

COUNCIL SUMMONS

You are hereby summoned to attend a Meeting of the COUNCIL OF THE CITY AND COUNTY OF SWANSEA to be held in the Council Chamber, Guildhall, Swansea on Thursday, 20 April 2017 at 5.00 pm.

The following business is proposed to be transacted:

1. **Apologies for Absence.**
2. **Disclosures of Personal and Prejudicial Interests.**
www.swansea.gov.uk/disclosuresofinterests
3. **Minutes.** 1 - 7
To approve & sign the Minutes of the previous meeting(s) as a correct record.
4. **Written Responses to Questions asked at the Last Ordinary Meeting of Council.** 8 - 10
5. **Announcements of the Presiding Member.**
6. **Announcements of the Leader of the Council.**
7. **Public Questions.**
Questions must relate to matters on the open part of the Agenda of the meeting and will be dealt within a 10 minute period.
8. **Public Presentation - Looked After Learners - 2017 Into Film Awards "Go Forward".**
9. **Chief Executive Arrangements.** 11 - 22
10. **Welsh in Education Strategic Plan 2017-2020.** 23 - 69
11. **Lord Mayor and Deputy Lord Mayor Protocol.** 70 - 86
12. **Amendments to the Constitution.** 87 - 91
13. **Councillors' Questions.** 92 - 99



Huw Evans
Head of Democratic Services
Guildhall,
Swansea.

Monday, 10 April 2017

To: All Members of the Council

CITY AND COUNTY OF SWANSEA

MINUTES OF THE COUNCIL

HELD AT COUNCIL CHAMBER, GUILDHALL, SWANSEA ON
THURSDAY, 23 MARCH 2017 AT 5.00 PM

PRESENT: Councillor D W W Thomas (Chair) Presided

Councillor(s)	Councillor(s)	Councillor(s)
C Anderson	P M Black	J E Burtonshaw
M C Child	A C S Colburn	D W Cole
A M Cook	S E Crouch	J P Curtice
N J Davies	P Downing	C R Doyle
V M Evans	C R Evans	W Evans
E W Fitzgerald	R Francis-Davies	F M Gordon
J A Hale	J E C Harris	C A Holley
P R Hood-Williams	D H Hopkins	L James
Y V Jardine	M H Jones	A J Jones
S M Jones	J W Jones	E J King
E T Kirchner	M B Lewis	R D Lewis
A S Lewis	C E Lloyd	K E Marsh
P M Matthews	P N May	P M Meara
H M Morris	G Owens	D Phillips
C L Philpott	J A Raynor	T H Rees
I M Richard	C Richards	P B Smith
R C Stewart	C Thomas	L G Thomas
M Thomas	L J Tyler-Lloyd	G D Walker
L V Walton	T M White	

Apologies for Absence

Councillor(s): R A Clay, U C Clay, A M Day, T J Hennegan, B Hopkins, D J Lewis, P Lloyd, J Newbury, R V Smith, R J Stanton, D G Sullivan, G J Tanner and C M R W D Thomas

153. **DISCLOSURES OF PERSONAL AND PREJUDICIAL INTERESTS.**

The Interim Head of Legal and Democratic Services gave advice regarding the potential personal and prejudicial interests that Councillors and / Officers may have on the agenda.

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

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

Councillors

- 1) Councillors C Anderson, J P Curtice, J A Hale, C A Holley, S M Jones, E J King, A S Lewis, R D Lewis and R C Stewart declared a Personal Interest in Minute 160 "Pay Policy 2017-2018";
- 2) Councillors J E Burtonshaw, C A Holley, A J Jones, K E Marsh, C Thomas, M Thomas and T M White declared a Personal Interest in Minute 160 "Pay Policy 2017-2018." and stated that they had dispensation from the Standards Committee;
- 3) Councillors P Downing, S M Jones, K E Marsh, P N May, R D Lewis and C L Philpott declared a Personal Interest in Minute 163 "Admission Arrangements 2018-2019";
- 4) Councillors M C Child, J P Curtice, J E Harris, P R Hood-Williams, L James, J W Jones, M H Jones, R D Lewis and K E Marsh declared a Personal and Prejudicial Interest in Minute 165 "Approval of the Gower Area of Outstanding Natural Beauty (AONB) Management Plan";
- 5) Councillor C R Doyle declared a Personal and Prejudicial Interest in Minute 166 "Western Bay Population Assessment";
- 6) Councillors J W Jones, M H Jones, S M Jones, C L Philpott, J A Raynor and C Richards declared a Personal and Prejudicial Interest in Minute 169 "Councillors Questions."

Officers

- 1) G Borsden, H Evans, M Hawes, T Meredith, P Roberts and D Smith declared a Personal and Prejudicial Interest in Minute 160 "Pay Policy 2017-2018." and withdrew from the meeting prior to its consideration.
- 2) T Meredith declared a Personal and Prejudicial Interest in Minute 161 "Senior Management Restructure - Resources Directorate." and withdrew from the meeting prior to its consideration.

154. **MINUTES.**

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

- 1) Extraordinary Meeting of Council held on 16 February 2017;
- 2) Ordinary Meeting of Council held on 23 February 2017.

155. **WRITTEN RESPONSES TO QUESTIONS ASKED AT THE LAST ORDINARY MEETING OF COUNCIL.**

There were no written responses.

156. **ANNOUNCEMENTS OF THE PRESIDING MEMBER.**

1) Westminster Attack, London

The Presiding Member referred with sadness to the terrorist attack at Westminster, London on 22 March 2017. To date, the attack left 4 people dead and 40 people injured, 7 of which remain in hospital in a critical condition. Those who died were Aysha Frade, Kurt Cochran, PC Keith Palmer and the attacker.

Flags outside the Council's Civic buildings were flown at half-mast and staff held a minute's silence at 09.33 as a mark of respect following the attack in Westminster. Similar silences were held across the UK at the same time to mark the start of the Parliamentary session in London.

All present stood as a mark of sympathy and respect.

2) National Government Opportunities (GO) Awards 2017-2018

The Presiding Member announce that the City and County of Swansea was a winner at the National Government Opportunities (GO) Excellence in Public Procurement Awards 2017-2018 held in Manchester on 21 March 2017. The ceremony was the glittering climax to the North of England's Festival of Procurement and saw nearly 600 delegates from the UK's public procurement community go head to head to win a coveted GO Award.

The Authority's "Beyond Bricks and Mortar" Team won the Epson sponsored "GO Best Employment Initiative Award" for its excellent work and its community benefits policy. On behalf of the Authority he congratulated and thanked all involved.

Helen Beddow and Lee Wyndham were present from the Beyond Bricks and Mortar Team to receive the award.

157. **ANNOUNCEMENTS OF THE LEADER OF THE COUNCIL.**

1) Swansea Bay City Region Deal

The Leader of the Council stated that the Swansea Bay City Region Deal had been signed on 20 March 2017. The deal is the biggest ever investment into the area; potentially bringing 10,000 jobs to the region and a £1.3 billion boost to the economy. He paid tribute to the Team of people that all helped make this a reality.

2) Liberty Stadium

The Leader of the Council provided an update with regard to the negotiations for a revised lease agreement for the Liberty Stadium.

158. **PUBLIC QUESTIONS.**

A number of questions were asked by members of the public. The relevant Cabinet Member responded accordingly. Those questions requiring a written response are listed below:

- 1) David Davies asked questions in relation to Minute 165 "Approval of the Gower Area of Outstanding Natural Beauty (AONB) Management Plan".
 - a) *"Page 199. Paragraph 3.38. Losing European Funding for Transport as a result of Brexit creates financial problems for this Authority, especially at a time when the Welsh Government is planning an integrated transport system nationwide.*
 - i) *Is the Gower Sunday Explorer likely to be affected?*
 - ii) *Will the Council and DANSA Partnership serving Gowerton to Llanrhidian receive ongoing funding and does the Council have any plans to expand the community transport services, an amenity introduced by this Labour Council which is proving a success story?"*

The Environment and Transportation Cabinet Member stated that a written response would be provided.

159. **PUBLIC PRESENTATION - NONE.**

No Public Presentations were received.

160. **PAY POLICY 2017/2018.**

The Chief Executive submitted a report which sought Council approval of the Pay Policy 2017-2018.

RESOLVED that:

- 1) The Pay Policy 2017-2018 be approved for adoption.

161. **SENIOR MANAGEMENT STRUCTURE - RESOURCES DIRECTORATE.**

The Chief Executive submitted a report which proposed a Senior Management Structure following the retirement of the Corporate Director (Resources) at the end of May 2017. He made one amendment to Appendix 1 of the report by stating that "Elections and Electoral Registration" aka "Electoral Services" should be shown as being under Democratic Services.

RESOLVED that:

- 1) The structure, subject to the consultation as detailed in the report be approved;
- 2) The Chief Executive be authorised to consult all affected staff;

- 3) The Chief Executive be authorised to implement the structure subject to resolution 2) above not identifying significant changes.

162. **CONSULTATION RESPONSE – REFORMING LOCAL GOVERNMENT: RESILIENT AND RENEWED.**

The Chief Executive submitted a report which sought approval to the in principle responses to the recently issued Welsh Government White Paper “Reforming Local Government: Resilient and Renewed” in order that a detailed response can be prepared for submission by the deadline by the 11 April 2017.

RESOLVED that:

- 1) Council considers the White Paper issued by Welsh Government Reforming Local Government: Resilient and Renewed and authorises the Chief Executive to construct a response in consultation with the Leader of the Council in line with the suggested responses shown highlighted in black within this report.

163. **ADMISSION ARRANGEMENTS 2018/2019.**

The Education Cabinet Member submitted a report which sought to determine the admission arrangements for maintained schools for the academic year 2018-2019.

RESOLVED that:

- 1) The proposed admission arrangements for 2018-2019 for Nursery as set out in Appendix A of the report be approved;
- 2) The proposed admission arrangements for 2018-2019 for Reception as set out in Appendix B of the report be approved;
- 3) The proposed admission arrangements for 2018-2019 for Year 7 as set out in Appendix B of the report be approved;
- 4) The proposed admission arrangements for 2018-2019 for in-year transfers as set out in Appendix B of the report be approved;
- 5) The proposed admission arrangements/criteria for entry for 2018-2019 for sixth forms as set out in Appendix C of the report be approved;
- 6) The Schedule of Events as set out in Appendix D of the report be approved;
- 7) The admission numbers for primary and secondary schools as set out in Appendix E of the report be noted.

164. **WELL-BEING OBJECTIVES & STATEMENT 2017/18.**

The Transformation and Performance Cabinet Member submitted a report which set out the well-being objectives and well-being statement 2017-2018 for the Council as required by the Well-Being of Future Generations (Wales) Act 2015.

RESOLVED that:

- 1) The Council's 5 key priorities expressed in its current Corporate Plan 2016-2017 be carried forward into 2017-2018 as the Council's Well-Being Objectives;
- 2) The Council's 'Well-Being Statement' for 2017-2018 be approved;
- 3) The work currently underway to review the Council's Well-Being Objectives continues after the local government elections with the newly elected Administration into 2017-2018 with a new Corporate Plan published as soon as practicably possible.

165. **APPROVAL OF THE GOWER AREA OF OUTSTANDING NATURAL BEAUTY (AONB) MANAGEMENT PLAN.**

The Enterprise, Development and Regeneration Cabinet Member submitted a report which sought to approve and adopt the Gower Area of Outstanding Natural Beauty (AONB) Management Plan as Council Policy and as Supplementary Planning Guidance.

RESOLVED that:

- 1) The Gower Area of Outstanding Natural Beauty (AONB) Management Plan be approved and adopted as Council Policy and as Supplementary Planning Guidance to the Unitary Development Plan (UDP) and emerging Local Development Plan (LDP).

Note: *Councillor E W Fitzgerald asked the following question:*

"Page 192, Paragraph 3.9. Second Sentence. Can the Cabinet Member clarify what plant is being referred to?"

The Enterprise, Development and Regeneration Cabinet Member stated that a written response would be provided.

166. **WESTERN BAY POPULATION ASSESSMENT.**

The Adults and Vulnerable People Cabinet Member submitted a report which sought to approve the Western Bay Population Assessment; to authorise the Chief Social Services Officer to publish a link to the Population Assessment on the Council's website and to authorise the Director of People to submit the Population Assessment to Welsh Ministers on behalf of the three Local Authorities and the Health Board in the Western Bay Region.

The Chief Social Services Officer (Dave Howes) and Western Bay Regional Programme Director (Sara Harvey) gave a presentation on the Western Bay Population Assessment.

RESOLVED that:

- 1) The Western Bay Population Assessment be approved;

- 2) The Chief Social Services Officer be authorised to publish a link to the Population Assessment on the Council's website;
- 3) The Director of People be authorised to submit the Population Assessment to Welsh Ministers on behalf of the three Local Authorities and the Health Board in the Western Bay Region.

167. **COUNCIL DIARY 2017-2018.**

The Presiding Member, Monitoring Officer and Head of Democratic Services submitted a report which outlined the draft Council Diary 2017-2018.

RESOLVED that:

- 1) The Council Diary 2017-2018 be approved;
- 2) The Council Diary 2017-2018 be resubmitted to the Annual Meeting of Council on 25 May 2017 for further consideration following the Local Government Elections on 4 May 2017;
- 3) The Timing of Council Meetings Survey be conducted in Autumn / Winter 2017.

168. **SCRUTINY DISPATCHES – QUARTERLY IMPACT REPORT.**

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

169. **COUNCILLORS' QUESTIONS.**

- 1) **Part A 'Supplementary Questions'**
Ten (10) Part A 'Supplementary Questions' were submitted. The relevant Cabinet Member(s) responded by way of written answers contained in the Council Summons.

No supplementary questions required a written response.

- 2) **Part B 'Questions not requiring Supplementary Questions'**
One (1) Part B 'Questions not requiring Supplementary Questions' were submitted.

The meeting ended at 6.55 pm

CHAIR

Agenda Item 4.

Report of the Interim Head of Legal and Democratic Services

Council – 20 April 2017

WRITTEN RESPONSES TO QUESTIONS ASKED AT THE LAST ORDINARY MEETING OF COUNCIL

The report provides an update on the responses to Questions asked during the last Ordinary Meeting of Council on 23 March 2017.

FOR INFORMATION

1. INTRODUCTION

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

2. RESPONSES

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

Background Papers: None

Appendices: Appendix A (Questions & Responses)

**Providing Council with Written Responses to Questions at Council
23 March 2017**

1.	<p>David Davies Asked questions in relation to Minute 165 “Approval of the Gower Area of Outstanding Natural Beauty (AONB) Management Plan”.</p> <p>a) <i>“Page 199. Paragraph 3.38. Losing European Funding for Transport as a result of Brexit creates financial problems for this Authority, especially at a time when the Welsh Government is planning an integrated transport system nationwide.</i></p> <p>i) <i>Is the Gower Sunday Explorer likely to be affected?</i></p> <p>ii) <i>Will the Council and DANSA Partnership serving Gowerton to Llanrhidian receive ongoing funding and does the Council have any plans to expand the community transport services, an amenity introduced by this Labour Council which is proving a success story?”</i></p> <p>Response of the Cabinet Member for Environment and Transportation</p> <p>The Gower Summer Sunday Explorer service operates under contract to the Council and was funded in 2016/17 from the Rural Development Partnership (RDP). A bid was submitted for RDP Leader funding to provide a Gower Summer Sunday Service to cover the period from April 2017 to September 2019. This bid has been successful and so provided there is no change to this funding source then the Summer Sunday Bus service will continue to run. It is not possible to determine at this stage what impact Brexit will have on subsidies and grants for services.</p> <p>The Gowerton to Llanrhidian evening service is operated by DANSA using the Councils Social Services vehicles and is fully subsidised by the Council. The funding to support this service comes from the Council’s own revenue budget and from Welsh Government Bus Services Support Grant.</p> <p>The Council is seeking to expand community transport to fill in gaps in the bus network and to provide a service for those members of the public who cannot use conventional public transport. Three community minibus services were introduced in January using a fully accessible vehicle to provide opportunities for residents from the Clydach area, Felindre and North Gower to access Fforestfach retail park on one day per week. The North Gower service has proved particularly successful and will shortly be increased to 2 days per week. The Council also introduced a Wheels to Work Scooter loan scheme in 2016 which is available to people who are having difficulty in taking up employment or educational opportunities due to lack of available transport.</p>
2.	<p>Councillor E W Fitzgerald <i>Page 192, Paragraph 3.9. Second Sentence. Can the Cabinet Member clarify what plant is being referred to?”</i></p> <p>Response of the Cabinet Member for Enterprise, Development & Regeneration</p> <p>The paragraph referred to states that:</p>

	<p>“.....Cultivated agricultural land of south-east Gower is home to a highly diverse arable plant community - one of the biggest declining and most threatened groups of plants in Wales.....”</p> <p>The Wales Biodiversity Partnership (WBP) has identified Gower as a priority area for biodiversity action in this context. The following description of this community is provided by the WBP:</p> <p>The cultivated agricultural land of south-east Gower coast is home to a highly diverse arable plant community. Unlike many good arable plant sites in Wales, this community bears more similarities to the typical “rare arable plant community” found in Britain, because it is often developed on a limestone substrate. The Gower arable plant communities are notable for their species richness as well as a number of Section 42 species such as Broad-fruited Cornsalad (found here at its’ only Welsh site) and Small-flowered Catchfly. Several other arable S42 species, Shepherd’s-needle and Red Hemp-nettle, are found nearby but are no longer in truly arable habitats.</p>

Report of the Corporate Director (Resources)

Council – 20 April 2017

CHIEF EXECUTIVE ARRANGEMENTS

Purpose:	To ensure continuity in respect of the post of Chief Executive following the end of temporary arrangements which lapse on 31 st May 2017 and to allow the Council elected in May 2017 to decide on the appointment of a permanent Chief Executive.
Policy Framework:	JNC Appointments Rules as set out in the Constitution (Pages 283 to 291)
Consultation:	Legal, Finance, Human Resources, WLGA and Welsh Government
Recommendation:	It is recommended that: 1) Council is asked to approve the appointment of Mr Phil Roberts to the post of Chief Executive until 31 st October 2017
Report Author:	Mike Hawes
Finance Officer:	Ben Smith
Legal Officer:	Tracey Meredith
H.R. Officer:	Steve Rees

1. Background and context.

- 1.1 On 28th January 2016 Council approved a report appointing Mr Phil Roberts to the post of Chief Executive for a period of one year from 1st June 2016 to 31st May 2017.
- 1.2 That decision was made in accordance with the Local Authorities (Standing Orders) (Wales) Regulations 2006 as amended.
- 1.3 In accordance with these Regulations, it is a requirement that any vacancy relating to the post of Chief Executive (Head of Paid Service), where the remuneration is above £100,000 p.a., is advertised externally unless such appointment is made for a period of no more than twelve months. The Council constitution contains similar requirements relating to any Chief Officer post where remuneration is £100,000 p.a. or above.
- 1.4 Given the impending Council elections, it is important that the Council maintains stability at Chief Executive Level in the immediate post-election

period and that the new Council elected in May 2017 is able to approve the appointment of a permanent Chief Executive.

- 1.5 It is therefore proposed that Mr Phil Roberts is appointed to the post of Chief Executive for the period 1st June 2017 to 31st October 2017, allowing Council to put in place arrangements for the recruitment and appointment of a Chief Executive on a permanent basis following elections in May 2017.
- 1.6 Welsh Government Officers, through the Welsh Local Government Association, have been consulted on this proposal and have no objection to extending the interim appointment.

2. Legal implications

- 2.1 It is a legal requirement for a Local Authority to have a Head of Paid Service. In City and County of Swansea Council the Head of Paid Service is the Chief Executive.
- 2.2 The statutory position in relation to the Head of Paid Service/Chief Executive is as set out in paragraph 1.3 above.

3. Financial implications

- 3.1 There are no financial implications arising from this report.

4. Equalities and Engagement Implications

- 4.1 There are no equality or engagement implications associated with this report

Background Papers: None

Appendices:

Appendix 1 – Job Description and Person Specification – Chief Executive



ROLE PROFILE

POST TITLE:	Chief Executive
FAMILY:	Corporate Management and Leadership
REPORTING TO:	Council
SALARY	£142,814 per annum
POST NO:	CX0001
DATE:	April 2017

PURPOSE

Responsibility for providing leadership to the Council’s Management Team and all employees; securing the staff and other resources needed to deliver high quality, cost effective services to the people of Swansea; working closely with elected members to ensure the realisation of the Council’s vision, policies and programmes; working with partners and others to realise Swansea’s full potential.

KEY RESPONSIBILITIES

Strategy & Leadership

- Act as principal advisor to the Council
- Provide clear leadership to Elected Members in shaping and delivering a manageable strategic direction and corporate plan for the Council
- Lead the Corporate Management Team to ensure the Council’s agenda is met
- Lead the Council through periods of significant change
- As Head of Paid Service focus on matters of strategic significance, leading and managing the relationships with internal and external stakeholders
- Understand the needs of stakeholders, enabling the effective prioritisation of service delivery
- Promote the profile of Swansea locally, regionally, nationally and internationally
- Act as an advocate within the Council ensuring clarity, understanding and commitment
- Ensure the effective governance of the Council and the legality, probity, integrity, proper accountability and scrutiny of decision making processes

People & Resource Management

- Manage the Council’s key resources: human resources; financial resources, information and assets, to secure efficiency and value for money
- Foster a culture of initiative, mutual support and improvement as the natural working environment
- Ensure that new initiatives are managed in line with the capacity of the organisation
- Ensure that a sound system of internal control is in place, understood and applied in practice.

