

# DINAS A SIR ABERTAWE

## HYSBYSIAD O GYFARFOD

Fe'ch gwahoddir i gyfarfod

## Y CABINET

**Lleoliad:** Siambr y Cyngor, Neuadd y Ddinas, Abertawe

**Dyddiad:** Dydd Iau, 20 Gorffennaf 2017

**Amser:** 2.00 pm

**Cadeirydd:** Cyngorydd Rob Stewart

### Aelodaeth:

Cynghorwyr: J E Burtonshaw, M C Child, W Evans, R Francis-Davies, D H Hopkins, A S Lewis, C E Lloyd, J A Raynor a/ac M Thomas

Mae croeso i chi ddefnyddio'r Gymraeg. Os dymunwch ddefnyddio'r Gymraeg, rhowch wybod i ni erbyn canol dydd ar y diwrnod gwaith cyn y cyfarfod.

## AGENDA

Rhif y Dudalen.

1. **Ymddiheuriadau am absenoldeb.**
2. **Datgeliadau o fuddiannau personol a rhagfarnol.**  
[www.abertawe.gov.uk/DatgeliadauBuddiannau](http://www.abertawe.gov.uk/DatgeliadauBuddiannau)
3. **Cofnodion.** 1 - 4  
Cymeradwyo a llofnodi, fel cofnod cywir, gofnodion y cyfarfod(ydd) blaenorol.
4. **Adroddiad(au) Arweinydd y Cyngor.**
5. **Cwestiynau gan y cyhoedd.**  
Rhaid i'r cwestiynau ymwneud â materion ar ran agored agenda'r cyfarfod, ac ymdrinnir â hwy o fewn 10 munud.
6. **Hawl i holi cynghorwyr.**
7. **Alldro Refeniw 2016/17 - Cyfrif Refeniw Tai (CRT).** 5 - 7
8. **Alldro Refeniw ac Orlhain Arbedion 2016/17.** 8 - 26
9. **Alldro Cyfalaf 2016/17** 27 - 33
10. **Rheol Gweithdrefn Ariannol 7 Grant y Gronfa Drafnidiaeth Leol 2017/18** 34 - 44

- |     |  |           |
|-----|--|-----------|
| 11. | Monitro Adroddiad Perfformiad Blynyddol 2016/17.   | 45 - 90   |
| 12. | Y diweddaraf am roi'r model o ddarpariaeth newydd ar waith ar gyfer Addysg Heblaw yn yr Ysgol (EOTAS), ac adborth o'r ymgynghoriad diweddar â rhanddeiliaid.                         | 91 - 119  |
| 13. | Cynigion arfaethedig a blaenoriaethau buddsoddi ar gyfer Band B Rhaglen Ysgolion yr 21ain Ganrif.  | 120 - 131 |
| 14. | Sefydlu Cyfleusterau Addysgu Arbenigol (CAA) i ddisgyblion ag Anhwylder y Sbectrwm Awtistig (ASA).   | 132 - 139 |
| 15. | Penodiadau Llywodraethwyr yr Awdurdod Lleol.   | 140 - 142 |
| 16. | Gwahardd y cyhoedd.  | 143 - 146 |
| 17. | Adroddiad ar Ddyfarnu Contract - Dyfarnu Fframwaith ar gyfer Darparu Tenantiaeth yn seiliedig ar Ofal a Chefnogaeth (Byw â Chymorth) i Bobl ag Anabledd Dysgu neu Anabledd Corfforol | 147 - 158 |

**Cyfarfod Nesaf:** Dydd Iau, 17 Awst 2017 ar 2.00 pm



**Huw Evans**  
**Pennaeth Gwasanaethau Democrataidd**  
**Dydd Mawrth, 11 Gorffennaf 2017**

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**Cyswllt: Gwasanaethau Democrataidd - Ffon: (01792) 636923**

## CITY AND COUNTY OF SWANSEA

### MINUTES OF THE CABINET

HELD AT COUNCIL CHAMBER, GUILDHALL, SWANSEA ON  
THURSDAY, 15 JUNE 2017  
AT 2.00 PM

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

**Councillor(s)**

J E Burtonshaw  
R Francis-Davies  
J A Raynor

**Councillor(s)**

M C Child  
D H Hopkins  
M Thomas

**Councillor(s)**

W Evans  
A S Lewis

**Apologies for Absence**

Councillor(s): C E Lloyd

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

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

- 1) Councillor M Thomas declared a Personal Interest in Minute 8 “Pre-decision Scrutiny Feedback - Adult Services Commissioning Review Consultation Outcome”;
- 2) Councillor M Thomas declared a Personal Interest in Minute 8 “Adult Services Commissioning Review Consultation Outcome”;
- 3) Councillor J E Burtonshaw declared a Personal Interest in Minute 9 “Response to Tackling Poverty Strategy Scrutiny Report” and took no part in the item;
- 4) Councillors J E Burtonshaw, M C Child, W Evans, R Francis-Davies, D H Hopkins, A S Lewis, J A Raynor, R C Stewart and M Thomas declared a Personal Interest in Minute 11 “Local Authority Governor Appointments”.

2. **MINUTES.**

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

- 1) Cabinet held on 20 April 2017.

3. **LEADER OF THE COUNCIL'S REPORT(S).**

The Leader of the Council made no announcements.

4. **PUBLIC QUESTION TIME.**

No questions were asked.

5. **COUNCILLORS' QUESTION TIME.**

No questions were asked.

6. **PRE-DECISION SCRUTINY FEEDBACK - ADULT SERVICES COMMISSIONING REVIEW CONSULTATION OUTCOME. (VERBAL)**

Councillor P M Black presented the Pre-decision Scrutiny Feedback.

**RESOLVED** that:

- 1) The presentation be noted.

7. **ADULT SERVICES COMMISSIONING REVIEW CONSULTATION OUTCOME.**

The Cabinet Member for Health and Wellbeing submitted a report, which sought agreement to adopt the final overarching Adult Services Service Model and implement the final recommendations that have emerged from the Domiciliary Care Commissioning Review.

**RESOLVED** that:

- 1) The overarching Adult Services Service Model be adopted as the preferred direction of travel for Adult Services in Swansea, subject to further discussion surrounding the future direction for residential care and day services for older people;
- 2) The recommendations that have emerged from the Domiciliary Care Commissioning Review which are in the process of being implemented as 'business as usual' be noted;
- 3) Decisions surrounding the procurement process options in relation to the agreed options for domiciliary care be delegated to the Chief Social Services Officer in conjunction with the relevant Cabinet Member with support from Commercial Services.

8. **RESPONSE TO TACKLING POVERTY STRATEGY SCRUTINY REPORT.**

The Cabinet Member for Stronger Communities submitted a report, which outlined a response to the scrutiny recommendations and presented an action plan for agreement.

**RESOLVED** that:

- 1) The response as outlined within the report and related action plan be agreed.

9. **RESPONSE TO THE REPORT OF THE SCHOOL READINESS INQUIRY PANEL.**

The Cabinet Member for Health and Wellbeing submitted a report, which outlined a response to the scrutiny recommendations and presented an action plan for agreement.

**RESOLVED** that:

- 1) The response as outlined within the report and related action plan be agreed.

10. **LOCAL AUTHORITY GOVERNOR APPOINTMENTS.**

The Cabinet Member for Children, Education and Life Long Learning presented a report, which sought approval of the nominations submitted to fill Local Authority (LA) Governor vacancies on School Governing Bodies.

**RESOLVED** that:

- 1) The following nominations be approved as recommended by the LA Governor Appointments Panel:

1)	Cwmrhydyceirw Primary School	Mrs Gaynor Ellis
2)	Gors Primary School	Mrs Ann Morgan
3)	Grange Primary School	Mrs Bronwen Williams
4)	Mayals Primary School	Mrs Margaret Collins
5)	Townhill Primary School	Mrs Joanne Martin
6)	Bishop Vaughan Catholic Comprehensive School	Mr Samuel Pritchard
7)	YGG Llwynderw	Mr Adam Gilbert
8)	Ysgol Gyfun Gŵyr	Rev Ian Morris
9)	Ysgol Pen y Bryn	Mrs Jeanette Simpson
10)	Ysgol Crug Glas	Cllr Fiona Gordon

11. **BUSINESS RATES – TEMPORARY RATE RELIEF SCHEME (WALES).**

The Cabinet Member for Service Transformation and Business Operations submitted a report, which provided information to consider the adoption of a new temporary High Street Rates Relief Scheme, relating to Business Rates, which has been introduced by Welsh Government for the current financial year.

**RESOLVED** that:

- 1) The details of the scheme as set out in the report be noted;
- 2) The rate relief scheme and the application process outlined in the report be adopted for 2017-2018.

12. **EXCLUSION OF THE PUBLIC.**

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

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

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

**(CLOSED SESSION)**

13. **DIGITAL SQUARE, APPOINTMENT OF ARENA OPERATOR.**

The Cabinet Member for Culture, Tourism and Major Projects submitted a report, which sought approval for the appointment of an operator for the Digital Arena followed by the appointment of a contractor for Phase 1 Swansea Central – Digital Square.

**RESOLVED** that the recommendation(s) as set out in the report be approved.

14. **CONTRACT AWARD REPORT FOR THE PROCUREMENT OF A LONG-TERM REGIONAL FOOD WASTE TREATMENT SOLUTION.**

The Cabinet Member for Environment Services submitted a report, which sought approval for contract award in the procurement of a long term regional food waste treatment facility.

**RESOLVED** that the recommendation(s) as set out in the report be approved.

15. **CONTRACT FOR THE SUPPLY OF UP TO 36 REFUSE COLLECTION VEHICLES.**

The Cabinet Member for Environment Services submitted a report, which sought approval to authorise the award of a contract up to 36 refuse collection vehicles where the estimated total value of the contract falls within Contract Procedure Rule Band D.

**RESOLVED** that the recommendation(s) as set out in the report be approved.

The meeting ended at 2.33 pm

**CHAIR**

## Report of the Section 151 Officer

Cabinet - 20 July 2017

### REVENUE OUTTURN 2016/17 – HOUSING REVENUE ACCOUNT [HRA]

<b>Purpose:</b>	This report details the City and County of Swansea's HRA outturn compared with the approved revenue budget for 2016/17.
<b>Policy Framework:</b>	Budget plan 2016/17
<b>Consultation:</b>	Cabinet Members, Executive Board, Legal and Access to Services.
<b>Recommendations:</b>	It is recommended that  (a) the variations detailed in the report are noted;
<b>Report Author:</b>	Paul Cridland
<b>Finance Officer:</b>	Paul Cridland
<b>Legal Officer</b>	Tracey Meredith
<b>Access to Services Officer:</b>	Sherill Hopkins

#### 1. Summary of HRA outturn for 2016/17.

- 1.1 The HRA showed a deficit of £5.412m compared with the original budgeted deficit as outlined in the report to members on 25<sup>th</sup> February 2016 of £5.781m. The summarised HRA is set out in Table A in the Appendix.
- 1.2 The main reason for this underspend and movement against original deficit of some £0.369m is set out below :-

Item	£m
Capital Charges	-0.956
Reduction in Bad Debt provision	-0.579
Reduced Responsive Repairs	-0.279
Equipment purchases	-0.153
Increased contribution to fund capital expenditure	2.300
Additional Income	-0.597
Other reduced management costs	-0.105
<b>Net underspend</b>	<b>-0.369</b>

- 1.3 The reduced capital charges reflect the ongoing low interest environment where it is disadvantageous to the Authority to materially externalise its borrowing requirement when it can better utilise internal capital alongside a slippage within the planned HRA capital programme

- 1.4 The reduction in the expected contribution to the bad debt provision arose because the impact of Welfare Reform has been slower than prudently expected, so the levels of outstanding debt are not as high as anticipated yet. Proactive rents arrears prevention and recovery also contributed to this.
- 1.5 The reduction in responsive maintenance costs was mainly due to reduced demand for day to day and void repairs which was partly offset by increased costs for Gas Maintenance and RPP and Painting works.
- 1.6 The increased contribution to fund capital expenditure was as a result of the planned use of existing balances and savings from the current year as set out above to minimise the borrowing requirement.
- 1.7 The additional income was as a result of the allocation of the week 53 rent income apportionment as well as higher than budgeted sheltered management fee income.

## **2. Reserves**

- 2.1 The opening balance for the year was £15.233m With the final 2016/17 use of reserves of £5.412m the closing balance is £9.821m. The summary reserves position including budgeted usage for 2017/18 is set out in Table B in the Appendix.

## **3. Legal Implications**

- 3.1 There are no legal implications.

## **4. Equalities Implications**

- 4.1 There are no equalities implications arising from this report. Equality impact assessments are carried out in respect of HRA budgets at the time that budgets are approved.

**Background Papers:** None

**Appendices:** Summarised HRA 2016/17



**Table A: Summarised HRA 2016/17**

<b>Classification</b>	<b>Original Budget 2016/17</b>	<b>Actual 2016/17</b>
	£'000	£'000
<u>Expenditure</u>		
Management and Maintenance	28,360	27,244
Capital Charges	9,883	8,927
Revenue Funding for capital schemes	25,700	28,000
<b>Total Expenditure</b>	<b>63,943</b>	<b>64,171</b>
<u>Income</u>		
Rents and other income	58,162	58,759
Use of balances	5,781	5,412
<b>Total Income</b>	<b>63,943</b>	<b>64,171</b>

**Table B: Movement in Balances 2016/17 to 2017/18**

<b>Description</b>	<b>£000's</b>
Actual balance at 1 <sup>st</sup> April 2016	15,233
Actual transfer from Reserves 2016/17	-5,412
<b>Actual balance 31<sup>st</sup> March 2017</b>	<b>9,821</b>
Budgeted use 2017/18	-2,395
<b>Forecast balance 31<sup>st</sup> March 2018</b>	<b>7,426</b>

N.B. Actual usage in 2017/18 will be dependent upon final Capital requirements including slippage of schemes from 2016/17.

# Agenda Item 8.

## Report of the Section 151 Officer

Cabinet - 20 July 2017

### REVENUE FINANCIAL OUTTURN 2016/17

<b>Purpose:</b>	To report on the detailed Revenue financial outturn for 2016/17
<b>Policy Framework:</b>	Sustainable Swansea Budget Plan 2016/17
<b>Consultation:</b>	Cabinet Members, Corporate Management Team, Legal Services and Corporate Equalities Unit.
<b>Recommendation:</b>	It is recommended that the comments and variations in this report be noted, and that the proposed reserve transfers detailed in Section 7.3 are approved
<b>Report Author:</b>	Ben Smith
<b>Finance Officer:</b>	Ben Smith
<b>Legal Officer:</b>	Tracey Meredith
<b>Equalities Officer:</b>	Sherill Hopkins

#### 1. Introduction and Context

- 1.1 This report details net expenditure for 2016/17 and highlights variances from the revised budget.
- 1.2 The Revenue Budget for 2016/17 was approved at Council on 25th February 2016. The budget as approved included the following proposals to address a budget deficit of £21.011m

<b><u>Budget Proposals 2016/17</u></b>	<b>£'000</b>	<b>£'000</b>
Planned Service Savings	-10,221	
Net reduction in previously funded 100 days money	-230	
Cabinet decision 15 <sup>th</sup> February 2016 additional spending/removal of savings	904	
Sustainable Swansea additional savings proposals	-7,419	
		-16,966
Net effect of Council Tax base increase and increased charge		-4,026
Increase in Fire Authority Levy		-19
<b><u>Overall resourcing</u></b>		<b><u>-21,011</u></b>

- 1.3 The specific savings proposals detailed above were incorporated into Directorate budgets at service level and have been the subject of specific monitoring via the budget savings tracker, reported to Cabinet on a quarterly basis during the year. Achievement of Sustainable Swansea savings has equally been monitored.
- 1.4 2016/17 marked the third year following the introduction, from 1<sup>st</sup> April 2014, of the Council's single status pay and grading scheme relating to all staff on NJC grades. The scheme specifically excludes Teaching staff, those on the Soulbury Scheme and Senior Officers at Head of Service/Director level.
- 1.5 Staff who were adversely affected by the introduction of the scheme have been subject to a period of pay protection ranging from 12 to 24 months depending on the scale of pay reduction implicit in their allocated grade. That pay protection has therefore now been exhausted at the end of the year.
- 1.6 The introduction of the scheme has been accompanied by an extensive appeals process for those staff adversely affected by pay and grading allocations made during the original allocation process. Despite significant inroads made to the numbers of appeals, the appeals process does remain ongoing.
- 1.7 The Council has made substantial continued progress during 2016/17 in settling a significant number of equal pay claims which date back over a significant period of time.
- 1.8 The extent to which appeals are successful in terms of job allocation will inevitably affect financial performance on an annual basis and impact on future budget planning.

- 1.9 The modelled costs of single status as at the implementation date have been incorporated in revenue budgets going forward. However, costs in respect of successful appeals – currently running at approximately 60% - have not, and any costs arising from appeals will have to be met from within existing Directorate Budgets.
- 1.10 The report that follows details the Revenue outturn position for 2016/17, makes commentary on comparison with in year budget monitoring and, where appropriate, details action already taken in setting the 2017/18 Revenue Budget based on anticipated outcome at quarter 3 of the year. It remains critical that the progress on savings adopted under *Sustainable Swansea* is subject to constant review and updated during each financial year and that future budgets are constantly informed by outcomes from the monitoring process.

## 2. Detailed Outturn Position

- 2.1 Overall expenditure for 2016/17 was £3,198,000 less than the revised budget as follows:

	<b>£000's</b>
Net Expenditure on Services per appendix 'A' (including 2016/17 ER/VR costs) –overspend	3,919
Reduced capital charges	-2,726
Reduced call on Inflation provision	-1,400
One off corporate costs/income	-2,284
Other net underspends including Council Tax collection	-707
<u>Overall net underspend</u>	<u>-3,198</u>

- 2.2 As highlighted in the Third Quarter Budget Monitoring report (February 2017) the Section 151 Officer determined that any additional costs of Job Evaluation, including Back Pay , over and above the remaining provision, would be met from the Restructuring Reserve and funded corporately and not within the service areas . The amount highlighted in the Third Quarter report was a potential call on the Restructuring Reserve of £4.5m. The final amount actually required from the Reserve was £2.82m with the un-required balance returned to the reserve at the year end. The remainder of the costs in 2016/17 for Job Evaluation and Back Pay were met from the existing Job Evaluation provision which as a result has now been fully utilised.
- 2.3 Details of net expenditure variations are given in Section 2.5 and onwards below. The corporate costs net income figure primarily relates to additional income received with regard to a specific relief for National Domestic Rates together with the amount not required from the Restructuring Reserve transfer as noted in 2.2 above.

- 2.4 Recommendations in terms of Reserve Movements and Review as a result of the final outturn position as set out in Section 2.1 are made in Section 7 of this report.
- 2.5 Members will see from the table at 2.1 above that the net overall underspend at year end is largely the result of underspend arising on **Capital Charges**. The material element of the underspend has arisen following a review of the appropriate periods over which certain debt can be amortised, this has resulted in a reduced principal repayment provision charge.
- 2.6 An element of capital programme slippage has also contributed to the capital charge underspend. There is a strategy to monitor interest rates and average in the borrowing requirement over a period of time but inevitably as the need to fund the capital financing requirement increases so will the capital charges in line with budget. Further borrowing will be externalised where rates, which are monitored on a constant basis, are favourable.
- 2.7 However, the Directorate outturn position itself is made up of a mix of over and under spends and it is clear that elements of the overspends in particular will continue into 2017/18 and, consequently, management action and, in some case, Member decisions, will be required to address the underlying issues.
- 2.8 The following set out the major service specific variances in 2016-17.

#### **Corporate Services Directorate**

	£
Overprovision for Council Tax Reduction Scheme costs	-220,000
Reduced cost of Rent Allowances	-140,000
Reduced External Audit fees	-108,000
Net employee costs variance	-785,000
ICT - Supplies and Services under spends	-715,000
Shortfall in Sustainable Swansea savings target	1,448,000
Other net variances	173,000
	<u>-347,000</u>

#### **Director Comments:-**

1. The outturn position is somewhat contrary to that predicted in the budget monitoring reports for Quarters 1-3 2016/17. Whilst the shortfall in the target attributable to Sustainable Swansea has remained consistent, a large number of savings have emerged in the final quarter to bring the Directorate from a sizeable projected overspend to a small underspend. In mitigation, some of the reasons for this could not have been foreseen.
2. The overprovision for CTRS was brought about by a significant drop in caseload figures from November hence, whilst the position of Rent Allowances is traditionally difficult to ascertain until year end.

3. The underspend on audit fees, whilst predicted, is an in year “windfall” due to a revised assessment of costs from our External Auditor based on an increase in the quality of information provided to support performance and financial data.
4. Ongoing discussions are being held with the Council’s external auditors (Wales Audit Office) with a view to establishing whether these savings will re-occur in 2017/18
5. The savings attributable to employees continued to gather pace particularly in the final quarter when surety of vacant posts was confirmed in the wake of further uptake of the ER/VR offer. A certain element of these savings have already been incorporated into the 17/18 budget setting process
6. Finally, and significantly, throughout the year the Directorate faced a potential £1.5m liability around the audit of ICT licences. An appropriate expenditure freeze was put in place to lessen the financial risk. As it transpired, the liability was ultimately and successfully negotiated downwards to a vastly reduced level with consequential resultant savings able to be reported through expenditure already foregone to mitigate the overspend risk.

#### **People Directorate – Poverty & Prevention**

	£
Child Poverty Projects	-70,000
Young Peoples Services	-126,000
Early Intervention Service	-18,000
Community Safety	-17,000
Partnership, Performance and Commissioning	-48,000
Tackling Poverty Service	-119,000
	<u>-398,000</u>

#### **Directors Comments:-**

##### **Poverty and Prevention**

The Poverty and Prevention Service area budget relies on 75% Welsh Government Grant funding and the principle adopted by the service is always to maximise spending of grants, which in turn creates a greater saving to core budgets.

In 16/17 the service area has seen a number of changes and a budget strategy has been put in place to ensure that all grants are fully utilised and core spend is aligned to our priorities.

The variances in budget lines explanation and action are detailed below:

**Child & Poverty Projects:** This budget is in place to support Child Poverty Projects as need arises. Grant funds have been utilised fully in replace of core spend in this area, therefore there has been no significant call on this budget in 16/17. The reduced spend reflect the success in additional sponsorship monies for the High Five awards, along with improved management of external funding.

**Young People's Services:** Savings identified in year through delays in staff recruitment due to implementation of Youth Club commissioning review, only now seeing full effects of implementation of Outdoor Centres commissioning review. Also there has been a delay in recruitment due to redeployment timings in order to mitigate impact of Communities First withdrawal in 17/18 and maximisation of Youth Strategy Grant, part-year implementation and movement of the NEETS service.

**Early Intervention Service:** All WG Grant have been maximised in this area for 16/17, therefore realised a small underspend on core funds.

**Community Safety:** Planned reductions in budget spend through the implementation of the CCTV and Community Safety Commissioning Reviews have resulted in a small underspend in this area.

**Tackling Poverty Service:** The savings in this area are as a result of the full year effect on staffing budgets due to no recruitment to the post of service manager. The WG Communities First Grant has been maximisation and due to the announcement of the future CF Grant in no backfill of posts has been put in place in order to mitigate impact of Communities First grant withdrawal in 17/18.

