the gallery’s primary function to care and display artwork for the people of Swansea. It will also increase capacity in the gallery team to share, engage and provide more opportunities for the public to take part in workshops and learning about the national and Glynn Vivian Collections.

This funding provides an opportunity to update and improve the gallery environmental systems making them more sustainable and fit for purpose as well as providing the opportunity for people from Swansea and beyond to see, share and engage with previously unavailable artwork from National Contemporary Art Gallery Wales and award winning installations.

After completing the IIA screening it has been determined that a full IIA is not required as this project does not affect any person or group of persons disproportionately.

Full IIA to be completed.

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

NB: Please email this completed form to the Access to Services Team for agreement before obtaining approval from your Head of Service. Head of Service approval is only required via email.

Screening completed by:
Name: Karen MacKinnon
Job title: Curator
Date: 14/02/2024
Approval by Head of Service:
Name: Tracey McNulty
Position: Head of Cultural Services
Date: 21-02-24

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

Agenda Item 16.



Report of the Leader / Cabinet Member for Economy, Finance and Strategy

Cabinet – 21 March 2024

Extension of Existing Management Agreement and Lease Arrangements Relating to Wales National Pool Swansea

Purpose:	To seek approval to extend the current management arrangements for Wales National Pool Swansea between the Council, Swansea University and Wales National Pool Swansea. To comply with Financial Procedure Rule 5 to seek approval to continue with the current funding arrangements for a further two years.
Policy Framework:	Well-being of Future Generation Act, Swansea Council Well-being Plan, Financial Procedure Rules, Creating an Active and Healthy Swansea
Consultation:	Access to Services, Finance, Legal and Corporate Building Services
Recommendation(s):	It is recommended that Cabinet: 1) Notes that the original management arrangements for the Wales National Pool Swansea and associated sporting facilities were formally extended for a period of three months from 24 December 2023 to 31 March 2024 and retrospectively approves that extension. 2) Approves the extension of the management arrangements for up to a further period of two years from 1 April 2024 to 31 March 2026 and approves the financial implications as set out in paragraph 4. 3) Grants delegated authority to the Head of Property Services in conjunction with the Chief Legal Officer to approve and enter into any legal documents required to achieve the extension and protect the Council's interests.
Report Author:	Jamie Rewbridge

Finance Officer:	Ben Smith
Legal Officer:	Debbie Smith
Access to Services Officer:	Rhian Millar

Call In Procedure - Urgency:

This decision is exempt from the Authority's Call In Procedure as "either the Head of Paid Service, the Section 151 Officer or the Monitoring Officer certifies that any delay likely to be caused by the Call In Procedure could seriously prejudice the Council or the Public Interest including failure to comply with Statutory requirements".

1. Background

- 1.1 The arrangements governing the management of the Wales National Pool Swansea (WNPS) and associated sporting facilities have been in place since 1999, as a partnership arrangement between the Council, Swansea University and the Wales National Pool Swansea.
- 1.2 They involve a complex set of legal documents consisting of a Joint Venture Agreement, a supplemental agreement, WNPS management agreement and an Athletics Management Agreement.
- 1.3 Those legal agreements were due to end on or around 24 December 2023 and were extended for a three month period to allow the parties further time to explore options for the future management of the WNPS and associated sporting facilities.
- 1.4 Given the complexity of the arrangements, in particular the long standing nature of the partnership and facility ownership, the operation and funding of the wider site (referred to as Swansea Bay Sports Park), which includes Wales National Pool Swansea and the Athletics and Hockey Facilities, the parties require additional time to consider options for future operation of the facilities. A decision will need to be made jointly by partners and consequently there is a need to further extend the current arrangements for up to a two year period from 1st April 2024.

2. Current status

- 2.1 The management arrangements need to be further extended for a period up to two years but will end earlier in the event that the parties enter into new operating arrangements.
- 2.2 Legal documents have been prepared to extend the current management arrangements for the WNPS and new leases have been agreed to regulate the various land interests and uses for the period of the extension.