Performance Management

- Ensure arrangements are in place to deliver the Council’s objectives and achieve continuous improvement
- Ensure the Scrutiny function demonstrates rigour and challenge in the decision making process
- Set and review the objectives and standards of performance for the Corporate Management Team.

Local Democracy

- As the Council’s Returning Officer ensure that arrangements are in place to conduct local elections
- Ensure community engagement and consultation enabling the citizens of Swansea to express opinions and choices
- Demonstrate an open commitment to actively celebrate the rich diversity of the city

Service Delivery

- Drive the delivery of quality services which meet the needs of customers
- Ensure effective multi-functional working across the Council and with Partners

ROLE ACCOUNTABILITY	END RESULT
Leadership	
To provide strategic leadership on Corporate Plans, Strategies and priorities and to lead internal portfolios, programmes and external partnerships and initiatives	<ul style="list-style-type: none"> ➤ Strategic leadership for the Council’s portfolios, programmes and projects ➤ The Council’s view is effectively represented on national and regional fora and partnerships ➤ Leadership on corporate change and transformation
Corporate Management	
To provide lead on corporate decision making fora to ensure sustainable delivery of the services	<ul style="list-style-type: none"> ➤ Participation in Corporate Management decision making ➤ Completed strategic corporate and business plans ➤ Clear aims and objectives disseminated across all services ➤ Local, regional and national plans considered in future corporate planning
Policy	
Develop and oversee the implementation of Corporate strategies and policies. Influence and contribute to regional and national strategies, policies and plans on behalf of the Council.	<ul style="list-style-type: none"> ➤ Statutory and legislative requirements effectively translated into Corporate and Service policies and strategies ➤ Regional and national policy across the public sector influenced ➤ Council policies developed and implemented
Professional advice and guidance	
Support and provide advice to Chief Officers, Members and other internal and external stakeholders in area of expertise and context of business requirements	<ul style="list-style-type: none"> ➤ Members supported ➤ Chief Officers/Heads of Service/Senior Managers supported ➤ Stakeholders supported

Resources & Financial Management	
<p>Lead, set, monitor and control the budgets and resources</p> <p>Overall responsibility for budget and resourcing to meet Authority objectives</p>	<ul style="list-style-type: none"> ➤ Corporate financial probity is maintained. ➤ Effective financial, asset and resource management ➤ Resource planning is effective ➤ Budget targets planned and met, variances identified and remedial action taken ➤ All resources effectively employed/ deployed ➤ Contracts outcomes achieved to plan

ROLE ACCOUNTABILITY	END RESULT
Compliance	
<p>Ensure appropriate legislative and regulatory compliance mechanisms are in place</p>	<ul style="list-style-type: none"> ➤ Statutory and regulatory compliance on behalf of the Council is met ➤ Professional and regulatory standards monitored and met ➤ Council risk is identified and mitigated
Customer and Citizen Focus	
<p>Provide an environment that supports the development of new ways of working and support innovation that focuses on the customer/citizen; ensure customer/citizen satisfaction</p>	<ul style="list-style-type: none"> ➤ New models of delivery considered/ supported to achieve value for money and efficiencies ➤ Customer/Citizen needs prioritised and met
Performance Management	
<p>Ensure Authority KPIs and standards are set in place for each service and responsible officers have adequate resources to deliver performance outcomes</p>	<ul style="list-style-type: none"> ➤ Performance targets met ➤ Outcomes identified and met ➤ Key risks mitigated and issues resolved ➤ Corrective actions implemented ➤ Statutory requirements and external standards satisfied ➤ Improvements identified and planned
People Management	
<p>Lead, manage, develop and motivate the services and teams within the Authority, and support cross functional/cross agency teams.</p> <p>Support regular Authority workforce planning activities to ensure the sustainability of the workforce.</p>	<ul style="list-style-type: none"> ➤ Positive climate ➤ Capable and knowledgeable staff ➤ Directorate Workforce and Training Plans in place ➤ Appraisal mechanisms maximised to ensure optimal performance ➤ Council and HR policies/procedures met
NATURE OF CONTACTS	
<ul style="list-style-type: none"> ➤ Represent the Council ➤ Substantial knowledge and experience of navigating the political environment at regional and national level. ➤ External organisations including government bodies, local and regional partnerships. ➤ Lead consultation groups at all levels – providing advice, informing and influencing their approach and decisions. ➤ Internal and External Customers – engage and interact with, provide expert response to complex/sensitive queries, give advice and inform and influence decisions. ➤ External providers and suppliers – Outcomes reviewed and managed effectively, remedial action taken as required at the appropriate level. 	

ROLE ACCOUNTABILITY	END RESULT
<ul style="list-style-type: none"> ➤ Colleagues, management, Directors, Members and external organisations -supporting future corporate planning, reporting and presenting options to assist and inform decision making 	
WORKING ENVIRONMENT	
<p>Mainly office based with travel to various locations for external meetings. May be required to travel to other sites, including outdoor sites.</p>	
PROCEDURAL CONTEXT	
<p>The role's impact will be on Authority issues, and may include compliance with legal and statutory frameworks, and will extend to influence on matters of corporate or national importance. Role will also include:</p> <ul style="list-style-type: none"> ➤ Influencing the development of external policy frameworks, national and regional initiatives and programmes; taking the lead role in interpreting them in the Council context. ➤ Supporting the Council in delivering corporate strategies/plans and policies ➤ Leading the development of plans, policies and systems - integrating these plans into business planning for short, medium and longer term situations. ➤ Lead/support the implementation of Corporate Change Programmes and Projects. 	
KEY FACTS AND FIGURES	
<p>Responsible for budget and strategic planning and control – overall responsibility for budget monitoring and deployment of resources for the Directorate.</p>	
INDICATIVE QUALIFICATIONS	
<ul style="list-style-type: none"> ➤ A relevant degree is desirable and/or Chartered membership of an appropriate professional body (CCAB) is mandatory. ➤ Post graduate level professional qualification ➤ Relevant Degree 	
WORK KNOWLEDGE	
<ul style="list-style-type: none"> ➤ Proven track record in public sector organisations, with significant political acumen at the regional and national level. ➤ In depth technical, professional and legislative knowledge across specific areas of expertise – ability to present on specific areas at highest levels to influence policy and decision making ➤ In depth management experience, including extensive project / programme management/sponsoring experience. ➤ Thorough understanding of the Council, and the wider local, Regional, National and international context to develop and implement strategies, policies and standards. 	
EQUIPMENT AND ASSOCIATED SKILLS	
<ul style="list-style-type: none"> ➤ Standard Office equipment. ➤ ICT literate in standard office software. ➤ Associated professional software applications where appropriate. 	



COMPETENCIES

A NOTE ON COMPETENCIES

Mandatory competencies have been designed to ensure that officers in the Corporate Management and Leadership family are fully aware of their responsibilities in these areas.

COMPULSORY REQUIREMENTS FOR HEALTH AND SAFETY COMPLIANCE

All members of the Corporate Management Team have statutory duties under Health and Safety Legislation and responsibilities placed on them in the Authority's Corporate Health and Safety Policy.

1. The Chief Executive shall, while at work, take reasonable care for the health, safety and wellbeing of themselves and of other persons who may be affected by their acts or omissions
2. The Chief Executive shall comply with the provisions of the Health and Safety at Work etc Act 1974, and regulations made under that Act relevant to their work activities
3. The Chief Executive shall fulfil their responsibilities for health and safety as detailed in the City and County of Corporate Health and Safety Policy and its arrangements and additionally be responsible collectively for delivering the responsibilities of CMT.
4. The Chief Executive shall take action to ensure that all persons delivering work under their direction comply with the provisions of the Health and Safety at Work etc Act 1974, and regulations made under that Act, and that employees fulfil their responsibilities for health and safety as detailed in the City and County of Swansea Health and Safety Policy.

COMPULSORY REQUIREMENTS FOR EQUALITY AND DIVERSITY (EQUALITY ACT 2010)

The City and County of Swansea, as a public body, has legal obligations under the Equality Act 2010 and Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 that includes the Public Sector Equality Duty.

The Chief Executive must:

1. have knowledge and understanding of the legislation and public sector duties so that both are considered in their work to ensure legislative compliance.
2. ensure that all corporate work (including priorities, strategies and plans) fully complies with the requirements of all equality legislation

COMPULSORY REQUIREMENTS FOR THE WELSH LANGUAGE ACT

The authority has obligations to meet the requirements of the Welsh Language Act 1993 and the Welsh Language (Wales) Measure 2011. This is achieved through implementing policies and standards regarding the Welsh Language, as outlined in the authority's Welsh Language Standards Compliance Plan (or as amended from time to time).

The Chief Executive must:

1. understand their obligations within the remit of their own role in order to implement the Plan and ensure compliance with legislation
2. ensure that all corporate strategies and plans fully comply with the requirements of Welsh language legislation and standards as implemented via the authority's Compliance Plan

WORKING

The Council is experiencing an unprecedented period of change and budget pressures that are having a profound impact on the organisation. Change has become the norm rather than the exception, and is now embedded into 'business as usual'. In order to support this, the following competencies have been defined in order to assist employees and managers with understanding their role and responsibilities within this context:

The Chief Executive must:

1. demonstrate commitment to the Council's new ways of working, providing a positive, engaging and supportive environment that initiates and enables innovative and sustainable working practices that deliver high quality services for our citizens
2. embrace change through actively and flexibly participating in and adapting to new ways of working with our workforce and citizens, as agreed through formal consultation with Trades Unions and HR Policies and procedures

SAFEGUARDING

All members of the Corporate Management Team are jointly responsible for ensuring that all the statutory requirements in terms of safeguarding and promoting the welfare of children and adults receive due consideration. This includes the quality, content and frequency of training provided and maintaining sufficient staff training records.



ROLE PROFILE SPECIFIC BEHAVIOURS

A NOTE ON BEHAVIOURAL COMPETENCIES

The Corporate Management and Leadership family role profiles have been designed to reflect the new Corporate Senior Management Structure for 2013. This is a generic competency framework designed to introduce the concept of behavioural competencies in a flexible format in the first instance. An example of the flexibility of the behaviours may be that some Corporate Services HOS will have more strategic involvement than others, depending on the remit of their role; whereas other Heads of Services will have more affinity with community and citizen engagement behaviours. The competency framework will be piloted for 12 months and then reviewed.

BEHAVIOUR 1

Job Knowledge and Professionalism

Purpose	Corporate Management Team have a clear understanding of their roles and responsibilities, and carry them out professionally and ethically on behalf of the Council
1	Believes in the ethos of public service; leads and inspires others by setting an example of highest standards, striving for best practice; and represents the Council professionally and ethically locally, regionally and nationally
2	Effectively leads and exemplifies the Council's corporate culture and values; creates a positive environment where innovation and achievement can thrive
3	Provides impartial professional advice and guidance to the Council in areas of strategy, policy and delivery of Council services
4	Effectively supports the development and implementation of Council strategies and programmes
5	Effectively deals with difficult/controversial issues directly with others, providing leadership to find a way forward

BEHAVIOUR 2

Planning and Organising

Purpose	Corporate Management Team are able to effectively plan and organise own/service and directorate team productivity to make effective decisions on behalf of the Service/Directorate/ Council.
1	Ensures strategies, plans and procedures are put into place and managed appropriately within the internal (Council's) and external (regional/ national/ European) context
2	Accepts responsibility and is accountable for own decision making and judgement
3	Understands the political climate and future horizon, and responds appropriately on behalf of Service/Council
4	Promotes and aligns decisions to Council priorities within the Council's Corporate Risk Framework, providing consistent guidance to others to assist decision making
5	Creates and effectively communicates organisational goals for implementing vision,

BEHAVIOUR 3	
Decision Making	
Purpose	Corporate Management Team demonstrate skill in reading situations, and makes accurate decisions in the interests of the Service/Directorate/Council.
1	Takes responsibility for own and team/s decisions and effectively manages risk
2	Proactively steps up to responsibility for team/service when required, even in the face of opposition
3	Demonstrates willingness to take calculated risks and ability to make difficult decisions without all of the available information
4	Actively seeks creative solutions to difficult problems even when under pressure, and ensures solutions are implemented effectively
5	Objectively evaluates and aligns decision making with corporate / service objectives
BEHAVIOUR 4	
Building Working Relationships	
Purpose	Corporate Management Team work collaboratively and successfully with others, demonstrating an understanding of the internal and external political context.
1	Advocates, lobbies and influences key external players in the political context ethically and professionally on behalf of the Service/Council
2	Utilises consultation ethically and professionally and shares information appropriately to break down barriers between people and groups
3	Is diplomatic and sensitive to the political context, and works collaboratively in ways that are compatible with political goals
4	Actively initiates and supports cross-sectoral innovation, collaboration and partnership working as 'business as usual'
5	Develops effective, ethical, political relationships to achieve Council priorities
BEHAVIOUR 5	
Communicating and Influencing	
Purpose	To ensure the Corporate Management Team communicate effectively and use their influence ethically and professionally in the interests of the Council and its citizens
1	Communicates clearly and openly, conveying clear and concise messages and adapting content and style to help others to understand what is meant
2	Establishes an atmosphere of open communication and transparency across the service/directorate/ organisation
3	Promotes equality and diversity through appropriate communication procedures across the service/directorate/organisation
4	Promotes the Council's strategies, plans, initiatives and programmes effectively through appropriate media and marketing channels
5	Influences and negotiates ethically and effectively at all levels, internally and externally, on behalf of the Council's aims and objectives.
BEHAVIOUR 6	
Customer and Citizen Focus	
Purpose	Corporate Management Team demonstrate enthusiasm and willingness to serve the community in their role, in behalf of the Council
1	Demonstrates ability to meaningfully consult and engage with stakeholders to identify and implement service improvement, and strives to meet expectations
2	Proactively champions the needs of customers through creating a culture of high quality customer service delivery

3	Objectively evaluates the needs of different groups, translating into appropriate action
4	Demonstrates ability to initiate and implement new and innovative services for customers
5	Ensures that Council services are delivered effectively to meet current and future client/customer needs.

BEHAVIOUR 7
Delivering the Service

Purpose	Corporate Management Team understand the Council's team work ethic and are committed to the service delivery and performance outcomes
1	Initiates and supports cross-sector and/or portfolio working; seeks establish and maintain effective partnerships and collaborative working
2	Demonstrates accountability for and supports innovation and improvement initiatives to ensure current service and future sustainability.
3	Effectively identifies and measures performance requirements for the Directorate/Service, ensuring effective delivery of outcomes.
4	Creates a positive team environment by encouraging achievement and commitment to the delivery of quality outcomes for service users
5	Ensures effective performance measures and mechanisms are adhered to across the Directorate/Service to achieve the efficiency agenda

BEHAVIOUR 8
Information, Finance and Resources

Purpose	Corporate Management Team understand the governance rules and regulations of the Council for effective management of the resources and assets of the Council.
1	Understands the strategic framework to develop financial plans and efficiency agenda for the Service/Directorate/Council
2	Objectively and fairly provides appropriate support and development opportunities to improve knowledge and understanding of financial and resource management processes
3	Utilises effective and ethical negotiations and influencing to agree the allocation of financial resources internally and externally
4	Effectively evaluates the financial performance of the Directorate/Service, projects and programmes
5	Provides objective professional and expert advice to improve knowledge and understanding of the Council's financial, asset and resource management processes

BEHAVIOUR 9
Programme and Project Management

Purpose	Corporate Management Team are able to co-ordinate, manage and deliver projects and programmes, support and manage change, to meet Council aims and objectives
1	Utilises resources to ensure programme/ project delivery, providing opportunities for Service/Directorate/Council to develop appropriate knowledge and skills to ensure effective and sustainable delivery.
2	Consistently applies Council's Project/Programme management methodology, monitoring control, and programme/project assurance and reporting mechanisms and procedures effectively.
3	Works collaboratively at strategic level to identify programmes/projects and associated risks, aligning outcomes to Corporate Priorities, ensuring programme and project governance as required.
4	Provides effective leadership to ensure that all project/programme outcomes are

	achieved (on time and within budget)
5	Demonstrates commitment to achieving agreed project/ programme outcomes through effective management and mitigation of project, programme and Corporate risk
BEHAVIOUR 10 People and Performance	
Purpose	Corporate Management Team understand the requirements to ensure that the right people are in the right place at the right time to deliver Council services and Corporate priorities
1	Accepts responsibility for all aspects of the Service/Directorate's development and performance through implementation of effective HR and workforce development mechanisms
2	Actively engages and collaborates across agency boundaries internally and externally to develop an effective and sustainable public sector workforce
3	Actively engages with local/regional and national political agenda for promoting performance excellence (representing the Council at national/international level)
4	Effectively leads on workforce planning, workforce development, succession planning and service/business planning activities for the Service/Directorate/Council
5	Works proactively to achieve service efficiencies and improvements through effective allocation, deployment and development of assets/resources

Report of the Cabinet Member for Education

Council - 20 April 2017

WELSH IN EDUCATION STRATEGIC PLAN 2017-2020

Purpose:	<ol style="list-style-type: none">1. Council adopts the final Welsh in Education Strategic Plan (WESP) 2017-20202. Council gives permission to submit the final statutory WESP 2017-2020 to Welsh Government for its approval
Policy Framework:	The Welsh in Education Strategic Plans and Assessing Demand for Welsh Medium Education (Wales) Regulations 2013 as part of the School Standards and Organisation (Wales) Act 2013. The Welsh Medium Education Strategy.
Consultation:	Legal, Finance & Access to Services
Recommendations:	It is recommended that: <ol style="list-style-type: none">1) Council adopts the final Welsh in Education Strategic Plan 2017-20202) Council permits the submission of the final Welsh in Education Strategic Plan 2017-2020 to Welsh Government for its approval.
Report Author:	Sarah Hughes
Finance Officer:	Ben Smith
Legal Officer:	Stephanie Williams
Access to Services Officer:	Ann Williams

1. Introduction

- 1.1 The School Standards and Organisation (Wales) Act 2013 requires local authorities to produce a Welsh in Education Strategic Plan (WESP) by 20 December preceding the year in which the plan will have effect for approval by Welsh Ministers. A local authority must then publish its revised WESP by no later than 1 June in the year the plan (or revised plan) is to have effect.
- 1.2 The City and County of Swansea consulted on and published its first WESP in 2011 on a voluntary basis. The first statutory WESP for 2014-2017 was published in June 2014 and has been revised annually since.

- 1.3 The WESP must detail how the local authority will aim to achieve the Welsh Government's outcomes and targets outlined in the current national Welsh Medium Education Strategy (WMES). The strategy's stated vision is to:
'have an education and training system that responds in a planned way to the growing demand for Welsh-medium education, reaches out to and reflects our diverse communities and enables an increase in the number of people of all ages and backgrounds who are fluent in Welsh and able to use the language with their families, in their communities and in the workplace'.
- 1.4 The WESP must also make reference to how the proposed strategic direction of the Welsh Government draft strategy: a million Welsh speakers by 2020 will be reflected in both the forums and the plans.
- 1.5 The Welsh in Education forum for City and County of Swansea is Partneriaeth Addysg Cymraeg Abertawe (PACA). It comprises headteacher representatives from Welsh-medium and English-medium primary secondary schools, officers of the local authority and other stakeholders, including college and university representatives. PACA sits underneath Swansea's overarching partnership for raising standards in schools, the School Improvement Partnership. PACA has agreed upon, and is responsible for, the targets in this plan, except those concerning school places which is under the QEd 2020 Programme Board and pre-school provision which is guided by the Early Years Board and Operational Group, responsible to the Children and Young People Board.
- 1.6 A copy of the WESP can be found at Appendix A. It is also available in Welsh.

2. Statutory requirements

- 2.1 Statutory guidance is provided by Welsh Government and outlines seven outcomes that local authorities must report their current position and set targets for. Objectives must be set to outline how these targets will be met.
- 2.2 The plan focuses on the five outcomes of the Welsh-medium Education Strategy 2010:
- More seven-year-old children being taught through the medium of Welsh
 - More learners continuing to improve their language skills on transfer from primary to secondary school
 - More learners aged 14-16 studying for qualifications through the medium of Welsh
 - More learners aged 16-19 studying subjects through the medium of Welsh
 - More learners with higher-level Welsh language skills

In addition, the following two outcomes must be included:

- Welsh medium provision for learners with additional learning needs (ALN)
- Workforce planning and continuing professional development (CPD)

Standards of attainment in Welsh and Welsh Second Language must also be included in this plan.