**Partnership, Performance and Commissioning:** The underspend in this area reflects funds that have been allocated in 16/17 but will not be realised until 17/18, mainly 28K allocated via the Community Action Transformation Fund and 20K allocated via the Prevention Fund.

## **People Directorate – Social Services**

	£
Child & Family	
Independent Placements	177,000
Youth Offending Services	-170,000
Other CFS	37,000
Adult Services	
LD & MH Supported Care Planning	1,687,000
Internal Staffing and Services	-1,686,000
External Residential Care	-106,000
Domiciliary Care	976,000
Third Party Spend	38,000
	<hr/>
	953,000

## Directors Comments:-

### Social Services

The Child and Family Services position includes the allocation of £2.25m of Sustainable Swansea savings targets. That the department was able to come so close to a balanced position whilst reducing its budget so significantly reflects the continued success of the Safe LAC reduction scheme. It is critical to the Department's future financial performance that the success of this scheme is maintained.

Within Adult Services, first quarter budget monitoring predicted a substantial overspend. To alleviate this, substantial efforts were made to reduce expenditure whilst maximising income across all areas. Additionally, a significant reorganisation of budgets occurred that allocated additional resource to areas of pressure.

Demand remains high in a number of pressure areas, primarily Learning Disability and Mental Health placements and this is reflected in the outturn. A programme of right sizing continues. Savings targets, increases to minimum wage and the effect of cases expected through transition will mean that this will remain an area of pressure in 2017/18.

The internal staffing and savings figure is indicative of efforts that have been made to reduce expenditure on staffing through ERVR arrangements, tight vacancy management, and the ability of grant income to offset such spend.

Unachieved savings were a substantial cause of the Domiciliary Care overspend and again this is an area where increases to Living Wage are most keenly felt. Reviews of care packages are ongoing and efforts are being made to control demand.

### People Directorate – Education

	£
Shortfalls in originally planned savings targets	620,000
Out of County/Recoupment costs	900,000
Behaviour Review	408,000
Home To School Transport	325,000
Other non-delegated schools cost pressures	268,000
One To One Support	480,000
Retrospective additional rates cost re: new school build	483,000
Managed Savings – to part mitigate over spends	-302,000
Managed Savings - one off – to mitigate over spends	-670,000
Bringing forward savings targets (EMAU, Music Service) – to part mitigate over spends	-83,000
Net additional variances across Education	100,000
	<hr/>
	2,529,000



## Directors Comments:-

### Education

Significant service and financial pressures have been consistently identified and reported during the year approaching £3 million. Further issues have only become apparent at the year end, specifically retrospective additional rates in relation to a new school build revaluation, a late creditor in relation to Home to School Transport (largely Special Schools), and pressures on the 'one to one' budget for Special Schools and Specialist Teaching Facilities.

Mitigation of costs in relation to Independent Special School Places has created further significant pressure on the cost of placement with other Local Authorities. Significant pressures have also been faced on SEN transport in relation to statemented pupils. These inherently volatile and demand led pressures have been recognised in the approved budget for 2017/18.

Whilst challenging savings targets have been achieved, delays, uncertainty and challenge has prevented the delivery of some significant and complex proposals, particularly in relation to the EOTAS review. Again these have been reflected in the approved budget for 2017/18 but work continues to deliver the full required savings over the period of the Medium Term Financial Plan. There have also been increasing pressures on areas such as maternity and schools at risk, partially offset by one-off management action.

Robust management action has been taken during the year to as far as possible manage and mitigate these pressures through earlier delivery of service and other reviews to recover and reduce costs.

### Place Directorate

	£
Wales National Pool	117,000
Libraries	-191,000
Housing	-277,000
Cremations	-153,000
Pollution & Public Health	-146,000
Building Regulations	-60,000
Planning Applications, Policy & Environment	-127,000
City Centre	-337,000
Improvements Team	-128,000
Civil Parking Enforcement	-228,000
Car Parks	-80,000
Park & Ride	-154,000
Bus Station	-184,000
Transport Support	-166,000
School Crossing Patrols	-75,000
Central Transport Unit	150,000
CB&PS - Employee underspend	-147,000

CB&PS - Surplus Income, Rates Rebates & Rental Income	-757,000
CB& PS - Premises and Supplies & Services underspend	-136,000
Other net variances	<u>-221,000</u>
	-3,300,000

### **Director Comments:-**

Notwithstanding the ongoing financial challenges, significant progress is being made against the current future savings targets with a number of savings being accrued earlier than planned resulting in an underspend in the 2016/17 budget. In addition a number of areas have generated increased income and proactive budget management have reduced overall spend levels across the directorate. This will assist the directorate in achieving a balanced budget in 2017/18.

Some of the key variances are outlined in more detail below:

1. Wales National Pool - £117k resulting from contractual obligation costs.
2. Libraries - £191k underspend due to staff vacancies/premises/supplies & services costs offset against a shortfall on income.
3. Housing - £277k underspend due to grant funding in Housing Options and surplus income in Neighbourhood Renewal Area & Urban Renewals.
4. Cremations - £153k underspend due to surplus income.
5. Pollution & Public Health - £127k underspend due to employee underspend and surplus income.
6. Building Regulations - £60k underspend due to surplus income.
7. Planning Applications, Policy & Environment - £127k underspend due to employee and supplies & services underspends and surplus income.
8. City Centre - £337k underspend due to grant and rental income to be transferred to earmarked reserve and staff underspend due to delayed recruitment against increased budget which has now been resolved.
9. Improvements Team - £128k underspend due to early achievement of staff saving and surplus income.
10. Civil Parking Enforcement - £228k underspend due to increased income.
11. Car Parking - £80k underspend due to surplus income.
12. Park & Ride - £154k underspend due to the closure of Fforestfach Park & Ride site in year.
13. Bus Station - £184k underspend due to staff and premises underspends.

14. Transport Support - £166k underspend due to surplus income and late implementation of community minibus.
15. School Crossing Patrols - £75k underspend due to inability to recruit staff.
16. Central Transport Unit - £150k overspends due to ageing fleet and delayed savings linked to depot review.
17. CB&PS - £147k staff underspend.
- 18 CB&PS - £757k underspend due to surplus commercial income, rates rebates and rental income.
19. CB&PS - £136k underspend due to premises and supplies & services.
20. Finally, £221k underspends related to other net variances.

In moving forward the directorate will be looking to align any budget variances and also amend the base budgets to reflect any recurring underspends as part of its overall budget strategy and savings programme.

### **3. Items met from the Contingency Fund**

- 3.1 The Cabinet Report on 25th February 2016 highlighted a number of risks that may need to be met from the Contingency Fund in 2016/17.
- 3.2 The £7.570m shown at Appendix 'A' represents the cost of the ER/VR exercise for 2016/17 which has been charged to the Contingency Fund on an 'Invest to Save' basis. This sum – considerably greater than previous years – reflects the inevitable workforce reductions implicit within the budget proposals for 2016/17 and 2017/18 contained within the 'Sustainable Swansea- Fit for the Future' Budget strategy adopted by the Council. These costs include the additional costs of increasing the redundancy element to a maximum of 45 weeks from 30 weeks. As in prior years access to ER/VR requires a maximum payback period of three years for an employee who leaves under the scheme.
- 3.3 In addition to the above, other costs including transitional costs of elements of Employment Training transfer to Gower College (£300,000), City Centre regeneration and City Deal bid (£257,000), Streetscene enhancements (£150,000), additional costs of the Carbon Reduction scheme (£95,000), additional legal staffing costs to deal with Deprivation of Liberty Safeguards pressures (£39,000) , grants to the independent sector (£45,000) and additional costs of Special Events in screening of Wales progress in European football championships (£25,000) . In total £912,000.
- 3.4 The total met from the fund for 2016/17 is therefore some £8,482,000. Compared to the original budget of £5,400,000 this results in an overspend for the year of £3,082,000 as shown in the outturn summary at appendix 'A'.

3.5 Items charged to the fund represent one off costs which, apart from ER/VR costs, will not re-occur during 2017/18.

#### 4 Schools Expenditure and Reserves Position

4.1 The Schools delegated budget for 2016/17 was £138,874,085.

4.2 This delegated budget in reality reflects in actual expenditure as shown in the education directorate line of the outturn summary given at appendix 'A', and any variation in expenditure incurred by Schools at a level greater/less than overall delegated budgets will result in a movement in ring-fenced delegated schools reserves.

4.3 During 2016/17 Schools expenditure overall was £1,937,414 more than the delegated budget, equating to an overspend of 1.39%.

4.4 This overspend is mitigated by being drawn down from schools own reserves.

The following is a summary of overall Schools Reserves since 1<sup>st</sup> April 2014:

	Balance 31/3/2014	Balance 31/3/2015	Balance 31/3/2016	Balance 31/3/2017	Overall increase over last 3 year period (%)
Primary	5,054,274	6,719,958	7,026,483	5,433,323	<b>7.5</b>
Secondary	2,156,573	2,799,369	2,188,589	1,687,157	<b>-21.8</b>
Special	64,983	232,849	331,635	454,287	<b>699.1</b>
<b>Total</b>	<b>7,275,830</b>	<b>9,752,176</b>	<b>9,546,707</b>	<b>7,574,767</b>	<b>39.5</b>

4.5 Of course the above table is presented to reflect the quantum of schools reserves against each stream and the position within individual schools may vary quite considerably from the trend shown.

4.6 The above overall movement in Schools Reserves – a net reduction of £1,971,940 or 20.6% in year has to be viewed in the context of an overall increase in Schools funding of £3.695m in 2016/17 .

4.6 It is expected that the outturn position for 2017/18 for schools will evidence further calls on existing reserves.

#### 5 Ongoing implications for the 2017-18 budget

5.1 There are ongoing risks from planned savings not achieved from 2016-17 budget which cumulatively impact future years.

5.2 There are ongoing overspend risks arising from the outturn position in the following areas

- Learning Disability and Mental Health Services.
- Home to Schools Transport costs.

5.3 There are ongoing underspend opportunities arising from the outturn position in the following areas

- Additional income achieved, especially in Place based services
- Net Corporate Building and Property Services income
- Possibly in relation to External Audit fees

5.4 There are inherent risks in the current 2017-18 budget around:

- Use of Contingency Fund especially re the overall funding of staff ER/VR departures on an enhanced basis
- Sustainable Swansea workstream savings currently included within Corporate Services of £2.87m
- Ongoing costs relating to Single Status appeals.
- Impact of Apprenticeship Levy
- No specific central provision for inflationary costs.

5.5 There are emerging and continuing risks going forward in future years arising from national developments around:

- Redistribution of block government grant (especially re sparsity factors)
- Continued loss of specific grants
- Increased costs from the triennial revaluation of the pension fund

5.6 We can anticipate therefore that the authority's overall budget position will remain under significant pressure for the foreseeable future.

## **6. Use of the savings tracker and outturn position**

6.1 During 2016/17 the Council continued with use of a tracking mechanism in order to monitor progress against the specific savings proposals contained within service and overall budgets proposals.

6.2 The detailed final position as shown by the savings tracker for 2016/17 showed an overall achievement of 97% after taking into account a number of agreed large scale mitigations reported and agreed at Cabinet in year - a departure from previous reporting conventions (74% against original plan) , and specific details on the outturn position are given at Appendix B

6.3 Given the overall outturn position it is clear that additional compensating savings have been made where specific savings have been delayed or have not been achieved.

## **7 Summary of Outturn Position and Recommendations**

- 7.1 The outturn position for 2016/17 reflects an improvement on the forecast position at quarter 3 (Reported to Cabinet in February 2017) i.e. an overall underspend.
- 7.2 This is the minimum that should be expected in terms of Service Revenue Budgets and, indeed, experience from a number of English Local Authorities suggests that, where the Council is on a known long term budget reduction strategy, then a modest underspend should become the norm in the light of advance action being taken to achieve subsequent year savings. However, as stated above, this will only provide some in year flexibility to manage the risks around the timing of the delivery of savings and must not be allowed to delay decisions about savings and the implementation of these as planned.
- 7.3 The Revenue Budget as set by Council on 25<sup>th</sup> February 2016 approved the use of Earmarked Reserves to support the 2016/17 budget. Based on the net Revenue underspend position arising out of the outturn statement it is recommended that:-
- 7.3.1 The following transfers are made TO earmarked Revenue Reserves as follows:-
- Commuted Sums Received £165,000
  - Crematorium Mercury abatement reserve £70,000
  - Loss of Specific Grant reserve £1,346,000
  - City of Culture £200,000 , LDP examination costs £100,000, Tir John gas engines £160,000 , Vibrant and viable City Centre £161,000 , 3 G pitches £60,000.
- 7.4 Notwithstanding these proposed transfers, it is a duty of the Section 151 Officer to consider levels of General and earmarked reserves in order to continually monitor their adequacy and projected use. This has to be done in terms of both current known and projected future liabilities.
- 7.5 To this extent the Section 151 Officer is undertaking a further formal review of all current earmarked reserves to be reported to Council in the Autumn of 2017.
- 7.6 It is the opinion of the Section 151 Officer at this point that there is no scope within General reserves to fund any additional expenditure of the Council beyond that currently approved given the current risks facing the Council in terms of continuing single status issues, ongoing spending pressures and the uncertainty of future Welsh Government funding streams.

## **8. Legal Implications**

- 8.1 There are no legal implications relating to matters contained within this report.

## **9. Equality and Engagement Implications**

- 9.1. There are no equalities implications arising from this report. Equalities implications are identified and addressed by departments via the Equality Impact Assessment process at the time that budgets are approved.

**Background Papers:** None

**Appendices:**

Appendix 'A' Revenue Outturn Summary 2016/17

Appendix 'B' Summary of initial budget proposals delivered

**Revenue Outturn Summary 2016/17**

**Appendix 'A'**

**Directorate**

	<b>Revised Budget £'000</b>	<b>Revenue Outturn £'000</b>	<b>Variance £'000</b>	<b>Variance %</b>
Corporate Services	47,931	47,584	-347	-0.7
People - Poverty and Prevention	6,118	5,720	-398	-6.5
People - Social Services	104,688	105,641	953	0.9
People - Education	159,034	161,563	2,529	1.6
Place	52,857	49,557	-3,300	-6.2
<b>Net Directorate expenditure</b>	<b>370,628</b>	<b>370,065</b>	<b>-563</b>	<b>-0.2</b>
Additional Savings	-1,400		1,400	
Financed from Contingency Fund	4,488	7,570	3,082	
<b>Total Service costs</b>	<b>373,716</b>	<b>377,635</b>	<b>3,919</b>	
Corporate provision for inflation	1,400	0	-1,400	
Corporate items		-2,284	-2,284	
<i>Levies:</i>				
Swansea Bay Port Health	93	93	0	
<i>Contributions:</i>				
Combined Fire Authority	11,912	11,912	0	
	<b>387,121</b>	<b>387,356</b>	<b>235</b>	
<i>Capital financing charges</i>				
Principal repayments	14,916	12,984	-1,932	-13.0
Net interest charges	14,732	13,938	-794	-5.4
<b>Net Revenue Expenditure</b>	<b>416,769</b>	<b>414,278</b>	<b>-2,491</b>	<b>-0.6</b>
<b>Movement in balances</b>				
General Balances	0	0	0	
Earmarked reserves	-4,544	-1,346	3,198	
<b>Total Budget Requirement</b>	<b>412,225</b>	<b>412,932</b>	<b>707</b>	
Discretionary NNDR relief	375	363	-12	-3.2
<b>Total CCS requirement</b>	<b>412,600</b>	<b>413,295</b>	<b>695</b>	
Community Council precepts	967	967	0	
<b>Total spending requirement</b>	<b>413,567</b>	<b>414,262</b>	<b>695</b>	<b>0.2</b>
Revenue Support Grant	234,543	234,543	0	
NNDR	73,224	73,224	0	
Council Tax	105,800	106,495	695	0.7
<b>Total financing</b>	<b>413,567</b>	<b>414,262</b>	<b>695</b>	<b>0.2</b>



## Overall Target

The overall target was set by Council on 25/02/16. Taking into account the various savings streams (service savings, cross cutting savings, stopping services, increased council tax resources and unpicking some of the overlaps across streams) a stretch target equivalent to £22.513m is needed to balance the budget on its own. This tracker was predominantly compiled in May at the end of the year.

## Firm/To date

A strict interpretation of "firm" has been used. To qualify budget must have been allocated, removed and actual practical steps delivered to achieve the planned saving. There is no material change from the 3rd quarter position reported to Cabinet on 9th February. More savings are now marked red simply as so near year end only a 5% tolerance is allowed in the traffic lighting. **NON DELIVERY OF ORIGINAL SAVINGS**

## Forecast

The overall weighted forecast is 97%, where we should be. There is some progress on most areas of savings but limited delivery significant savings in the delivery strands or commercial savings now embedded in directorates. This replicates past years' performances. **SOME LARGE GAPS**  
**NB large scale in year broadly mitigating actions are NOW shown here**

## Service Savings

There are gaps in assured and evidenced savings across all directorates. There are further issues around Education savings, particularly around one specific area (the Behaviour Review) and in the business support savings. These are significant enough to indicate that the overall budget will remain overspent. Mitigating steps are being taken to address issues in the 17-18 budget. **SUBSTANTIALLY BELOW TARGET**

## Senior Staffing

Of the £3m savings target set at budget, £2.7m was originally identified by CMT following rigorous challenge (this has now slipped to £2.1m - predominantly due to delays in implementation), A further £0.3m was to delivered from the Senior Management review but this was removed at Council March 2017. **SIGNIFICANTLY BELOW TARGET**

## Delivery Strands

Insufficient progress has been made on agreeing any meaningful additional tangible cash releasing savings in the delivery strands. No proposal went back to Cabinet for a decision on £1m of Terms and Conditions Savings nor on the £2m Stopping Services option. Work still needs to be done on agreeing removal of budgets relating to commercial activity. **SIGNIFICANT NON DELIVERY**

## Other Savings

The nature of these savings is that they are mostly fully assured right at the start of the year. The major exception is Council Tax which ultimately depends upon collection performance (£695k surplus). NOTE also that specific reductions in inflation provision (£1.4m), capital charges (£2.5m) and loss of grant reserve (£1m) are shown here in line with outturn report to Cabinet . **TARGET EXCEEDED**

## Risks and Issues to Address This Time

Overall rate of progress is significantly below expectation and is therefore again red flagged for the whole year mid second quarter.

The risks are predominantly around assuring any progress is actually occurring on the Delivery Strands - i.e. stopping services, reducing terms and conditions and making significant enough commercial inroads to additional income generation and third party spending (the latter now included with service savings).

The next biggest risk relates to the original £1m target for the Business Support review. For now it is assumed little of the cashable saving is delivered in 2016-17 and explicitly £1m of non deliverables is built into the Corporate Services forecast. Validation work needs to be undertaken to determine whether any of the existing savings in Corporate Services can contribute and count towards this savings target. It is likely that this needs to increase to deliver the Corporate Services element of any part of Stopping Services. Again given this is predicated predominantly on reducing staff numbers to cut costs, the scale of savings needed, the number of posts at risk and the required consultation time plus effort and investment to remap existing processes to enable the savings to be realised longer term means it is extremely unlikely that any significant savings will now flow in 16-17.

Cabinet will in due course be advised of the third quarter position, which taken together with emerging additional overspends in Corporate Services, Education and Social Services means that urgent action must be taken now on service spending.

Spending restrictions remain in place and will need to do so all year.

Immediate effort has been directed to:

Reminding every Head of Service they have NO authority to overspend and must take all endeavours to balance their budgets

Freezing recruitment to all but utterly exceptional circumstances posts

Stopping all overtime bar utter exception

Freezing all discretionary spend

HOWEVER, when one off and in year actions are taken into account as remediating action for these original budget shortfalls the 3rd quarter monitoring report to Cabinet will equally indicate a much closer balanced to budget position. The risk remains very much about the longer term sustainability of savings and their pace and scale of

## Comments and feedback from PFMs

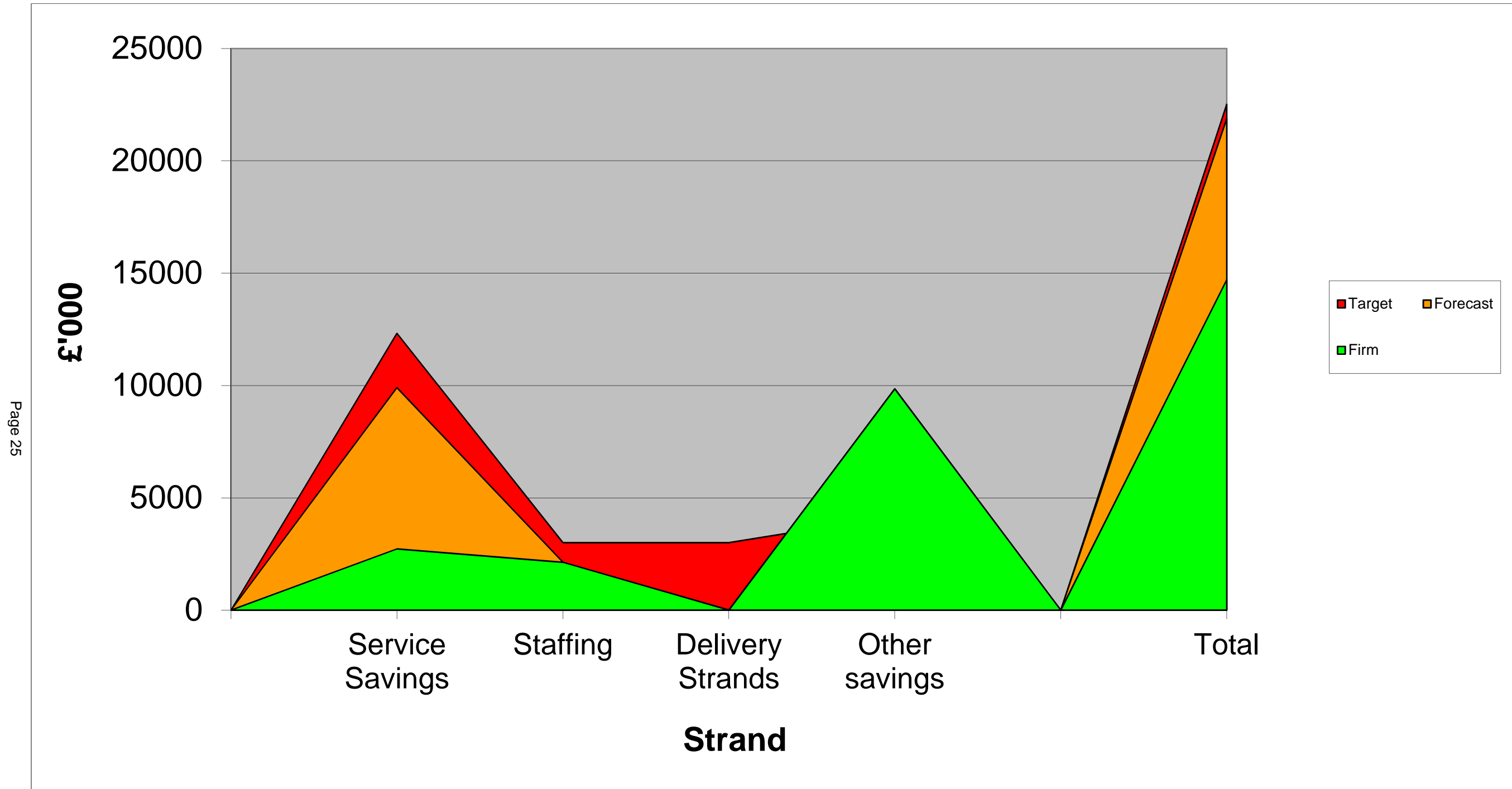
None to date

	£'000
Target	22,513

	£'000
To date	21,878

	£'000
Forecast	21,878

	To date	Forecast
Delivery	97%	97%



	Target £'000	Forecast £'000	Firm £'000
Service Savings	12,317	9,902	2,720
Staffing	3,000	2,129	2,129
Delivery Strands	3,000	0	0
Other savings	4,196	9,847	9,847
<b>Total</b>	<b>22,513</b>	<b>21,878</b>	<b>14,696</b>