- 2.3 Swansea Council, together with Swansea University (the Partners), is committed to working in partnership to provide the infrastructure for the future development of the Swansea Bay Sports Park (SBSP) at Sketty Lane, Ashleigh Road and King George V fields which includes the Wales National Pool.
- 2.4 The Partners hold a joint strategic vision of creating an internationally renowned destination for sport that is managed and operated via a single entity, to maximise operational performance and which is available to enhance the opportunities for the wider community, elite sport, University students, clubs and schools.
- 2.5 Significant work has been undertaken to explore the options for a future delivery model, however given the mixed operating model, shared and individual ownership and management of the facilities onsite, the project is complex and a thorough joint process must be undertaken between parties to ensure that the right solution and outcome is found.
- 2.6 Failure to agree an extension of terms for two years in the first instance, will impact on the future operation, sustainability and have significant service provision and staffing implications.

3. Integrated Assessment Implications

- 3.1 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.
- 3.2 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'.

- 3.3 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.
- 3.4 The proposal outlines a continuation of the existing arrangement that have been in place 25 years, and operating the facilities since 2003/4. The extension means that the existing governance, funding and service delivery and employment arrangements will continue for a further 24 months, in order to allow time for the wider review and options for the Swansea Bay Sports Park to be furthered, which will involve separate IIA process and detailed consultation with all/any identified stakeholders.
- 3.5 The continuation of the existing arrangements as set out in the report ensure that the service delivery for our communities and users, which include those of protected characteristics and target groups through the programmes and sessions that are provided.
- 3.6 Not undertaking the extension, would have significant impact on the staffing employed at the pool, as this would provide unnecessary risk to their roles and livelihood. In the event that the extension was not agreed, this would also provide unnecessary risk upon the services provided to our communities, including for young people learning to swim, for schools, pregnancy/maternity, older people and a range of other user groups that the services provided offers to the general public and stakeholders.

4. Financial Implications

- 4.1 The current level of subsidy provided to fund the service provision at Wales National Pool and Swansea University is shared jointly with the University on a 50/50 basis. The proposed extension does not propose to amend the principles of the funding share.
- 4.2 The Council's anticipated share to continue funding the jointly operated/funded facilities over the extension period recommended within this report, is set out in the table below.

Facility	Period/Year	Value £
Wales National Pool Swansea	Dec 23-March24	£138k
	24/5	£550k
	25/6	£550k
Hockey and Athletics Facilities	Dec 23-March24	£42k
	24/5	£165k
	24/5	£165k
TOTAL		£1610k

- 4.3 The above totals are based upon current projections, however could be more or less in any one year due to the nature of the subsidy relying on income and operational performance of the venue(s) to deliver within budget set.
- 4.4 The anticipated cost of the extension period from 24 December 2023 to 31 March 2024, which requires retrospective approval is likely to be £60k per month, or £180k for the period for both facilities.
- 4.3 It is therefore anticipated that the value of any extension should be considered to be at least £1610k. across the period, however to provide coverage in the event of poor performance or unforeseen circumstances, an allowance of C10% is added to the budget figure for approval as set out in this report, that is up to £1800k across the extension period 24 Dec 2023 to 31 March 2026.
- 4.5 The associated and available budget to fund all extension periods detailed in this report are contained within Cultural Services, within the Place Directorate.
- 4.6 Whilst recognising budget pressures across the Council, but with no immediate savings identified to these specific budgets, a continuation of funding provided to sustain these services is considered affordable despite the recent uplift in cost due to energy and post covid recovery.

5. Legal Implications

- 5.1 The legal documents necessary to give effect to the extension of the management arrangements for the WNPS and associated sporting facilities consist of a Commercial Deed of Extension and five new renewal leases to cover the contractual term from 1st April 2024 up to and including 31st March 2026. Each of these leases will be contracted out of the security of tenure provisions under sections 24-28 of the Landlord and Tenant Act 1954. The leases relate to the following:
- Lease of Sports Centre and Buildings at Sketty Lane between (1) Swansea University and (2) Swansea Council (2000 lease)
 - Lease of Sports Centre and Buildings at Sketty Lane between (1) Swansea University and (2) Swansea Council (2004 lease)
 - Lease of Tennis Courts and land at King George V Playing Fields, Ashleigh Road between (1) Swansea Council and (2) Swansea University
 - Lease of Wales National Pool Sketty Land between (1) Swansea University and (2) Swansea Council
 - Lease of land at King George V Playing Fields (1) Swansea Council (2) National Pool

- 5.2 It has been necessary to exempt this report from the Council's call-in procedures as all legal documentation necessary to give effect to the extension of current management arrangements must be signed by all parties by 31 March 2024. Failure to do so will result in a lack of governance arrangements for the operation of WNPS and associated sporting facilities and will place the Council at commercial and reputational risk.