- 2.3 Local authorities are required to provide short statements against each of the following to show how they will be embedded in the plan to ensure alignment with delivery of Welsh Government priorities:
- Rewriting the Future: raising ambition and attainment in Welsh schools
 - Successful Futures
 - Wellbeing of Future Generations (Wales) Act 2015

3. Consultation requirements

- 3.1 The Welsh in Education Strategic Plans and Assessing Demand for Welsh Medium Education (Wales) Regulations 2013 state that a local authority must consult on the plan in draft for a period of not less than eight weeks. A list of required consultees is specified in the regulations.
- 3.2 The City and County of Swansea began consultation on the WESP on 9 December 2016, after Cabinet approved the draft for submission to Welsh Government. The consultation concluded on 17 February 2017. In addition to the main consultation, the vision was discussed in the Pupil Voice Forum on 25 January 2017.
- 3.3 There were 13 responses submitted from the main consultation. An additional two were received after the consultation had finished. A summary of the consultation responses can be found in Appendix B.
- 3.4 The draft version of the WESP has been amended and updated, taking note of the consultation responses. This does not constitute a major revision.

4. Approval process and annual monitoring

- 4.1 The draft WESP was submitted to Welsh Government by 20 December 2016. Welsh Government will write to local authorities with their decisions in respect of Welsh in Education Strategic Plans 2017-2020 once final post-consultation versions of the plan have been received.
- 4.2 The final WESP will need to be adopted by Council in April 2017 in order that it can become policy.
- 4.3 The WESP will become operational from 1 April 2017 and must be published by 1 June 2017. An annual report on progress must be provided to Welsh Government each December for the duration of the plan. This will be published alongside the original WESP.

5. Equality and engagement implications

- 5.1 An Equality Impact Assessment (EIA) screening form has been completed with the agreed outcome that a full EIA report was not required. The full EIA report will be drafted once the locations of the potential settings are decided upon.
- 5.2 Any actions undertaken as a result of the WESP will be subject to a further EIA screening and a full EIA report if required.
- 5.3 The engagement implications are covered in paragraph 3 of this report.

6. Financial implications

- 6.1 Funding for specific Welsh second language activity in the WESP is currently provided through the Education Improvement Grant and is partially match funded. The grant is allocated to the four regions in Wales, not directly to local authorities. The grant must be directed to need.
- 6.2 The exact quantum for 2017-2018 will not be known until a grant offer is made to the region and apportioned to each local authority.
- 6.3 Approval and decision to proceed with the spending plan and acceptance or otherwise of funding offered will be subject to agreement annually.

7. Legal implications

- 7.1 The statutory requirements are set out in the report. There are no additional legal implications associated with this report.

Background Papers:

- EIA Screening for WESP 2017-2020
- Previous WESPs can be found at www.swansea.gov.uk/wesp
- The Welsh Medium Education Strategy and policy statement for 2015-2016 <http://gov.wales/topics/educationandskills/publications/guidance/welshmededstrat/?lang=en>
- Welsh Government Consultation on a Welsh Government draft strategy: a million Welsh speakers by 2050 <http://gov.wales/consultations/welshlanguage/welsh-language-strategy-consultation/?lang=en>
- School Standards and Organisation (Wales) Act 2013 <http://www.legislation.gov.uk/anaw/2013/1/contents/enacted>

Appendices:

- Appendix A – Final Welsh in Education Strategic Plan 2017-2020 v3.0
- Appendix B – Summary of Consultation Responses

City and County of Swansea

Welsh in Education Strategic Plan 2017-2020

City and County of Swansea
Dinas a Sir Abertawe



Welsh in Education Strategic Plan 2017-2020

Section 1: Your vision and your aim for Welsh-medium education

Swansea is a diverse, modern and forward-looking European city. It has a key role in promoting the culture and heritage of the area and its significance in a Welsh and wider context. As a result, it also has a key role in facilitating the growth in, and addressing the demand for, the access to the Welsh language and Welsh-medium education.

In the City and County of Swansea we want to provide high-quality education in the national language of choice, according to demand, and to a high standard.

Objectives

- To promote and maintain strong links with pre-school, Welsh-medium providers
- To ensure that the current admission policy applies consistently to both sectors
- To ensure a continuum from Welsh-medium primary schools to Welsh-medium secondary schools
- To establish secure post-16 collaborative arrangements between the Welsh medium secondary schools and other providers across the authority in order to ensure maximum opportunity and participation for all post-16 students through the medium of Welsh
- To maintain appropriate arrangements for the availability of transport in line with the approved council transport policy, recognising that Welsh schools are fewer in number and further apart geographically
- To teach Welsh in all the local authority's schools in accordance with National Curriculum requirements. Pupils in English-medium schools will be given the opportunity to sit an accredited examination in Welsh at the end of key stage 4
- Ensure that children and young people with additional learning needs (ALN) receive linguistic equality of opportunity in terms of Welsh medium education
- Ensure access to high quality INSET to support the development of Welsh and to ensure that local authority training in general responds to the particular needs of those working in both sectors
- To recognise Welsh as being desirable in person specifications when recruiting staff
- To provide opportunities to nurture relevant language skills whilst in post. Focus is given to the individual's personal acquisition of language as well as acquiring a knowledge of methodology and target language that is pertinent to their role

Statement

The draft plan was submitted to Cabinet for approval on 17 November 2016. This is the final version of this plan, which has been amended after the consultation, which concluded in February 2017. This plan will be submitted to full Council for approval on 20 April 2017.

The City and County of Swansea in 2008 established Partneriaeth Addysg Cymraeg Abertawe (PACA) as its Welsh Education Forum, which meets at least termly. It comprises headteacher representatives from Welsh-medium and English-medium primary and secondary schools, officers of the local authority and other stakeholders. PACA sits underneath Swansea's overarching partnership for raising standards in schools, the School Improvement Partnership (SIP). Welsh-medium headteachers on PACA also sit on SIP.

PACA has responsibility for the Welsh language in statutory education, except the school organisation element which has its own process under the QEd 2020 Programme. PACA has agreed the targets in this plan and will monitor them going forward. It is responsible for almost all of the actions in this plan, except those concerning school places, which is under the QED 2020 Programme Board and pre-school provision which is guided by the Early Years Board and Operational Group, responsible to the Children and Young People Board.

The QEd2020 Programme is an element of the delivery of the approved WESP strategy, and all stakeholders will continue to be engaged/communicated with during the lifecycles of the planning and delivery of the QEd2020 strategy.

Alike to the previous WESP, this plan has been written underpinned and informed by Welsh Government's current Welsh-medium Education Strategy and policy. The policy statement for 2015-2016 and the consultation document on a Welsh Government draft strategy: a million Welsh speakers by 2050, has been considered in the development of this plan and aims for 2017 onwards to facilitate the growth of the number of Welsh speakers.

The Single Integrated Plan for Swansea, known as The One Swansea Plan 2015, can be found at www.swansea.gov.uk/oneswansea. This plan and its needs assessment include challenges that 'Children have a good start in life' and that 'People learn successfully'. Welsh provision will be treated on an equal footing with English provision under the priorities of the plan. These priorities have been embedded throughout the WESP. By 2018, following the Wellbeing of Future Generations (Wales) Act 2015, Single Integrated Plans will be replaced by Wellbeing Plans. This plan has been produced with this change in mind. The One Swansea Plan is updated every year, in order to ensure that it remains relevant and because there are always things that can be improved.

The City and County of Swansea shares the vision from the Welsh Government's Rewriting the Future document, to have high expectations for all learners, regardless of their socio-economic background, and ensure that they have an equal chance of achieving those expectations. The objectives from the document, including support for Early Years, effective transition, ongoing training to ensure high quality learning and teaching and high aspirations for all are embedded throughout this plan.

The recommendations from the Successful Futures review are also entrenched in this plan. The City and County of Swansea has a commitment to the Welsh language and culture and its recommendations will be included in our aims for 2017 and beyond. The City and County of Swansea will ensure that the plan is

updated regularly over the next three years to incorporate the curriculum changes that will take place.

Funding for specific Welsh second language activity in the WESP is currently provided through the Education Improvement Grant and is partially match funded.

Local authorities have a statutory duty under Section 10 of the Learner Travel Measure (Wales) 2008 to promote access to education and training through the medium of Welsh.

The local authority fully complies with the guidelines within the Learner Travel Measure (Wales) 2008 in relation to both the distance of travel and the assessment of available routes. Free transport to both English and Welsh-medium schools is provided according to agreed distance criteria – two miles for primary schools, three miles for secondary schools, from the nearest available school.

There is no requirement to provide school or college transport free of charge to any learner who is more than compulsory school age. Currently all post-16 pupils attending a Swansea school sixth form who live more than three miles from the school are provided with free home-to-school transport. However, all provision of discretionary transport is under review.

Outcome 1: More seven-year-old children being taught through the medium of Welsh

The current position relating to the number of seven year-olds taught through the medium of Welsh and projections for the next three years.

Current Position	2017/2018	2018/2019	2019/2020
16.2%	15.0%*	16.1%	16.2%

* Based on current projections, a one-off dip in percentage is forecast.

The actual number of pupils being taught through the medium of Welsh has been increasing over a number of years. The number of pupils being taught through the medium of Welsh at the age of seven (Year 2) has increased by 30.1% in five years (332 to 432) and 74.9% in 10 years (247 to 432). Please refer to Annex 1 for a full breakdown of the number of pupils being taught through the medium of Welsh each year since 2007.

Main objectives

- Monitor demand and identify trends for Welsh-medium education and use this information to plan future provision, continuing to develop investment priorities for Band B (from April 2019) and Band C.
- Work with planning and potential developers to achieve the appropriate investment in the education infrastructure from proposed developments identified in the Local Development Plan to meet future demand for pupil places, consistent with the local authority's overarching strategy.
- Increase the number of Cylchoedd Meithrin with a registered status.

Supporting statement

In the City and County of Swansea, there are 13 Welsh-medium schools, comprised of 11 out of 80 primary schools and two out of 14 secondary schools.

The City and County of Swansea QEd Programme and the Welsh Government's 21st Century Schools Programme (Band A) are delivering a number of projects to further increase the capacity within Welsh-medium education and the enhance the quality of accommodation and facilities. Capital investment priority schemes are identified on the basis of clear and consistently applied objective criteria and a continuing stakeholder engagement process. These include:

- construction of a new purpose-built school at YGG Lôn Las, to open in September 2017, on the school's existing site with the support of Band A investment;
- remodelling at YGG Y Login Fach and YGG Tan-Y-Lan in response to demand for reception places;
- enhanced accommodation and facilities at YGG Pontybrenin;

- use of former Education Department accommodation at Ysgol Gyfun Gymraeg Bryn Tawe to support sixth-form facilities; and
- curriculum-led remodelling at Ysgol Gyfun Gŵyr including the remodelling of an adjacent former infant site to enhance accommodation and facilities, to be completed in 2017 with the support of Band A investment.

The Unitary Development Plan (UDP) is to be replaced by a new form of Development Plan for Swansea known as the Local Development Plan (LDP). The LDP provides a new approach to promoting and controlling change across the City and County. It will place an emphasis on improved community involvement; a stronger evidence base; more focused content and improved quality and consistency.

Proposed economic/housing developments are mapped out in the authority's Local Development Plan (LDP). The potential numbers of units to be delivered within the plan period (to 2025) from strategic development sites are noted below;

Strategic Site	Number of Units
Land north of Pontarddulais	720
Land north of Garden Village	750
Land south of A4240 Penllergaer	750
Land west of Llangyfelach Road, Penderry	1150
Land north of Clasemont Road, Morriston (Pant Lasau)	675
Northwest of M4 J46, Llangyfelach (Felindre)	850
Waunarlwydd/Fforestfach	800
Swansea Vale	720
Central Area and Waterfront	1000
Fabian Way Corridor	525
Hafod Morfa Copperworks Project and Tawe Riverside	320
Cefn Coed	500

As a result of the LDP, it is probable that an increase in both English-medium and Welsh-medium school places will be required in different locations. Additional education places will be required to serve the increase in the school population across the authority from the proposed developments in the LDP.

Supplementary Planning Guidance (SPG) was approved by the local authority in March 2010, and enables the local authority to seek contributions from developers towards the provision of sufficient and suitable school facilities where the development will have an impact on school populations. The SPG is likely to be updated once the LDP is adopted.

The City and County of Swansea Education Department is working with planning and potential developers to achieve the appropriate investment in the education infrastructure from proposed developments to meet future demand for pupil places, consistent with the local authority's overarching strategy. Any investment from developers could be in the form of financial contributions to expand school places,

or in the case of large developments (500+ units/houses), a developer could provide a new primary school building.

In the primary sector, there is currently a 10.7% surplus in available school places and 23.7% in the secondary sector. However, there is continuing growth in the demand for Welsh-medium education as higher numbers in earlier year groups feed through to the secondary sector. Coupled with the impact of the LDP, this will provide significant pressure on provision and this will need to be carefully managed through further investment as part of the 21st Century Schools Programme and the LDP strategy.

The local authority will continue to seek to build on the effective strategy adopted over a number of years and deliver further investment in enhanced capacity and facilities. The local authority does not yet know the scale and nature of the future Welsh Government 21st Century Schools Programme, however, it is now preparing to formulate appropriate options for consideration by Cabinet for capital investment beyond Band A of that programme.

To inform this, the City and County of Swansea are already embarking on feasibility studies. For example, a feasibility study on the potential relocation and enhancement of facilities for YGG Tirdeunaw.

Schools and their governing bodies will have a number of opportunities to shape the direction of travel as they have done in the past and all future projects will continue to focus on standards, risk, condition, suitability, landscape, basic need, sufficiency, viability, sustainability and deliverability.

Deliverability will be dependent on contributions from developers and the release of further Welsh Government capital funding.

There are no Welsh-medium federations in Swansea at this time although there is effective collaborative working.

The City and County of Swansea is undertaking a full Childcare Sufficiency Assessment (CSA), to be completed by 31 March 2017. With the use of wide ranging methodology and fieldwork processes with key stakeholders, this assessment will measure the nature and extent of the need for, and supply of, childcare in the area. Through this analysis, local authorities and their partners will be able to identify gaps in childcare provision where parents' needs are not being met and will allow the local authority to plan how to support the market to address the gaps identified.

Mudiad Meithrin are commissioned to support and further develop quality Welsh-medium childcare opportunities in Swansea through agreed targets which are monitored on a quarterly basis, via specific funds towards the Support Officer's additional hours. Mudiad Meithrin predominantly support new and existing settings and offer a quality service with the ultimate aim that all providers achieve CSSIW registration. Mudiad Meithrin also have a quality assurance package 'Safonau Serennog' available at various levels that most members buy in to which

looks at all aspects of policies and procedures, including the transition of children from the home environment and to school.

Relevant training courses are also available for practitioners via Mudiad Meithrin, the Family Information Service as well as other providers to support holistic practice.

With this plan, the City and County of Swansea would recommend the maintenance of the three currently registered settings together with the realisation and achievement of registered status with regard to a further nine Cylchoedd Meithrin between 2017 and 2020. Budget permitting, dependence on the continuation of identified need and achievement of set targets via robust performance monitoring, together with further monitoring of the new working structure adopted by Mudiad during mid 2015 following service organisation, the local authority would aim to maintain partnership working with Mudiad Meithrin.

Mudiad Meithrin will also manage the Cymraeg for Kids (Cymraeg i blant) Project on behalf of the Welsh Government. Cymraeg i blant will be a key part of Mudiad Meithrin's core service in providing local Welsh-medium education and childcare provision from birth right through to school. The project's aim is to increase the number of nursery-age children that are able to speak Welsh. This will be achieved through sharing information and giving advice and support to parents on the benefits of Welsh-medium education/childcare, the benefits of being bilingual and the importance of introducing Welsh to children as early as possible.

Cymraeg i blant sponsors the all Wales maternity notes folder, the scan card and the Child Health Record book which is delivered to every new parent in Wales.

The local Cymraeg i blant officer runs weekly bilingual baby massage, baby yoga and Welsh rhymetime sessions for parents and young children across the county working alongside the local Midwifery and Health Visiting teams to ensure that parents receive these key early messages during the ante-natal and post-natal period and are made aware of the bilingual pathway available for their child.

In addition, parents are signposted over to Mudiad Meithrin's Ti & Fi groups and to the 'Cylchoedd Meithrin' the Welsh medium playgroups as well as receiving information about regular family events that are held in partnership with the Mentrau Iaith and other local early years partners.

Welsh Government have developed a leaflet promoting the benefits of Welsh-medium education and it is planned that this will be distributed alongside the launch of the Cymraeg i Blant programme in May.

There is a Welsh-medium Flying Start provision based at YGG Tan-Y-Lan. Once CSSIW registration has been completed, this will be transferred to a building on the Daniel James site which will be open from January 2017. The new site will have an increased number of places to what is currently available and a potential to increase further with the available space.

A pre-school survey is undertaken to analyse the demand and take-up of English-medium, Welsh-medium or Faith education (education with a religious character) at least once every three years. Parents of new born babies are surveyed to ask what their preference will be for their child's education. This information is used to enable the authority to meet local and national priorities and targets for increasing Welsh-medium education. The information from the pre-school survey will be used along with the local authority's own trend-based pupil projections and other data sources to assess and respond to future needs within school organisation and plans for capital investment.

The seventh survey took place in summer 2014. The analysis of these results can be found at <http://www.swansea.gov.uk/article/10969/pre-school-survey>. The results confirmed intelligence the local authority already had, including indications that there is some unmet demand for Welsh-medium education in some geographic areas.

In September 2012, an additional section on the language preference for pre-school childcare was added to the survey to supplement information from previous Childcare Sufficiency Audits. It is hoped that the continued inclusion of this question in future surveys might evidence geographical demand.

The eighth survey will take place in summer 2017, in accordance with the regulations.

Through the Healthy Cities Board, agencies in Swansea have made a commitment to prioritising Early Years (-nine months to five years) and school readiness. The Best Start Swansea campaign will provide holistic information in bilingual format with the aim of giving children in Swansea the best start in life. The Family Information Service in partnership with organisations such as Menter Iaith and Mudiad Meithrin is a key service in terms of providing parents with information on the benefits of Welsh-medium education in the local authority.

There will be a continuation of the Family Information Service outreach opportunities incorporating key Welsh-medium partners.

Links are being made with the Early Years Strategy Steering group with the intention of identifying ways of encouraging the use of Welsh within family routines and from an early age.

Swansea University offers Welsh for Adults classes for non-Welsh speaking parents/carers sending their children to Welsh-medium schools.

A Latecomers' Centre has been established at Ysgol Gymraeg Y Cwm. This Centre includes the provision of extra support for pupils whose Welsh language skills need a boost. Historically, 100% of the cohort remain in Welsh-medium education. The Latecomers' Centre is staffed by one full-time Welsh in Education Officer, and a 0.8FTE (full-time equivalent) teaching assistant.

In the first cohort of 2015-2016 (September 2015-February 2016), 12 latecomers and nine boost pupils attended the Centre. In the second cohort (February 2016 – July 2016). There are 16 pupils who attend in total, including 13 latecomers.

Schools receive targeted support dependent on need to move along the linguistic continuum. Courses are promoted across all schools and training days are organised in the secondary sector (e.g. Shwmae days). The launch of the Siarter laith will also support schools in this area.

Provision of bilingual Welsh-medium education has been considered in detail, with the outcome that this is not feasible in City and County of Swansea.

A dual-stream model could be effective in primary sector where:

- there is sufficient surplus capacity in existing schools;
- the school would serve a relatively remote community and allow local provision to be sustained and quality enhanced (while separate schools would not); and
- it would allow provision to be more local and so reduce the cost of home-to-school transport.

However, it could not offer a resolution to the short-term pressure on Welsh-medium school places more than the LDP/Band B opportunities could.

Outcome 2: More learners continuing to improve their language skills on transfer from primary to secondary school.

The current position and targets for the next three years relating to the number of year nine learners who are assessed in Welsh (First Language)

Current Position	2017/2018	2018/2019	2019/2020
11.7%	11.1%	12.3%	13.4%

Main objectives

- Monitor pre-school transfer rates and investigate if rates are low.
- Maintain the high transfer rates from Foundation Phase to key stage 2, key stage 2 to key stage 3 and key stage 3 to key stage 4.

Supporting statement

Progression to	Rate
Non-maintained Welsh-medium childcare settings for children under three and maintained Welsh-medium/bilingual schools providing Foundation Phase provision	78.57%
Non-maintained Welsh-medium childcare settings for children under three and funded non-maintained Welsh-medium yearly years education settings providing the Foundation Phase	N/A*
Non-maintained Welsh-medium childcare settings for children under three and funded non-maintained Welsh-medium settings delivering the Foundation Phase	N/A*
Foundation Phase and key stage 2	98.1%
Key stage 2 and key stage 3	98.2%
Key stage 3 and key stage 4	98.7%

* All Swansea Welsh-medium primary schools are maintained and have nursery provision. There are no non-maintained settings providing the Foundation Phase in Swansea.

Pre-school to school transfer

Pre-school transfer rate fluctuates year on year. Low transfer rates are investigated by the Family Information Service and any concerns are followed up. There are no current concerns regarding the transfer rate.

School transfers

Transfer rates are usually high in Swansea and have been near 100% for a number of years. Few pupils are lost overall, with inward migration at secondary age from Neath Port Talbot and Carmarthenshire. There is a very close working relationship between secondary schools and their primary feeder schools. Headteachers meet regularly in both clusters and a transition programme is held throughout the year.

The target will be to maintain this high transfer rate going forward.

Outcome 3: More students aged 14-16 studying for qualifications through the medium of Welsh.