<b>Service Savings</b>	<b>Target £'000</b>	<b>Firm £'000</b>	<b>Forecast £'000</b>	<b>Target Met</b>		<b>Assessment</b>
Corporate Services	3,903	2,720	2,720	70%		RED
Education	1,152	662	662	57%		RED
Social Services	2,183	2,656	2,656	122%		GREEN
Poverty and Prevention Place	248	255	255	103%		GREEN
	4,831	3,609	3,609	75%		RED
	<b>12,317</b>	<b>9,902</b>	<b>9,902</b>	<b>80%</b>		RED

<b>Senior Staffing</b>	<b>Target £'000</b>	<b>Firm £'000</b>	<b>Forecast £'000</b>	<b>Target Met</b>		
Corporate Services	750	539	539	72%		RED
Education	325	285	285	88%		RED
Social Services	725	279	279	38%		RED
Poverty and Prevention Place	150	141	141	94%		RED
	1,050	885	885	84%		RED
	<b>3,000</b>	<b>2,129</b>	<b>2,129</b>	<b>71%</b>		RED

<b>Delivery Strands</b>	<b>Target £'000</b>	<b>Firm £'000</b>	<b>Forecast £'000</b>	<b>Target Met</b>		
Terms and Conditions	1,000	0	0	0%		RED
Stopping Services	2,000	0	0	0%		RED
	<b>3,000</b>	<b>0</b>	<b>0</b>	<b>0%</b>		RED

<b>Other savings</b>	<b>Target £'000</b>	<b>Firm £'000</b>	<b>Forecast £'000</b>	<b>Target Met</b>		
Council Tax (net)	4,026	4,721	4,721	117%		GREEN
Other savings	170	4,126	4,126	2427%	2427%	GREEN
Net levy savings	0	0	0	100%		GREEN
Reduced contingency fund	0	0	0	100%		GREEN
Use of Reserves	0	1,000	1,000	100%		GREEN
	<b>4,196</b>	<b>9,847</b>	<b>9,847</b>	<b>235%</b>	235%	GREEN

<b>GRAND TOTAL</b>	<b>22,513</b>	<b>21,878</b>	<b>21,878</b>	<b>97%</b>		AMBER
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<b>Classification</b>		Jun	Sept	Dec	Mar
RED	Forecast below target by	30%+	20%+	15%+	5%+
AMBER	Forecast below target by	15-30%	10-20%	5-15%	0-5%
GREEN	Forecast below target by	15%	10%	5%	0%

## Report of the Section 151 Officer

Cabinet - 20 July 2017

### CAPITAL OUTTURN AND FINANCING 2016/17

<b>Purpose:</b>	This report details capital outturn and financing for the year ended 31 March 2017.
<b>Policy Framework:</b>	Budget Plan 2016/17.
<b>Consultation:</b>	Cabinet Members, Executive Board, Legal Services and Access to Services
<b>Recommendation:</b>	It is recommended that the net under spending of the approved budget of £16.155m is carried forward to 2017/18.
<b>Report Author:</b>	Ben Smith
<b>Finance Officer:</b>	Ben Smith
<b>Legal Officer:</b>	Tracey Meredith
<b>Access to Services Officer</b>	Sherill Hopkins

#### 1. Background

- 1.1 The original capital budget approved by Council in February 2016 for 2016/17 totalled £106.453m (excluding the waste provision). During 2016/17 this figure was increased by £11.438m to give a revised budget of £117.891m.

The net increase in the capital budget was the result of:

- a) The addition of grant funded schemes after Council approved the original programme,
- b) Delayed spending from 2015/16 carried forward into 2016/17.

#### 2. Outturn 2016/2017

- 2.1 Capital outturn in 2016/17 on the approved budget was £101.736m, an under spend of £16.155m which is detailed in Appendix A. Apart from a small number of exceptions, the under spends in the capital budget represent delayed spending on approved schemes. As such, the unspent budget will need to be carried forward into 2017/18 in order to complete schemes in progress. The main underspends are set out in Appendix C.

2.2 Appendix A shows the breakdown of Capital Expenditure and variances in respect of individual Directorates and highlights the sum of £51.953m spent on HRA properties during the year. A significant part of the HRA refurbishment works were for kitchen & bathroom refurbishments. The extent of work required in each individual house to improve the kitchen and bathroom up to the Welsh Housing Quality Standard varies depending on the circumstances of the property and the household. An analysis of the programme during 2016/2017 identified that average unit costs were higher than anticipated for a variety of reasons but through a combination of actions, the revised average, when projected over the longer term means that the programme is in line with key assumptions in the HRA Business Plan.

2.3 Notwithstanding the under spending mentioned above, the capital outturn represents a significant expenditure on a number of major projects. Appendix B lists projects with expenditure in excess of £0.5m.

### 3. Financial Implications

3.1 2016/2017 expenditure will be financed as follows:-

<b>Financing Requirement</b>	£'000
Unfinanced sundry creditors 2015/16	4,042
<b>2016/17 ledger capital spend</b>	<b>101,736</b>
To be financed sundry creditors 2017/18	-3,153
<b>Spend to be funded in 2016/17</b>	<b>102,625</b>

<b>Financing 2016/17</b>	£'000
Supported Borrowing	8,713
Unsupported Borrowing 2016-17	22,410
Grants and Contributions	32,942
Revenue contributions to capital	32,380
Capital receipts	6,180
<b>Total financing 2016/17</b>	<b>102,625</b>

### 4. Legal Implications

4.1 There are no legal implications.

### 5. Access to Services Implications

5.1 There are no equalities implications arising from this report. A full analysis of equalities implications is carried out as part of the annual budget process and any expenditure detailed in this report is on approved schemes.

**Background Papers:** None

**Appendices:** Appendix A – 2016/17 Capital Programme Outturn Summary  
Appendix B – Capital Projects with spends in excess of £0.5m  
Appendix C – Capital Projects underspends in excess of £0.25m

## 2016/17 Capital Programme Outturn Summary

## Appendix A

Directorate Comparison	Original Budget 2016/17 £'000	Revised Budget 2016/17 £'000	Outturn 2016/17 £'000	Net Over / (Under) spending £'000
Resources	595	1,966	801	(1,165)
People	21,639	15,645	14,230	(1,415)
Place	84,219	100,280	86,705	(13,575)
<b>Total</b>	<b>106,453</b>	<b>117,891</b>	<b>101,736</b>	<b>(16,155)</b>

Budget Book Comparison	Original Budget 2016/17 £'000	Revised Budget 2016/17 £'000	Outturn 2016/17 £'000	Net Over / (Under) spending £'000
21st Century Schools	21,639	12,761	12,409	(352)
General Fund Services	29,814	50,762	37,374	(13,388)
HRA	55,000	54,368	51,953	(2,415)
<b>Total</b>	<b>106,453</b>	<b>117,891</b>	<b>101,736</b>	<b>(16,155)</b>



## Capital Projects with spend in excess of £0.5m Appendix B

<b>Project</b>	<b>£'000</b>
Morfa Road	1,773
Carriageway resurfacing and footways	2,280
Highways Invest to save schemes (carriageways and footways)	994
City Centre - Vibrant & Viable Places schemes (including Oceana, land assembly, High Street Regeneration, grant schemes, Westway gyratory)	9,304
City Centre redevelopment - St David's / Civic Centre	1,807
Glynn Vivian Art Gallery refurbishment and fit-out	923
Lonlas Primary new school build	6,202
Pentre Graig remodelling	1,429
Pentrefhafod Comprehensive School remodelling	3,705
YGG Gwyr School remodelling	766
Schools building capital maintenance	4,035
Mayhill family / medical centre	575
Housing Disabled Facilities Grants	4,141
Sandfields Renewal Area	2,119
Housing other grants and loans	1,279
Buildings capital maintenance (non-schools)	1,369
HRA new builds Milford Way & Parc-y-Helig	1,297
HRA Improvements to Trusteel and WNF Properties	1,517
HRA Wind & Weatherproofing (including Hi-rise flats)	19,465
HRA Refurbishment (mainly Kitchens & Bathrooms)	19,981
HRA Landscaping & Enhancement	2,290
HRA Security Measures	925
HRA Energy Efficiency (including Boiler Replacements)	2,893
HRA Tenant Adaptations Programme	3,053
<b>Total schemes in excess of £0.5m</b>	<b>94,122</b>

**Capital Projects Underspent in excess of £0.25m**  
**Appendix C**

<b>Project</b>	<b>£'000</b>	<b>Comments</b>
<b><i>Education</i></b>		
Burlais Primary New School	379	School is complete, the underspend relates in part to retentions and any savings in overall scheme costs will remain within the C21st Schools funding envelope.
<b><i>Information &amp; Business Change</i></b>		
Digital Business Strategy Phase 1	500	Delay in scheme commencement. Scheme to be delivered in 2017/18
Telephony System replacement	451	Delay in scheme procurement Scheme to be delivered in 2017/18
<b><i>Corporate Property</i></b>		
Pipehouse Wharf Relocation	642	Delay in scheme commencement. Scheme to be delivered in 2017/19, with a total budget of £2.421m with amendments to profiling during the project
Guildhall Accommodation Strategy	299	This budget has been reallocated to the Agile Working Project and will be carried forward into 2017/18. Expected that budget will be committed with potential for minor carry forward.
Guildhall Relocations	256	This budget has been reallocated to the Agile Working Project and will be carried forward into 2017/18. Expected that budget will be committed with potential for minor carry forward.
<b><i>Child &amp; Family Services</i></b>		
Residential home for young people	310	There has been a delay in locating suitable premises but the scheme will be delivered in 2017/18
<b><i>C&amp;T</i></b>		
3G pitch at Penyreheol Comprehensive School	605	Delay in scheme commencement. Scheme to be delivered in 2017/18
<b><i>Highways &amp; Transport</i></b>		
Bascule bridge	302	The budget requires reprofiling for delivery in 2017/18

<b><i>Economic Regeneration &amp; Planning</i></b>		
City Centre redevelopment - St David's / Civic Centre	342	The budget is to achieve planning permission on the St David's site by summer 2017 and will be delivered in 2017/18
Demolition of Oceana	251	The demolition is due to complete in the summer 2017 and the remaining budget will be carried forward for delivery in 2017/18.
<b><i>Housing (GF)</i></b>		
Disability Facility Grants	272	The remaining budget is committed for expenditure in 2017/18
Emergency Repair Fund	258	The requirement on applicants to repay this funding when they sell their property has impacted on demand. Cabinet approval given to transfer budget to Homefix scheme and Sandfields Renewal Area for 2017/18.
National Home Imp scheme	885	Delay in spend pending WG confirmation of amendment to scheme parameters. Planned marketing of loans for home repairs in 2017/18. WG Funding available until 2019.
Houses into Homes loans	885	Strong demand for loans to redevelop empty properties. 500k of pending applications. Scheme will continue to be promoted. WG Funding available until 2019.
<b><i>HRA</i></b>		
HRA flats Clyne / Jeffrey Court	1,268	Contractor delays with completion now anticipated July / August 2017
Boiler replacements	369	Boiler replacements for Mathew Street flats were cancelled which reduced forecast spend
Kitchen & Bathrooms (all capital codes)	1,386	Contractor slippage and high volume of "drop outs" contributed to slippage into 2017/18
External Facilities (Gorseinon)	281	Design for External Facilities scheme behind programme due to resource issues resulting in slippage into 2017/18. Resource issues now being resolved
<b>Underspent schemes over £250k 2016/17</b>	<b>9,941</b>	

# Agenda Item 10.

## Report of the Cabinet Member for Environment Services

Cabinet – 20 July 2017

### FINANCIAL PROCEDURE RULE 7 LOCAL TRANSPORT FUND GRANT 2017/18

<b>Purpose:</b>	To confirm the bid for Local Transport Fund (LTF) Grant and seek approval for expenditure on the proposed schemes and projects in 2017/18.
<b>Policy Framework:</b>	Local Transport Plan 2015 – 2020
<b>Consultation:</b>	Legal, Democratic Services and Business Intelligence and Finance.
<b>Recommendation(s):</b>	That the LTF schemes, together with their financial implications, are approved.
<b>Report Author:</b>	Ben George
<b>Finance Officer:</b>	Ben Smith
<b>Legal Officer:</b>	Debbie Smith
<b>Access to Services Officer:</b>	Phil Couch

#### 1.0 Introduction / Background

- 1.1 A funding bid for the Local Transport Fund (LTF) was submitted to the Welsh Government on 17<sup>th</sup> February 2017 in accordance with guidance from the Welsh Government. The guidance stated that there was a total funding pot of £19.8m and this would be allocated to schemes across Wales. The Welsh Government elected not to set a maximum value for each scheme, but rather suggested that bids in excess of £1.5million would be considered only in exceptional circumstances. Whilst match funding is not a requirement of the funding bids, it was made clear that those schemes which benefited from match funding, would be more likely to receive an LTF allocation.
- 1.2 This report seeks approval to commit projects that have been successful in securing LTF funding to the capital programme of the City & County of Swansea, in accordance with Financial Procedure Rules.

1.3 The bids received retrospective approval from the External Funding Panel on 5<sup>th</sup> April 2017.

## 2.0 Submitted Bids

2.1 A total of £4.331 million was bid for by the City & County of Swansea and the Welsh Government has subsequently allocated £1,110,440 spread across four schemes for 2017/18. The bid schemes and the successful funding allocations are shown in the tables below:

**Table One – Summary of LTF Bids 2017/18**

Scheme	Total LTF (£k)	Match funding (£k)	Total project cost (£k)
Baldwins Bridge Interchange	1541	0	1541
Links to NCN	1267	0	1267
Strategic Bus Corridors	1432	110	1542
Kingsbridge Cycle Link	73	0	73
Active Travel Mapping (see 3.3)	18	0	18
<b>Total</b>	<b>4331</b>	<b>110</b>	<b>4441</b>

**Table Two – Summary of Allocations for Successful LTF Bids 2017/18**

Scheme	Total LTF (£k)	Match funding (£k)	Total project cost (£k)
Baldwins Bridge Interchange	541	0	541
Links to NCN	364	0	364
Strategic Bus Corridors	115	9	124
Kingsbridge Cycle Link	73	0	73
Active Travel Mapping (see 3.3)	18	0	18
<b>Total</b>	<b>1111</b>	<b>110</b>	<b>1221</b>

2.2 The match funding requirement shown above is from a contribution from Revenue in 2016/17. This funding is revenue underspend from 2016/17 which has been capitalised to support the delivery of these capital assets in 2017/18. (See also the attached appendices).

2.3 In addition to the schemes for which the City & County of Swansea submitted a bid, the Welsh Government made a further allocation of £18k in support of the work required to conform to the statutory duties of the Active Travel (Wales) Act. All Welsh Local Authorities are required to prepare an Integrated Network Map for walking and cycling routes by 3<sup>rd</sup> November 2017. These funds will be used to offset the cost of staff time, consultation and the preparation and printing of the maps.

### **3.0 Details of approved schemes**

- 3.1 The projects approved for funding are summarised below.
- 3.2 Baldwins Bridge Interchange – A £541,000 allocation was made to facilitate the ongoing delivery of this project. The Fabian Way Corridor has been the focus of a number of strategies and infrastructure investments in recent years in recognition of the high levels of development and growth that are being realised and forecast over the coming years. The planned works for 2017/18 will build upon the business case delivered in 2016/17 to develop the much needed improvements planned for Baldwins Bridge. The project will follow two distinct strands:
- 3.3 *Baldwins Bridge Detailed Business Case:* A Strategic Outline Business Case (SOBC) was prepared in 2016/17 to determine the strategic infrastructure demands for the Fabian Way Corridor over the coming years, to cater for both increase traffic flow and anticipated development traffic. The SOBC made a number of recommendations for the Corridor, and Baldwins Bridge was considered to be one of the most prominent requirements to support the development of this important arterial route and site for development.
- 3.4 The detailed business case will work to establish the necessary cost benefits metrics to support the significant capital investment which will be required to support the delivery of this very important item of infrastructure.
- 3.5 *Baldwins Bridge Detailed Design:* This work will build upon the options appraisal undertaken in 2016/17 to determine how a rearranged junction might be delivered in the coming years. The detailed design will bring this improvement to a position where the infrastructure could be delivered once a funding package is secured. The project will be developed in partnership with the Welsh Government, South Wales Trunk Road Agency and Neath Port Talbot County Borough Council.
- 3.6 Links to NCN – This project is a continuation of iterations which have preceded it in previous years. The Links to NCN is a project which seeks to build on the established walking and cycling network within the City & County of Swansea, by delivering new infrastructure to link this network with residential areas.
- 3.7 Whilst the original bid sought funding for six schemes, ultimately only one of these was allocated funding for 2017/18. The Orchard Street Shared Use Path will provide a 0.5km route to link Kingsway Circle with Swansea Railway Station. This route will also provide a missing link in provision for cycling, with existing infrastructure to the north and south, and ultimately facilitate onward links to the strategic cycle network.

- 3.8 The Orchard Street Shared Use Path will be delivered as an early phase of the Kingsway improvement works which will also commence in 2017/18.
- 3.9 Strategic Bus Corridors – Whilst the bid sought funding for a wide range of improvements to bus corridors in Swansea, an allocation was made only for one element of the scheme, which will seek to develop a concept for a South West Wales Metro. The Metro will seek to accommodate the transport needs of the Swansea Bay City Region over the coming years.
- 3.10 It is expected that this £115,000 will be used to employ external consultancy resource to support a collaboration project with the other Councils in South West Wales.
- 3.11 Kingsbridge Link: The delivery of the Kingsbridge Cycle Link will provide an off-road connection for the communities of Kingsbridge, Gorseinon and Grovesend to the National Cycle Network Route 4. This link is considered to be the most evident missing link in the strategic walking & cycling network within the City & County of Swansea, and would connect a substantial population to the benefits of the existing National Cycle Network Route 4. The proposed 1.4km route would link with an existing 4.9km section in the north, which links Kingsbridge, Gorseinon and Grovesend. At its southern point it would connect with National Cycle Network Route 4, which runs for a great distance to many onward destinations such as Swansea, Llanelli and Port Talbot.
- 3.12 The creation of the Kingsbridge Cycle Link will also help provide a safe off-road walking route for pupils walking to nearby Ysgol Gyfun Gwyr. Parents of pupils that walked an existing route between Kingsbridge and Gowerton raised concerns about safety and an assessment by officers resulted in that route being designated as an ‘unavailable walking route’. This meant a free school transport for 140 pupils had to be introduced at a cost of over £80k.  
The creation of the Kingsbridge Cycle Link will enable us to meet our responsibilities under the Active Travel (Wales) Act 2013 and our Home to School transport policy.
- 3.13 This funding will be used to fund the delivery of the first phase of scheme, linking NCN4 and Gowerton Station to Fairwood Terrace. Whilst these capital works are delivered, a separate workstream will secure the land required to deliver the project, such that it will be in a state of readiness for construction in the following financial year.

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

- 4.1 Equality Impact Assessments will be undertaken in line with the Council’s Legislative duties.
- 4.2 All schemes will be designed in accordance with the national design guidance and will be compliant with the Equality Act 2010.

## 5.0 Financial Implications

### 5.1 Baldwins Bridge Interchange (see Appendix A):

The scheme is comprised of two distinct bodies of work.

- Detailed Business Case: This is estimated to cost £70,000, which is wholly funded by LTF.
- Baldwins Bridge Detailed Design: This is estimated to cost £471,000 and will be wholly funded by LTF.

### 5.2 Links to NCN – Orchard Street SUP (see Appendix B):

The scheme will deliver shared use path enhancements between Kingsway Circle and High Street Station; with some improvements to walking and cycling infrastructure also being targeted to the area between High Street Station and Dyfatty Junction. The estimated cost of these works is: £364,000.

### 5.3 Strategic Bus Corridors (see Appendix C):

The scheme will deliver two principle elements.

- High Street Station Interchange improvements: This scheme will seek to improve interchange between bus and rail at High Street Station. This will involve the relocation of one of the bus stops to create a simplified arrangement for bus stops, enhanced electronic and intelligent information provision for bus and rail and improved routes through this area for those travelling by bicycle. Estimated cost: £110,000.
- South West Wales Metro Concept: This scheme will provide a means to enable consultancy resource to be employed to develop an outline concept for 'Metro for South West Wales'. This report will be prepared in partnership with the other Local Authorities in South West Wales, Carmarthenshire County Council, Neath Port Talbot County Borough Council and Pembrokeshire County Council. The four Councils will develop this concept under the banner of the Swansea Bay City Region. Estimated Cost: £115,000.

The total scheme cost is £124,000 and the City & County of Swansea will contribute £9,000 as a match fund contribution which will deliver improvements to bus interchange at High Street Station.

### 5.4 Kingsbridge Link (see Appendix C):

The scheme will deliver two elements.

- Phase 1 of the scheme, linking Gowerton Railway Station to Fairwood Terrace by means of a shared use path: £73k
  - Purchase of land for future phases of the scheme: £10k\*
- \*Please note these funds are accrued from 2016/17.



- 5.5 Active Travel Mapping (see Appendix D)  
£18k has been allocated to meeting the requirements of the Active Travel Act. This scheme is wholly funded by LTF.
- 5.6 Claims are to be made to the Welsh Government on a quarterly basis. The grant must be claimed in full by 31 March 2018 otherwise it will be lost.
- 5.7 Any revenue costs arising from capital schemes will be met by existing revenue budgets.

#### **6.0 Staffing / IT Implications**

There are none.

#### **7.0 Legal / Procurement Implications**

- 7.1 The grant funding will contain terms and conditions which are legally binding. The Council will need to ensure that it is able to comply with the same.
- 7.2 All works and services required to deliver the schemes must be procured in accordance with the Council's Contract Procedure Rules and European procurement legislation as appropriate.