Background Papers: None

Appendices

Appendix A – IIA Screening

Integrated Impact Assessment Screening Form – Appendix A

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

Which service area and directorate are you from?

Service Area:

Directorate:

Q1 (a) What are you screening for relevance?

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

(b) Please name and fully describe initiative here:

Extension of existing management agreement and lease arrangements relating to Wales National Pool Swansea

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

	High Impact		Medium Impact		Low Impact		Needs further Investigation	No Impact
	+	-	+	-	+	-		
Children/young people (0-18)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Older people (50+)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Any other age group	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Future Generations (yet to be born)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disability	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Race (including refugees)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Asylum seekers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sexual Orientation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Welsh Language	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Poverty/social exclusion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carers (inc. young carers)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community cohesion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Human Rights	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Integrated Impact Assessment Screening Form – Appendix A

**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**

Relevant implicated stakeholders across Wales National Pool Swansea, including the Board, Staff and stakeholders have been engaged throughout the ongoing discussions in relation to the future options for the site. With an extension undertaken in December, all were engaged and will be further engaged to inform them that there will be a continuation of the existing arrangement for up to another 2 years, which provides them with security and stability related to their employment and obligations.

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**

Continuity of HR arrangements under an SLA with WNPS
Continuity of a Comms arrangement under an SLA with WNPS
Continuity of a Water Safety arrangement under an SLA with WNPS

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

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

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Q8 Does the initiative involve changes to the way you process the personal data of Council staff or service users, for example the purchase of new customer management software?

Yes No

If your answer is yes, you should also screen the initiative for any implications regarding privacy and other GDPR rights and consider whether you need to amend your entry in the Council's Information Asset Register. Please use the following link to the online screening form for a Data Protection Impact Assessment <https://staffnet.swansea.gov.uk/dpiascreeing>
For more about the Information Asset Register, please see <https://staffnet.swansea.gov.uk/informationassetregister>

Q9 What is the cumulative impact of this proposal on people and/or communities when considering all the impacts identified within the screening and any other key decisions affecting similar groups/ service users made by the organisation?

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

The proposal outlines a continuation of the existing arrangement that have been in place 25 years, and operating the facilities since 2003/4. The extension means that the existing governance, funding and service delivery and employment arrangements will continue for a further 24 months, in order to allow time for the wider review and options for the Swansea Bay Sports Park to be furthered, which will involve separate IIA process and detailed consultation with all/any identified stakeholders.

The continuation of the existing arrangements as set out in the report ensure that the service delivery for our communities and users, which include those of protected characteristics and target groups through the programmes and sessions that are provided.

Not undertaking the extension, would have significant impact on the staffing employed at the pool, as this would provide unnecessary risk to their roles and livelihood. In the event that the extension was not agreed, this would also provide unnecessary risk upon the services provided to our communities, including for young people learning to swim, for schools, pregnancy/maternity, older people and a range of other user groups that the services provided offers to the general public and stakeholders.

Outcome of Screening

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

- Summary of impacts identified and mitigation needed (Q2)
- Summary of involvement (Q3)
- WFG considerations (Q4)
- Any risks identified (Q5)
- Cumulative impact (Q9)

There is considered no impact from a service or stakeholder perspective in regards to this decision, as it results in a continuation of the existing provision, with no change to the outcomes and approach, therefore no mitigation is needed (Q2)

Key stakeholders including the Board, Staff and stakeholders will be further informed in relation to the extension in order the further develop options for the longer term

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operation of the wider site, together with the University, which will require a separate IIA, process, engagement and consultation plan per stakeholder groups (Q3)

No WFG considerations as service continuity (Q4)

The impact is considered low risk due to the recommendation to continue with existing arrangements that have provided safe, accessible and high quality public facilities for over 20 years.

Cumulative impact of the decision is considered low, with no mitigation required, other than to update key stakeholders in respect of the decision to extend the existing arrangements for a 24 month period until 31 March 2026

(NB: This summary paragraph should be used in the ‘Integrated Assessment Implications’ section of corporate report)

Full IIA to be completed

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

NB: Please email this completed form to the Access to Services Team for agreement before obtaining approval from your Head of Service. Head of Service approval is only required via email.

Screening completed by:
Name: Jamie Rewbridge
Job title: Strategic Manager
Date: 12 March 2024
Approval by Head of Service:
Name: Tracey McNulty
Position: HOS
Date: 12 March 2024

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