Outcome 4: More students aged 14-19 in study subjects through the medium of Welsh, in schools, colleges and work-based learning.

Current position and targets relating to the percentage of learners entered for GCSE Welsh (first language) entered for at least two further Level 1 or Level 2 qualifications through the medium of Welsh.

Current Position	2017/2018	2018/2019	2019/2020
100%	100%	100%	100%

Main objectives

- Retain the current percentage of Year 11 learners in both Welsh-medium secondary schools who study for five or more recognised qualifications through the medium of Welsh
- Continue to focus on improving boys' performance in English and Welsh in Welsh-medium secondary schools
- Develop bilingual delivery and assessment in Gower College Swansea

Supporting statement

100% of Year 11 learners in both Welsh-medium secondary schools study for 5 or more recognised qualifications through the medium of Welsh.

Maintenance is dependent on suitable breadth of option choices and for examination boards/DfES to provide Welsh-medium support for new qualifications.

Welsh-medium secondary schools

Welsh-medium post-14 options will be sustained through the continued development of the Gŵyr – Bryn Tawe 14-16 partnership which offers courses jointly, in addition to those offered at each school. This includes BTEC Level 2 construction held at YG Bryn Tawe and also attended by Year 10 pupils from YG Gŵyr. This course, previously delivered by Neath College, is now delivered in-house to ensure cost effectiveness and sustainability.

Due to continued reductions in funding, the use of Gower College Swansea for courses has been reduced. A level 1 course in Hair and Beauty run by Gower College is attended by YG Bryn Tawe and YG Gŵyr at key stage 4. YG Gŵyr will focus on delivering the vocational pathways for Public Services BTEC, Sports BTEC and Child Development GCSE. YG Bryn Tawe will provide Hair and Beauty BTEC and Childcare BTEC. The Childcare course has proven very popular with strong outcomes in 2016.

The delivery of Cambridge National ICT is proving successful after 75% of pupils achieved a Level 2 qualification in 2016. The success of the BTEC Level 2 Science continues with almost all candidates achieving a Level 2 in 2016.

The Welsh BaccaLaureate is fully established and achieving high standards at Foundation, Intermediate and Higher Levels. WJEC has praised the provision in feedback following moderation visits. Workshops are held by Swansea University to support schools with the Welsh BaccaLaureate.

In the last plan, boys' achievement was identified by Welsh-medium secondary schools as a priority and improvement was shown in both. The 2016 results show a dip for boys in English at YG Gŵyr although a slight increase in other indicators at Level 2. The school will continue to target boys' underachievement in language by providing additional support. In YG Bryn Tawe, boys' performance in both English and Welsh has been consistent with previous years, but improving the boys' performance is still a priority in order to further close the gap with the girls' performance.

Swansea University offer regular Welsh-medium Higher Education Taster Days which are attended by YG Gŵyr and YG Bryn Tawe. Regular Welsh-medium revision days are also offered. Welsh-medium secondary school pupils are offered work experience opportunities at Academi Hywel Teifi, Swansea University.

The university also offers targeted Welsh-medium workshops for particular vocations (e.g. nursing and midwifery to both schools and colleges).

Gower College Swansea

Gower College Swansea will note the Welsh Government's priority key areas for Welsh-medium/bilingual delivery and development. Every effort will be made to match staff Welsh-language skills in learning areas with demand from Welsh-speaking students in subjects, and any emerging trends will be noted and mapped, with the intention of using this information in future planning of delivery. Support and mentoring will be given for Welsh-speaking teaching staff who are not confident to deliver/assess in Welsh. Bilingual Teaching Methodology training is promoted and offered for lecturers and assessors, particularly in identified areas including Welsh Government priority key areas and areas where there are viable numbers of Welsh-speaking students over a three-year period. Support material will be developed for bilingual delivery and assessment.

A linguistic skills analysis/requirement will be put in place when advertising any new or replacement posts. The intention, for September 2017 and beyond, will be objective planning of Welsh-medium/bilingual delivery, rather than depending on a re-active provision, offering Welsh-medium/bilingual opportunities in areas and courses where there happen to be Welsh-speaking members of teaching staff who are competent and confident to deliver in Welsh. This will involve careful planning and will be rolled-out gradually, while its success will be dependent on student language-choice and the ability to recruit accordingly. There are currently two members of teaching staff, in the Health & Care learning-area, who have been

appointed to deliver parts of their curriculum specifically in Welsh/bilingually, according to demand.

A Welsh First Language GCSE re-sit class will be introduced. This was staffed and timetabled for September 2016, to provide a full range of GCSE in line with the Welsh Government's drive to improve literacy and numeracy, and to meet the new Welsh Baccalaureate qualifications remit. For 2016 entry, this re-sit was offered to all students entering either our general education or vocational learning programmes at the Gorseinon Campus, at first interview and then at enrolment. Of all the students who entered the college (Gorseinon Campus) after studying First Language Welsh GCSE, only two out of 87 achieved below the C grade. These two students decided to focus on their GCSE English Language rather than resitting the First Language Welsh GCSE.

Gower College Swansea intends to offer this re-sit opportunity again for 2017-2018 but the initial data indicates that most students achieve a grade C or higher in First Language Welsh GCSE at the first attempt. Trends will be monitored and provision amended in response to demand.

School data (14-16) will be used to inform of numbers and percentages of students completing the Welsh First Language GCSE and Welsh Second Language GCSE full course.

The information will be utilised in the planning for Welsh Second Language AS and A Level courses, as well as specific modules/assignments in learning areas where there are fluent Welsh-speaking teaching members of staff (lecturers and assessors) proficient in delivering the material.

The current position and targets relating to the percentage of learners entered for GCSE Welsh (first language) being entered for at least five further level 1 or level 2 qualifications though the medium of Welsh:

Current Position	2017/2018	2018/2019	2019/2020
100% (secondary schools)	100%	100%	100%

Main objectives

- Provide a range of appropriate course options (where funding allows) in Welsh-medium schools
- Provide Welsh-medium tutorial sessions for students at AS and A level in Gower College Swansea

Supporting statement

Secondary schools

A joint sixth form is operated by the two secondary schools. In 2016-2017, the Gŵyr – Bryn Tawe Sixth Form Partnership had 68 students entering Year 12 (65% of the

cohort) and 80 returning to Year 13 in YG Bryn Tawe and 94 students entering Year 12 (64% of the cohort) and 59 returning to Year 13 in YG Gŵyr.

Due to funding restrictions, there has been some reduction in the offer to students. However, a Level 3 Childcare course provided by the school has helped to provide appropriate options to a few students.

The Swansea 14-19 Curriculum Officer and headteacher representatives attend the regional Welsh-medium forum meetings and have received funding for partnership work. The Swansea 14-19 Curriculum Officer has set up a meeting with the Childcare coordinator in Gorseinon and the coordinator in YG Bryn Tawe to share good practice and with the aim of looking into the possibility of introducing relevant Welsh-medium courses at post-16 in the school sixth form.

Gower College Swansea

Gower College Swansea operate discreet Welsh-medium tutorial sessions for General Education students (AS and A Level). There were three groups in 2015-2016 and four groups enrolled in 2016-2017 (45 in Year 1 AS Level and 23 in Year 2 A Level). Although this is a very small percentage of the cohort, there is a slight upward trend in take-up of Welsh-medium tutorial provision, to help maintain students' linguistic skills in Welsh. The College is currently developing strategies to promote the benefits of maintaining Welsh-language skills, particularly for those students who choose to change the medium of learning, at post-16, from Welsh to English. It is the intention, for September 2017 and beyond, to develop more bilingual material, for use during tutorial sessions and students' own study-time.

There has been a small increase in take-up for AS and A Level Welsh Second Language.

In subjects where there are fluent Welsh-speaking members of teaching staff, all students are given the opportunity to complete assignments in Welsh. Welsh language units are delivered in some subject areas including Health and Social Care and Early Years.

Specific modules can be delivered bilingually in some areas, where there are viable numbers of Welsh-speaking students and Welsh-speaking members of staff who are confident to deliver this. Currently, this is in the areas of Health and Childcare, Catering and Hospitality and Hair and Beauty. All learning-areas have recently completed a self-evaluation and action-plan relating to the Welsh language, ethos and culture. This will be reviewed annually, and will inform the planning of other potential areas for development. Where possible, the College endeavours to increase activity in learning-areas that are included in the Welsh Government's Priority key areas for Welsh-medium/bilingual development, namely Health & Social Care, Childcare, Agriculture, Business Administration & IT, Leisure & Tourism, Media Studies & Performing Arts, Construction and Engineering.

Welsh-medium/bilingual work placements can be found for apprentices in Health and Childcare and Hair and Beauty. Colegau Cymru supported a one-day cross-college event, held at CAVC college in March 2016, where Welsh-speaking

practitioners in Hair & Beauty ran bilingual workshop for students. The ColegauCymru bilingualism network group have agreed that, in 2016-2017 and beyond, all FE colleges in Wales will collaborate to host and organise such events on a round-robin model, in a range of various subject-areas. The main emphasis will be, where possible, on some of the Welsh Government's key areas for Welsh-medium/bilingual development.

The college's commitment to Urdd activities will continue, with some learning-areas incorporating the Urdd 'homework' competition themes into schemes-of-work where appropriate. As the Urdd National Eisteddfod will be held fairly locally, in Bridgend, May 2017, the college intends to be at least as active as in previous years, and continue with the encouragement of students to participate in these individual and group activities.

Outcome 5: More students with advanced skills in Welsh

Please refer to annex 1 for data and targets for this outcome.

Main objectives

- Encourage pupils to maximise their informal use of Welsh through the Welsh Language Charter and other experiences offered by schools.
- Deliver a range of initiatives to promote the use of the Welsh language in Gower College Swansea.
- Support schools in improving Welsh language literacy standards

Supporting Statement

Primary Schools – Welsh First Language

Results for Welsh first language at key stage 2 in 2016 are up on 2015 and are the highest ever. They were 93.2% compared to 90.2% nationally and 92.9% in 2015; however there is a drop in ranking from 8th to 11th.

A Welsh first language Officer has been employed since September 2010 to provide in-class support for literacy in Welsh-medium primary schools. Provision is influenced by the needs of the schools and consultation with the Welsh Literacy Performance Specialist. A report from the Officer is provided to PACA at the end of each year. Headteachers have stated that their work has helped to raise standards.

From September 2012, there has been additional support for Welsh-medium primary pupils whose Welsh needs a boost, provided in conjunction with that for Latecomers. Headteachers are pleased with the progress these pupils have made.

Despite good overall improvement in standards, a gender gap remains. It is slightly wider than 2015 but with a positive five-year trend. If a pupil does not make sufficient progress, they will continue to be able to access the boost support.

A performance specialist for Welsh first language literacy has been appointed and works within Welsh-medium primary schools. The performance specialist works closely with the schools and provides training within schools and on a local authority basis.

All Welsh-medium primary schools offer rich residential experiences in Welsh-speaking settings – Urdd camps at Llangrannog and Cardiff Bay, Plas Tan y Bwlch. A diverse range of after school activities is provided in each school including various sports clubs, music, computer, gardening and yoga. These are mostly geared towards key stage 2 pupils. They are all conducted through the medium of Welsh and are run mainly by school staff with the assistance of external agencies in some cases. These will continue to be offered in 2017 onwards.

In addition to breakfast clubs most schools also have after school clubs, all of which run through the medium of Welsh.

A Welsh language charter has been launched, Tafod Tawe. The charter has been created by staff members and pupils from each Welsh-medium primary and secondary school in conjunction with the performance specialist and challenge adviser. The aim of the charter is to inspire our children and young people to use the Welsh language in all aspects of their lives. There are many activities planned both within each school and as an authority to promote Welsh and Welshness within the sector, which will continue for the duration of this plan.

Primary schools – Welsh Second Language

The aim of the Welsh in Education Service is to support schools to deliver the statutory function, in line with Estyn recommendations. The Welsh in Education Service reduces variability of assessment at key stage 2 and improves attainment.

Support for Welsh second language is provided according to need identified in accordance with the categorisation system operating at a local authority level; a targeted bespoke support service is provided. Support visits to each school and training for school staff will continue to be provided going forward.

Accuracy of assessment is improving and variability is reducing.

The Welsh in Education Officers are encouraging clusters to improve their planning and structures. In-house training courses are provided for teachers (from Foundation Phase to Year 6); these courses are open to all English-medium primary schools. A yearly coordinators' conference is also arranged.

There is improved regional working and sharing of good practice (including school-to-school support) to increased accuracy and consistency. This will continue to be facilitated and further cluster training will be developed.

Support is provided for improved moderation of assessment. The robustness of teacher assessment is improving and support will continue to focus on embedding assessment across key stage 2 for all teachers.

The percentage of learners at the end of key stage 2 who reach at least Level 4 in the teacher assessment of Welsh Second Language has seen another improvement for 2015-2016 with a score of 74.7%, Swansea having ranked 16th nationally.

The aim for 2017 and beyond is to increase pupils' use of Welsh by promoting a strong Welsh ethos, providing a range of enriching activities, ensuring that learning Welsh is enjoyable, and involving all members of school community. Training and support will be provided to individual schools or clusters upon request.

The main focus from 2017 onwards is to promote the charter, providing a clear framework which can be used to promote and increase the use of Welsh by children and teachers in a social context; new bilingualism courses will be delivered focusing on incidental Welsh. The focus will be on every member of the school community.

The main focus is to raise awareness and profile of the Welsh charter within the local authority, developing new initiatives and supporting schools through the Siarter Iaith success criteria (bronze, silver, gold).

Secondary schools – Welsh First Language

YG Gŵyr has implemented a new approach to co-ordinating Welsh language motivating activities and informal use of Welsh. Three young members of staff have been appointed to share the role of Swyddog Hybu Cymreictod to create a team approach; this is linking in well with the exciting launch in autumn 2016 of the Siarter Iaith Abertawe which the school is fully committed to; a student group has been created called Criw Cymraeg to be language ambassadors within the school and with primary feeder schools. The school continues to have an annual programme of activities to promote Welsh identity and the use of the Welsh language including lunchtime and after school clubs, special events, assemblies, competitions between classes (e.g. Y Darian Gymraeg) with prizes throughout the year, educational visits and residential courses in Llangrannog and Glanllyn, and Rhosilli where the language is at the heart of the experience, Urdd activities and competitions.

There is a continued drive to raise the use of Welsh in informal situations around YG Bryn Tawe. Motivating pupils to use the language is at the heart of this campaign. Pupil voice and pupil participation are the keys to unlocking this potential in pupils. The student Welsh language council, that includes pupils from all year groups are instrumental in providing ideas and activities to promote the use of informal Welsh – regular activities and the use of rewards being two key strategies decided upon. Along with the Welsh-medium schools in Swansea, Y G Bryn Tawe has been instrumental in helping to establish the very exciting ‘Siarter Iaith’. The school council, being a Rights Respecting School, have organised and run language awareness days (to coincide with Article 30 of UNICEF’s children’s rights charter ‘the right to use your own language’) with the school councils from primary partner schools.

A successful ongoing project facilitated by Trywydd at YG Bryn Tawe continues to be used by the school, improving the use of informal Welsh. It focuses on the awareness of language and the mind-set of pupils. ‘Welshness’ sessions have been included in the PSE programme and pupils map their personal language journey. As well as these formal strategies to promote the use of informal Welsh, the school continues under the BYDI (Balchder Yn Dy Iaith) motto to offer opportunities to further use Welsh in informal settings. These include a Year 7 residential course to Llanmadog, the Year 8 ‘sleepover’ and the Year 9 residential course to Glanllyn. Although an essential whole-school approach is employed, the ‘Welsh Champion’ has overall responsibility for co-ordinating these activities.

Both Welsh-medium secondary schools have worked closely with Menter Iaith who have provided support including vlogging sessions, transition sessions, language awareness sessions and mock interviews at both schools.

Secondary schools – Welsh Second Language

In key stage 3, results are very good with targets met and improved. The target going forward will be to improve the number of pupils achieving levels six and seven. The Welsh in Education Officer will continue to moderate individual school profiles and books on a termly basis in order to raise standards.

In key stage 4, full course results have been outstanding for 2015-2016. Data shows that pupils studying full course Welsh Second Language GCSE perform much better than the short course. 2016-2017 will be the last cohort of Year 10 pupils entering the short course GCSE. From September 2017, Year 9 pupils will study the new Welsh Second Language course and there will be one course for all pupils. This should in turn improve take-up of the full course.

Network meetings are held termly within the county and resources are shared and developed. Network meetings have also been established this year within Hwb. Support from the Welsh in Education Officer is provided according to the need identified. This will be further developed from 2017 with collaborative resources by cluster/networking within the county, Hwb and ERW.

Educational visits take place for Urdd, Llangrannog and Glan Llyn. Menter Iaith visit schools to promote incidental Welsh. Diwrnod Shwmae takes place with a competition element to encourage all schools to partake.

From 2017, work in collaboration with ERW schools will take place to produce resources for the new syllabus. The Welsh Service has been approached by Greenhill School/Chief examiner to be on the working party.

Gower College Swansea

Welsh language literacy standards at the college should improve with the introduction of the new Wales Essential Skills Toolkit (WEST) screening tool for Communication, available in Welsh as well as English for relevant students. There are also timetabled re-sit classes for Welsh First Language GCSE introduced from 2016-2017. The College will continue to encourage learners to take advantage of the WEST Communications tool in Welsh, to help them measure, maintain, and possibly, improve their Welsh language skills.

The College's Welsh Language Officer and Bilingual Champion are active members of Colegau Cymru's Bilingualism Network and will join a group of representatives from Wales attending a five-day visit to Catalonia in June 2017 to share good practice for bilingualism and minority languages. The visit is being organised and co-ordinated by ColegauCymru, and sponsored by Erasmus+. The intention is that the visit will influence future planning and behaviour at the college, in relation to encouraging learners to value and maintain their Welsh language skills. 'Skills', alongside 'Ethos', 'Provision' and 'Workplace Demand', form the basis of ColegauCymru's Strategy for Further Education 2016-2021, "Normalisation of Bilingualism".

The quality of Welsh language/bilingual provision will be enhanced by the permanent full-time appointment of the Bilingual Champion (a previously Government funded three-year appointment). The college continues to pay particular attention to the Welsh Government's Priority key areas for Welsh/bilingual delivery and assessment, and do its utmost to match staff Welsh language skills in learning areas with demand for Welsh provision in subject areas.

The college is committed to supporting teaching staff with relevant Welsh-medium/bilingual teaching materials and resources, and offers a Mentoring programme to staff members who wish to develop their skills and confidence in Welsh-medium/bilingual delivery and assessment. One staff-member has made a successful application to study on an MA module, "Bilingual Teaching Methodologies", which will be undertaken in 2016-2017, with the intention of increasing the volume and scope of that individual's Welsh-medium delivery. CPD activity such as this and the Sabbatical Scheme, are advertised regularly in College, and staff members are encouraged and supported to make applications. This activity complements and expands on in-house support and mentoring offered, to teaching staff-members, by the Bilingual Champion.

The College's Bilingualism Champion organised a one-day Welsh-medium taster session in Nursing and Midwifery, led by staff from Swansea University. It was attended by 20 students from the College and Welsh-medium 11-18 schools in the areas of Swansea and Carmarthen.

The College is active in some stage and sport, especially homework competitions, as part of the Urdd National Eisteddfod each year. The college was awarded two first prizes and one third prize for art work at the Flintshire National Eisteddfod, May 2016.

Menter Iaith Abertawe staff members visit the college periodically throughout the academic year, notably during induction/freshers' week and for celebrations such as St Dwynwen's Day and St David's Day. Activities include folk dancing (Twmpath Dawns) and live Welsh contemporary folk-music performances by members of 'Calan'. The College's Welsh Society arranges 'in-house' activities and events to promote the Welsh language and culture.

Learning areas are being increasingly encouraged to include activities and events linked to Welsh language, culture and ethos as part of their annual programme.

Representatives from Y Coleg Cymraeg have attended Gower College Swansea's HE fair and will attend Welsh-medium tutorial sessions during the autumn term, to inform students of bilingual opportunities and additional funding available to them if they choose to study in Welsh at university.

Staff and students from the College's Hair and Beauty Department attended a one-day cross-college event organised and hosted by CAVC, funded by Colegau Cymru.

Outcome 6: Welsh-medium provision for learners with additional learning needs (ALN)

Main objectives

- Evaluate the provision for the additional learning needs of pupils in Welsh-medium education through regular reviews.
- Provide support and training to SENCos/Support Teachers
- Adopt resources being developed regionally (ERW) to support schools

Supporting statement

Provision in Welsh-medium education, as for English-medium, is reviewed through the ALN Development Plan that forms part of the Additional Learning Needs Unit (ALNU) Operational Plan and Education Department's self-evaluation. Increases in specialist places in existing special schools or specialist teaching facilities (STFs) or new STFs are planned as need becomes evident.

Reviews of the ALN Development Plan are carried out at least twice yearly. As a result of these reviews, it has been established that there is no current need for an additional STF for Welsh-medium pupils.

Demand for STF places in Welsh-medium is established from statutory assessment requests for Welsh-medium provision, annual reviews and analysis of referrals from Health for those in early years.