#### **Background Papers:** Local Transport Fund Bid Documents

##### **Appendices:**

- Appendix A – Baldwins Bridge Interchange Financial Summary
- Appendix B – Links to NCN Financial Summary
- Appendix C – Strategic Bus Corridors Financial Summary
- Appendix D – Kingsbridge Link
- Appendix E – Active Travel Mapping Financial Summary

## APPENDIX A – BALDWINS BRIDGE INTERCHANGE FINANCIAL SUMMARY

**Portfolio: PLACE**

**Service : HIGHWAYS**

**Scheme : LTF - BALDWINS BRIDGE INTERCHANGE**

<b><u>1. CAPITAL COSTS</u></b>	<b>2017/18 £'000</b>				<b>TOTAL £'000</b>
<u>Expenditure</u>					
Baldwins Bridge Business Case	187				187
Baldwins Bridge Design Development	354				354
<b>EXPENDITURE</b>	<b>541</b>				<b>541</b>
<u>Financing</u>					
LTF grant	541				541
<b>FINANCING</b>	<b>541</b>				<b>541</b>

<b><u>2. REVENUE COSTS</u></b>	<b>2017/18 £'000</b>				<b>FULL YEAR £'000</b>
<u>Service Controlled - Expenditure</u>					
Employees	)				0
	) To be met from existing budgets				0
Maintenance	)				0
Equipment	)				0
Administration	)				0
<b>NET EXPENDITURE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## APPENDIX B – LINKS TO NCN FINANCIAL SUMMARY

**Portfolio: PLACE**  
**Service : HIGHWAYS**  
**Scheme : LTF – LINKS TO NCN**

<b><u>1. CAPITAL COSTS</u></b>	<b>2017/18 £'000</b>				<b>TOTAL £'000</b>
<u>Expenditure</u>					
Works	327				327
Fees	37				37
<b>EXPENDITURE</b>	<b>364</b>				<b>364</b>
<u>Financing</u>					
LTF grant	364				364
<b>FINANCING</b>	<b>364</b>				<b>364</b>

<b><u>2. REVENUE COSTS</u></b>	<b>2017/18 £'000</b>				<b>FULL YEAR £'000</b>
<u>Service Controlled - Expenditure</u>					
Employees	)				0
Maintenance	) To be met from existing budgets				0
Equipment	)				0
Administration	)				0
<b>NET EXPENDITURE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## APPENDIX C – STRATEGIC BUS CORRIDORS FINANCIAL SUMMARY

**Portfolio: PLACE**

**Service : HIGHWAYS**

**Scheme : LTF – STRATEGIC BUS CORRIDORS**

<b><u>1. CAPITAL COSTS</u></b>	<b>2017/18 £'000</b>				<b>TOTAL £'000</b>
<u>Expenditure</u>					
High Street Station Interchange Improvements	9				9
South West Wales Metro Concept	115				115
<b>EXPENDITURE</b>	<b>124</b>				<b>124</b>
<u>Financing</u>					
LTF grant	115				115
CCS Match Funding	9				9
<b>FINANCING</b>	<b>124</b>				<b>124</b>

<b><u>2. REVENUE COSTS</u></b>	<b>2017/18 £'000</b>				<b>FULL YEAR £'000</b>
<u>Service Controlled - Expenditure</u>					
Employees	)				0
	) To be met from existing budgets				0
Maintenance Equipment	)				0
Administration	)				0
<b>NET EXPENDITURE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**APPENDIX D – KINGSBRIDGE LINK  
FINANCIAL SUMMARY**

**Portfolio: PLACE**  
**Service : HIGHWAYS**  
**Scheme : LTF – KINGSBRIDGE LINK**

<b><u>1. CAPITAL COSTS</u></b>	<b>2017/18 £'000</b>				<b>TOTAL £'000</b>
<u>Expenditure</u>					
Works	65				65
Fees	18				18
<b>EXPENDITURE</b>	<b>83</b>				<b>83</b>
<u>Financing</u>					
LTF grant	73				73
LTF accrual from previous financial year	10				10
<b>FINANCING</b>	<b>83</b>				<b>83</b>

<b><u>2. REVENUE COSTS</u></b>	<b>2017/18 £'000</b>				<b>FULL YEAR £'000</b>
<u>Service Controlled - Expenditure</u>					
Employees					0
Maintenance					0
Equipment					0
Administration					0
<b>NET EXPENDITURE</b>	<b>0</b>		<b>0</b>	<b>0</b>	<b>0</b>

**APPENDIX E – ACTIVE TRAVEL MAPPING FINANCIAL SUMMARY**

**Portfolio: PLACE**

**Service : HIGHWAYS**

**Scheme : LTF – ACTIVE TRAVEL MAPPING**

<b><u>1. CAPITAL COSTS</u></b>	<b>2017/18 £'000</b>				<b>TOTAL £'000</b>
<u>Expenditure</u>					
Active Travel Mapping	18				18
<b>EXPENDITURE</b>	<b>18</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>18</b>
<u>Financing</u>					
LTF grant	18				18
<b>FINANCING</b>	<b>18</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>18</b>

<b><u>2. REVENUE COSTS</u></b>	<b>2017/18 £'000</b>				<b>FULL YEAR £'000</b>
<u>Service Controlled - Expenditure</u>					
Employees	)				0
Maintenance	) To be met from existing budgets				0
Equipment	)				0
Administration	)				0
<b>NET EXPENDITURE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Report of the Cabinet Member for Service Transformation & Business Operations

Cabinet – 20 July 2017

### END OF YEAR 2016/17 PERFORMANCE MONITORING REPORT

<b>Purpose:</b>	To report corporate performance for 2016/17
<b>Policy Framework:</b>	<i>Delivering for Swansea Corporate Plan 2016/17 Sustainable Swansea – Fit for the Future</i>
<b>Consultation:</b>	Legal, Finance, Access to Services.
<b>Recommendation(s):</b>	It is recommended that: 1) the performance results are noted and reviewed to help inform executive decisions on resource allocation and, where relevant, corrective actions to manage and improve performance and efficiency in delivering national and local priorities
<b>Report Author:</b>	Richard Rowlands
<b>Finance Officer:</b>	Carl Billingsley
<b>Legal Officer:</b>	Debbie Smith
<b>Access to Services Officer:</b>	Sherill Hopkins

#### 1.0 Introduction

- 1.1 This report presents the performance results for the end of financial year 2016/17 delivering the Council's key priorities and objectives described in the Corporate Plan 2016/17 *Delivering for Swansea and Sustainable Swansea – Fit for the Future*.
- 1.2 The outturn presented in the performance tables (Appendix A) incorporates an overview of performance including Policy Commitments and needs to be considered alongside the current financial situation of the Council.
- 1.3 The financial resources required to achieve the specified performance levels in 2016/17 have been provided in the approved budget. As part of the work on *Sustainable Swansea – Fit for the future* there will be an increased focus on understanding the level of activity and outcomes that are achieved for the budget allocated so that choices can be made about relative priorities.

## **2.0 Performance and Improvement**

- 2.1 Performance is judged using the results measured by Corporate Plan and Corporate Scorecard (Sustainable Swansea) performance indicators compared to agreed targets.
- 2.2 Improvement is measured by comparing the results of Corporate Plan performance indicators against the results from the same period last year. Improvement measured by the Corporate Scorecard performance indicators is judged against the previous quarter since there is little meaningful comparative data available for 2015/16.
- 2.3 It is important to point out that each of the corporate priorities cannot be seen in isolation from each other. Each priority both affects and is affected by the others. For example, improving educational attainment is both important to our efforts to tackle poverty and improve the city and economy. For this reason, many of the performance indicators allocated to measuring one priority can be used to show progress meeting other priorities.

## **3.0 Outturn**

- 3.1 The Corporate Plan performance indicators measure progress meeting the following key priorities:
- i) Safeguarding Vulnerable People.
  - ii) Improving Pupil Attainment.
  - iii) A Vibrant and Viable City & Economy.
  - iv) Tackling Poverty.
  - v) Building Sustainable Swansea.
- 3.2 The outturn for 2016/17 shows that **41 out of 66 (62%)** Corporate Plan performance indicators (that had targets) met their targets. **45 out of 62 (73%)** comparable Corporate Plan performance indicators also showed improvement compared to 2015/16.
- 3.3 The performance tables in Appendix A also set out an overview of performance, including the prioritised policy commitments, for each Corporate Plan priority provided by Directors and Heads of Service who are the responsible leads; these overviews are set out in para 7.0.
- 3.4 The Corporate Scorecard Performance Indicators measure progress against key objectives of *Sustainable Swansea – Fit for the future* using the following perspectives:
- i) Customer.
  - ii) Finance.
  - iii) Processes.
  - iv) Workforce.
- 3.5 The outturn for 2016/17 shows that **16 out of 23 (70%)** Corporate Scorecard (Sustainable Swansea) indicators (that had targets set) met



their targets. **14 out of 18 (78%)** comparable Corporate Scorecard (Sustainable Swansea) indicators also showed improvement compared to 2015/16.

#### **4.0 Context: Overviews of Performance**

4.0.1 The following overviews provided by responsible departments describe the context to the performance meeting the Council's key priorities as at the end of 2016/17, including progress relating to the Council's adopted Policy Commitments.

##### *4.1 Safeguarding Vulnerable People*

4.1.1 The council has rightly placed meeting its safeguarding responsibilities as its top priority and in that context has set challenging targets not only for performance in children and adult services but for the Council as a whole. However, it has proved difficult to establish a small number of indicators with sensible but challenging targets that can act as a reliable proxy measure for the overall health of the Council's safeguarding arrangements.

4.1.2 This year has proved something of a learning opportunity for the Council as at the moment the selected indicators and apparent failure to meet targets could give a wrong impression about the current health of the Council's arrangements. However, we know from a wider analysis of all the performance indicators for children services and adult services, the forensic challenge provided by our Scrutiny panels, feedback from citizens and the various reviews carried out by CSSIW that we have very strong statutory children services in place and strong and improving arrangements in place for adult services.

4.1.3 We also know that staff from across the Council and our Elected Members have not only accessed safeguarding training but are making active use of that training by seeking support for vulnerable children and adults as part of their wider work in communities.

4.1.4 The current indicators have been reviewed and refreshed for the coming year based on lessons learned to date and to enable a continued focus on further improving our arrangements to support and safeguard some of our most vulnerable Swansea citizens.

##### *4.2 Improving Pupil Attainment*

4.2.1 The Education Strategy Group, chaired by the Leader of the Council, continues to explore new ways to work with schools and to deliver essential and statutory services within reducing funding.

4.2.2 Gower College has now taken the lead on work-based learning. External partners also deliver post-16 learning and training. The Education Department and Poverty & Prevention Service work with the European and External Funding team to deliver preventative services for young people not in education, employment or training (NEETs).

- 4.2.3 Swansea received a UNESCO Learning City Award at the Mexico conference – the only one in the UK and one of only 12 worldwide at that point in time. Swansea is planning to host the 2017 UNESCO Learning City Regional Seminar.
- 4.2.4 Performance in Swansea schools has continued to improve. Two secondary schools have had overall judgements of Excellent and Excellent in their Estyn inspections since the start of the 2015/16 academic year.
- 4.2.5 Schools where performance had been identified as a concern continue to be targeted by Challenge Advisers. The two original Schools Challenge Cymru secondary schools, Morriston and Pentrehafod, maintained their activities to improve. Dylan Thomas Comprehensive has also benefitted from Schools Challenge Cymru support in 2015/16.
- 4.2.6 Challenge advisers in Swansea have completed the annual programme of visits to assess schools. Resulting from this work, the categories of all primary and secondary schools were published at the end of January 2017, in accordance with the national system. The Welsh Government's categorisation system aims to identify the appropriate level of support for each school according to need. There are four colours: green recognises a highly effective, well-run school with strong leadership; yellow signifies a school already doing well but knowing areas it can improve; amber means a school needing help to make improvements more quickly; and red are schools in need of greatest improvement. The categorisation figures show an improvement on the previous year. Swansea has no red schools. Of the 79 primary schools in Swansea, 35 have been awarded green, which is up from 29 in 2016, 32 are yellow, 12 are amber, which is two less than last year, and none are red, where there two last year. There are eight secondary schools categorised green, four yellow and two are amber. Swansea's Pupil Referral Unit has moved from red to amber while Penybryn Special School is green and Ysgol Crug Glas is amber.
- 4.2.7 The national drive for schools to support each other continues to be developed, involving schools of all categorisations collaborating on improvement. A regional system for identifying and sharing good practice has been established.
- 4.2.8 Attendance over three years continues to improve in primary and secondary schools and performance targets have been met. Secondary attendance has improved on the previous year and is 0.1% above the Wales average and ranking 11th nationally. Primary attendance was the same as the previous year, equals the Wales average and ranking 12th nationally. Permanent exclusions remain low and fixed-term exclusions from secondary schools are reducing.
- 4.2.9 Following the removal of grant funding, a reduced central service for Family Learning is now in operation. Some schools fund provision themselves. Funding delegated directly to schools for 2015/16 was

83.6% and rose to 84.8% in 2016/17. Additionally, to this, funding has been devolved to schools during the financial year from EOTAS provision. The Joint Finance sub-group of the School Budget Forum continues to examine the implications and mitigation of the effect of future reductions to funding in the context of meeting need. The Forum is working with the Education Strategy Group on a model of education for the future.

#### 4.3 *Creating a Vibrant and Viable City & Economy*

4.3.1 Significant new residential development and commercial floor space has been delivered via the Vibrant & Viable Places funded schemes with public and private sector partners across the City Centre. In addition, a significant number of training and employment person weeks have been created by the Council's Beyond Bricks & Mortar scheme for the unemployed and economically inactive.

4.3.2 Development Managers for the Civic Centre and St David's sites have been procured and technical reviews and occupier discussions are well underway. An outline planning application for a mixed use retail and leisure led development was submitted for the Swansea Central scheme on 23<sup>rd</sup> March. Operators have also been shortlisted for the Arena project.

4.3.3 The structural demolition of the former Oceana building is well underway and other strategic acquisitions nearby have now been completed utilising Vibrant & Viable Places funding, providing the development footprint required to deliver the first phase of the Digital Village project on Kingsway.

4.3.4 Working with partners the Swansea Bay City Region continues apace culminating in the signing of the City Deal agreement by UK, Welsh and Local Governments in March. The next stage is to produce a five case business model to test the ambition as set out in the Swansea City & Waterfront Digital District business case. If agreed the project will help improve perceptions of the city as a place to work, visit and live, with significant investments in digital infrastructure, new developments and skills development.

4.3.5 We are working closely with partners to develop a Creative City Region and building Swansea as a science, technology and creative capital through ongoing collaborations with the universities, where Memorandums of Understanding identify joint working opportunities as demonstrated via the City Deal project. Swansea University are key partners in the delivery of Hafod Copper Works and the Hydro-Hub project.

4.3.6 Plans for a sustainable transport system continue with enabling works at Westway delivered to facilitate future highway investments at Kingsway, where design work is underway. A detailed business case funding application has been submitted to Welsh European Funding Office (WEFO) to fund infrastructure works at Kingsway.

4.3.7 The draft deposit Local Development Plan (LDP) has undergone public consultation and the responses have been analysed. Further work has now been commissioned to test the impact of the City Deal and amended economic growth projections on the LDP strategy and allocations, together with an update on the financial viability appraisals on each of the residential led strategic development areas.

4.3.8 Around £250 million will be spent up to 2020/21 (including this current year) to improve Council houses which includes the £11 million identified within the policy commitment. The Housing Revenue Account Capital programme is focussed on the improvement of the housing stock up to the WHQS (Welsh Housing Quality Standard) but also includes provision to support additional council housing.

#### 4.4 *Tackling Poverty*

4.4.1 There are no major concerns in the performance data for 2015/16. All performance is either at or above target. This general 'good health' is supported through a number of key achievements throughout the year including the development of new strategic approaches to tackling poverty and prevention (now at consultation stage).

4.4.2 In addition, we have delivered commissioning reviews of our family support and domestic violence support services. Our success has been recognised through opportunities such as Swansea' selection as a pilot authority for extended childcare provision and our support opportunities have been extended through the approval by of projects such as Cam Nesa (NEETs).

4.4.3 Whilst positive we also face a number of key challenges, such as the decision by Welsh Government to phase out the Communities First Programme, replacing this with an approach supporting 'empowerment, employability and early years'. We will work to ensure that Swansea gains as great a benefit as possible from these changes.

#### 4.5 *Building Sustainable Communities*

4.5.1 We have made good progress meeting our intended outcomes within the Building Sustainable Communities priority to ensure that people have equitable access to services that promote independence and quality of life and helping more people to live at home or in the community instead of residential care.

4.5.2 The Local Area Coordinators that we have in place are proving very successful. We received 229 new requests for local area coordination in 2016/17, which exceeded the target and ensured that people are being actively supported within their communities.

4.5.3 Over 75% of people who use the reablement home service return home following a period of reablement instead of going into residential care

with over 69% needing no package of care and support 6 months later following their return home.

- 4.5.4 We want to promote wellbeing and prevent people through early intervention and prevention from requiring statutory services. The figure for the number of GP referrals still engaging in physical activity after 12 months was 176 out of 196 attendees overall. This represents 90% attendees continuing to adopt a healthy lifestyle, which is a significant achievement.
- 4.5.5 We want people to live in resilient and cohesive communities. Our survey of peoples' perceptions of their communities is showing a high percentage of respondents satisfied with their areas as places to live and agreeing that people from different backgrounds get on well together.
- 4.5.6 We want more people to be involved in local community activities that are important to them. Participation in recycling keeps increasing and we continue to exceed our targets. Our survey of peoples' perceptions shows that more people than envisioned during this first year of measurement agree that they can influence decisions affecting their neighbourhood.

## **5.0 Considerations**

- 5.1 When making comparisons between quarters in previous years and 2016/17, the following should be considered:
  - 5.1.1 The nature and number of some performance indicators (PIs) has changed between these two periods and therefore direct comparisons may not always be appropriate.
  - 5.1.2 Many of the performance measures are new and definitions may need further refinement.
  - 5.1.3 Many targets for new performance indicators are either still being baselined or will need to be agreed; these are noted within the report.
  - 5.1.4 Some data will be enhanced and improved to be more robust as data collection methods are developed and / or refined by services over the coming quarters.
  - 5.1.5 The results do not always account for changes in resources and workload during that period (although details can be seen in the numerator and denominator information and in the comments column of the data tables attached to this report).
  - 5.1.6 There may be changes to the numerator and denominator information which may affect the trends by showing a decline while the volume of work has increased.

5.1.7 A proper comparison with national performance data will not be possible until the 2016/17 national performance results are published later in 2017.

## **6.0 Equality & Engagement Implications**

6.1 This report has no direct equality and engagement implications itself although the data reported may form part of the information that leads to a service screening for and undertaking an EIA as required.

## **7.0 Financial Implications**

7.1 In the current and anticipated financial environment further discussion and consideration will be required around priorities and target setting for performance improvement as part of *Sustainable Swansea – fit for the future*.

## **8.0 Legal Implications**

8.1 There are no legal implications associated with this report.

**Background Papers:** None.

**Appendices:** Appendix A – End of Year 2016/17 Performance Monitoring Report.

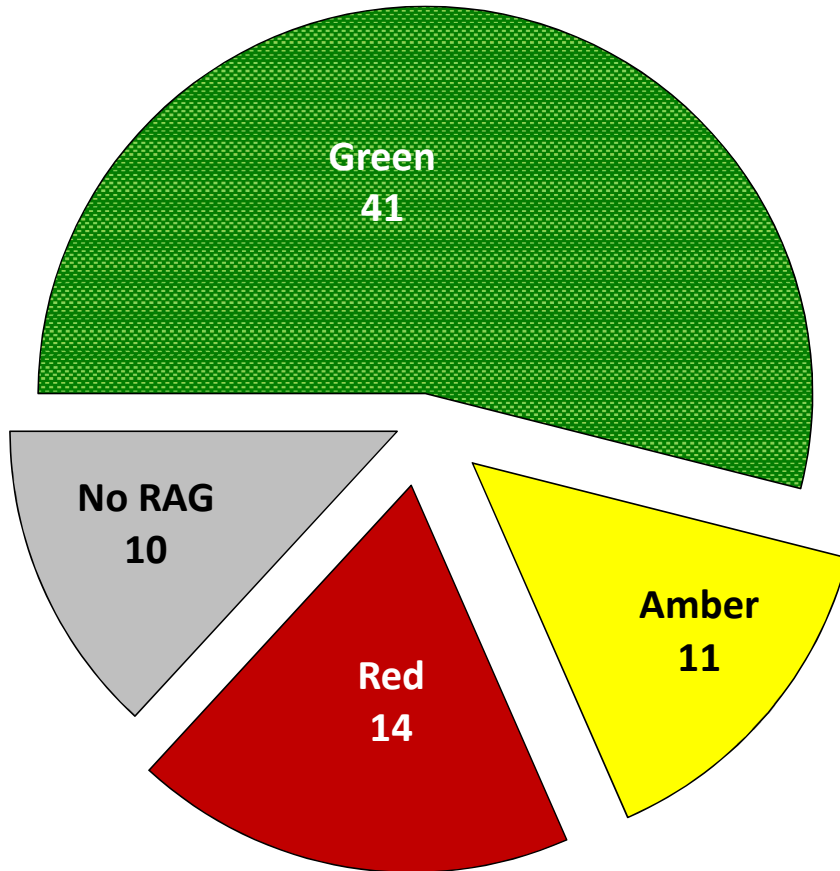


Corporate Performance against Target 2016/17

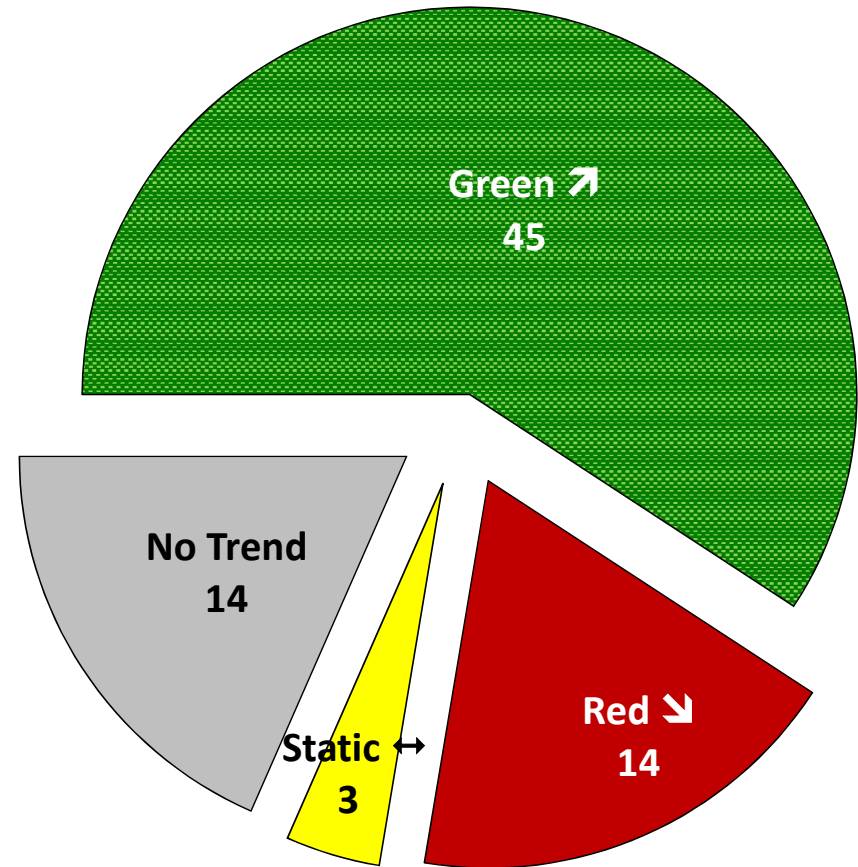
Corporate Performance compared to 2015/16

Page 53

Overall Council Summary



Overall Council Summary

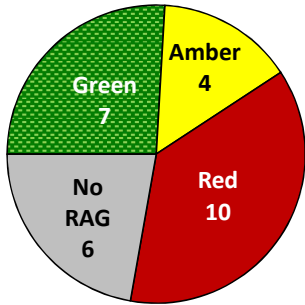


# Performance Report - YEAR END 2016-17

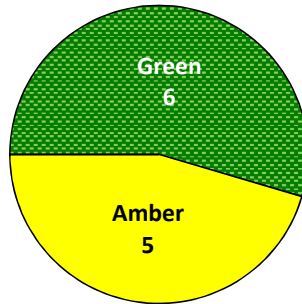


## Priority Performance against Target 2016/17

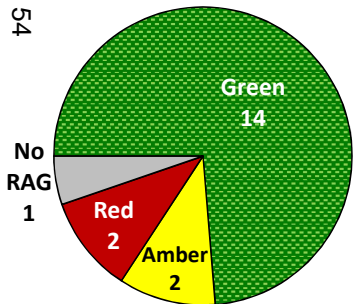
### Safeguarding



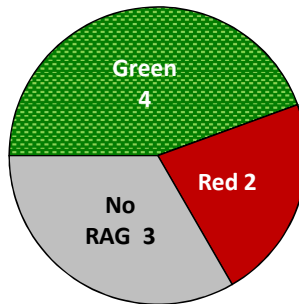
### Pupil



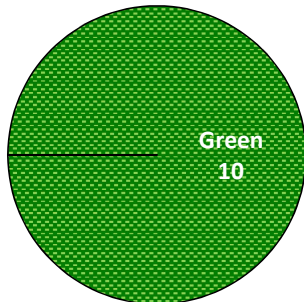
### Communities



### Economy

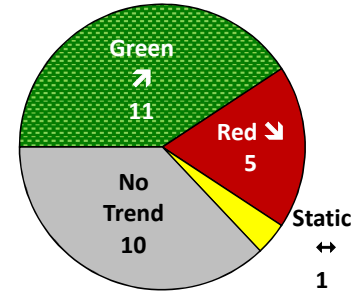


### Poverty

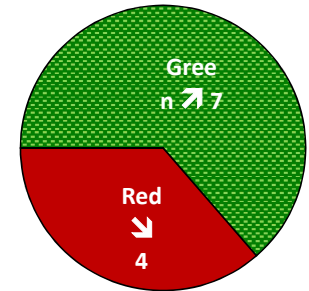


## Priority Performance compared to 2015/16

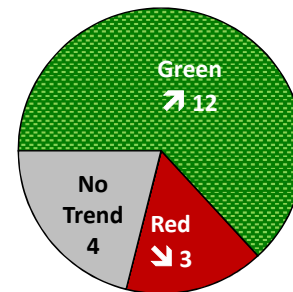
### Safeguarding



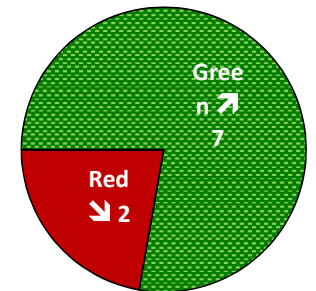
### Pupil



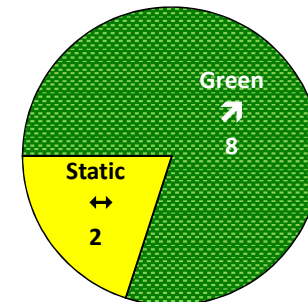
### Communities



### Economy



### Poverty





**Performance Report - 2016/17**  
Year End

Met Target  
Green

Within 5% of Target  
Amber

Missed Target  
Red



Related Outcome	PI & desired direction of Travel	Result 2016/17	Target 2016/17	Perform 2015/16	Comparison to 2015/16	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service	Responsible Performance Officer	
						2016/17	2015/16				
<b>Priority 1 : Safeguarding Vulnerable People</b>											
Page 55 Effective arrangements are in place for safeguarding and protecting those at risk from significant harm and exploitation	<b>Measure 18 ↑</b>	<b>RED</b>							Senior managers will be taking action to ensure Designated Lead Managers are responding within an appropriate timeframe.	Alex Williams	John Grenfell
	The percentage of adult protection enquiries completed within 7 days	<b>89.66%</b>	95%	-	<b>New PI, no historical data</b>	The number of adult protection enquiries completed in the year that were completed within 7 working days	<b>1,136</b>	<b>N/A</b>			
						Total number of adult protection enquiries completed in the year.	<b>1,267</b>	<b>N/A</b>			
	<b>AS8 ↑</b>	<b>RED</b>									
	Percentage of adult protection referrals to Adult Services where decision is taken within 24 hours	<b>65.27%</b>	80%	-	<b>New PI, no historical data</b>	The number of adult protection enquiries completed in the quarter that were completed within 24 hours	<b>827</b>	<b>N/A</b>			
						Total number of adult protection enquiries completed in the year	<b>1,267</b>	<b>N/A</b>			
<b>AS7 ↓</b>	<b>RED</b>							Overall performance has been disproportionately impacted by a higher than typical number of repeat safeguarding referrals in relation to one particular care home. Many of these repeat referrals were deemed inappropriate and management action has been taken as a result. This compounded difficulties with setting a realistic target for the first year of reporting of a new indicator where no historic data for comparison was available. This has been addressed for the coming year.	Alex Williams	John Grenfell	
The percentage of safeguarding referrals relating to people in residential / nursing care homes where the individual had been the subject of a previous safeguarding referral	<b>37%</b>	20%	-	<b>New PI, no historical data</b>	The number of individuals for whom adult protection referrals were completed during the period where their normal place of residence is a residential / nursing care home and who were the subject of previous safeguarding referrals	<b>210</b>	<b>N/A</b>				
					The total number of individuals for whom adult protection referrals were completed during the period where their normal place of residence is a residential / nursing care home	<b>571</b>	<b>N/A</b>				

Related Outcome	PI & desired direction of Travel	Result 2016/17	Target 2016/17	Perform 2015/16	Comparison to 2015/16	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service	Responsible Performance Officer
						2016/17	2015/16			
Effective arrangements are in place for safeguarding and protecting those at risk from significant harm and exploitation Page 56	<b>AS5 ↓</b>  The percentage of individuals for whom an adult protection referral has been completed where the subject has an active care and support plan at the end of period	<b>GREEN</b>  36.94%	85%	-	<b>New PI, no historical data</b>	Of the individuals for whom adult protection referrals were completed during the period, the number of individuals with an active care and support plan at the end of the period <b>181</b>	<b>N/A</b>	In the absence of historical data or finalised Welsh Government guidance confirming what data was to be collected, the target set has had to be revised. Nevertheless actual performance demonstrating that individuals can be effectively safeguarded without having to receive ongoing care and support is positive and evidence of a more preventative approach being taken.	<b>Alex Williams</b>	<b>John Grenfell</b>
					The number of individuals for whom adult protection referrals were completed during the period <b>490</b>	<b>N/A</b>				
	<b>SCA019 ↑</b>  Percentage of adult protection referrals completed where the risk has been managed (i.e. risk reduced or removed, adult protection plan in place)	<b>AMBER</b>  93.60%	95%	93.48%	<b>GREEN</b>  ↗	The number of adult protection referrals completed in the year where the risk has been managed. . <b>307</b>	<b>258</b>	We have almost reached the target, but will continue to look at how to improve performance in 2017/18.		
				The total number of adult protection referrals completed in the year <b>328</b>	<b>276</b>					
<b>AS6 ↓</b>  Number of adult clients receiving residential / nursing care where the service provider is subject to escalating concerns protocol	<b>RED</b>  23	0	-	<b>New PI, no historical data</b>	Number of adult clients receiving residential / nursing care where the service provider is subject to escalating concerns protocol <b>23</b>	<b>N/A</b>	It is unrealistic to think this will never happen and the important thing is that we work very closely with homes and CSSIW to address issues proactively as and when they arise. Please note that the same home was under escalating concerns in quarter 3 and 4. Therefore, the total figure reflects that actual number of people in a home under escalating concerns during the year.			
					<b>1</b>	<b>N/A</b>				

Related Outcome	PI & desired direction of Travel	Result 2016/17	Target 2016/17	Perform 2015/16	Comparison to 2015/16	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service	Responsible Performance Officer
						2016/17	2015/16			
Effective arrangements are in place for safeguarding and protecting those at risk from significant harm and exploitation	<b>CFS17 ↓</b>  The number of safeguarding referrals received in the period.	<b>AMBER</b>  1215	1200	1047	<b>RED</b>  ↓	The number of safeguarding referrals received in the period. 1,215	1,047	There is ongoing analysis of the rates and origin of inappropriate safeguarding referrals. We are working closely with partners and providers to reduce the number of inappropriate referrals by focussing instead on well being support.	Julie Thomas	Owen Davies
						D 1	1			
	<b>CFS14 ↑</b>  The percentage of decisions about a referral for care and support received by Child and Family Services which are taken within 24 hrs from receipt of referral	<b>GREEN</b>  100%	100%	100%	<b>STATIC</b>  ↔	The number of decisions about a referral for care and support received by Child and Family Services which are taken within 24 hrs from receipt of referral 1,776	1,501			
						The number of referrals for care and support received by Child and Family Services in the period. 1,776	1,501			
<b>CFS16 ↑</b>  The percentage of initial core group meetings held within 10 working days of the initial child protection conference	<b>AMBER</b>  90.13%	92%	94.78%	<b>RED</b>  ↓	The number of initial core group meetings held within 10 working days of the initial child protection conference 347	327	There has been a higher than expected number of children made subject to a child protection plan in quarter four and this has impacted on performance. Analysis of the reasons for this increase is taking place to ensure strengths based risk sensible practice remains well embedded within children services.			
					The number of initial child protection conferences held in the period where the outcome was registration. 385	345				
<b>CFS11 ↓</b>  Number of children on the Child Protection Register at 31st March	<b>RED</b>  252	220	216	<b>RED</b>  ↓	Number of children on the Local Authority's Child Protection Register at the end of the period (excluding temporary registrations) 252	216	There is no right or wrong number of children that should be the subject of a child protection plan at any given time. However the normal range for Swansea is between 220 and 250 children at any given time. There has been a higher than expected number of children made subject to a child protection plan in quarter four. Analysis of the reasons for this increase is taking place to ensure strengths based risk sensible practice remains well embedded within children services.			
					D 1	1				

Related Outcome	PI & desired direction of Travel	Result 2016/17	Target 2016/17	Perform 2015/16	Comparison to 2015/16	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service	Responsible Performance Officer		
						2016/17	2015/16					
Effective arrangements are in place for safeguarding and protecting those at risk from significant harm and exploitation  Page 58	<b>CFS12 ↓</b>  The rate per 1,000 (0-17 population) of children placed on the Child Protection Register.	<b>RED</b>  <b>5.36</b>	4.68	4.59	<b>RED</b>  ↘	Number of children on the Local Authority's Child Protection Register at the end of the period (excluding temporary registrations) <b>252</b>	<b>216</b>	There has been a higher than expected number of children made subject to a child protection plan in quarter four. Analysis of the reasons for this increase is taking place to ensure strengths based risk sensible practice remains well embedded within children services.	<b>Julie Thomas</b>	<b>Owen Davies</b>		
					Population (0-17 years) <b>47,026</b>	<b>47,030</b>						
	<b>Measure 28 ↓</b>  The average length of time for all children who were on the Child Protection Register during the year	<b>GREEN</b>  <b>213 days</b>	280 days	-	<b>New PI, no historical data</b>	The sum of the lengths of time (in days) each child had been on the CPR if they were removed from the CPR in the period. <b>26,578</b>	<b>N/A</b>					
					The number of children who were removed from the CPR in the period <b>125</b>	<b>N/A</b>						
	<b>Measure 27 ↓</b>  Percentage of re-registrations of children on the Local Authority Child Protection Register, within 12 months of the previous registration	<b>GREEN</b>  <b>5.58%</b>	18%	18.98%	<b>GREEN</b>  ↗	Number of re-registrations of children on the CPR during the year within 12 months from the end of the previous registration. <b>22</b>	<b>41</b>					
					Total number of registrations on CPR during the year. <b>394</b>	<b>216</b>						

Related Outcome	PI & desired direction of Travel	Result 2016/17	Target 2016/17	Perform 2015/16	Comparison to 2015/16	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service	Responsible Performance Officer
						2016/17	2015/16			
Effective arrangements are in place for safeguarding and protecting those at risk from significant harm and exploitation  Page 59	<b>CFS15 ↓</b>  Percentage of children becoming looked after who were previously looked after within 12 months of the new episode.	<b>AMBER</b>  15.59%	15%	-	New PI, no historical data	Number of children becoming Looked After in the period, who were looked after within 12 months of the new episode		The target has just been missed but this relates to a very small number of children. In fact if 2 fewer children in the cohort had not become looked after, the target would have been comfortably met.	Julie Thomas	Owen Davies
						29	N/A			
	Number of children becoming Looked After in the period.		186	N/A						
	<b>CFS13a ↓</b>  Looked after children who are reported missing a) No. of instances of children looked after reported missing in the period.	<b>GREEN</b>  264	320	-	New PI, no historical data	No of instances of children looked after reported missing in the period.				
						264	N/A			
	D		1	N/A						
<b>CFS13b ↓</b>  Looked after children who are reported missing b) No. of looked after children reported missing who are missing for longer than 24hrs in the period.	no rag  -		-	New PI, no historical data	No of looked after children reported missing who are missing for longer than 24hrs in the period.					
					N/A	N/A				
D		N/A	N/A	There is ongoing work to improve performance reporting capability in order to capture this data but at present the information is not available.						





Related Outcome	PI & desired direction of Travel	Result 2016/17	Target 2016/17	Perform 2015/16	Comparison to 2015/16	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service	Responsible Performance Officer
						2016/17	2015/16			
Council employees and people in our communities feel confident about how to identify, discuss and report concerns in respect of children and adults	<b>SAFE2 ↑</b> Percentage of staff who know who their department's designated lead for safeguarding is	<b>RED</b>  62.4%	67%	46.7%	<b>GREEN</b>  ↗	Number of staff responding 'Yes' to: Do you know who your department's designated lead for safeguarding is? 1,185	832	There has been a significant improvement in performance this year albeit the ambitious target set has still not quite been met.	Dave Howes	Rhian Millar
					Total number of respondents to the question 1,900	1,782				
	<b>SAFE3 ↑</b> Percentage of staff who have had their responsibility for safeguarding and child protection explained to them	<b>GREEN</b>  86.0%	75%	63.7%	<b>GREEN</b>  ↗	Number of staff responding 'Yes' to: Have you had your responsibility for safeguarding and child protection explained to you? 1,616	1,137			
					Total number of respondents to the question 1,879	1,785				
Page 62 The Council's Safeguarding approach both promotes and is informed by the UNCRC	<b>POV04 ↑</b> The number of schools that have achieved Level 1 Rights Respecting Schools Award or above	<b>RED</b>  58	73	49	<b>GREEN</b>  ↗	The total number of schools in Swansea who have achieved Level 1 Rights Respecting Schools Award or above. 58	49	93 of 96 schools are now engaged in the process of achieving the level 1 rights respecting school award or above. This can take several years to achieve and varies from one school to another. There are four stages to achieving the award and the target records the last two stages only. The intention is that all schools will be working towards achieving level 1 of the award by July 2017. A further 35 schools are in the initial two stages of receiving their full award and have either been engaged and trained or have gone on to make a record of commitment and produce an action plan.	Rachel Moxey	Jane Whitmore
					D 1	1				



Related Outcome	PI & desired direction of Travel	Result 2016/17	Target 2016/17	Perform 2015/16	Comparison to 2015/16	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service	Responsible Performance Officer
						2016/17	2015/16			

### Policy Commitments relating to Safeguarding

- 62. Ensure a new emphasis in Social Services on prevention and early intervention
- 63. Investigate the creation of a Social Impact Bond to help reform Children's Social Services
- 64. Relocate social services to work directly in the communities they serve and co-locate them with other services
- 65. Better integrate systems, ensuring fare more effective links between adult and children's services
- 68. Invest in our staff at all levels in Social Services

### Lead Head of Service's Overview

The council has rightly placed meeting its safeguarding responsibilities as its top priority and in that context has set challenging targets not only for performance in children and adult services but for the Council as a whole. However it has proved difficult to establish a small number of indicators with sensible but challenging targets which can act as a reliable proxy measure for the overall health of the Council's safeguarding arrangements. This year has proved something of a learning opportunity for the Council as at the moment the selected indicators and apparent failure to meet targets could give a wrong impression about the current health of the Council's arrangements. However we know from a wider analysis of all the performance indicators for children services and adult services, the forensic challenge provided by our Scrutiny panels, feedback from citizens and the various reviews carried out by CSSIW that we have very strong statutory children services in place and strong and improving arrangements in place for adult services. We also know that staff from across the Council and our Elected Members have not only accessed safeguarding training but are making active use of that training by seeking support for vulnerable children and adults as part of their wider work in communities.

The current indicators have been reviewed and refreshed for the coming year based on lessons learned to date and to enable a continued focus on further improving our arrangements to support and safeguard some of our most vulnerable Swansea citizens.

Related Outcome	PI & desired direction of Travel	Result 2016/17	Target 2016/17	Perform 2015/16	Comparison to 2015/16	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service	Responsible Performance Officer
						2016/17	2015/16			
<b>Priority 2 : Improving Pupil Attainment</b>										
Improved primary and secondary school attendance rates	<b>EDU016a ↑</b>	<b>AMBER</b>			<b>GREEN</b>	The total number of sessions not missed (attended) by all pupils in primary schools		94.9% - same as last year. Ranking is down one to 12th. Percentage matches Wales average.		
	Percentage of pupil attendance in primary schools	<b>94.88%</b>	95.0%	94.87%	↗	<b>5,696,420</b>	<b>5,630,868</b>			
						Number of sessions possible for all primary school pupils				
						<b>6,003,628</b>	<b>5,935,354</b>			
	<b>EDU016b ↑</b>	<b>GREEN</b>			<b>GREEN</b>	The total number of sessions not missed (attended) by all pupils in secondary schools		Ranking down one to 11th. 0.1% above Wales average and has a steeper upward trend than Wales overall.		
	Percentage of pupil attendance in secondary schools	<b>94.33%</b>	94.1%	93.97%	↗	<b>3,582,306</b>	<b>3,504,870</b>			
						Number of sessions possible for all secondary school pupils				
						<b>3,797,462</b>	<b>3,729,807</b>			
Page 64  Improved pupil numeracy and literacy rates	<b>EDCP28 ↑</b>	<b>AMBER</b>			<b>RED</b>	At Foundation Phase (age 7), number of pupils achieving at least outcome 5 (the expected level) in teacher assessment of Language, Literacy and Communication skills in English		Decrease across ERW region.	Nick Williams	Sarah Hughes
	At Foundation Phase (age 7): Percentage of pupils achieving at least outcome 5 (the expected level) in teacher assessment of Language, Literacy and Communication skills in ENGLISH	<b>85.6%</b>	88.0%	87.0%	↘	<b>1,900</b>	<b>2,068</b>			
						All pupils in the end of Key Stage 2 cohort (age 11) who were assessed in English in Swansea				
						<b>2,220</b>	<b>2,377</b>			
	<b>EDCP29 ↑</b>	<b>GREEN</b>			<b>RED</b>	At Foundation Phase (age 7), the number of pupils achieving at least outcome 5 (the expected level) in teacher assessment of Language, Literacy and Communication skills in Welsh				
	At Foundation Phase (age 7): Percentage of pupils achieving at least outcome 5 (the expected level) in teacher assessment of Language, Literacy and Communication skills in WELSH	<b>92.0%</b>	92.0%	92.2%	↘	<b>369</b>	<b>376</b>			
						All pupils in the end of Foundation Phase Year 2 cohort (age 7) who were assessed in Welsh in Swansea				
						<b>401</b>	<b>408</b>			

Related Outcome	PI & desired direction of Travel	Result 2016/17	Target 2016/17	Perform 2015/16	Comparison to 2015/16	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service	Responsible Performance Officer
						2016/17	2015/16			
Improved pupil numeracy and literacy rates	<b>EDCP32 ↑</b>	<b>GREEN</b>			<b>GREEN</b>	ENGLISH National Reading Test for Years 2 - 9 (ages 7-14) combined: pupils achieving standardised score of at least 85		Target to improve from last year. 2.5% above Wales average. Ranked 4th	Nick Williams	Sarah Hughes
	National Reading Test for Years 2 - 9 (ages 7-14) combined: pupils achieving standardised score of at least 85 in ENGLISH Reading	86.3%	85.5%	85.5%	↗	16,985	16,508			
						All pupils in Years 2- 9 (ages 7-14) who sat the National Reading Test in English in Swansea				
						19,678	19,308			
Improved pupil numeracy and literacy rates	<b>EDCP33 ↑</b>	<b>GREEN</b>			<b>GREEN</b>	WELSH National Reading Test for Years 2 - 9 (ages 7-14) combined: pupils achieving standardised score of at least 85		Target to improve from last year. 1.1% above Wales average. Ranked 7th.	Nick Williams	Sarah Hughes
	National Reading Test for Years 2 - 9 (ages 7-14) combined: pupils achieving standardised score of at least 85 in WELSH Reading	85.9%	84.8%	84.8%	↗	2,242	2,101			
						All pupils in Years 2- 9 (ages 7-14) who sat the National Reading Test in Welsh in Swansea				
						2,610	2,477			
Improved pupil numeracy and literacy rates	<b>EDCP34 ↑</b>	<b>GREEN</b>			<b>GREEN</b>	Numeracy - Procedural - Test for Years 2 - 9 (ages 7-14) combined: pupils achieving standardised score of at least 85		Target to improve from last year. 3% above Wales average. Ranked 6th	Nick Williams	Sarah Hughes
	National Numeracy - Procedural - Test for Years 2 - 9 (ages 7-14) combined: pupils achieving standardised score of at least 85	87.3%	86.7%	86.7%	↗	17,678	17,402			
						All pupils in Years 2- 9 (ages 7-14) who sat the National Numeracy - Procedural - Test in Swansea				
						20,259	20,072			
Improved pupil numeracy and literacy rates	<b>EDCP35 ↑</b>	<b>AMBER</b>			<b>RED</b>	Numeracy - Reasoning - Test for Years 2 - 9 (ages 7-14) combined: pupils achieving standardised score of at least 85		Target to improve from last year. 0.3% lower than last year. 3.2% above Wales average. Ranked 6th	Nick Williams	Sarah Hughes
	National Numeracy - Reasoning - Test for Years 2 - 9 (ages 7-14) combined: pupils achieving standardised score of at least 85	88.0%	88.3%	88.3%	↘	17,824	17,724			
						All pupils in Years 2- 9 (ages 7-14) who were assessed in the National Numeracy - Reasoning - Test in Swansea				
						20,257	20,072			