There is an STF in YG Gŵyr which has ten places, six of which are occupied. There is no waiting list and the authority is not aware of any unmet demand. YG Bryn Tawe has a Speech and Language Resource which covers pupils in both primary and secondary schools across the authority. This is staffed by a Welsh-speaking specialist teacher and speech and language therapist and supported by two Welsh-speaking teaching assistants. The capacity of this resource supports eleven pupils, but is flexible enough to support at school action and school action-plus as well and the authority is not aware of any unmet demand.

Parents of children undergoing statutory assessment of their special educational needs are given the opportunity to express their preference for their child's education which includes the matter of the medium in which they are educated. This will continue to be taken into account in keeping with the guidance in the SEN Code of Practice for Wales 2002 and ensuring that this data informs the planning of ALN provision in the ALN Development Plan.

The City and County of Swansea also monitors and appraises demand for SEN provision in Welsh-medium schools via the annual SEN survey which assesses pupils with, primarily, literacy difficulties.

The team also appraises demand via the SENCo/Support termly meetings when the SENCos can highlight concerns. Attendance of Welsh-medium SENCos is excellent at SENCo network meetings.

The SEN service level agreement is another mechanism which provides the authority with information and data from Welsh-medium schools.

The Curriculum Support Unit, working with colleagues from the Additional Learning Needs Unit, is able to target support and train teachers and teaching assistants as needed. Feedback from Welsh-medium headteachers is positive about this effective training.

There is a Welsh-medium Dyslexia assessment and resource in place and a Welsh-medium self-evaluation in order for SENCOs to assess their provision and plan areas for development in improving provision in their schools.

Work has taken place with a group of SENCOs to develop Social Communication, Emotional Regulation and Transactional Support (SCERTS) documents to support pupils with autistic spectrum disorder. Resources and training packages were and continue to be developed and are accessible for other SENCOs bilingually.

Work is taking place on the development of a SENCO tool which will be available bilingually for Welsh-medium schools.

It is recognised that there is limited capacity to provide support to Welsh-medium SENCOs in their first language but support can be accessed through in-house translation services in order to facilitate this support.

Outcome 7: Workforce planning and continuing professional development.

Main objectives

- Promote the attendance of sabbatical schemes as they become available and attendance of post-scheme review sessions
- Use Professional Learning Communities (PLCs) as a vehicle for raising standards in teaching and learning
- Increase awareness of Welsh-speaking staff in the Education Department and promote the use of Welsh in the workplace.

Supporting statement

Education Department

A list of Welsh-speaking staff for the Education Department has been updated and will be regularly reviewed and shared with other staff to ensure knowledge of Welsh speakers across the department. The number of Welsh-speaking officers in the Education Department is increasing. This includes staff who work with schools.

There are a number of Welsh learners within the department and the local authority encourages staff to develop their Welsh Language skills through Welsh lessons, a weekly conversation group, Welsh language champions and Welsh language guides/information for staff. The Welsh lessons are run in conjunction with the National Centre for Learning Welsh as part of the Learn Welsh – Swansea Bay Region in the Welsh for Adults Centre, Academi Hywel Teifi. There are currently three entry-level 1 courses being run and one entry level 2 course. These courses will continue to run each year, progressing through the levels.

Welsh-medium primary schools

There are no significant recruitment issues for Welsh-medium schools in Swansea. There were no unfilled teaching vacancies in Welsh-medium primary schools in September 2016. Recruitment of teachers is not an issue in the Welsh-medium primary sector with the teaching posts advertised attracting a good response rate.

There were no vacancies for permanent full-time teaching assistants in the Welsh-medium primary schools at the start of September 2016. However, each post advertised attracts fewer candidates than in previous years. Many are graduates wanting experience before applying for the PGCE course.

Part-time posts and posts with temporary contracts remain harder to fill.

Headteacher posts remain an issue with a very small number of applicants. The local authority, through schools' challenge advisers, supports all headteacher appointments and can advise on other recruitment issues through Human Resources personnel.

The local authority provides effective training for ALN which is available in the medium of Welsh through a trained member of staff from a Welsh-medium primary school.

There is a sabbatical course run by University of Wales Trinity St David for teachers and teaching assistants within the Welsh-medium sector to improve their language skills. The first year of the course began in 2016 and there are 14 teaching assistants on the course at present.

English-medium primary schools

Swansea school-based and central staff have accessed the Welsh Government's Sabbatical Schemes as they have become available. Swansea's Welsh Centre works with the University of Wales Trinity St David to identify primary school staff to attend the courses. In 2015-2016, there were 10 Swansea teachers on the Foundation course (summer term 2016), and 10 teaching assistants attended the Entry level course (spring term 2016). This will continue for 2017 onwards.

The Welsh Service and University of Wales Trinity St David organise review sessions (or post-sabbatical care sessions) after each cohort to share experiences of application of skills in the classroom. Monitoring sessions by Welsh in Education Officers in schools to provide further support; clear action plans and targets are agreed with schools and sabbatical candidates.

Swansea University offers Welsh for adults classes which are targeted at staff in non-Welsh-medium schools in order to support the Welsh ethos.

Welsh-medium secondary schools

Welsh first language secondary schools face challenges recruiting teachers in English, Maths and Science. Welsh Government strategies to incentivise excellent graduates to enter the Welsh-medium PGCE would be welcomed.

There are no significant headteacher recruitment issues for Welsh-medium schools in Swansea. The local authority, through schools' challenge advisers, supports all headteacher appointments and can advise on other recruitment issues through Human Resources personnel.

A mainstream teacher and SENCo from YG Bryn Tawe, working in close collaboration with other secondary schools and the Welsh Government co-ordinator for HLTAs in Wales conducted research into 'Effective use of learning support assistants in the secondary school sector' in 2014. Findings were reported to headteacher representatives.

YG Gŵyr continues to use Professional Learning Communities (PLCs) as a vehicle for raising standards in teaching and learning. In 2016-2017 the focus will be on developing pedagogical awareness, digital literacy, literacy across languages and decreasing the effect of deprivation on educational outcomes. The

school will also be planning the curriculum for key stage 3 as a Curriculum and New Deal pioneer school.

YG Bryn Tawe continues to run a school-based PLC and still works very closely with their partner primaries in changing language habits in younger pupils. There are six PLCs in school for 2017-2017 – literacy, numeracy, changing behaviour, pioneer curriculum, more able and talented, and changing language habits.

Gower College Swansea

One member of teaching staff attended the Welsh Government’s ‘Sabbatical Scheme run by Sgilliaith during 2014-2015, and has since been delivering some discreet Welsh language modules. Two members of teaching staff have applied to attend the MA module in Bilingual Teaching Methodology for 2016-2017.

Signed: Date:

(This needs to be signed by the Chief Education Officer within a local authority)

Annex 1 Data

Outcome 1: More seven-year-old children being taught through the medium of Welsh

Expanding provision

What is the percentage of seven-year-old children currently taught through the medium of Welsh?

16.2% (2016-2017 Year 2 = 432/2673 excluding NEWBES)

The number and percentage of pupils in Welsh-medium primary schools since 2007:

Year	All pupils in Y2	Y2 pupils in Welsh-medium	
		No.	%
2007	2525	247	9.78
2008	2446	267	10.92
2009	2369	275	11.61
2010	2460	320	13.01
2011	2472	297	12.01
2012	2441	332	13.6
2013	2546	366	14.4
2014	2603	369	14.8
2015	2822	413	14.6
2016	2650	404	15.2
2017	2673	432	16.2

Outcome 2: More learners continuing to improve their language skills on transfer from primary school to secondary school

What is the current percentage of learners in Year 9 who are assessed in Welsh (First Language)?

11.7 (2016-2017 Year 9 = 283/2429 excluding NEWBES)

How does this figure compare with percentage of learners in Year 6 who were assessed in Welsh (First Language) three years earlier?

11.8% (2013-2014 Year 6 = 295/2495 excluding NEWBES)

Effective transfer and linguistic continuity

What are the rates of progression between:

- non-maintained Welsh-medium childcare settings for children under three and maintained Welsh-medium/bilingual schools delivering the Foundation Phase?
- non-maintained Welsh-medium childcare settings for children under three and funded non-maintained Welsh-medium settings delivering the Foundation Phase?

- funded non-maintained Welsh-medium settings and maintained Welsh-medium/bilingual schools?
- non-maintained Welsh-medium childcare settings for children under three and funded non-maintained Welsh-medium settings delivering the Foundation Phase and subsequently maintained Welsh-medium/bilingual schools?

Name of Cylch	Number Transferred to Welsh Education	Percentage Transferred to Welsh Education
Clydach	26	70.27%
Cylch Chwarae y Mwmbles	8	72.73%
Lon Las	39	95.12%
Parcywerin	31	68.89%
Penllergaer	11	68.75%
Plantos Bach	6	100.00%
Pontarddulais	8	80.00%
Sgeti	5	83.33%
Treboeth a Tirdeunaw	19	82.61%
Waunarlwydd	1	100.00%

- Foundation Phase and key stage 2?

Year 2 2015 = 413, Year 3 2016 = 405 so rate = 98.1%

- Key stages 2 and 3?

Year 6 2015 = 281, Year 7 2016 = 276 so rate = 98.2%

- Key stages 3 and 4?

Year 9 2015 = 236, Year 10 2016 = 233 so rate = 98.7%

If your local authority has bilingual secondary schools (categories 2A, 2B, 2C and 2CH), please provide data for each school showing how many pupils are in the Welsh-medium stream and how many are in the English-medium stream, by Key Stage.

There are no bilingual schools in City and County of Swansea.

Outcome 3: More learners aged 14-16 studying for qualifications through the medium of Welsh

Outcome 4: More learners aged 16-19 studying subjects through the medium of Welsh in schools, colleges and work-based learning

Increasing the percentage of learners aged 14 -16 studying for qualifications through the medium of Welsh

What is the current percentage of Year 11 learners who are entered for GCSE Welsh First Language who are studying for 5 or more further Level 1 or Level 2 qualifications through the medium of Welsh?

100%

What are the local authority's targets for increasing this percentage? This can be expressed either as annual targets or as a single end of plan target

Maintain 100% target

What is the current percentage of Year 11 learners who are entered for GCSE Welsh First Language who are studying for 2 or more further Level 1 or Level 2 qualifications through the medium of Welsh?

100%

(You should NOT include Welsh literature. Applied GCSEs, double science count as two subjects; short courses count as one subject. It may not be possible to include BTEC because the awarding body does not differentiate between Welsh-medium and English-medium)

What are the local authority's targets for increasing this percentage?
This can be expressed either as annual targets or as a single end of Plan target

Maintain 100% target

Increasing the percentage of learners aged 16-19 who study subjects through the medium of Welsh in schools

What is the percentage of learners aged 16-19 who study 2 or more subjects through a) the medium of Welsh b) bilingually (eg elements of qualifications/modules)?

Welsh-medium secondary schools (100%)

Gower College Swansea

a) and b) A very small percentage of the cohort.

Outcome 5: More learners with higher skills in Welsh

Improving provision and standards in Welsh First Language

What is the percentage of learners at the end of the Foundation Phase who reach at least Foundation Phase Outcome 5 in Language, Literacy and Communication Skills in Welsh-medium/bilingual schools?

92.0% in 2016

What is the percentage of learners at the end of Key Stage 2 who reach at least Level 4 in teacher assessment in Welsh?

93.2% in 2016.

What is the percentage of learners at the end of Key Stage 3 who reach at least Level 5 in teacher assessment in Welsh?

95.6% in 2016.

What is the percentage of learners at the end of Key Stage 4 who achieve grades A*-C in GCSE Welsh first language?

2016 209/255 = 82%

Improving provision and standards of Welsh Second Language

	Percentage in 2015-2016	Year on year target
What is the percentage of learners at the end of Key Stage 2 who reach at least Level 4 in the teacher assessment of Welsh Second Language?	74.7%	75%
What is the percentage of learners at the end of Key Stage 3 who reach at least Level 5 in the teacher assessment of Welsh Second Language?	83.7%	84%
What is the percentage of learners at the end of Key Stage 4 who achieve grades A*-C in GCSE Welsh Second Language Full Course?	2016 397/2146 = 18.5%	19%
What is the percentage of learners at the end of Key Stage 4 who achieve grades A*-C in GCSE Welsh Second Language Short Course?	2016 654/2146 = 30.5%	31%
What percentage of the cohort is entered for (i) GCSE Welsh Second Language Full Course; (ii) GCSE Welsh Second Language Short Course; and (iii) not entered for either?	FC = 426/2146 = 19.9% in 2016, SC = 1261/2146 = 58.8%	Full Course: This <i>should be 100%</i> as a result of removal of short course. The short course will be removed from 2017 onwards.

More learners with higher-level Welsh language skills

What are the current total A Level Welsh first language entries as a percentage of GCSE Welsh first language entries two years earlier?

GCSE Welsh first language Summer 2014 – 235 entries

A Level (A2) Welsh first language entries Summer 2016 – 20 entries
= 8.5% of entries two years earlier

-of the full and short course GCSE Welsh second language entries two years earlier?

GCSE Welsh second language Summer 2014 – 313 full course, 1347 short course

A Level Welsh second language entries Summer 2016 schools – 11 entries

A Level Welsh second language entries Summer 2016 GCS – 7 entries

= 5.75 % of full course GCSE entries two years earlier

= 1.08% of full and short course entries two years earlier

Targets

2016/2017	2017/2018	2018/2019	2019/2020
Welsh first language – 22 entries	20-25	20-25	20-25
Welsh second language	TBC due to removal of short course		

Outcome 6: Welsh-medium provision for learners with additional learning needs

No data

Outcome 7: Workforce planning and continuing professional development

No data

Consultation – Summary of Responses

Welsh in Education Strategic Plan (WESP) 2017-2020

Introduction

The consultation period began on 9 December 2016 and ended on 17 February 2017.

The consultation was published alongside the draft WESP 2017-2020 at www.swansea.gov.uk/wespstrategicplan. In addition to this, the vision statement of the WESP was discussed at the Pupil Voice Forum on 25 January 2017. The Pupil Voice Forum is a county-wide mechanism which enables elected pupil representatives from Year 6, secondary school and sixth form pupils to directly engage with the Chief Education Officer and have a say in decisions that affect them, specifically around education.

The total number of respondents to the consultation was 13. They are listed at the end of this document. Two further responses were received after the closing date of the consultation. Although their responses have not been included in the summary below, their views were also taken into consideration.

Eight questions were asked in the consultation document, one on the WESP's vision statement and one for each of the outcomes listed in the plan. The majority of respondents used the online response form or an official response paper form. Some responses were sent without using the form. Those responses were added to the others. An overview of the main themes arising in the comments and the results of the questions asked are noted below. In creating a final version of the Welsh in Education Strategic Plan 2017-2020, all of the consultation responses in their entirety were considered.

Prior to finalising the Welsh in Education Strategic Plan 2017-2020, the consultation responses were shared with the City & County of Swansea's Welsh in Education forum, Partneriaeth Addysg Cymraeg Abertawe (PACA).

Summary of Responses

Question 1

The local authority has a key role in facilitating the growth in, and addressing the demand for, the access to the Welsh language and Welsh-medium education.

In the City and County of Swansea we want to provide high-quality education in the national language of choice, according to demand, and to a high standard.

Are the aims and objectives set out in the draft strategic plan sufficient to enable us to realise this vision?

Total Respondents	Yes	No	No response/form not used
13	1	5	7

There was a range of responses to this question. Some responses covered other outcomes, which have been reported under those headings.

Some respondents agreed that the aims and objectives were sufficient.

“A clear vision is proposed in section 1 of this plan to increase and improve the Welsh-medium education provision in the City and County of Swansea and this section responds to the requirements of the guidelines. A clear overview is given of Swansea's vision for facilitating the growth of the Welsh language and Welsh-medium education and a wide range of appropriate objectives is provided. The specific emphasis within the objectives on training and improving the skills of the education workforce is welcomed. There's a clear discussion regarding the responsibilities of the Welsh-medium Education Partnership in Swansea and discussion of how this strategic plan follows national policies and priorities.” – Welsh Language Commissioner

Where respondents disagreed that the aims and objectives were sufficient, this was due to a number of factors. These included the following:

Some respondents felt that the plan was not ambitious enough. This was often linked to outcome 1, with respondents commenting that they would wish to see an increase in the number of Welsh-medium primary schools and a reduction in how far children would need to travel to attend their nearest Welsh-medium primary school.

“In general, I am disappointed that Swansea City Council's plan is not ambitious enough. I strongly recommend that the city reconsiders the impression and the contribution that this strategic plan could have in contributing towards the growth of the language, both nationally and locally.” – name not supplied

Another respondent commented that the plan did not mention the Welsh Government's strategy to see a million Welsh speakers by 2050. Although the plan did state that it had considered the new Welsh Language Strategy consultation document, it did not specifically state the name of the strategy, which has been included in the final WESP.

The Pupil Voice Forum gave feedback that there should be a summary version of the WESP. This will be created and published alongside the full version of the WESP. For future versions of the WESP, the summary version will be developed at the same time.

One respondent commented that free transport for every pupil aged 16 and over is crucial in order to maintain 16+ Welsh-medium education. This has been noted.

Question 2

To what extent do you agree with the ways in which the local authority will respond to the following outcomes?

Outcome 1

More seven-year-old children being taught through the medium of Welsh

Total Respondents	Agree Strongly	Agree	Do not agree or disagree	Disagree	Disagree strongly	No response/form not used
13	2	1	1	1	3	5

The question for outcome 1 received the most responses in the consultation.

There were responses that showed concern that the percentages of seven-year-old children being taught through the medium of Welsh did not show an increase during the period of the WESP. The actual number of pupils and cohort sizes have been added to the plan to demonstrate that the actual number of pupils being taught through the medium of Welsh is increasing.

There were a number of responses that requested additional Welsh-medium primary schools in the City & County of Swansea, for reasons for both travel and for capacity issues within specific schools. All of these responses have been considered. Outcome 1 has been updated to show that work has begun to inform the planning of future provision of Welsh-medium education in Swansea, including the development of priorities for Band B, which begins in April 2019.

Some respondents felt that there should be more long-term goals and an acknowledgement that this could be provided due to the three-year nature of the plan not being long enough to deliver a significant change in numbers. One respondent that the plan needed to state how the county intends to see a growth in Welsh-medium education and referring to growth in the past would provide a basis for planning for the future. Growth information since 2008 has been added to the data section.

There were queries around how Welsh-medium education will be promoted over the next three years. Welsh Government are developing promotional material to be distributed nationally and the WESP has been updated to reflect that this will be supported.

Where respondents agreed, they acknowledged that the outcome focuses on increasing investment and provision and the commitment to increase provision in the Early Years.

There were some responses that included the pre-school survey. One respondent felt that the Welsh Government's guidance was not being followed. All of the mandatory questions set out in the regulations are included in the survey; however, the City & County

of Swansea surveys the demand for all types of education. One respondent commented that there was a lack of detail on how the authority intends on planning on the basis of the findings of these proposed activities.

A comment on that the City & County of Swansea needs to ensure that enough Welsh-medium schools in Swansea respond to the demand for Welsh-medium education was noted.

The plan was amended in response to a comment that Mudiad Meithrin is commissioned to support and develop child care opportunities by receiving specific funds towards the Support Officer's additional hours.

Question 3

To what extent do you agree with the ways in which the Local Authority will respond to the following outcomes?

Outcome 2 More learners continuing to improve their language skills on transfer from primary school to secondary school

Total Respondents	Agree Strongly	Agree	Do not agree or disagree	Disagree	Disagree strongly	No response/form not used
13	1	3	2	0	2	5

There were responses that recognised the high transfer rates from primary to secondary school in Swansea. One respondent commented that there was a need to thank the school’s Head teachers and teachers for this, as they have ensured this success through an effective bridging process which has been in practice for some time.

Some respondents requested further information on how secondary provision is promoted to primary schools and how to ensure the progress in the rates between pre-school placements and the Foundation Phase.

Some respondents felt that encouragement is key, including the local authority being supportive of initiatives and communities being supportive of events to give the language the opportunity to be used throughout the city. This has been noted.

Question 4

To what extent do you agree with the ways in which the Local Authority will respond to the following outcomes

Outcome 3 More 14-16 year old students studying for qualifications through the medium of Welsh

Total Respondents	Agree Strongly	Agree	Do not agree or disagree	Disagree	Disagree strongly	No response/form not used
13	1	3	2	0	2	5

Responses were received about encouraging students to study through the medium of Welsh, which would boost the language but also the economy/increase the number of Welsh speakers in the public sector to meet the needs of citizens.

Respondents felt that this would be dependent on/a result of the provision to primary and secondary age pupils.

Question 5

To what extent do you agree with the ways in which the Local Authority will respond to the following outcomes

Outcome 4

More 16-19 year old students studying subjects through the medium of Welsh in schools, colleges and work based learning

Total Respondents	Agree Strongly	Agree	Do not agree or disagree	Disagree	Disagree strongly	No response/form not used
13	2	1	3	0	2	5

Responses to outcome 4 were similar to those of outcome 3.

One respondent commented that it would be good if the plan detailed how it would develop public service subjects through the medium of Welsh in further education colleges, instead of describing current provision.

The importance of education prior to further education was included in a number of comments.