Related Outcome	PI & desired direction of Travel	Result 2016/17	Target 2016/17	Perform 2015/16	Comparison to 2015/16	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service	Responsible Performance Officer
						2016/17	2015/16			
Improved pupil numeracy and literacy rates	<b>EDCP30 ↑</b>	<b>AMBER</b>			<b>RED</b>	At the end of Key Stage 2 (age 11): Number of pupils achieving at least level 4 (the expected level) in teacher assessment of ENGLISH			<b>Nick Williams</b>	<b>Sarah Hughes</b>
	At the end of Key Stage 2 (age 11): Percentage of pupils achieving at least level 4 (the expected level) in teacher assessment of ENGLISH	<b>90.0%</b>	92.0%	90.9%	↘	<b>2,247</b>	<b>2,270</b>			
						All pupils in the end of Key Stage 2 cohort (age 11) who were assessed in English				
						<b>2,498</b>	<b>2,498</b>			
Improved pupil educational attainment	<b>EDCP31 ↑</b>	<b>GREEN</b>			<b>GREEN</b>	At the end of Key Stage 2 (age 11): Percentage of pupils achieving at least level 4 (the expected level) in teacher assessment of WELSH first language		Ranking is down to 7th although percentage increased from previous year by 0.7%. This is WG published figure but excludes EOTAS pupils (WG error). Indicator will cease after 2017. Target missed by 0.3%.	<b>Nick Williams</b>	<b>Sarah Hughes</b>
	At the end of Key Stage 2 (age 11): Percentage of pupils achieving at least level 4 (the expected level) in teacher assessment of WELSH first language	<b>93.2%</b>	91.7%	92.9%	↗	<b>289</b>	<b>260</b>			
						All pupils in the end of Key Stage 2 cohort (age 11) who were assessed in Welsh first language				
						<b>310</b>	<b>280</b>			
Page 66 Improved pupil educational attainment	<b>EDU017 ↑</b>	<b>AMBER</b>			<b>GREEN</b>	Number of of pupils in schools maintained by the authority in the previous summer achieving 5 or more GCSEs at grades A*-C or the vocational equivalent, including English or Welsh (first language) and mathematics			<b>Nick Williams</b>	<b>Sarah Hughes</b>
Percentage of pupils in schools maintained by the authority in the previous summer achieving 5 or more GCSEs at grades A* C or the vocational equivalent, including English or Welsh and mathematics	<b>64.70%</b>	65.0%	64.01%	↗	<b>1,604</b>	<b>1,526</b>				
					All pupils taught in year 11 in schools maintained by the authority recorded in the relevant January PLASC return for that cohort.					
					<b>2,479</b>	<b>2,384</b>				

Related Outcome	PI & desired direction of Travel	Result 2016/17	Target 2016/17	Perform 2015/16	Comparison to 2015/16	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service	Responsible Performance Officer
						2016/17	2015/16			

## Policy Commitments relating to Attainment

14. Raise educational standards and the performance of all schools and pupils in Swansea
15. Implement a programme of sharing best practice between teachers and schools
16. Explore ways of improving pupil engagement and attendance
17. Introduce an ambitious, rigorous and supportive school performance framework
12. Adopt a new dynamic relationship with the schools, further education colleges, Swansea's two universities and employers
13. Develop a 10 year City of Learning strategic plan
18. Promote community focused school & family learning
19. Encourage greater collaboration between schools
20. Re-balance school funding to focus on need
21. Ensure 85% of funding is delegated directly to schools
23. Explore setting up a Skills campus and apprentice scheme

### Lead Head of Service's Overview

Policy Commitments 12, 13 & 23

- The Education Strategy Group, chaired by the Leader of the Council, continues to explore new ways to work with schools and to deliver essential and statutory services within reducing funding.
- Gower College has now taken the lead on work-based learning. External partners also deliver post-16 learning and training. The Education Department and Poverty & Prevention Service work with the European and External Funding team to deliver preventative services for NEETs.
- Swansea received a UNESCO Learning City Award at the Mexico conference – the only one in the UK and one of only 12 worldwide at that point in time. Swansea is planning to host the 2017 UNESCO Learning City Regional Seminar.

Policy Commitment 14

- Performance in Swansea schools has continued to improve. Two secondary schools have had overall judgements of Excellent and Excellent in their Estyn inspections since the start of the 2015-2016 academic year.
- Schools where performance had been identified as a concern continue to be targeted by Challenge Advisers. The two original Schools Challenge Cymru secondary schools, Morryston and Pentrehafod, maintained their activities to improve. Dylan Thomas Comprehensive has also benefitted from Schools Challenge Cymru support in 2015-2016.

Policy Commitments 15, 17 & 19

- Challenge advisers in Swansea have completed the annual programme of visits to assess schools. Resulting from this work, the categories of all primary and secondary schools were published at the end of January 2017, in accordance with the national system. The Welsh Government's categorisation system aims to identify the appropriate level of support for each school according to need. There are four colours: green recognises a highly effective, well-run school with strong leadership; yellow signifies a school already doing well but knowing areas it can improve; amber means a school needing help to make improvements more quickly; and red are schools in need of greatest improvement. The categorisation figures show an improvement on the previous year. Swansea has no red schools. Of the 79 primary schools in Swansea, 35 have been awarded green, which is up from 29 in 2016, 32 are yellow, 12 are amber, which is two less than last year, and none are red, where there two last year. There are eight secondary schools categorised green, four yellow and two amber. Swansea's Pupil Referral Unit has moved from red to amber while Penybryn Special School is green and Ysgol Crug Glas is amber.
- The national drive for schools to support each other continues to be developed, involving schools of all categorisations collaborating on improvement. A regional system for identifying and sharing good practice has been established.

(cont'd)

Related Outcome	PI & desired direction of Travel	Result 2016/17	Target 2016/17	Perform 2015/16	Comparison to 2015/16	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service	Responsible Performance Officer
						2016/17	2015/16			

**Lead Head of Service's Overview (cont'd)**

Policy Commitment 16

• Attendance over three years continues to improve in primary and secondary schools and performance targets have been met. Secondary attendance has improved on the previous year and is 0.1% above the Wales average and ranking 11th nationally. Primary attendance was the same as the previous year, equals the Wales average and ranking 12th nationally. Permanent exclusions remain low and fixed-term exclusions from secondary schools are reducing.

Policy Commitment 18

• Following the removal of grant funding, a reduced central service for Family Learning is now in operation. Some schools fund provision themselves.

Policy Commitments 20 & 21

Ensure 85% of funding is delegated directly to schools – delegation for 2015-2016 was 83.6% and rose to 84.8% in 2016-2017. Additionally to this, funding has been devolved to schools during the financial year from EOTAS provision. The Joint Finance sub-group of the School Budget Forum continues to examine the implications and mitigation of the effect of future reductions to funding in the context of meeting need. The Forum is working with the Education Strategy Group on a model of education for the future.

Related Outcome	PI & desired direction of Travel	Result 2016/17	Target 2016/17	Perform 2015/16	Comparison to 2015/16	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service	Responsible Performance Officer
						2016/17	2015/16			
<b>Priority 3 : Creating a vibrant and viable city and economy</b>										
A Planning policy framework that supports the creation of a vibrant and viable City and economy	<b>EP28 ↑</b>	<b>GREEN</b>			<b>GREEN</b>	The total number of all planning applications determined during the year within 8 weeks		A new planning IT system was introduced in October 2016	Phil Holmes	Andrew Pitson
	The percentage of all planning applications determined within 8 weeks	85.94%	80.0%	84.03%	↗	1,437	1,558			
						The total number of all planning applications determined during the year				
						1,672	1,854			
Better quality commercial floorspace enabling the provision of increased employment at sustainable locations	<b>EC2 ↑</b>	<b>GREEN</b>			<b>GREEN</b>	Total number of major applications with an economic imperative that are approved		This PI used to include minor applications, it was agreed to change this to only include major application types as these were considered more tangible in relation to the wording of the PI.	Phil Holmes	Paul Relf
	The percentage of all major applications with an economic imperative that are approved	91%	85%	85%	↗	41	802			
						Total number of major applications determined in the year				
						45	941			
Improved city living opportunities by maximising the use of appropriate and previously developed land	<b>EC3 ↑</b>	<b>GREEN</b>			<b>GREEN</b>	Amount of commercial floorspace created by sq m within the city centre		Additional 'pipeline' funding secured has allowed significant progress on this project in recent months. A further 3,136sq meters are currently being created scheduled for completion in the coming months.	Phil Holmes	Paul Relf
	Amount of commercial floorspace (m <sup>2</sup> ) created within the city centre to accommodate job creation	6,647m <sup>2</sup>	4,890m <sup>2</sup>	3,730m <sup>2</sup>	↗	6,647m <sup>2</sup>	3,730m <sup>2</sup>			
						D				
						1	1			
Improved city living opportunities by maximising the use of appropriate and previously developed land	<b>EC4 ↑</b>	<b>RED</b>			<b>GREEN</b>	Additional number of new housing units completed within Swansea City Centre through Vibrant and Viable Places.		A further 48 units are currently on site. These 48 were scheduled to be completed within the financial year 16/17, however a delay in securing additional funding has held up progress.	Phil Holmes	Paul Relf
	Number of new housing units created in Swansea City Centre as a result of Vibrant & Viable Places funding	54 units	63 units	33 units	↗	54	33			
						D				
						1	1			

Related Outcome	PI & desired direction of Travel	Result 2016/17	Target 2016/17	Perform 2015/16	Comparison to 2015/16	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service	Responsible Performance Officer
						2016/17	2015/16			
	<b>ESD1 ↑</b> Value of inward investment related to property-based projects where the authority owns some of or all the land (or adjoining land which facilitates the development)	<b>RED</b>  <b>£18.20m</b>	£34.50m	£22.25m	<b>RED</b>  ↓	Value of inward investment related to property-based projects where the authority owns some or all of the land (or adjoining land which facilitates the development) <b>£18.20m</b>	<b>£22.25m</b>	A major scheme, Mariner Street has not yet started on site, the scheme has been delayed due to funding. It will now proceed in 2017/18 instead.	Phil Holmes	Huw Mowbray
Employment & Training opportunities created	<b>BBMA3 ↑</b> The number of training and employment weeks created by Beyond Bricks & Mortar for unemployed and economically inactive	<b>GREEN</b>  <b>395</b>	350	343	<b>GREEN</b>  ↗	Number of person weeks of training and employment undertaken <b>395</b>	<b>343</b>			
						D	1	1		
Page 7 Extension of the tourist season and the tourism offer as part of the diversification of the rural economy	<b>CTT3 ↑</b> Number of visitors attracted to Swansea (millions)	<b>no rag</b>  4.59	N/A	4.47	<b>GREEN</b>  ↗	Number of visitors attracted to Swansea (millions) <b>4.59</b>	<b>4.47</b>		Chris Dignam	
	<b>CTT4 ↑</b> Tourism - total economic impact of Tourism to Swansea (£m)	<b>no rag</b>  £400.37m	N/A	£390.30m	<b>GREEN</b>  ↗	Tourism - The amount of money spent by visitors attracted to Swansea (£m) <b>£400.37m</b>	<b>£390.3m</b>			
						D	1	1		



Related Outcome	PI & desired direction of Travel	Result 2016/17	Target 2016/17	Perform 2015/16	Comparison to 2015/16	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service	Responsible Performance Officer
						2016/17	2015/16			
Extension of the tourist season and the tourism offer as part of the diversification of the rural economy	CTT10 ↑  Total Number of FTE Jobs Supported by Tourism Spend	no rag  5674	N/A	5910	RED  ↓	Total Number of FTE Jobs Supported by Tourism Spend		The seasonal nature of tourism has an impact upon the employment opportunities throughout the year. This is a very marginal decline in numbers of FTE jobs and the definition here extends to the impacts upon retail, catering and leisure facilities	Phil Holmes	Chris Dignam
						5674	5910			

### Creating a vibrant and viable City and Economy

Outcome	Action	Comment
Vibrant new retail and leisure development within the City Centre, commencing with the comprehensive redevelopment of St. David's	Secure planning consent for the redevelopment of St David's.	The Planning Application and supporting documentation was submitted on 23rd March. The officer's recommendation will be presented to Planning Committee for determination in June.
Part 1 A Kingsway Employment Hub to stimulate enterprise development	Prepare first phase sites and secure funding for new office development, building refurbishment and infrastructure enhancements (including digital) for the Kingsway Employment Hub.	First phase sites on Kingsway and Lower Oxford Street have now been assembled, providing the footprint for the Digital Village first phase development. A detailed business case has been submitted to WEFO for a £4m contribution to the infrastructure works. Structural demolition now well advanced at Oceana. City Deal funding agreement now signed by UK and Welsh Government. 5 case business model for Digital City project to be completed.
Redevelopment of the Civic Centre site, contributing to the vibrancy of the City Centre	Select a developer and secure planning consent for the Civic Centre redevelopment.	Trebor Developments and their team selected as development manager. Discussions with the University for a Hydro Hub and research facility as a tourist attraction. Detailed feasibility work on relocation of council offices undertaken which would create a vacant site. Flood Consequences Assessment (FCA) in progress to assess flood risk.
Progressing Strategic Housing and mixed use development site proposals progressed in advance of the Local Development Plan (LDP) to reduce housing land supply shortfall	Submit the Deposit LDP for examination by Planning Inspectorate.	Additional work now commissioned on the impact of City Deal and amended economic growth projections on the LDP strategy and allocations. Together with an update on the financial viability appraisals on each of the residential led strategic development areas.
	Approve planning applications and supplementary planning guidance development for strategic housing and mixed development sites.	Applications being determined in line with statutory requirements.
New investment attracted from companies not currently located in Swansea	Devise an inward investment proposition with regional marketing suite and marketing materials in place to attract new investment opportunities.	Regional suite and virtual team in place and operational.
Extension of the tourist season and the tourism offer as part of the diversification of the rural economy	Adopt supplementary planning guidance (SPG) related to holiday accommodation opportunities	This specific SPG has been delayed due to the LDP workload taking priority. In addition, work has also been undertaken on other guidance, in particular City Centre policies and emerging HMO (House in Multiple Occupation) and new student developments policy.

Related Outcome	PI & desired direction of Travel	Result 2016/17	Target 2016/17	Perform 2015/16	Comparison to 2015/16	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service	Responsible Performance Officer
						2016/17	2015/16			

### Policy Commitments relating to creating a vibrant and viable economy

- 34. Seek to increase the number of people living in the city centre
- 24. Work with partners and the business community to promote Swansea Bay City region
- 25. Utilise £11m in the House Revenue Account (HRA) to improve Council houses and boost local economy.
- 28. Create a clear, coherent and balanced approach to the city centre
- 36. Work closely with partners to develop a Creative City Region; create a Science and Innovation campus build Swansea as a science, technology and creative capital.
- 31. Plan for a sustainable transport system
- 32. Improve perceptions of our city as a place to work, visit and live
- 33. Enhance our public spaces and city's built heritage and empty properties

#### Lead Head of Service's Overview

The Swansea Central Area Regeneration Framework sets the strategic policy direction for the ongoing implementation of the Council's regeneration programme which has a direct positive bearing on policy commitments 34, 24, 25, 28, 32 and 33. Significant new residential development and commercial floorspace has been delivered via the Vibrant & Viable Places funded schemes with public and private sector partners across the City Centre. In addition, a significant number of training and employment person weeks have been created by the Council's Beyond Bricks & Mortar scheme for the unemployed and economically inactive.

Development Managers for the Civic Centre and St David's sites have been procured and technical reviews and occupier discussions are well underway. An outline planning application for a mixed use retail and leisure led development was submitted for the Swansea Central scheme on 23rd March. Operators have also been shortlisted for the Arena project. The structural demolition of the former Oceana building is well underway and other strategic acquisitions nearby have now been completed utilising Vibrant & Viable Places funding, providing the development footprint required to deliver the first phase of the Digital Village project on Kingsway.

The Swansea Bay City Region working with partners as described in PC 24 continues apace culminating in the signing of the City Deal agreement by UK, Welsh and Local Governments in March. The next stage is to produce a five case business model to test the ambition as set out in the Swansea City & Waterfront Digital District business case. If agreed the project will help improve perceptions of the city as a place to work, visit and live, with significant investments in digital infrastructure, new developments and skills development (PC 32).

PC36 is being delivered through ongoing collaborations with the universities, where MoU's identify joint working opportunities, and via close collaboration, as demonstrated via the City Deal project. Swansea University are key partners in the delivery of Hafod Copper Works and the Hydro-Hub project.

PC 31 – enabling works at Westway have been delivered to facilitate future highway investments at Kingsway, where design work is underway. A detailed business case funding application has been submitted to Welsh European Funding Office (WEFO) to fund infrastructure works at Kingsway.

The draft deposit LDP has undergone public consultation and the responses have been analysed. Further work has been now been commissioned to test the impact of the City Deal and amended economic growth projections on the LDP strategy and allocations. Together with an update on the financial viability appraisals on each of the residential led strategic development areas.

Looking specifically at PC 25, around £250 million will be spent up to 2020/21 (including this current year) to improve Council houses which includes the £11 million identified within the policy commitment. The HRA Capital programme is focussed on the improvement of the housing stock up to the WHQS (Welsh Housing Quality Standard) but also includes provision to support additional council housing.

Related Outcome	PI & desired direction of Travel	Result 2016/17	Target 2016/17	Perform 2015/16	Comparison to 2015/16	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service	Responsible Performance Officer	
						2016/17	2015/16				
<b>Priority 4 : Tackling Poverty</b>											
Children have a good start in life; 2 and 3 year old children in the Flying Start are helped to achieve their expected language, emotional, social and cognitive development	<b>FSSOGa ↑</b>	<b>GREEN</b>			<b>GREEN</b>	Total children assessed within timescale (23-25 mths) as at or above dev norms			<b>Rachel Moxey</b>	<b>Lisa Williams</b>	
	Percentage of Flying Start children assessed as performing at or above the developmental norm for 2 year data	<b>60.30%</b>	60%	56.29%	↗	<b>281</b>	<b>282</b>				
					Total children assessed by a SOGS (Schedule of Growing Skills) within timescale (23-25 mths)		<b>466</b>				<b>501</b>
					Total children assessed within timescale (35-37 mths) as at or above dev norms		<b>246</b>				<b>279</b>
Children who are not disadvantaged by poverty when achieving and attaining standards and wellbeing in education	<b>FSSOGb ↑</b>	<b>GREEN</b>			<b>GREEN</b>	Total children assessed within timescale (35-37 mths) as at or above dev norms		Improved from last year. However, for non-FSM the percentage was 71.4% so a gap remains.	<b>Nick Williams</b>	<b>Sarah Hughes</b>	
	Percentage of Flying Start children assessed as performing at or above the developmental norm for 3 year data	<b>61.96%</b>	60%	60.65%	↗	<b>246</b>	<b>279</b>				
					Total children assessed by a SOGS (Schedule of Growing Skills) within timescale (35-37 mths)		<b>397</b>				<b>460</b>
					Number of pupils in receipt of FSM in schools maintained by the authority in the previous summer achieving 5 or more GCSEs at grades A*-C or the vocational equivalent, including English or Welsh (first language) and mathematics		<b>146</b>				<b>146</b>
Young people and adults are in employment, education or training	<b>EDFM2 ↑</b>	<b>GREEN</b>			<b>STATIC</b>	All pupils in receipt of FSM taught in year 11 in schools maintained by the authority recorded in the relevant January PLASC return for that cohort.		Usually reported with decimal places, result 2.7%.			
	Percentage of pupils in receipt of free school meals (FSM) in schools maintained by the authority in the previous summer achieving 5 or more GCSEs at grades A*-C or the vocational equivalent, including English or Welsh and mathematics	<b>39.1%</b>	37%	39.1%	↔	<b>373</b>	<b>373</b>				
Young people and adults are in employment, education or training	<b>EDCP18c ↑</b>	<b>GREEN</b>			<b>STATIC</b>	Pupils known to be NOT in Education, Employment or Training at 16 (not including those who have moved away)					
	Young people known to be NOT in Education, Employment and Training (EET) [at 16, on leaving formal education]	<b>2.69%</b>	3.5%	2.69%	↔	<b>64</b>	<b>64</b>				
					All Pupils in Year 11 cohort		<b>2,375</b>				<b>2,375</b>

Related Outcome	PI & desired direction of Travel	Result 2016/17	Target 2016/17	Perform 2015/16	Comparison to 2015/16	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service	Responsible Performance Officer
						2016/17	2015/16			
People have a decent standard of living; receiving the maximum benefits they are entitled to receive and in a prompt and timely way	<b>POV05 ↑</b>  The amount of additional benefits maximised for people who are entitled to claim each year by the involvement of the Welfare Rights Team	GREEN  £1,084,383	£800,000	£845,678	GREEN  ↗	Amount of benefit income secured or increased £1,084,383	£845,678		Rachel Moxey	Jane Storer
						D 1	1			
	<b>HBCT01a ↓</b>  Housing Benefit Speed of Processing: a) Average time for processing new claims.	GREEN  16.5 days	19 days	17.4	GREEN  ↗	Sum in calendar days of time taken to process all new claims. 99,794	113,097		Mike Hawes	Karen Williams
						Number of new claims received 6,039	6,512			
	<b>HBCT01b ↓</b>  Housing Benefit Speed of Processing: b) Average time for processing notifications of change in circumstances	GREEN  4.5 days	7 days	5.7	GREEN  ↗	Sum in calendar days of time taken to process change in circumstances. 251,500	303,434			
						Number of change in circumstances decided. 55,971	53,229			
	<b>HBCT02a ↓</b>  Council Tax Reduction Speed of Processing: a) Average time for processing new claims	GREEN  16.9 days	19 days	17.9	GREEN  ↗	Sum in calendar days of time taken to process all new claims. 106,887	115,720			
						Number of new claims received 6,332	6,470			
	<b>HBCT02b ↓</b>  Council Tax Reduction Speed of Processing: b) Average time for processing notifications of change in circumstances	GREEN  3.6 days	7 days	5.4	GREEN  ↗	Sum in calendar days of time taken to process change in circumstances. 267,161	287,971			
						Number of change in circumstances decided. 73,461	53,681			

Related Outcome	PI & desired direction of Travel	Result 2016/17	Target 2016/17	Perform 2015/16	Comparison to 2015/16	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service	Responsible Performance Officer
						2016/17	2015/16			
Prevent homelessness to help maintain stability and security for families, safeguard health, wellbeing and prevent social exclusion	POV06 ↓  The average number of days all homeless families with children spent in Bed & Breakfast accommodation	GREEN			GREEN	Number of days for each period spent in B&B accommodation by each family with children whose duty has been accepted during the year.		There was one complex case in this final quarter which required housing out of the Swansea area. This resulted in a weekend stay in B&B until the other Local Authority could assist the family. B & B is only used on an emergency basis and for the shortest time possible.	Lee Morgan	Marie Muldoon
		3.8 days	7 days	7.0 days	↗	30	63			

### Actions for Tackling Poverty

Outcome	Action	Comment
Investment to improve council housing, bring wider economic benefits and contribute to the regeneration of estates	Deliver capital programme schemes/£55m spend	<p>Whilst the initial Capital Programme budget for 2016/17 was £55m, this increased to £60.71m following the addition of slippage from the 2015/16 programme. The forecast spend on the Capital Programme for 2016/17 is £51.6m, leaving slippage of £9.1m to be rolled over to 2017/18.</p> <p>Some of the major schemes during 2016/17 in terms of forecast expenditure are:</p> <ul style="list-style-type: none"> <li>• Kitchen &amp; Bathroom Replacement (£18.4m)</li> <li>• High Rise Refurbishment (£10.6m)</li> <li>• Wind &amp; Weatherproofing Schemes (£3.5m)</li> <li>• Adaptations (£2.8m)</li> <li>• Boiler replacement (2.6m)</li> <li>• Roofing (£2.1m)</li> </ul>

### Policy Commitments relating to tackling poverty

- 38. Tackle poverty and unemployment, especially amongst young people and within the most deprived communities
- 22. Implement a pledge to ensure that all 18-24 yr olds have access to quality information, education and enterprise
- 24. Work with CAB and other partners to enhance the Council's existing Welfare Rights service
- 37. Explore with Credit Unions how to make loans to micro businesses
- 39. Work with Moneyline Cymru and other partners to help people on low incomes access affordable loans
- 66. Play a full part in the Healthy Cities initiative to address health inequalities and life expectancy

### Lead Head of Service's Overview

There are no major concerns in the performance data above. All performance is either at or above target. This general 'good health' is supported through a number of key achievements throughout the year including the development of new strategic approaches to tackling poverty and prevention (now at consultation stage). In addition we have delivered commissioning reviews of our family support and domestic violence support services. Our success has been recognised through opportunities such as Swansea' selection as a pilot authority for extended childcare provision and our support opportunities have been extended through the approval by of projects such as as Cam Nesa (NEETs). Whilst positive we also face a number of key challenges, such as the decision by Welsh Government to phase out the Communities First Programme, replacing this with an approach supporting 'empowerment, employability and early years'. We will work to ensure that Swansea gains as great a benefit as possible from these changes.

Related Outcome	PI & desired direction of Travel	Result 2016/17	Target 2016/17	Perform 2015/16	Comparison to 2015/16	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service	Responsible Performance Officer
						2016/17	2015/16			
<b>Priority 5 : Building sustainable communities</b>										
More people are involved in local community activities that are important to them	<b>CUST8a ↑</b>  Number of successful bids to the Community Action Transformation Fund	no rag  8	0	5	GREEN  ↗	Actual Number of applications made to the Community Action Transformation Fund (CATF) approved by the External Funding Panel (EFP)  8   5			Rachel Moxey	Spencer Martin
						D 1   1				
	<b>SUSC10 ↑</b>  Number of services sustained in the community and were previously formally managed by the Council	RED  41	50	-	New PI, no historical data	Number of services which were previously managed by the Council and have been transferred to independent community-based management and ownership  41   N/A			Tracey McNulty	Sue Reed
						D 1   N/A				
People have equitable access to services to promote independence and quality of life	<b>SUSC5 ↑</b>  Number of new requests for local area co-ordination	GREEN  229	140	85	GREEN  ↗	The number of introductions for individuals recorded in the Local Area Co-ordination database.  229   85			Alex Williams	John Grenfell
					D 1   1					
People are living in cohesive and resilient communities with the right skills and technological improvements to sustain their communities	<b>SUSC2 ↑</b>  Percentage of people across Swansea who agree or strongly agree they can influence decisions affecting their neighbourhood	GREEN  34.5%	25%	-	New PI, no historical data	Number of people responding 'agree' and 'strongly agree' to: To what extent do you agree that you can influence decisions affecting your neighbourhood?  364   N/A			Chris Sivers	Rhian Millar
					Total number of respondents to the question  1,054   N/A					

Related Outcome	PI & desired direction of Travel	Result 2016/17	Target 2016/17	Perform 2015/16	Comparison to 2015/16	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service	Responsible Performance Officer
						2016/17	2015/16			
More people living at home or in the community instead of in residential care 9077	<b>SCA001 ↓</b>  The rate of delayed transfers of care for social care reasons per 1000 population aged 75 or over	GREEN  5.81	6	5.74	RED  ↓	Total number of local authority residents experiencing a delayed transfer of care during the year for social care reasons 126	122		Alex Williams	John Grenfell
						Total population aged 75+ 21,672	21,254			
	<b>AS4 ↑</b>  Percentage of clients returning home following a period of residential reablement	GREEN  75.5%	58%	52.9%	GREEN  ↗	The number of people who have left the residential reablement services whose destination on leaving was own home or to family 151	109			
						The total number of people who have left the residential reablement service 200	206			
	<b>Measure 20a ↑</b>  The percentage of adults who completed a period of reablement and have a reduced package of care and support 6 months later	GREEN  66.67%	50%	-	New PI, no historical data	The number of adults who completed a period of reablement who have a package of care six months later which is smaller than it was on completion of the reablement period. 6	N/A	Due to a Welsh Government change in statutory definition, only those people who did receive a service prior to the period of reablement can be counted. There are consequently very few people that entered the service who were already receiving a service.		
						The number of adults who completed a period of reablement who had a package of care and support within the week before the reablement began. 9	N/A			
	<b>Measure 20b ↑</b>  The percentage of adults who completed a period of reablement who have no package of care and support 6 months later	GREEN  69.53%	25%	-	New PI, no historical data	The number of adults who completed a period of reablement who have no package of care six months later 235	N/A	Performance on this indicator has been calculated throughout the year for quarterly purposes. The statutory national definition for annual reporting specifies people ceasing reablement April-September 2016.		
						The number of adults who completed a period of reablement with or without a package of care and support within the week before the reablement began. 338	N/A			

Related Outcome	PI & desired direction of Travel	Result 2016/17	Target 2016/17	Perform 2015/16	Comparison to 2015/16	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service	Responsible Performance Officer
						2016/17	2015/16			
More people living at home or in the community instead of in residential care  Page 78	<b>SCA002b ↓</b>  The rate of older people (aged 65 or over) whom the authority supported by the local authority in care homes per 1,000 population aged 65 or over at the end of March	<b>GREEN</b>  18.47	19.1	19.26	<b>GREEN</b>  ↗	Number of people aged 65 or over supported by the local authority in care homes at the end of March, including local authority and independent sector residential care and nursing care. <b>880</b>	<b>891</b>		<b>Alex Williams</b>	<b>John Grenfell</b>
					Total population aged 65 or over <b>47,653</b>	<b>46,266</b>				
	<b>SCA002a ↑</b>  The rate of older people (aged 65 or over) supported in the community per 1,000 population aged 65 or over	<b>RED</b>  61.97	67.3	67.11	<b>RED</b>  ↘	Number of people aged 65 or over supported in the community at the end of March. <b>2,901</b>	<b>3,105</b>			
					Total population aged 65 or over <b>46,812</b>	<b>46,266</b>				
	<b>SCA020 ↑</b>  The percentage of adult clients who are supported in the community during the year	<b>AMBER</b>  83.04%	87%	86.94%	<b>RED</b>  ↘	The total number of adult clients 18+ who are supported in the community during the year <b>5,660</b>	<b>6,031</b>	Whilst there are fewer than expected numbers of older people receiving traditional care and support services, this may actually be an early sign that the focus on prevention and reablement services is having a positive impact.		
					Total number of adult clients 18+ supported in the community during the year plus the total number of adult clients supported in care homes during the year, counted once. <b>6,816</b>	<b>6,937</b>				
People make the best use of resources that promote wellbeing and prevent them through early intervention from requiring statutory services	<b>CFS1 ↓</b>  Number of children becoming looked after in the period	<b>AMBER</b>  185	180	202	<b>GREEN</b>  ↗	Number of children becoming looked after in period <b>185</b>	<b>202</b>	There is no absolute right or wrong number of children that should become looked after in any given month or year. Analysis of this slightly higher than expected number of children becoming looked after shows that work to prevent emergency admissions is not as effective as hoped and this will be the focus for the coming year.	<b>Julie Thomas</b>	<b>Owen Davies</b>
					<b>1</b>	<b>1</b>				



Related Outcome	PI & desired direction of Travel	Result 2016/17	Target 2016/17	Perform 2015/16	Comparison to 2015/16	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service	Responsible Performance Officer
						2016/17	2015/16			
	<b>CIP3 ↑</b>  The number of GP Referrals still engaging in physical activity after 12 months and indicating their health has improved	GREEN  176	85	82	GREEN  ↗	The number of referrals who have completed the 16 week scheme and have reached the 12 month point within the financial year (i.e. 2013-14) who report they are still active.  176	82	The figure for the number of GP Referrals still engaging in Physical activity after 12 months was 176 out of 196 attendees overall. This is 90% which is a high level of achievement. 70% is considered good so this is a considerable achievement.	Tracey McNulty	Chris Dignam
						1	1			
People are living in cohesive and resilient communities with the right skills and technological improvements to sustain their communities	<b>SUSC1 ↑</b>  Percentage of people across Swansea who are satisfied or very satisfied with their local area as a place to live	GREEN  86.7%	86.6%	86.6%	GREEN  ↗	Number of people responding 'satisfied' and 'very satisfied' to: Overall, how satisfied are you with your local area as a place to live?  949	934		Chris Sivers	Rhian Millar
						Total number of respondents to the question	1,094			
	<b>SUSC3 ↑</b>  Percentage of Swansea residents who agree or strongly agree that their local area is a place where people from different backgrounds get on well together	GREEN  82.4%	76%	71.4%	GREEN  ↗	Number of people responding 'agree' and 'strongly agree' to: To what extent do you agree that your local area is a place where people from different backgrounds get on well together?  885	748			
						Total number of respondents to the question	1,074	1,048		

Related Outcome	PI & desired direction of Travel	Result 2016/17	Target 2016/17	Perform 2015/16	Comparison to 2015/16	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service	Responsible Performance Officer
						2016/17	2015/16			
More people are involved in local community activities that are important to them	<b>WMT009(b) ↑</b>  The percentage of municipal waste collected by local authorities and prepared for reuse and/or recycled, including source segregated biowastes that are composted or treated biologically in another way	GREEN			GREEN	Total tonnage of local authority Municipal waste prepared for reuse and/or recycled, including source segregated biowastes that are composted or treated biologically in another way <b>73,816</b>   <b>69,986</b>		This result relates to the period 01/01/16 - 31/12/16	Chris Howell	Keith Coxon
		62.73%	58%	59.20%	↗	The tonnage of municipal waste collected by the local authority <b>117,671</b>   <b>118,219</b>				
Page 80	<b>IT10 ↑</b>  The number of beneficiaries who have attended the "Get Swansea online" programme	GREEN			GREEN	The number of individual clients who complete one or more sessions of the Get Swansea Online programme of digital training and support in financial year 2016/17 <b>415</b>   <b>319</b>		Carefully managed overbooking of courses to compensate for no-shows and a new system of contacting people booked on the courses via text message and phone call reminders has ensured that the target was exceeded.	Lee Wenham	Steve Jenkins
		415	385	319	↗	D <b>1</b>   <b>1</b>				
People have equitable access to services to promote independence and quality of life	<b>IT11 ↑</b>  The Percentage of "Get Swansea Online" respondents who stated they would use the internet to access councils services	GREEN			GREEN	The number of individual respondents who complete the Get Swansea Online Feedback Survey in financial year 2016/17 and state that they are likely or very likely to use the internet to access to council services. <b>161</b>   <b>145</b>		The courses and supporting guides are tailored to showcase council services that are available online which is reflected in the result.	Lee Wenham	Steve Jenkins
		91%	80%	89%	↗	The number of individual respondents who complete the Get Swansea Online Feedback Survey in financial year 2016/17. <b>176</b>   <b>163</b>				
	<b>IT12 ↑</b>  The Percentage of "Get Swansea Online" respondents who stated they would use the internet to access retail or financial opportunities	GREEN			GREEN	The number of individual respondents who complete the Get Swansea Online Feedback Survey in financial year 2016/17 and state that they are likely or very likely to use the internet to access retail or financial opportunities. <b>120</b>   <b>105</b>		Digital and financial inclusion is closely linked and an important part of the courses is highlighting financial advantages to being online to take advantage of deals. The courses also help teach attendees to recognise secure sites that are safe to transact with and inform them about scams online to help them protect themselves from fraud, so it's pleasing to exceed this target.	Lee Wenham	Steve Jenkins
		73%	70%	70%	↗	The number of individual respondents who complete the Get Swansea Online Feedback Survey in financial year 2016/17. <b>164</b>   <b>149</b>				

Related Outcome	PI & desired direction of Travel	Result 2016/17	Target 2016/17	Perform 2015/16	Comparison to 2015/16	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service	Responsible Performance Officer
						2016/17	2015/16			

### Policy Commitments relating to building sustainable communities

2. Seek wider and imaginative community use of public assets such as Council owned buildings
72. Support independent living, improved options for older people. Increase funding for housing co-operative
3. Explore collaborative and innovative ways in which local services can be financed and delivered
64. Relocate social services to work directly in the communities they serve and co-locate them with other services

#### Lead Head of Service's Overview

We have made good progress meeting our intended outcomes within the Building Sustainable Communities priority to ensure that people have equitable access to services that promote independence and quality of life and helping more people to live at home or in the community instead of residential care. The Local Area Coordinators that we have in place are proving very successful. We received 229 new requests for local area coordination in 2016/17, which exceeded the target and ensured that people are being actively supported within their communities. Over 75% of people who use the reablement home service return home following a period of reablement instead of going into residential care with over 69% needing no package of care and support 6 months later following their return home.

We want to promote wellbeing and prevent people through early intervention and prevention from requiring statutory services. The figure for the number of GP referrals still engaging in physical activity after 12 months was 176 out of 196 attendees overall, This represents 90% attendees continuing to adopt a healthy lifestyle, which is a significant achievement.

We want people to live in resilient and cohesive communities. Our survey of peoples' perceptions of their communities is showing a high percentage of respondents satisfied with their areas as places to live and agreeing that people from different backgrounds get on well together.

We want more people to be involved in local community activities that are important to them. Participation in recycling keeps increasing and we continue to exceed our targets. Our survey of peoples' perceptions shows that more people then envisioned during this first year of measurement agree that they can influence decisions affecting their neighbourhood.

Related Outcome	PI & desired direction of Travel	Result 2016/17	Target 2016/17	Perform 2015/16	Comparison to 2015/16	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service	Responsible Performance Officer
						2016/17	2015/16			
<b>Corporate Scorecard</b>										

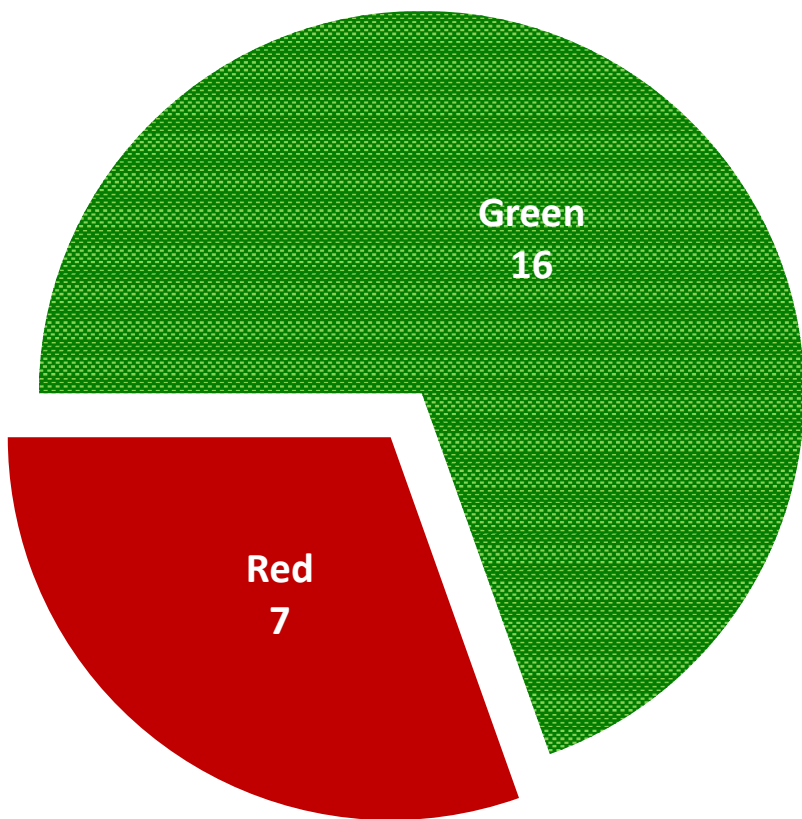
**Performance Report - YEAR END 2016-17**



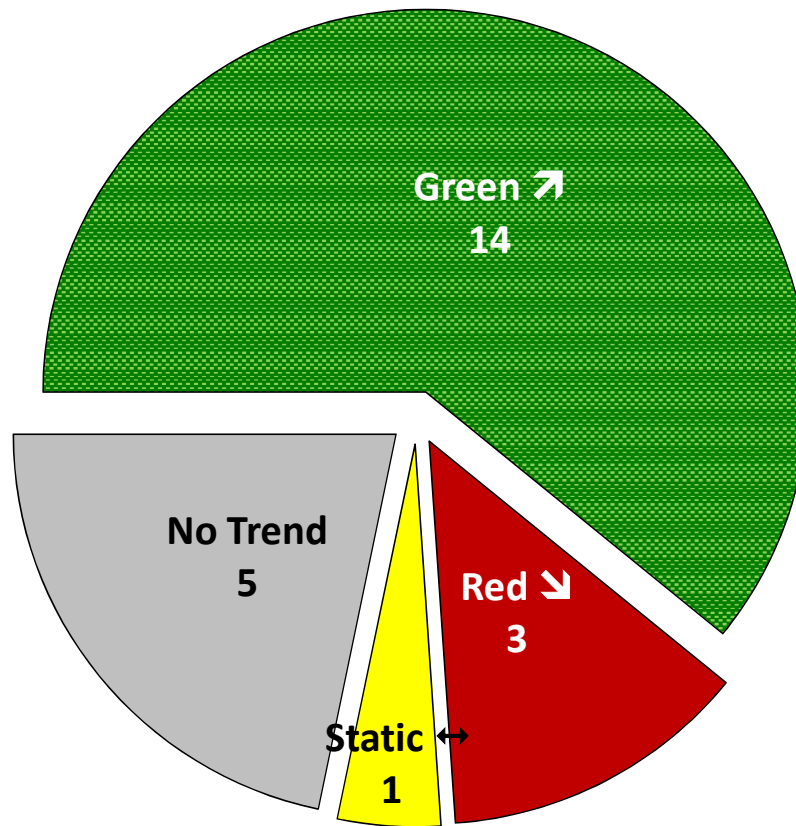
Corporate Performance against Target 2016/17

Corporate Performance compared to 2015/16

Overall Council Summary



Overall Council Summary



Related Outcome	PI & desired direction of Travel	Result 2016/17	Target 2016/17	Perform 2015/16	Comparison to 2015/16	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service	Responsible Performance Officer
						2016/17	2015/16			

**Performance Report - YEAR END 2016-17**

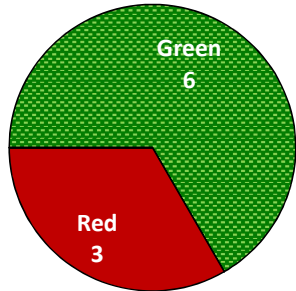


Corporate Performance against Target 2016/17

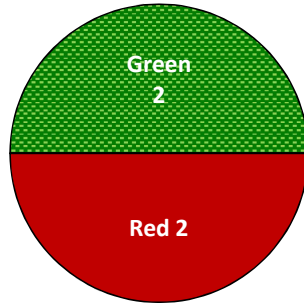
Corporate Performance compared to 2015/16

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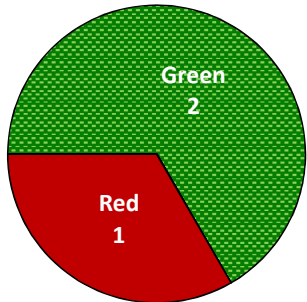
**Customer**



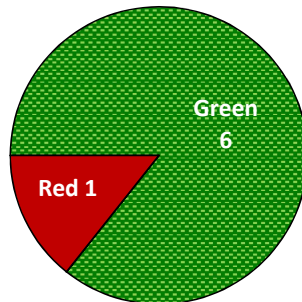
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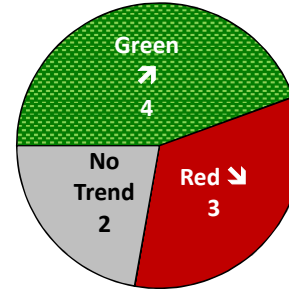
**Processes**



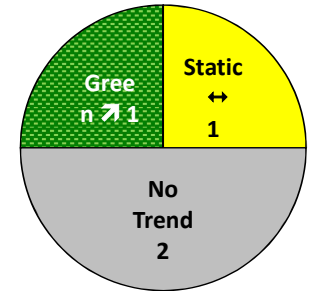
**Workforce**



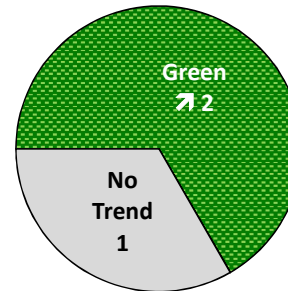
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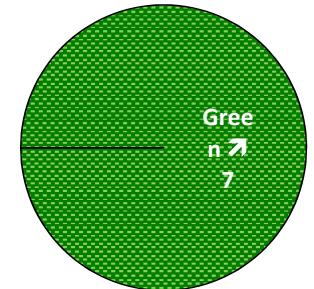
**Finance**



**Processes**



**Workforce**



Related Outcome	PI & desired direction of Travel	Result 2016/17	Target 2016/17	Perform 2015/16	Comparison to 2015/16	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service	Responsible Performance Officer
						2016/17	2015/16			
<b>Corporate Support - Customer</b>										
Reduce demand	<b>CUST1b ↓</b>	<b>GREEN</b>			<b>GREEN</b>	Number of contacts in Civic Centre requiring Face to face handling				
	Number of Face to Face contacts in Contact Centre	43,924	62,120	62,120	↗	43,924	62,120			
Increase Digital Transactions	<b>CUST4c ↑</b>	<b>GREEN</b>			<b>GREEN</b>	Number of visitors who used the E-zone facilities				
	Number of visitors using the Contact Centre E-zone	3,132	2832	2,832	↗	3,132	2,832			
Page 84	<b>CUST2a ↑</b>	<b>RED</b>			<b>GREEN</b>	Number of service-based payments received on the Civica payment system via City & County of Swansea websites		The number of website transactions has decreased by 7% from 15/16, while the value of the transactions is the same. Online payments required work to be done by the payment supplier which was delayed and out of the council's control. 21% of bulk waste requests are now online, with payments coded straight into the back office system. More expensive forms of payment e.g. cash, cheque and post office payments are down from 15/16 while efficient payment types like BACS and card have increased.	Lee Wenham	Liz Shellard
Number of online payments received via City & County of Swansea websites	154,358	172,600	34,662	↗	154,358	34,662				