One respondent commented regarding the further education college and their offer of Welsh-medium courses being lower than that of Welsh-medium secondary schools. The respondent felt there should be some more specific and developmental targets and that public service subjects should be taught through the medium of Welsh to Welsh speaking pupils. This comment was noted, and consideration will be given to this through the ongoing development within the college.

Question 6

To what extent do you agree with the ways in which the Local Authority will respond to the following outcomes

Outcome 5

More learners with higher skills in Welsh

Total Respondents	Agree Strongly	Agree	Do not agree or disagree	Disagree	Disagree strongly	No response/form not used
13	1	3	2	0	1	6

There were responses that welcomed the launch of Tafod Tawe Welsh Charter and using the language naturally was important. However, one respondent noted that there are less second language students studying A level Welsh than 30 years ago, which would not help second language learners improve their skills to those of a fluent speaker.

Responses were received that identified that work within this outcome related to the work undertaken by individual schools and not leadership, projects or campaigns led by the authority. One response noted the lack of an overview of how learners prepare for the workplace.

The contribution from Menter Iaith was highlighted and that its future work may be dependent on funding. Amendments to the plan have been made.

One respondent commented that more schemes could be suggested to improve standards and achievement of Welsh First Language in secondary schools under Outcome 5, instead of wholly focussing on opportunities to use the language.

One respondent commented that definite targets aren't proposed in some areas under this outcome and targets could be presented in a more consistent way. This has been noted with some amendment to the plan.

Question 7

To what extent do you agree with the ways in which the Local Authority will respond to the following outcomes

Outcome 6

Welsh-medium provision for Additional Learning Needs

Total Respondents	Agree Strongly	Agree	Do not agree or disagree	Disagree	Disagree strongly	No response/form not used
13	0	4	2	0	1	6

Responses to this outcome included that the plan could note how the local authority intends to develop its services and ensure impact, e.g. Outcome 6, objectives are proposed regarding reviewing the provision and providing support as opposed to objectives, which propose a vision of achieving higher standards regarding ALN provision.

Question 8

To what extent do you agree with the ways in which the Local Authority will respond to the following outcomes

Outcome 7

Workforce planning and continuous professional development

Total Respondents	Agree Strongly	Agree	Do not agree or disagree	Disagree	Disagree strongly	No response/form not used
13	0	4	2	0	1	6

Responses to this outcome included that there needed to be plans to respond to the recruitment challenges and the need for strategic use of the Sabbatical Scheme.

Some respondents emphasised the importance of investing in the workforce and the development of a Welsh ethos. One respondent felt that some schools were not interested in receiving Welsh language training.

One respondent noted that the Authority lacked sufficient Welsh speaking education officers and highlighted that the National Centre for Learning Welsh has funding available for Welsh in the workplace. The plan has been updated to reflect the progress that has been made in this area and ongoing activity.

Consultation Responses

List of respondents who submitted during the consultation period

Responses on the consultation online or paper form

Individual responses (no name) x 8

Mudiad Meithrin

Freehand responses

Parents for Welsh Medium Education (RhAG) Swansea

Merched Y Wawr

Dafydd Jenkins

The Welsh Language Commissioner

Pupil Voice Forum

Pupil representatives from Year 6, secondary school and sixth form pupils

Responses received after the consultation ended

22/02/17 x 1

28/02/17 x 1

Agenda Item 11.

Report of the Head of Democratic Services

Council – 20 April 2017

LORD MAYOR AND DEPUTY LORD MAYOR PROTOCOL

Purpose:	The Constitution Working Group (CWG) at its meeting on 4 April 2017 considered re-adding Councillor P M Black back onto the list of Councillors in line to be Lord Mayor and a revision of the Lord Mayor / Deputy Lord Mayor Protocol. CWG recommended that the amended protocol be adopted by Council.
Policy Framework:	None
Consultation:	Access to Services, Finance, Legal, Constitution Working Group.
Recommendation(s):	It is recommended that: 1) Councillor P M Black be re-added to the list and that he be considered for Deputy Lord Mayor in 2018-2019; 2) The Proposed Lord Mayor and Deputy Lord Mayor Protocol as outlined in Appendix 2 of the report be recommended for adoption by Council.
Report Author:	Huw Evans
Finance Officer:	Carl Billingsley
Legal Officer:	Tracey Meredith / Stephanie Williams
Access to Services Officer:	Phil Couch

1. Introduction

- 1.1 The current Lord Mayor & Deputy Lord Mayor Protocol was adopted by Council on 18 March 2014. The Protocol is attached as **Appendix 1**.
- 1.2 The Constitution Working Group held on 6 February 2017 asked for a further report addressing the issue of including Councillor P M Black back onto the list of Councillors in line to be Lord Mayor and of considering the exclusion periods listed in the protocol. CWG considered the further report on 4 April 2017 and recommended that the amended protocol be adopted by Council.
- 1.3 This report outlines a number of suggestions as outlined in the Proposed Lord Mayor and Deputy Lord Mayor Protocol which is appended as **Appendix 2**. The “Lord Mayor and Deputy Lord Mayor Protocol – Differences” are outlined in **Appendix 3**.

2. Councillor P M Black

- 2.1 Council at its meeting on 8 March 2007 were seeking nominations for Lord Mayor / Deputy Lord Mayor. Councillor P M Black was proposed at the meeting however, he declined due to work commitments. Councillor P M Black’s circumstances have now

changed and it is proposed that he be added to the list of those to be considered for the office of Lord Mayor / Deputy Lord Mayor.

3. Equality and Engagement Implications

- 3.1 An Equality Impact Assessment (EIA) screening process took place prior to the consultation period. The outcome indicated that it was low priority and a full report was not required.

4. Financial Implications

- 4.1 None.

5. Legal Implications

- 5.1 None.

Background Papers: None

Appendices:

Appendix 1 Lord Mayor and Deputy Lord Mayor Protocol

Appendix 2 Proposed Lord Mayor and Deputy Lord Mayor Protocol

Appendix 3 Lord Mayor and Deputy Lord Mayor Protocol – Differences

Lord Mayor and Deputy Lord Mayor Protocol

1. Introduction

1.1 On 22 March 1982, HM Queen Elizabeth II graciously granted to the City of Swansea letters patent which elevated the status of the Mayor to that of Lord Mayor. The Unitary Authority of the City and County of Swansea which came into being on 1 April 1996 was successful in having both the City and Lord Mayor status re-bestowed on 29 March 1996.

1.2 The actual wording of the letters patent is shown below:

“Elizabeth the Second by the Grace of God of the United Kingdom of Great Britain and Northern Ireland and of our other Realms and Territories Queen Head of the Commonwealth Defender of the Faith To all to whom these presents shall come, Greeting. Know ye that our will and pleasure is and We do hereby declare and ordain that from and after the date of these presents the Mayor of the City of Swansea and his successors in office shall be styled entitled and called LORD MAYOR OF SWANSEA And we do hereby authorise and empower the Mayor of the City of Swansea and his successors in office henceforth at all times to assume and use and to be called and to be named by the style title and appellation of Lord Mayor of Swansea and to enjoy and use all and singular the rights privileges and advantages to the degree of a Lord Mayor in all things duly and or right belonging. In witness whereof we have caused these our letters to be made patent. Witness Ourselves at Westminster the twenty second day of March in the thirty first year of our reign”.

1.3 The Lord Mayor and Deputy Lord Mayor Protocol aims to cover all aspects relating to the eligibility, nomination and behaviour of the Lord Mayor / Deputy Lord Mayor.

2. Eligibility to be Lord Mayor / Deputy Lord Mayor

2.1 For the period that a person is elected as Lord Mayor / Deputy Lord Mayor, they must remain a Councillor of the City and County of Swansea.

2.2 From the moment that the person ceases to be a Councillor of the City and County of Swansea, they automatically also cease to be the Lord Mayor / Deputy Lord Mayor.

3. Formal Procedure and Criteria for the Nomination of Lord Mayor and Deputy Lord Mayor

3.1 Councillors must satisfy the following criteria prior to being nominated as Deputy Lord Mayor / Lord Mayor.

i) Candidates for the position of Lord Mayor and Deputy Lord Mayor must be members of the Council.

ii) Councillors shall be elected to the position of Deputy Lord Mayor and Lord Mayor based on their total length of service with the City and County of Swansea Council and its predecessor Authorities. **Appendix A** (The List) highlights the “Councillors Total Length of Service with the City and County of Swansea and each of its predecessor Authorities” (As at Date Printed on **Appendix A**).

- iii) Simultaneous service on more than one of the City and County of Swansea Council's predecessor Authorities will count as one period of service i.e. If a Councillor was an Elected Member with Lliw Valley Borough Council and West Glamorgan County Council during 1990-1994, only 4 years would be counted towards the Councillors total length of service during that time.
 - iv) If a Councillor has broken service with the City and County of Swansea Council or any of its predecessor Authorities, then the time of each of the periods of service will be added together in order to establish the total length of service. For details of a Councillors Period(s) of Service with the City and County of Swansea and its predecessor Authorities, please refer to www.swansea.gov.uk/councillors
 - v) If a Councillor has accrued service with another Authority, then that time will not be counted, as the time has not been spent representing the people of the City and County of Swansea Council.
 - vi) A Councillor would only be honoured with the title Deputy Lord Mayor and Lord Mayor once.
- 3.2 If there are more than 1 Councillors with exactly the same length of service, then the nomination will be determined as follows:
- i) Between the Councillors involved;
 - ii) The drawing of lots between the Councillors involved.

4. Consultation with Political Group Leaders and their Deputies

- 4.1 The Head of Democratic Services shall consult with the Political Group Leaders and their Deputies via e-mail asking them to:
- i) Determine whether candidates meet the criteria set out in Paragraph 3 above;
 - ii) Discuss the appropriateness of the candidates nominated for the role of Deputy Lord Mayor and Lord Mayor.
- 4.2 If the Head of Democratic Services receives:
- i) A unanimous decision that the Candidates meet the criteria set out in Paragraph 3 above and that the Candidates are suitable for the role of Lord Mayor or Deputy Lord Mayor then the Head of Democratic Services shall present a report to Council outlining this view recommending their Election as Lord Mayor Elect and Deputy Lord Mayor Elect accordingly;
 - ii) A split decision that one or both Candidates do not meet the criteria set out in Paragraphs 3 above and / or that one or both Candidates are not suitable for the role of Lord Mayor or Deputy Lord Mayor then a meeting of the Constitution Working Group be arranged to consider the issue. This only applies to the Candidate found not to meet the criteria or found not to be appropriate for the role of Lord Mayor Elect and Deputy Lord Mayor Elect."

5. The Constitution Working Group subject to Paragraph 4 above will:

- 5.1 Determine whether candidates meet the criteria set out in Paragraph 3 above;
- 5.2 Discuss the appropriateness of the candidates nominated for the role of Deputy Lord Mayor and Lord Mayor.
- 5.3 If a candidate is deemed appropriate for the role of Deputy Lord Mayor / Lord Mayor then the Constitution Working Group shall present a report to Council recommending one candidate for the role of Deputy Lord Mayor and one candidate for the role of Lord Mayor based on the total length of time served by a Councillor.
- 5.4 If a candidate is deemed inappropriate for the role of Deputy Lord Mayor / Lord Mayor, the Constitution Working Group shall discuss what (if any) sanctions that will be imposed based on the following questions:
- a) Was the Councillor found in serious breach of the Councillors Code of Conduct?
- If yes, then the exclusion from holding the office of Deputy Lord Mayor / Lord Mayor will be for a minimum mandatory period of 5 years or permanent removal from “the list”. The Constitution Working Group may extend this period if it deems the severity of the breach such. The period cannot be shortened.
- b) Was the Councillor found in minor breach of the Councillors Code of Conduct or carried out general inappropriate action(s) not involving a breach of the Councillors Code of Conduct?
- If yes, the Constitution Working Group will decide on the severity and relevance of the breach of the Councillors Code of Conduct or the degree of inappropriate action.
- It shall apply such deferral of office as it, in its absolute discretion, considers appropriate. As a guide such deferral of office may include exclusion from holding the office of Deputy Lord Mayor / Lord Mayor for any period up to 4 years.
- c) Was the Councillor found to have carried out inappropriate actions or other serious misbehaviour regarding the office of Lord Mayor / Deputy Lord Mayor not involving a breach of the Councillors Code of Conduct?
- If yes, then the exclusion from holding the office of Deputy Lord Mayor / Lord Mayor will be for a suggested period of 4 years. The Constitution Working Group may increase or decrease this period if it deems appropriate.
- 5.5 What is a serious or minor breach of the Councillors Code of Conduct will be a matter to be determined by the Constitution Working Group on the facts of each particular case.
- 5.6 The exclusion period will be for the period starting with the final determination of the breach of the Councillors Code of Conduct for paragraphs 5.4 a) and 5.4 b) and the determination of the Constitution Working Group for paragraph 5.4. c).
- 5.7 If a Councillor has acted in the role of Deputy Lord Mayor and is deemed to be inappropriate prior to commencing the role of Lord Mayor, then s/he shall serve the exclusion period outlined above and at the end of the period undertake the role of Lord Mayor.

- 5.8 Once a Councillor has completed a period of suspension they will be placed on “the list” in accordance with their seniority.
- 5.9 In the year of a Local Government Election, it is possible that the next Councillor in line for the role of Lord Mayor / Deputy Lord Mayor either chooses not to stand for re-election or fails to get re-elected. In order to attempt to overcome this, the Constitution Working Group shall apply the appropriateness test to the next 5 Councillors in the list (**Appendix A**) who have confirmed that they intend standing in order to seek re-election.
- 5.10 The appropriateness test for these other Councillors will only be a measure of their appropriateness at this current point in time. They will be the subject of a further appropriateness test if they are not elected to the role of Lord Mayor / Deputy Lord Mayor.

6. Constitution Working Group Report to Council

- 6.1 Council shall receive the report of the Constitution Working Group regarding nominations for the Deputy Lord Mayor and Lord Mayor. The report shall nominate one Councillor for the role of Deputy Lord Mayor and one Councillor for the role of Lord Mayor.
- 6.2 In the year of a **Local Government Election**, there will be a third and fourth recommendation seeking a resolution to name the next 5 Councillors as being eligible should the initial nominations fail to be re-elected. These additional 5 Councillors shall be appointed in line with the Protocol.
- 6.3 When a Councillor is elected to the position of Deputy Lord Mayor, then that person would become Lord Mayor the following municipal year, subject to Paragraph 5.4 b) and 5.4 c) above.

7 Role of Council

- 7.1 Council will receive the report of the Constitution Working Group regarding nominations for the Deputy Lord Mayor and Lord Mayor. It shall consider whether to accept the recommendations of the Constitution Working Group or not.
- 7.2 In the year of a **Local Government Election**, Council shall also be asked to accept the nominations of the next 5 Councillors under the Protocol in order to have an automatic fall-back position should the initial nominations fail to be re-elected. The automatic fall-back would mean that the next eligible Councillor who had been subjected to and passed the appropriateness test by the Constitution Working Group would be elected to the position of Lord Mayor / Deputy Lord Mayor as necessary.
- 7.3 Should Council not accept the recommendations of the Constitution Working Group, then the matter should be deferred to either the next Ordinary meeting of Council or to an Extraordinary meeting of Council in order for the appropriateness test to be considered for the next Councillor in line based on length of service by the Constitution Working Group.

8. Deferment of Term of Office

- 8.1 If a Councillor chooses to defer their term of office, then it would only be allowed in exceptional circumstances and subject to approval from all Political Group Leaders e.g. in the case of illness of the Councillor or close member of their family.
- 8.2 If the Leader of the Council is scheduled to be Lord Mayor then the Leader of the Council shall have the opportunity to defer his / her term of office for as long as they deem necessary.

9. Behaviour of Lord Mayor / Deputy Lord Mayor during their Term of Office

- 9.1 Should the behaviour of the Lord Mayor / Deputy Lord Mayor be brought into question during their term of office, then the behaviour should be reported to the Chief Executive, the Monitoring Officer, the Head of Democratic Services and to the relevant Political Group Leader.
- 9.2 However, if the alleged behaviour is considered to be a breach or potential breach of the Councillors Code of Conduct then the complainant should refer the matter to the Public Services Ombudsman for Wales or Police as appropriate.
- 9.3 The allegation will be passed to the Constitution Working Group for them to consider whether it requires any immediate action to be taken. The Group may also determine any sanction to be imposed (if any) pending the outcome of the Ombudsman's or Police investigation (if any).

10. Suspension from Office as a Councillor

- 10.1 Should a Councillor be suspended from the Office of Councillor for a period of time following a breach of the Councillors Code of Conduct, the following actions are to be followed:
- 10.1.1 Suspension is for a period **Less** than the remaining term of office of the Lord Mayor / Deputy Lord Mayor
- i) The issue shall be automatically referred to the Constitution Working Group for it to consider what action, if any should be taken.
- 10.1.2 Suspension is for a period **Longer** than the remaining term of office of the Lord Mayor / Deputy Lord Mayor
- i) The Councillor will cease to serve as Lord Mayor / Deputy Lord Mayor with immediate effect.
- 10.2 The Constitution Working Group reserves the right to amend the sanction as it sees fit.

11. Behaviour of Lord Mayor's Consort, / Deputy Lord Mayor's Consort, Lady Mayoress / Deputy Lady Mayoress during their Term of Office

- 11.1 Should the behaviour of the Lord Mayor's Consort, / Deputy Lord Mayor's Consort, Lady Mayoress / Deputy Lady Mayoress be brought into question during their term of office, then the behaviour should be reported to the Chief Executive, the Monitoring Officer, the Head of Democratic Services and to the relevant Political Group Leader.

- 11.2 The allegation(s) will be passed to the Constitution Working Group for them to consider whether it requires any immediate action to be taken. Action could include suspending the individual for a period of time or seeking a Council resolution to remove the individual from Office.

PROPOSED - Lord Mayor and Deputy Lord Mayor Protocol

1. Introduction

1.1 On 22 March 1982, HM Queen Elizabeth II graciously granted to the City of Swansea letters patent which elevated the status of the Mayor to that of Lord Mayor. The Unitary Authority of the City and County of Swansea which came into being on 1 April 1996 was successful in having both the City and Lord Mayor status re-bestowed on 29 March 1996.

1.2 The actual wording of the letters patent is shown below:

“Elizabeth the Second by the Grace of God of the United Kingdom of Great Britain and Northern Ireland and of our other Realms and Territories Queen Head of the Commonwealth Defender of the Faith To all to whom these presents shall come, Greeting. Know ye that our will and pleasure is and We do hereby declare and ordain that from and after the date of these presents the Mayor of the City of Swansea and his successors in office shall be styled entitled and called LORD MAYOR OF SWANSEA And we do hereby authorise and empower the Mayor of the City of Swansea and his successors in office henceforth at all times to assume and use and to be called and to be named by the style title and appellation of Lord Mayor of Swansea and to enjoy and use all and singular the rights privileges and advantages to the degree of a Lord Mayor in all things duly and or right belonging. In witness whereof we have caused these our letters to be made patent. Witness Ourself at Westminster the twenty second day of March in the thirty first year of our reign”.

1.3 The Lord Mayor and Deputy Lord Mayor Protocol aims to cover all aspects relating to the eligibility, nomination and behaviour of the Lord Mayor / Deputy Lord Mayor.

1.4 A “Civic Protocols and Guidance” document is provided to each Lord Mayor / Deputy Lord Mayor. The document is provided by the Lord Mayor’s Office and is maintained by the Civic and Corporate Marketing Manager.

2. Eligibility to be Lord Mayor / Deputy Lord Mayor

2.1 For the period that a person is elected as Lord Mayor / Deputy Lord Mayor, they must remain a Councillor of the City and County of Swansea.

2.2 From the moment that the person ceases to be a Councillor of the City and County of Swansea, they automatically also cease to be the Lord Mayor / Deputy Lord Mayor.

2.3 If the existing Lord Mayor / Deputy Lord Mayor is suspended or partially suspended from being a Councillor by the Standards Committee, Public Services Ombudsman for Wales and / or Adjudication Panel for Wales they shall not conduct any Lord Mayor / Deputy Lord Mayor duties.

3. Criteria for the Nomination of Lord Mayor and Deputy Lord Mayor

3.1 Councillors MUST satisfy the following **criteria** prior to being nominated as Deputy Lord Mayor / Lord Mayor:

i) Candidates for the position of Lord Mayor and Deputy Lord Mayor must be serving members of the Council and have the longest total length of service (**Appendix A1**).
Note: If the Candidate is suspended or partially suspended from being a Councillor then they do not meet the criteria at that point in time.

3.2 The Head of Democratic Services shall inform the Political Group Leaders and their Deputies via e-mail whether the candidate(s) meet the criteria.

4. Councillors Total Length of Service

4.1 Councillors shall be elected to the position of Deputy Lord Mayor and Lord Mayor based on their total length of service with the City and County of Swansea Council and its predecessor Authorities. **Appendix A1** (The List) highlights the “Councillors Total Length of Service with the City and County of Swansea and each of its predecessor Authorities” (As at Date Printed on **Appendix A1**).

4.2 Simultaneous service on more than one of the City and County of Swansea Council’s predecessor Authorities will count as one period of service i.e. If a Councillor was an Elected Member with Lliw Valley Borough Council and West Glamorgan County Council during 1990-1994, only 4 years would be counted towards the Councillors total length of service during that time.

4.3 If a Councillor has broken service with the City and County of Swansea Council or any of its predecessor Authorities, then the time of each of the periods of service will be added together in order to establish the total length of service. For details of a Councillors Period(s) of Service with the City and County of Swansea and its predecessor Authorities, please refer to www.swansea.gov.uk/councillors

4.4 If a Councillor has accrued service with another Authority, then that time will not be counted, as the time has not been spent representing the people of the City and County of Swansea Council.

4.5 A Councillor shall be honoured with the title Deputy Lord Mayor / Lord Mayor once.

4.6 If two or more Councillors have exactly the same length of service, then the nomination will be determined as follows:

- i) Between the Councillors involved;
- ii) The drawing of lots between the Councillors involved.

5. Procedure for the Nomination of Lord Mayor and Deputy Lord Mayor

5.1 Once a Councillor has been deemed to meet the criteria to be nominated Lord Mayor / Deputy Lord Mayor; the procedure is as follows:

- i) Head of Democratic Services to consult with Political Group Leaders and their Deputies (all of whom have a vote) via email to determine whether the candidate(s) are appropriate. Whether a candidate is appropriate is to be decided on an individual basis. Considerations may include whether a candidate has been found in breach of the Code of Conduct, whether the breach was a serious breach and what sanction, if any, was imposed. Other considerations include whether the Councillor has been found guilty or pleaded guilty to a serious criminal offence;
- ii) If **unanimous decision** that the candidate(s) are appropriate, and a report be presented to Council;
- iii) If there is **not a unanimous decision** then a meeting of the Constitution Working Group (CWG) shall be convened. CWG will consider the appropriateness of the candidate(s) and decide what action to take based on the Protocol.

6. Appropriateness Test

6.1 The Appropriateness Test seeks to determine the appropriateness of candidate(s) nominated for the role of Deputy Lord Mayor and Lord Mayor. It is a measure of their appropriateness at a current point in time. Questions by the Constitution Working Group may include whether the candidate(s) is subject to any investigation by the Public Services Ombudsman for Wales in relation to any breach of the Code of Conduct, any sanctions imposed, any court proceedings or any other matter they consider relevant.

6.2 Depending on outcome of paragraph 6.1 above, the Constitution Working Group may hear representations from the candidate prior to making any final decision.

6.3 The powers of the Public Services Ombudsman for Wales and the Adjudication Panel for Wales are outlined in **Appendix B1** to this report.

6.4 If a candidate is considered not appropriate for the role of either Lord Mayor or Deputy Lord Mayor they will be replaced on “the list” in accordance with their seniority and will be subject to the Appropriateness Test at the following round of Lord Mayor / Deputy Lord Mayor nominations.

7. Constitution Working Group Report to Council

7.1 The Constitution Working Group shall present a report to Council recommending the appropriate candidate(s) for the role of Deputy Lord Mayor / Lord Mayor to Council. The report shall nominate one Councillor for the role of Deputy Lord Mayor and one Councillor for the role of Lord Mayor.

7.2 In the year of a **Local Government Election**, there will be a third and fourth recommendation seeking a resolution to name the next 5 Councillors as being eligible should the initial nominations fail to be re-elected. These additional 5 Councillors shall be appointed in line with the Protocol.

7.3 When a Councillor is elected to the position of Deputy Lord Mayor, then that person would become Lord Mayor the following municipal year, subject to the Appropriateness Test.

8. Role of Council

8.1 Council will receive the report of the Constitution Working Group regarding nominations for the Deputy Lord Mayor and Lord Mayor. It shall consider whether to accept the recommendations of the Constitution Working Group or not.

8.2 In the year of a **Local Government Election**, Council shall also be asked to accept the nominations of the next 5 Councillors under the Protocol in order to have an automatic fall-back position should the initial nominations fail to be re-elected. The automatic fall-back would mean that the next eligible Councillor who had been subjected to and passed the appropriateness test by the Constitution Working Group would be elected to the position of Lord Mayor / Deputy Lord Mayor as necessary.

8.3 Should Council not accept the recommendations of the Constitution Working Group, then the matter should be deferred to either the next Ordinary meeting of Council or to an Extraordinary meeting of Council in order for the appropriateness test to be considered for the next Councillor in line based on length of service by the Constitution Working Group.

9. Deferment of Term of Office

9.1 A Councillor may request that their term of Office be deferred for any length of time or even an unspecified length of time. However such a request must gain the support of the majority of the Political Group Leaders. In the event of a tie, then the Constitution Working Group will consider the matter.

9.2 Once a Councillor has completed their deferment they will be replaced back on the Seniority List in accordance with their seniority. They shall follow the next person in line to be Deputy Lord Mayor but shall not be permitted to replace the next person in line if the period until the next selection is less than 6 months.

10. Title and Chain of Office of Lady Mayoress / Lord Mayor's consort / Deputy Lady Mayoress / Deputy Lord Mayor's Consort

10.1 The Title and Chain of Office of Lady Mayoress / Lord Mayor's consort / Deputy Lady Mayoress / Deputy Lord Mayor's Consort is conferred at the Ceremonial Meeting of Council on an annual basis.

10.2 Any other person may accompany the Lord Mayor / Deputy Lord Mayor to any civic engagement to which the same courtesies and precedence would be extended, however, the Chain of Office may not be worn.

11. Behaviour of Lord Mayor / Deputy Lord Mayor during their Term of Office

- 11.1 Should the behaviour of the Lord Mayor / Deputy Lord Mayor be brought into question during their term of office, then the behaviour should be reported to the Chief Executive, the Monitoring Officer, the Head of Democratic Services and the relevant Political Group Leader.
- 11.2 However, if the alleged behaviour may lead to any investigation by the Public Services Ombudsman for Wales in relation to any breach of the Code of Conduct, any sanctions imposed, any court proceedings or any other matter considered relevant then the complainant should refer the matter to the Public Services Ombudsman for Wales or Police as appropriate.
- 11.3 The allegation will be passed to the Constitution Working Group for them to consider whether it requires any immediate action to be taken. The Group should consider the point that people are presumed innocent and should not make any decision to impede that basis of law. However, the CWG may determine any appropriate sanction based on the Appropriateness Test following the outcome of the Ombudsman's or Police investigation (if any).

12. Suspension from Office as a Councillor

- 12.1 Should a Councillor be suspended from the Office of Councillor for a period of time following a breach of the Councillors Code of Conduct, the following actions are to be followed:
- i) A suspended, partially suspended or disqualified Councillor would no longer meet the criteria to be Lord Mayor / Deputy Lord Mayor and would therefore automatically relinquish that Office.
 - ii) The issue shall also be automatically referred to the Constitution Working Group for it to consider whether to appoint a new Lord Mayor, Deputy Lord Mayor etc.

13. Behaviour of Lord Mayor's Consort, / Deputy Lord Mayor's Consort, Lady Mayoress / Deputy Lady Mayoress during their Term of Office

- 13.1 Should the behaviour of the Lord Mayor's Consort, / Deputy Lord Mayor's Consort, Lady Mayoress / Deputy Lady Mayoress be brought into question during their term of office, then the behaviour should be reported to the Chief Executive, the Monitoring Officer, the Head of Democratic Services and the relevant Political Group Leader.
- 13.2 The allegation(s) will be passed to the Constitution Working Group for them to consider whether it requires any immediate action to be taken. Action could include suspending the individual for a period of time or seeking a Council resolution to remove the individual from Office.

Councillors Total Length of Service with the City and County of Swansea and each of its predecessor Authorities” (28.03.2017).

Last Name	First Name(s)	Total Time Served	Municipal Year served as LM
Lewis	Richard	43 years, 10 months, 18 days	2010-2011
Thomas	Des	41 years, 4 months, 28 days	1996-1997
Burtonshaw	June	33 years, 10 months, 23 days	2002-2003
Francis-Davies	Robert	33 years, 10 months, 23 days	2001-2002
Black	Peter	32 years, 10 months, 25 days	Declined: 08.03.2007
Holley	Christopher	31 years, 10 months, 26 days	2006-2007
Richard	Ioan	31 years, 4 months, 14 days	2011-2012
Sullivan	Gareth	29 years, 10 months, 21 days	2008-2009
Stanton	June	28 years, 10 months, 23 days	2013-2014
Thomas	Ceinwen	26 years, 10 months, 25 days	2014-2015
Newbury	John	26 years, 9 months, 22 days	2015-2016
Hopkins	David	25 years, 10 months, 26 days	Current Lord Mayor
Phillips	David	23 years, 10 months, 22 days	
Downing	Philip	20 years, 9 months, 27 days	Current Deputy Lord Mayor
Lloyd	Paul	20 years, 0 months, 7 days	
Marsh	Keith	18 years, 9 months, 24 days	
Child	Mark	17 years, 10 months, 22 days	
Day	Mike	17 years, 10 months, 22 days	
Jones	Mary	17 years, 10 months, 22 days	
Rees	Huw	17 years, 10 months, 22 days	
Thomas	Graham	17 years, 10 months, 22 days	
Stewart	Robert	13 years, 10 months, 27 days	
Fitzgerald	Wendy	12 years, 9 months, 18 days	
Hood-Williams	Paxton	12 years, 9 months, 18 days	
Kirchner	Erika	12 years, 9 months, 18 days	
Philpott	Cheryl	12 years, 9 months, 18 days	
May	Peter	10 years, 3 months, 7 days	
Matthews	Penny	9 years, 8 months, 9 days	
Colburn	Tony	8 years, 10 months, 27 days	
Doyle	Ryland	8 years, 10 months, 27 days	
Evans	William	8 years, 10 months, 27 days	
Jones	Jeff	8 years, 10 months, 27 days	
Jones	Sue	8 years, 10 months, 27 days	
Meara	Paul	8 years, 10 months, 27 days	
Morris	Hazel	8 years, 10 months, 27 days	
Richards	Christine	8 years, 10 months, 27 days	
Smith	Paulette	8 years, 10 months, 27 days	
Jardine	Yvonne	8 years, 9 months, 22 days	
Thomas	Miles	6 years, 5 months, 7 days	
Bayliss	John	4 years, 10 months, 25 days	
Clay	Uta	4 years, 10 months, 25 days	
Cole	David	4 years, 10 months, 25 days	
Cook	Ann	4 years, 10 months, 25 days	
Crouch	Sybil	4 years, 10 months, 25 days	
Curtice	Jan	4 years, 10 months, 25 days	
Davies	Nick	4 years, 10 months, 25 days	
Evans	Mandy	4 years, 10 months, 25 days	
Gordon	Fiona	4 years, 10 months, 25 days	
Hale	Joe	4 years, 10 months, 25 days	

Harris	Jane	4 years, 10 months, 25 days	
Hennegan	Terry	4 years, 10 months, 25 days	
Hopkins	Beverley	4 years, 10 months, 25 days	
James	Lynda	4 years, 10 months, 25 days	
Jones	Andrew	4 years, 10 months, 25 days	
Lewis	Andrea	4 years, 10 months, 25 days	
Lewis	David	4 years, 10 months, 25 days	
Lloyd	Clive	4 years, 10 months, 25 days	
Owens	Geraint	4 years, 10 months, 25 days	
Raynor	Jennifer	4 years, 10 months, 25 days	
Woollard	Neil	4 years, 10 months, 25 days	
Smith	Robert	4 years, 10 months, 25 days	
Tanner	Gloria	4 years, 10 months, 25 days	
Thomas	Mark	4 years, 10 months, 25 days	
Tyler-Lloyd	Linda	4 years, 10 months, 25 days	
Walker	Gordon	4 years, 10 months, 25 days	
Walton	Lesley	4 years, 10 months, 25 days	
White	Mike	4 years, 10 months, 25 days	
Clay	Bob	3 years, 8 months, 24 days	
Anderson	Cyril	1 years, 10 months, 21 days	
Evans	Ceri	1 years, 10 months, 21 days	
King	Elliott	1 years, 10 months, 21 days	
Lewis	Mike	0 years, 10 months, 23 days	

Public Services Ombudsman for Wales and the Adjudication Panel for Wales Powers

1. The Public Services Ombudsman for Wales considers complaints that Members of Local Authorities in Wales have broken the Code of Conduct. The Ombudsman investigates such complaints under the provisions of Part III of the Local Government Act 2000 and the relevant Orders made by the National Assembly for Wales under that Act. Where the Ombudsman decides that a complaint should be investigated, there are four findings, set out under Section 69 of the Local Government Act 2000, which the Ombudsman can arrive at:
 - a) That there is no evidence that there has been a breach of the Authority's Code of Conduct;
 - b) That no action needs to be taken in respect of the matters that were subject to the investigation;
 - c) That the matter be referred to the Authority's Monitoring Officer for consideration by the Standards Committee;
 - d) That the matter be referred to the President of the Adjudication Panel for Wales for adjudication by a tribunal (this generally happens in more serious cases).
2. In the circumstances of c) and d) above, the Ombudsman is required to submit the investigation report to the Standards Committee or a Tribunal of the Adjudication Panel for Wales and it is for them to consider the evidence found by the Ombudsman, together with any defence put forward by the Member concerned. It is also for them to determine whether a breach has occurred and, if so, what penalty (if any) should be imposed.
3. The **maximum penalty that a Standards Committee can apply** is suspension for **6 months**. In considering whether the Councillor or Co-opted Member has failed to comply with the relevant Authority's Code of Conduct it may also determine that:
 - i) No action needs to be taken in respect of that failure;
 - ii) The Councillor or Co-opted Member should be censured (A censure takes the form of a public rebuke of the Member concerned);
 - iii) The Councillor or Co-opted Member should be Suspended or Partially Suspended from being a Member of that Authority for a period not exceeding six months.
4. The **maximum that a Tribunal of the Adjudication Panel for Wales can determine** is **5 years'** disqualification from office. The Tribunal may:
 - i) Suspend or Partially Suspend a person from being a Councillor or Co-opted Member of the Relevant Authority concerned for a period not exceeding one year or, if shorter, the remainder of the person's term of Office;
 - ii) Disqualify a person for being, or becoming (whether by Election or otherwise), a Councillor of that or any other relevant Authority for a period **not exceeding 5 years**.

Lord Mayor and Deputy Lord Mayor Protocol – Differences

Current LM and DLM Protocol	Proposed LM and DLM Protocol
Para 1.1-1.3	No change.
-	Para 1.4 - Added in relation to “Civic Protocols and Guidance” document.
Para 2.1-2.2	No change.
-	Para 2.3 - Added in relation to “LM / DLM being suspended or partially suspended.
Para 3 “Formal Procedure and Criteria for the Nomination of LM and DLM	Para have been split into two Sections. “Criteria” remains as Para 3 and “Procedure” becomes Para 5.
Para 3-3.1 i) Para 3.1 i) – Deleted as repeated in Protocol.	Para 3.1 – No change. Para 3.1 i) – New para for clarity. Para 3.2 – HoDS decides if candidate meets criteria as it’s factual.
Para. 3.1 ii)-3.2 ii)	Now located at Para 4.1-4.6 ii)
Para 4 “Consultation with Political GL’s and Deputies	Now located at Para 5 “Procedure for the Nomination of LM and DLM”. Minor changes for simplicity and clarity.
Para 5 “The CWG subject to Para 4 above will”	Mainly deleted. Replaced with Para 6 “Appropriateness Test”. Far simpler and allows the CWG to consider the appropriateness of a candidate based on Code of conduct breach(es), court proceedings or any other matter they consider relevant.
Para 6 “CWG Report to Council”	Now located at Para 7. Minor changes.
Para 7 “Role of Council”	Now located at Para 8. No change.
Para 8 Deferment of Term of Office”	Now located at Para 9. Allows any Cllr to defer their term of office for any length of time and outlines when they would be considered again.
-	New. Para 10 “Title and Chain of Office of LM / DLM Consort”. Outlines that Ceremonial Council appoints Consort but LM / DLM can take guests if required. Only consort may wear the chains of office.
Para 9 “Behaviour of LM / DLM during Term of Office”	Now located at Para 11. Minor changes to reflect consistency.
Para 10 “Suspension from Office as a Councillor”	Now located at Para 12. Strengthens the Protocol. A suspended Cllr would automatically relinquish the office of LM / DLM.
Para 11 “Behaviour of LM / DLM Consort during Term of Office”	Now located at Para 13. No change.

Joint Report of the Presiding Member, Monitoring Officer and Head of Democratic Services

Council – 20 April 2017

AMENDMENTS TO THE COUNCIL CONSTITUTION

Purpose:	To make amendments in order to simplify, improve and / or add to the Council Constitution. The proposed amendment relates to decisions on school organisation being made should there be an objection to a proposal during the Statutory Notice period. This amendment will streamline the decision making process and bring the Authority into line with the majority of Councils in Wales.
Policy Framework:	The Local Authorities (Executive Arrangements) (Functions and Responsibilities) (Wales) (Amendment) Regulations 2013.
Consultation:	Access to Services, Finance, Legal
Recommendation(s):	It is recommended that: 1) The changes to the Council Constitution as outlined in Paragraphs 3.2.1 and 5 of the report together with any further consequential changes be adopted.
Report Authors:	Huw Evans / Kelly Small
Finance Officer:	Pini Patel
Legal Officer:	Stephanie Williams
Access to Services Officer:	Sherill Hopkins

1. Introduction

- 1.1 In compliance with the Local Government Act 2000, the City and County of Swansea has adopted a Council Constitution. A number of issues have arisen since adoption and in order to maintain the aims, principles and procedures set out in Articles 1 and 15 of the Council Constitution, it is proposed that the amendments set out below should be made to the Constitution.

2. Delegated Minor Corrections to the Council Constitution

- 2.1 There are no delegated minor corrections to the Council Constitution.

3. Amendments to the Council Constitution

- 3.1 This report outlines a suggested amendment to the Council Constitution. The amendments are within the following area of the Council Constitution:

- a) Part 2 – Articles of the Constitution – Article 12 “Officers”;
- b) Part 3 - Responsibility for Functions - Scheme of Delegation.

3.2 Part 2 – Articles of the Constitution – Article 12 “Officers”

3.2.1 The Proper Officer of the Authority is the Chief Executive (Head of Paid Service). It is proposed that for the purpose of Article 12.5.2 and 12.5.3 the Proper Officer be also assigned to the Head of Democratic Services. This would allow the Chief Executive or the Head of Democratic Services to act as Proper Officer relating to:

- i) Witness and receipt of declarations of Office (Section 83 of the Local Government Act 1972);
- ii) Receipt of declaration of resignation of office (Section 84 of the Local Government Act 1972);
- iii) Convening of meeting of Council to fill casual vacancy in the Office of Chairman (Section 88 of the Local Government Act 1972);
- iv) Receipt of notice of casual vacancy from 2 local government electors (Section 89 of the Local Government Act 1972).

3.3 Part 3 - Responsibility for Functions - Scheme of Delegation.

3.3.1 The Constitution Working Group considered this amendment at its meeting on 6 February 2017. The Group noted that the proposed amendment suggested that in the event of the Authority considering school re-organisation and where objections are received, the delegation should be made directly to Cabinet as opposed to Council. Cabinet already exercises decision making where no objections are received. The proposed amendment brings it in line with Welsh Government Guidance and other local authorities. It also allows the decision to be subject to scrutiny and Call In procedure.

3.3.2 However, the Group were concerned that the amendment potentially removed all 62 Non Executive Councillors from the decision making process and therefore requested that safeguards were put in place. The suggested safeguard being that the Call In Procedure be reviewed so as to make the process of Call In easier and more transparent.

3.3.4 The Head of Legal and Democratic Services (Monitoring Officer) and Head of Democratic Services are currently conducting a review of the Call In Procedure and will be submitting a report to Council in May / June for consideration.

4. School Organisation

4.1 The Local Authorities (Executive Arrangements) (Functions and Responsibilities) (Wales) (Amendment) Regulations 2013 requires local determination of certain school organisation proposals should objections be received during the Statutory Notice period.

- 4.2 Prior to the introduction of these new regulations Welsh Ministers would determine proposals following objection.
- 4.3 The Welsh Government introduced a School Organisation Code on 1 October 2013. The Code makes it clear that those proposing school organisational changes “should place the interests of learners above all others” and “should give paramount importance to the likely impact of the proposals on the quality of:
- Outcomes (standards and wellbeing);
 - Provision (learning experiences, teaching, care support and guidance, and learning environment); and
 - Leadership and management (leadership, improving quality, partnership working and resource management).”
- 4.4 The Code outlines the procedure that must be followed when a local authority proposes a school reorganisation. This includes a consultation period on the proposal followed by a period of Statutory Notice. Previously, if a Council published a Statutory Notice in respect of a proposed change to school organisation and an objection was received, the proposal would automatically be referred to the Welsh Government for determination. The new Code allowed for local determination of school organisation proposals to which objections were received, and The Local Authorities (Executive Arrangements) (Functions and Responsibilities) (Wales) (Amendment) Regulations 2013 amends The Local Authorities (Executive Arrangements) (Functions and Responsibilities) (Wales) (Amendment) Regulations 2007 to give discretion to whether the approval or determination of school organisation proposals under Sections 51 or 53 of the School Standards and Organisation (Wales) Act 2013 are the responsibility of the executive.
- 4.5 Proposals will still require approval by the Welsh Ministers if:
- They affect sixth form education;
 - They have been made by a proposer other than the relevant local authority and an objection has been made by that local authority.
- 4.6 All other school organisation proposals fall to the local authority to determine, noting that the local authority will only be required to determine proposals made by persons other than itself if an objection to those proposals has been made and not withdrawn in writing within the prescribed period.
- 4.7 Section 5.5 of the School Organisation Code states “Executives or Cabinets are already responsible for overseeing school organisation planning, including decisions to consult on and to publish school organisation proposals and will have a well-developed understanding of school organisation issues. This understanding, combined with their more general experience of decision making and the fact that they are democratically accountable to the local electorate, makes executives well placed to decide whether or not contested school organisation proposals should be approved”. Local authorities are, however, able to establish alternative decision making processes if they wish through a local decision making committee. The statutory School Organisation Code notes if local authorities choose to do this “they will need to

consider carefully how they will ensure that such bodies deliver fair and robust decision making”.

4.8 A report was taken to Council on 8 May 2014 seeking confirmation of where decisions should be made following an objection. It was noted in that report that the City and County of Swansea has had extensive experience of school organisation proposals over past years and its Cabinet would be well placed to accept the new statutory responsibility to determine specified proposals. However, Council determined at that time that full Council should make these decisions. Council also noted that the establishment of a separate local decision making committee would introduce new governance arrangements without this experience and would give rise to additional administrative demands, costs and risks.

4.9 Since the decision was made on 8 May 2014 for Council to determine proposals it has been identified that the vast majority of Councils in Wales have their Cabinet determining school organisation proposals as this reduces the lengthy timeline involved with these proposals and scrutiny committees can also be consulted at an appropriate stage in the development and consultation of school organisation proposals, as will all individual elected members for the school(s) or areas(s) served by the school(s) concerned. The Welsh Government have also indicated that they would have foreseen this function to be the role of Cabinet rather than full Council for the reasons above.

5. Part 3 – Responsibility for Functions - Scheme of Delegation - Local Choice Functions

5.1 Local Choice Function J25 currently states:

No.	Function	Delegation of Function
J25	Functions in respect of approval by a local authority under section 51 or a determination by a local authority under section 53 of the School Standards and Organisation (Wales) Act 2013.]	Council where objections are made. Cabinet where there are no objections.

5.2 It is proposed that J25 be amended so that Cabinet instead of Council determines future school organisation proposals should a decision be required following objection during the Statutory Notice period. It is therefore proposed to amend J25 as follows:

No.	Function	Delegation of Function
J25	Functions in respect of approval by a local authority under section 51 or a determination by a local authority under section 53 of the School Standards and Organisation (Wales) Act 2013.]	Cabinet

6. Equality and Engagement Implications

- 6.1 The Equality Impact Assessment (EIA) process will be followed for every school organisation proposal prior to seeking Cabinet approval to go out for public consultation. The process is not relevant to this report, which seeks to change the executive function.

7. Financial Implications

- 7.1 There are no financial implications associated with this report, unless the outcome is to establish a local determination panel. If that were to happen, a separate report would be required to identify the source of funding.

8. Legal Implications

- 8.1 Part 3 of the School Standards and Organisation (Wales) Act 2013 (the Act) significantly changed responsibilities for the determination of school organisation proposals. Previously all school organisation proposals which drew objections during the statutory consultation process had to be referred to the Welsh Ministers for determination. The Local Authorities (Executive Arrangements) (Functions and Responsibilities) (Wales) (Amendment) Regulations 2013 add the responsibility to determine school organisation proposals under the Act to the schedule of functions set out in the Local Authorities (Executive Arrangements) (Functions and Responsibilities) (Wales) Regulations 2007 which may be (but need not be) the responsibility of an authority's Executive. The Council are therefore required to determine who makes this determination.
- 8.2 The amended version of the Council Constitution will be available at www.swansea.gov.uk/constitution

Background Papers:

Welsh Government School Organisation Code (Circular 006/2013).

Appendices: None.

Agenda Item 13.

Council – 20 April 2017

COUNCILLORS' QUESTIONS

PART A – SUPPLEMENTARIES

1	<p>Councillors Cyril Anderson, M Thomas, T M White Congratulations on the work carried out by 'Team Swansea' on obtaining a Swansea Bay City Deal for our Region. Can the Leader give details of the schemes that will benefit residents of Swansea in winning this deal, and its financial value.</p> <p>Response of the Leader I would refer you to the statement provided by the Chief Executive in his weekly blog.</p> <p>"Wales's biggest City Deal represents a massive commitment from UK and Welsh Governments to helping local authorities tackle our challenges and arrest the decline in the economy of South West Wales. It is a long-term plan to invest in our infrastructure, both physical and digital. The plan is evidence-based. The Team Swansea approach is a genuine one and the partners in the city are strongly behind it. It has a total value of £1.3bn, including a UK and Welsh Government contribution of £241m, and £673m of private investment. It will be invested in an area with a population of 680,000 and will create up to 35,000 jobs.</p> <p>We have the opportunity to secure a 15-year funding stream. Add this to the massive investment in housing following the Housing Revenue Account settlement with the Treasury and the strong possibility that the Tidal Lagoon will be approved, then the programme becomes truly ambitious.</p> <p>The arena, office and health campus proposals will be the essential trigger for a more vibrant City Centre with an improved leisure and retail offer resulting from increased footfall.</p> <p>There will be many challenges in the delivery of these projects. We must align the work we do in schools to the opportunities presented by the City Deal. In my discussions with primary head teachers at Ysgolion Cynradd Abertawe (YCA) this week there is clearly much enthusiasm for the City Deal, but a concern that without a focus on investing in education our children could miss out on the opportunities ahead. Changes to the curriculum must be given time to bed-in, key skills developed and we must identify clear pathways to employment for all our citizens. We must retain a focus on those who face the most challenges and break down the barriers that prevent them from achieving their potential. We must use our investment profile to secure social benefits for citizens, increase our apprenticeship programme and support local supply chains.</p> <p>The work done by our staff to date is something that I will always be proud of but the future will require departments and staff to work together in an unprecedented way and with absolute focus. Anyone with an interest in skills and education, health and social care, energy, housing, transport, streetscene, sustainable development, tourism, culture, business support and technology will have an essential role to play in this ambition.</p>
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	<p>We must ensure that governance arrangements for the joint committee that will drive the City Deal are appropriate and that the resources for delivery are in place. Businesses will need a voice and democratic accountability must be transparent so the City Deal is subject to effective scrutiny.</p> <p>As regards 5G technology, this is not currently fully defined nor does anyone fully understand its potential to transform the lives of our citizens or how it can help cities become smarter. However I am confident that the City Deal will put us at the forefront of these developments and we can help define the future.</p> <p>The most important point is that the City Deal will open up new opportunities for our citizens and it is our responsibility to do all we can to make sure that they get the full advantage of them”</p>
2	<p>Councillors F M Gordon, J A Hale, S E Crouch, E T Kirchner We note with interest that Swansea has applied to be The UK City of Culture 2021. If successful what benefits will there be for our City.</p> <p>Response of the Cabinet Member for Wellbeing & Healthy City UK City of Culture is led by DCMS with support from an assessment panel, chaired by Phil Redmond; to build on the success of Liverpool as European Capital of Culture in 2008. A full description of its aims, objectives and guidance for bid Cities is available, but principally they are focused on high quality cultural programming (broad definition includes media, arts, learning, sports, health and wellbeing) for social benefit, regeneration and economic impact, with a strong legacy and long term planning. Hull is currently the UK City of Culture for 2017 and has already generated an additional £32m revenue funds, from partners against its initial £4m investment to deliver their programme. This is alongside £1bn of inward investment, accelerated as a result of winning this status as described to us by the Leader and Chief Executive. According to Rough Guide it is now listed as one of the best places to visit in the world and is attracting media interest and positive PR which would have been impossible to achieve otherwise, which has had a significant impact on their tourism industry and the knock on benefits of job creation, volunteering and leisure facilities being improved for the City.</p> <p>The designation would effectively be owned from 1st January 2021 until it was handed on to the next City in January 2025. In all respects, the brand legacy will remain that Swansea is a City where regeneration was underpinned by an investment in culture for all its communities, visitors and businesses, such as has been evidenced in Liverpool and Glasgow; Derry and now Hull.</p> <p>The bid is based on two principle axis of People and Place – in particular focusing on the divide and inequality in the City between those living in the East and those in the West. Our programme will explore this through a number of themes around the industrial heritage and development of the Swansea Valley, decline of traditional industry and the forthcoming regeneration schemes of the Universities as well as the City Deal, putting in place a broad programme in the lead up to, delivery of, and legacy years of 2021. We will develop a series of community based projects supporting cohesion, skills, learning and wellbeing and ensure that access to information and the opportunity to participate in the City’s cultural offer, in its broadest definition, is paramount. One of the success criteria that will be challenged is how we measure this benefit, so we will be working hard to demonstrate the step change that we can achieve for our communities and how this will be evidenced.</p>

3

Councillors C A Holley, M H Jones, P M Black

Will the Leader/Cabinet Member tell Council

(a) What are the current vacancies in Swansea Market and

(b) Why in the centre of the Market where there are normally tables for hire over the busy trading days of Friday's and Saturday's they been removed.

Response of Cabinet Member for Enterprise, Development & Regeneration

(a) Current Vacancies

There are currently four vacant units in Swansea Market, however applications have either been approved and are progressing or new tenancy agreements have been signed and are awaiting a start date. The breakdown is as follows:

Stall 59 – agreement signed for stall selling designer children's wear and baby wear

Stall 19B – agreement signed for stall selling plants and ceramic accessories

Stall 38 – application approved in principal for a Thai supermarket

Stall C2 – application approved in principal for a dessert bar but some structural work firstly needs to be undertaken.

Once all four units are trading, occupancy level will reach 100%.

There are additionally, two units which are currently closed. Tenants of these units have given notice to surrender the leases back to the Council and made a decision to close the businesses before the notice period ends. The surrender notice period is 6 months and tenants have an opportunity to assign the lease to another party via an application process during this period.

Surrender notices have been received for three additional units but these are still operating.

A total of five units with notice to surrender equates to 5% of the total number of Market stalls and an occupancy rating of 95%.

(b) Casual Trading Area

The casual trading tables at the centre of Swansea Market are still available for rent on a daily basis. They are advertised via a pop up banner in the area as well as via the Swansea Indoor Market website. Approximately 30 traders per year trade from this location.

It is recognised that the level of demand may not warrant such a large area and where possible event type activities are currently organised to make better use of this space e.g. local radio broadcasts, choirs, St David's Day event, Easter Egg Appeal. Consideration is being given to the longer term, sustainable use of this area whilst still providing a test bed for new businesses and an opportunity for casual traders. Costed plans for the introduction of a modular based system have been designed which will provide flexibility to enhance the level of entrepreneurial activity currently being undertaken as well as to improve the overall appearance of this area.

4

Councillors M Thomas, C A Anderson, H M Morris

After the success by our region in securing the Swansea Bay City Deal, can we put the same effort into securing The Tidal Bay Lagoon for Swansea and our region.

Response of the Leader

The City Deal is only part of our programme for change. The Authority continues to press for an early decision for the Swansea Bay Tidal Lagoon. The comprehensive and unequivocal report from the chair of the Lagoon Review,

	<p>Sir Charles Hendry, was published on the 12th January this year. Sir Charles concluded that there was an overwhelming case for the lagoon in Swansea Bay and that the Government needs to just “get on with it”.</p> <p>Mark Shorrocks, CEO of Tidal Lagoon Power, said: “Swansea council has been very supportive in helping us reach a stage where Sir Charles Hendry has backed plans for the world’s first tidal lagoon in Swansea Bay. They realise that this project, in combination with an approved City Deal, will be the biggest investment Wales has ever seen.</p> <p>“Not only will the tidal lagoon project generate clean, green electricity for well over a century for many thousands of Swansea residents, but it will also create many jobs – both during the construction phase as well as throughout the project’s operation.</p> <p>“This project is one element of a broader masterplan for the coastline and the city centre that will enhance Swansea’s status on the world stage as an innovative, business-friendly city.”</p> <p>We remain very confident of a positive outcome will not rest until this project is approved.</p>
5	<p>Councillors E T Kirchner, F M Gordon, S E Crouch, D Phillips</p> <p>After the success by our Council in obtaining the purple flag for our City, can the Cabinet Member inform us what progress is being made to ensure we retain this prestigious award.</p> <p>Response of the Cabinet Member for Wellbeing & Healthy City</p> <p>I agree this is a prestigious award for Swansea, and one we seek to retain as the only Purple Flag holder in Wales. It signifies the quality, diversity and safety of the City Centre at night-time, something that is valued by the thousands of people who come here and enjoy a good night out.</p> <p>Following an application at the end of January to ATCM (Association of Town Centre Management) to renew Swansea’s Purple Flag status regarding its evening and night time economy; a visit was arranged by the assessors to formally consider the renewal bid. This took place on Saturday 25 March whereby the assessors received a joint briefing with the key partners and then visited the area to review the management practices, services and projects being undertaken by the multiple agencies involved in management, operation and development of this sector.</p> <p>Although the official results of assessment won’t be known until mid-May, positive feedback was provided by the assessors as to the improvements that have been undertaken following on from the original application.</p>
6	<p>Councillor C A Holley, J Newbury, P M Meara</p> <p>Will the Leader/Cabinet Member tell Council the locations of the pieces of land which the Council currently has up for sale.</p> <p>Response of the Cabinet Member for Transformation & Performance</p> <p>Details of all properties which the Council has for sale at any one time are freely available to view on the Council’s public website, which is updated on a regular basis.</p> <p>To access the relevant pages search for “Council owned property and land for</p>

	<p>sale or lease” in the search facility on the main page. http://www.swansea.gov.uk/article/2006/Available-land-and-property</p>
7	<p>Councillors P Downing, C Anderson, G Owens Can the Cabinet Member inform us how much has been allocated to filling potholes in our City during this year and how much will be in the budget for the next financial year.</p> <p>Response of the Cabinet Member for Environment & Transportation Over 3000 potholes have been filled since the 48 hr initiative was introduced. £75k of additional funding was allocated to the 48hr pothole initiative in 2016/17 (August 16 to March 17). £150k of additional funding has been allocated for 2017/18.</p>
8	<p>Councillors T J Hennegan, J E Burtonshaw, C Anderson We note with pleasure that Swansea Council are building Council houses for the first time in 40 years, will the Cabinet Member inform Council when we expect the first tenant to be handed over keys to take up residence.</p> <p>Response of the Cabinet Member for Next Generation Services The first properties are due to be completed early July with the whole site due for completion at the end of September. Work is currently underway to assess the practicalities of handing over properties on a phased basis and thus will take into account health and safety and potential disruption to tenants if site works are continuing.</p>
9	<p>Councillors M H Jones, A M Day, J W Jones Will the Leader/Cabinet Member tell Council what the current plan is for setting up a site for the Gypsies Travellers, or is there going to be an extension of time to the current unofficial site.</p> <p>Response of the Cabinet Member for Enterprise, Development & Regeneration A Gypsy and Traveller site was identified in the Deposit Local Development Plan (LDP). In their response to the Deposit LDP consultation, the Welsh Government did not object to the principle of the proposed use on this site but requested that the Council explain how the site meets the flood risk requirements and justification tests set out in national planning guidance through the preparation of a Flood Consequences Assessment (FCA). In addition the gypsy and traveller families have been fully consulted on and responded to the Deposit LDP proposals which will inform future site provision in line with the recommendations contained with the previous scrutiny report.</p>
10	<p>Councillors T M White, C Anderson, B Hopkins Will the Cabinet Member assure Council that the 3G sport pitches that are being established at Penyrheol ,Morryston and Cefn Hengoed be the first of a programme to be rolled out across the City and County of Swansea.</p> <p>Response of the Cabinet Member for Wellbeing & Healthy City It is fantastic that the Authority is able to provide these facilities to increase the quality and quantity of sporting activity across various sports and across Swansea. We see these 3 as the start of 3G provision accessible to the public, and have ambitions for a number more. As each full size pitch costs at least £1/2m the council is actively seeking finances to assist in this</p>

	expansion.
11	<p>Councillors C A Holley, Graham Thomas, Cheryl Philpott Will the Leader/Cabinet Member tell Council what the current position is with the owners of the Mumbles pier and their scheme for the regeneration of the area and the building of flats.</p> <p>Response of the Cabinet Member for Enterprise, Development & Regeneration The Mumbles Pier development which would involve the comprehensive re-development of land at Mumbles Headland (ground floor commercial with hotel or residential apartments (32 units) on the upper floors) and Foreshore / Coastal Strip (26 residential apartments) together with new pedestrian boardwalk was granted outline planning permission 20 December, 2011 following the completion of a Section 106 Planning Obligation (ref:2010/1451) which amongst other things would require the refurbishment of the Pier.</p> <p>A Section 73 application to vary the conditions in particular to extend the time in order to submit the reserved matters was reported to the Planning Committee on 17 February, 2015 (ref:2014/1946) where it was resolved to approve the application subject to the applicants entering into a new Section 106 Planning Obligation incorporating the existing provisions. Whilst a draft Section 106 has been prepared, it has yet to be completed by the applicants. The Local Planning Authority has received a recent (Jan. 2017) pre-application enquiry on behalf of a private housebuilder for the potential residential development for the first phase of the development relating to the residential development of the Foreshore / Coastal Strip but a planning application for the detailed design has yet to be submitted.</p>
12	<p>Councillors S E Crouch, F M Gordon, D Phillips, E T Kirchner After the success of ‘Our Abertawe’ event held in Castle Square recently, can the Cabinet Member confirm that this will become an annual event.</p> <p>Response of the Cabinet Member for Wellbeing & Healthy City This was a fantastic event that brought large numbers and a diversity of citizens together around a St David’s Day celebration. Congratulations are due to all involved in organising it. Such was its success, and the significance of the event that the council is exploring the possibility of making it a regular St David’s Day celebration. One of the key features that drove creating the Our Abertawe event was the feeling of concern about belonging, and in particular to counter a small number of unwelcome comments expressed. Swansea is a welcoming city, a City of Sanctuary, and the event demonstrated this.</p>
13	<p>Councillors C A Holley, P M Black, L G Thomas With the long expected new road in the Hafod almost complete will the Cabinet Member tell Council</p> <p>(a) What was the cost and (b) Was there any grant monies received from the Welsh Government towards it and (c) Was there any land exchange with Network Rail to help the development and if so how much.</p> <p>Response of the Cabinet Member for Environment & Transportation</p>

a) The total scheme cost (inclusive of land, works and design) is yet to be finalised, but is estimated to be circa £5.8m. (Note that the Council is yet to finalise the account with the Contractor, with some CCS funded works extending beyond March 2017).

b) The following table summarises the budget allocation for the scheme.

Funding Body and total value	Funding Stream	Value
Welsh Government £5,204,000	Local Transport Fund	£4,604,000
	Additional Road Transport Grant	£600,000
Private Developer Contribution £372,000	S106 Contributions	£372,000
City and County of Swansea £232,000	Bus Stations Receipts	£232,000
	Total	£5,808,000

c) Land was acquired from Network Rail for circa £200k which formed part of the car park frontage to Pipehouse. This land was required to realign the carriageway, to introduce a new right turn lane and to facilitate a 3m joint use footway / cycleway.

14 Councillors A M Day, J W Jones, T H Rees

Will the Cabinet Member tell us what the revenue (and if possible, the number of vehicles), was for the coastal car parks for the period 1 October to 31 March for 2014/15, 2015/16 and 2016/17? Can he also give us the number of PCNs issued for those car parks for those periods and the revenue generated from the fines.

Response of the Cabinet Member for Environment & Transportation

Coastal or Foreshore Carparks include the following: The Baths, Bracelet Bay, Caswell Bay, Caswell Hill, Clyne, The Dairy, Horton, Llangland, Port Eynon, Oyster Foreshore, The Quarry, Southend and Sketty Lane.

	14/15	15/16	16/17*
Revenue	£221,627	£222,546	£275,721
Tickets purchased	169,201	148,115	125,423
CEO Visits	894	727	631
PCNs Issued	295	380	392
Recovery	£6505	£8423	£7475

To date

15 Councillors A M Day, M H Jones, C A Holley

Will the Cabinet Member give Council an update on Welsh Medium Education in the City and County of Swansea.

Response of the Cabinet Member for Education

The following table outlines the increase in the percentage of pupils (measured by the number of pupils in Year 2) receiving Welsh-medium Education in Swansea.

Year	All pupils in Y2	Y2 pupils in Welsh-medium	
		No.	%
2007	2525	247	9.78
2008	2446	267	10.92
2009	2369	275	11.61
2010	2460	320	13.01
2011	2472	297	12.01
2012	2441	332	13.6
2013	2546	366	14.4
2014	2603	369	14.8
2015	2822	413	14.6
2016	2650	404	15.2
2017	2673	432	16.2

Further information is available in the Welsh in Education Strategic Plan 2017-2020, that is being submitted to Council on 20 April 2017.

PART B – NO SUPPLEMENTARIES