Related Outcome	PI & desired direction of Travel	Result 2016/17	Target 2016/17	Perform 2015/16	Comparison to 2015/16	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service	Responsible Performance Officer
						2016/17	2015/16			
Reduce demand  Increase Digital Transactions	<b>CUST2b ↑</b>  Number of forms completed online for fully automated processes	GREEN  12,846	5,650	4,733	GREEN  ↗	Number of forms completed online for processes which are fully automated.		The targets were difficult to set as this is the first year that the figure was being recorded as a KPI and new processes were brought in during the year. A new KPI to reflect the percentage of online processes against the total across all forms of contact will be investigated to better reflect channel shift in 17/18. We have already increased the number of online forms during April, with 19 request forms including payments now going directly into the back office payment system. These include skip and scaffolding permits, bus pass replacements and hanging basket orders.	Lee Wenham	Liz Shellard
						12,846	4,733			
Page 85  Improve Customer satisfaction	<b>CUST5 ↑</b>  Percentage of recent customers who were satisfied or very satisfied with the level of customer service they received from Swansea Council	GREEN  82.9%	70%	90.8%	RED  ↘	Number of people responding 'satisfied' and 'very satisfied' to: If you engaged with a member of Swansea Council staff within the last 6 months - Overall, how satisfied or dissatisfied are you with the level of customer service you received from Swansea Council on that occasion?		In order to make the PI more robust we changed the question to collect this indicator and therefore the results could vary slightly from last year's figures. This year's results suggest that people are only marginally less satisfied, although the authority continues to undergo significant change. We are transforming way our customers contact us which may affect customer satisfaction levels, but we have still met our overall target	Lee Wenham	Rhian Millar
						412	2,212			
	Total number of respondents to the question		497	2,435						
	<b>CUST6 ↑</b>  Percentage of Swansea residents satisfied or very satisfied with Council services overall.	GREEN  67.8%	60%	69.0%	RED  ↘	Number of people responding 'satisfied' and 'very satisfied' to: How satisfied are you with Council services overall?				
740						8,434				
				Total number of respondents to the question		1,092	12,223			

Related Outcome	PI & desired direction of Travel	Result 2016/17	Target 2016/17	Perform 2015/16	Comparison to 2015/16	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service	Responsible Performance Officer
						2016/17	2015/16			
Improve Customer Satisfaction Page 86	<b>CUST10a ↓</b>  Number of corporate complaints	<b>RED</b>  <b>1093</b>	960	925	<b>RED</b>  ↘	Number of corporate complaints received by the Corporate Complaints section <b>1,093</b>	<b>925</b>	We encourage the reporting of complaints and compliments as a means of improving services. Whilst the overall number of complaints has risen compared to last year, the percentage of justified complaints is low and within target. A full report on corporate complaints and compliments during 2016/17 will be published.	Lee Wenham	Andrew Taylor
					D <b>1</b>	<b>1</b>				
	<b>CUST10b ↓</b>  Percentage of justified corporate complaints which require further action after the closure of the complaint to tackle the issue	<b>GREEN</b>  <b>9.0%</b>	30%	-	<b>New PI, no historical data</b>	Number of responses where the service confirms that further action is required, after a complaint response has been sent, to address and/or tackle issue(s) arising from a complaint received. <b>42</b>	<b>N/A</b>			
					Number of corporate complaints received by the Corporate Complaints section in period which are adjudged to be justified <b>468</b>	<b>N/A</b>				
	<b>CUST11 ↓</b>  Percentage of complaints considered by the Public Services Ombudsman for Wales ('the Ombudsman') where the Ombudsman has determined there was maladministration on the part of the Authority	<b>RED</b>  <b>6.5%</b>	0%	-	<b>New PI, no historical data</b>	Number of letters received from the Ombudsman confirming there has been a finding of maladministration against the Authority <b>2</b>	<b>N/A</b>	There were 2 cases this year where the Authority agreed a voluntary settlement with the Ombudsman Office. In 1 case relating to home improvement loans the service department agreed to refund application fees due to excessive delay in processing. In the other case which related to street naming and numbering the service department agreed to pay for an amendment to a house name plaque due to a lack of clarity regarding the numbering of a property.	Lee Wenham	Andrew Taylor
					Number of letters received from the Ombudsman where a determination has been made in relation to a complaint received <b>31</b>	<b>N/A</b>				



Related Outcome	PI & desired direction of Travel	Result 2016/17	Target 2016/17	Perform 2015/16	Comparison to 2015/16	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service	Responsible Performance Officer
						2016/17	2015/16			
<b>Corporate Support - Finance</b>										
Page 77 Budget Monitoring and delivering of savings	<b>FINA6 ↑</b>  Percentage of identified forecast general fund revenue savings and income for the year compared to originally approved budget	<b>RED</b>  <b>85.76%</b>	100%	83.88%	<b>GREEN</b>  ↗	Identified forecast general fund revenue savings and income for the year <b>£19,307m</b>	<b>£22,458m</b>	Mitigating actions agreed by Cabinet in formal quarterly monitoring reports (use of reserves, inflation provision and capital financing charges) are now shown as part of other savings and included in the overall numerator. This approach has been agreed with BPRG	<b>Mike Hawes</b>	<b>Ben Smith</b>
					Agreed original savings set out in the budget approved by Council. <b>£22,513m</b>	<b>£26,774m</b>				
	<b>FINA10a ↓</b>  For the General Fund Revenue Budget: a) the forecast variance (£) from agreed departmental revenue budget	<b>RED</b>  <b>£4,979,000</b>	£0	-	<b>New PI, no historical data</b>	i) Forecast outturn for departmental revenue budget MINUS ii) Agreed departmental revenue budget (=original budget plus approved virements) <b>£4,979,000</b>	<b>N/A</b>	No change from formal 3rd quarter report to Cabinet. Outturn will be declared in May.		
						<b>1</b>	<b>N/A</b>			
<b>FINA10b ↓</b>  For the General Fund Revenue Budget: b) the forecast variance (£) from agreed budget against additional savings target, central budget items and contingency fund	<b>GREEN</b>  <b>-£4,319,000</b>	£0	-	<b>New PI, no historical data</b>	For the GFRB for the additional savings target, central budget items and contingency fund: i) Forecast outturn for budget MINUS ii) Agreed budget (=original budget plus approved virements) <b>-£4,319,000</b>	<b>N/A</b>	No change from formal 3rd quarter report to Cabinet. Outturn will be declared in May.	<b>Mike Hawes</b>	<b>Ben Smith</b>	
					<b>1</b>	<b>N/A</b>				
<b>CFH007 ↑</b>  The percentage of council tax due for the financial year which was received by the authority	<b>GREEN</b>  <b>97.30%</b>	96.8%	97.30%	<b>STATIC</b>  ↔	The amount of council tax received in the year. <b>£103,322,770</b>	<b>£98,215,133</b>	In year collection rate achieved equal to 15/16 figure			
					The total amount of council tax due for the financial year <b>£106,190,492</b>	<b>£100,939,957</b>				

Related Outcome	PI & desired direction of Travel	Result 2016/17	Target 2016/17	Perform 2015/16	Comparison to 2015/16	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service	Responsible Performance Officer
						2016/17	2015/16			
<b>Corporate Support - Processes</b>										
Increase self-service for employees  Page 88	PROC1 ↑  Number of employee self-service transactions	GREEN  67,594	63,000	927	GREEN  ↗	Number of employee self-service transactions		There has been a marked increase in transactions this year as more employee self-service processes have come online. The automation of internal processes allows staff to be more productive and design more efficient processes. The introduction of self-service password resets and incident logging has enabled instant resolution to some problems without the need to speak to the Digital Services service desk. This action alone has saved 13,000 calls, giving the service desk more time to help customers with more complex issues and provide a better service. Other self-service functions such as purchasing additional annual leave have supported the organisation in its ambitions as an employer to offer a high degree of flexibility to staff.	Sarah Caulkin	Matthew Knott
						67,594	927			
Consolidate/ Reduce Business Support	PROC3a ↓  The number of Business Support posts in the establishment	GREEN  1,089	1,250	1,416	GREEN  ↗	The number of Business Support posts in the establishment		Posts have reduced overall throughout the year	Steve Rees	Sian Williams
						1,089	1,416			
Re-commission services	PROC4a ↑  Number of Commissioning Service Reviews completed within the set process timescales	RED  1	10	-	New PI, no historical data	Number of Commissioning Service Reviews completed within timescales to inform a Cabinet decision for implementation		Nine out of ten Commissioning Reviews have been undertaken during 2016-17. One has been fully completed in Corporate Building & Property Services. The remaining eight are well underway and will complete by July 2017. Timelines slipped from the 22 weeks due to the complexity and scale of some of these reviews.	Sarah Caulkin	Vicky Thomas
						1	N/A			

Related Outcome	PI & desired direction of Travel	Result 2016/17	Target 2016/17	Perform 2015/16	Comparison to 2015/16	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service	Responsible Performance Officer
						2016/17	2015/16			
<b>Corporate Support - Workforce</b>										
Staff are in work and healthy	<b>CHR002 ↓</b> The no. of working days / shifts per full time equivalent (FTE) local authority employee lost due to sickness absence	<b>RED</b>  <b>9.7</b>	8	10.2	<b>GREEN</b>  ↗	Total number of working days/shifts lost to sickness absence, between 1 April and 31 March annually as FTE. <b>89,171</b>   <b>95,599</b>	Average number of full-time equivalent (FTE) employees. <b>9,179</b>   <b>9,367</b>	<b>Note from Corporate Performance Team - Data quality under review</b>  This is a reduction from the fig 10.2 days from 15/16 & we flex the additional resources assigned to absence management & Occupational Health interventions.	<b>Steve Rees</b>	<b>Sian Williams</b>
Staff satisfaction and moral are high  Page 89	<b>WORK5 ↑</b> Percentage of staff satisfied with the support they get from their immediate manager	<b>GREEN</b>  <b>81.3%</b>	78.9%	79.0%	<b>GREEN</b>  ↗	Number of staff responding 'satisfied' and 'very satisfied' to: Question 5: How satisfied are you with each of the following aspects of your job? - The support I get from my immediate manager <b>1,523</b>   <b>1,402</b>	Total number of respondents to the question <b>1,874</b>   <b>1,775</b>			<b>Rhian Millar</b>
Staff are satisfied with the recognition they get for making	<b>WORK9 ↑</b> Percentage of staff who say that they are able to make improvements in their area of work	<b>GREEN</b>  <b>79.7%</b>	77%	76.9%	<b>GREEN</b>  ↗	Number of staff responding 'agree' and 'strongly agree' to: Question 2: To what extent do you agree or disagree with the following statements about your work? - I am able to make improvements in my area of work <b>1,495</b>   <b>1,367</b>	Total number of respondents to the question <b>1,876</b>   <b>1,778</b>			

Related Outcome	PI & desired direction of Travel	Result 2016/17	Target 2016/17	Perform 2015/16	Comparison to 2015/16	N – Numerator D – Denominator		Comments (Explanation and Actions)	Responsible Head of Service	Responsible Performance Officer			
						2016/17	2015/16						
Staff are satisfied with the recognition they get for making	<b>WORK11 ↑</b>  Percentage of staff satisfied with the support they have to develop their skills and learn new things	GREEN  71.4%	67.8%	67.9%	GREEN  ↗	Number of staff responding 'agree' and 'strongly agree' to: Question 5: How satisfied are you with each of the following aspects of your job? - The support I have to develop my skills and learn new things							
						1,342	1,208						
						Total number of respondents to the question							
						1,880	1,780						
Page 90  Staff satisfaction and moral are high	<b>WORK13a ↓</b>  Percentage of staff who indicate that they have personally experienced harrassment, bullying or abuse in the last 12 months from: a) Service users, their relatives or other members of the public	GREEN  19.2%	21.2%	21.2%	GREEN  ↗	Number of staff responding 'yes' to: Question 9: In the last 12 months have you personally experienced harrassment, bullying or abuse at work from: • Service users, their relatives or other members of the public							
						353	359						
							Total number of respondents to the question						
							1,836	1,696	Initiatives such as Helping Hands and the 'Bully Buddy' Schemes continued throughout the year to raise awareness of the issue and to encourage employees to report inappropriate behaviour.		Steve Rees  Rhian Millar		
	<b>WORK13b ↓</b>  Percentage of staff who indicate that they have personally experienced harrassment, bullying or abuse in the last 12 months from: b) Managers/team leaders	GREEN  10.2%	12.2%	12.2%	GREEN  ↗	Number of staff responding 'yes' to: Question 9: In the last 12 months have you personally experienced harrassment, bullying or abuse at work from: • Managers/team leaders							
						161	194						
						Total number of respondents to the question							
						1,580	1,584						
<b>WORK13c ↓</b>  Percentage of staff who indicate that they have personally experienced harrassment, bullying or abuse in the last 12 months from: c) Colleagues	GREEN  9.0%	9.8%	9.8%	GREEN  ↗	Number of staff responding 'yes' to: Question 9: In the last 12 months have you personally experienced harrassment, bullying or abuse at work from: • Colleagues								
					142	154							
						Total number of respondents to the question							
						1,584	1,579						

## Report of the Cabinet Member for Children, Education & Lifelong Learning

Cabinet - 20 July 2017

### PROGRESS UPDATE ON THE IMPLEMENTATION OF THE NEW MODEL OF PROVISION FOR EDUCATION OTHER THAN AT SCHOOL (EOTAS) AND FEEDBACK FROM THE RECENT STAKEHOLDER CONSULTATION

<b>Purpose:</b>	To provide an update on the implementation of the new model of provision for Education Other Than At School (EOTAS) and feedback from the recent stakeholder consultation
<b>Policy Framework:</b>	<ul style="list-style-type: none"><li>• Corporate Priority</li><li>• Improving pupil attainment</li></ul>
<b>Consultation:</b>	<ul style="list-style-type: none"><li>• Parent / Carer/ Learner engagement sessions April 2016</li><li>• Stakeholder workshop May 2016</li><li>• Access to Services</li><li>• Finance</li><li>• Legal</li><li>• Corporate Property Services</li></ul>
<b>Recommendation(s):</b>	It is recommended that:  <ol style="list-style-type: none"><li>1) The feedback from the consultation and mitigation measures are noted.</li><li>2) The proposals for the interim Halfway House are noted.</li><li>3) The progress towards the long term accommodation is noted, and a further report is back to Cabinet once the design is finalised and cost certainty achieved.</li></ol>
<b>Report Author:</b>	Nick Williams
<b>Finance Officers:</b>	Pini Patel Jayne James
<b>Legal Officer:</b>	Stephanie Williams
<b>Access to Services Officer:</b>	Sherill Hopkins

## 1. Introduction

- 1.1 Cabinet on 15 December 2016 gave their approval for the City and County of Swansea to extensively overhaul its entire EOTAS service to provide a sector leading practice. The objective is to reconfigure the service to build on existing good practice, transforming the provision to support vulnerable children and their families and to meet the requirement to provide suitable full time education, in a timely manner, to those children and young people who need to be educated other than at school. This must also be seen in the context of emerging national policy, including the recent report from Estyn (June 2016) as well as the continuing national and local budget pressures.
- 1.2 Recommendations presented in December 2016 included the proposed restructure of Swansea PRU into three strands (ABC), educated in a fit – for-purpose learning environment.
- 1.3 PRU A: a nurture provision for young people with significant mental health difficulties encompassing the provision currently available through the Step-Ahead Centre.
- 1.4 PRU B: a provision for young people with social, emotional and behavioural difficulties (SEBD) encompassing the key stage 4 Education Centre, Brondeg House and the Education Centre at Afryn.
- 1.5 It was also agreed that this new environment should also include PRU C a ‘halfway’ house model and a multi-agency approach so that the needs of the majority of learners with social, emotional and behavioural difficulties (SEBD) are met through mainstream education with central provision only being made for those learners with the most severe SEBD needs.

## 2. Consultation Feedback

- 2.1 Consultation sessions were held with stakeholder groups early in the spring term in order to obtain their opinions on the proposed future direction of travel as agreed by Cabinet in December 2016. The Head of Learner Support Services gave presentations to stakeholder groups and all feedback was recorded.
- 2.2 Consultation sessions were held with the following groups:

Date	Groups	Centre Base
16 February 2017	Pupils, parents and carers	Arfryn Education Centre
15 February 2017	Pupils, parents and carers	Key Stage 4 Education Centre and EOTAS Pathways
15 February 2017	PRU Staff	All

17 February 2017	Pupils (no parents or carers attended )	Step-Ahead Education Centre
17 February 2017	Cross –phase head-teachers	

2.3 Stakeholder feedback to the development of a new behaviour and wellbeing strategy with an overhaul of current systems and practice in dealing with vulnerable pupils was well received and generally positive.

2.4 Themes emerging focused primarily on staffing, teaching approaches and the suitability and sufficiency of the new accommodation. This information is provided in the tables below.

Table 1 Outlines the positive feedback received

Table 2 Outlines the issues raised and how the key objectives of the new strategy addresses these concerns

Table 3 Pupil feedback

Table 4 Head-teachers' feedback

**Table 1**

<b>Positive feedback in relation to the new model</b>
The proposed new model of service delivery is a good strategy.
The move to the proposed new site is a good strategy.
The proposed half-way house is a positive addition.
The proposed new model of service delivery and proposed new site would be a significant improvement on the current model and accommodation.
The development of a new behaviour and wellbeing strategy with an overhaul of current systems and practice in dealing with vulnerable pupils is a good strategy.

**Table 2**

<b>Issues raised in relation to the new model</b>	<b>Proposed action/ resolution</b>
Concerns that accommodating all current groups of PRU pupils with a wide range of ages and emotional difficulties on one site could be problematic.	This issue is being dealt with in the design of the building. It is proposed that while there will be one building this will be designed, operate and feel like distinct units both internally and ensuring that all learners feel safe in their environments. The design of the building ensure appropriate delineation of the different areas which ensures that only staff can move between them
Concerns that the proximity of an existing comprehensive school to the proposed new	We see this as being beneficial and we will be keen to work collaboratively with the school going forward.

site could be problematic.	
What happens if the PRU is over-subscribed?	The introduction of the half-way house, the multi-agency team and a new behaviour strategy is likely to reduce demand for the PRU. In addition, funding is being devolved to schools at key stage 3 to assist with in-house provision.
There is a lack of clarity as to the structure and role of the new support team in the new model of service delivery.	The structure and role of the team is being developed in line with the needs of the learners.
There is a lack of clarity around the future of the current Pathways service and the role of current staff in the future model of operation.	Any changes will be in line with ensuring that learners have the best possible educational opportunities.
Concerns around the delay in implementing a new staffing structure and move to a new site with unresolved issues with current accommodation and uncertainty for staff.	Progression towards a final plan for the accommodation should allow for early identification of the future staffing structure – some recruitment is due to start shortly.
Where will the multi-agency team be located?	The design of the building has dedicated space for support staff, including the newly formed support team, the Behaviour Support Team and Home Tuition Team to work from. Additional space in the form of meeting rooms and a community room will allow for greater flexibility in how teams work, providing the best possible service to the pupils and schools.
What is the future role of Pathways lead workers	The role of the lead workers will be in line with ensuring that all learners have the best possible educational opportunities.
Concerns around the ability for schools to be able to manage pupils in mainstream in order to reduce planned places at the PRU.	The introduction of the half-way house, the multi-agency support team and a new behaviour strategy is likely to reduce demand for the PRU. In addition, funding is being devolved to schools at key stage 3 to assist with in-house provision.

**Table 3**

<b>Key Stage 4/ EOTAS Pupil feedback</b>	<b>Proposed action/ resolution</b>
More outdoor facilities for recreation and sport with opportunities for gardening are required.	The proposed design incorporates separate bespoke outdoor space for each phase. Doors from the classrooms will open directly out onto this space. In addition, there will be two large courtyards



	<p>within the proposed building to allow easy access to safe outdoor areas in addition to providing light and a direct view into the courtyards from the interior. A large additional ecology area will also provide significant outdoor space. A large hall is proposed in order that more sporting opportunities can be provided internally.</p>
<p>Better provision for vocational activities (workshops beauty room and a garage) is required.</p>	<p>Whilst it has not been possible to provide capacity for these options to be delivered within the proposed building, links with external providers will continue to be sought to ensure that we build on the current broad range of vocational opportunities already offered. The proposed building also offers specialist teaching areas where more vocational skills such as cookery and design and technology could be delivered in-house.</p>
<p>Better catering and a proper canteen are required.</p>	<p>The proposed building has full catering facilities in order that meals can be cooked on site. Two halls, in addition to potential break-out areas provide a range of options for pupils to eat lunch.</p>
<p>Quiet spaces/ chill out rooms are needed.</p>	<p>Each phase will have its own dedicated break-out rooms, therapy rooms and quiet areas for pupils to use.</p>
<p>They would like to introduce animals and animal care on site.</p>	<p>This is something that could be considered in the future, in addition to developing the ecology area to attract wildlife. In addition, the proposed site is very close to the City Farm, which could offer exciting links for working in partnership.</p>
<p><b>Arfryn Education Centre Pupil feedback</b></p>	
<p>They would like better sporting, leisure and recreational equipment and provision.</p>	<p>The proposed design incorporates separate bespoke outdoor space for each phase. Doors from the classrooms will open directly out onto this space. In addition to this, there will be two large courtyards within the proposed building to allow easy access to safe outdoor areas in addition to providing light and a direct view into the courtyards from the interior. A large additional ecology area will also provide significant outdoor space. A large hall is proposed in order that more sporting opportunities can be provided internally</p>

They wanted specialist curricular facilities such as design and technology workshop, science laboratories, and food technology / kitchen facilities.	The proposed building offers specialist teaching areas where provision for design and technology, science, and food technology could be delivered.
They wanted improved quality of lunches with on-site catering.	The proposed building has full catering facilities in order that meals can be cooked on site.
They felt there should be more expert teachers able to manage challenging behaviour.	There will be on-going recruitment and training plans to ensure that we continue to build on the capacity of all staff to promote positive behaviour and manage challenging behaviour.
They would like a school crossing patrol.	There are currently pedestrian crossing options on the roads directly leading to the proposed site for the new build, limiting the need for a school crossing patrol.
They would like quiet, de-escalation and a soft sensory room.	Each phase has their own dedicated break-out rooms, therapy rooms and quiet areas for pupils to use.
<b>Step-Ahead Centre Pupil feedback</b>	
They would like to keep the number of pupils in the centre to 30.	The maximum number planned for this phase is 35, which is only slightly bigger than the current number who attend the Step-Ahead Centre.
They would like Staff to have a better understanding of autism, depression and anxiety.	Staff currently have a very good understanding of these issues, but are always looking to build on this through relevant training, and working in partnership with pupils and their families.
They would like to do the same work as in mainstream.	The proposed new building allows greater options for staff to share their curricular expertise and provide a greater range of curriculum opportunities for pupils.
Quiet spaces/ chill out rooms are needed.	Each phase has their own dedicated break-out rooms, therapy rooms and quiet areas for pupils to use.
They would like a wider set of option choices.	The proposed new building allows greater options for staff to share their curricular expertise and provide a greater range of curriculum opportunities for pupils.
They would like to introduce animals and animal care on site.	This is something that could be considered in the future, in addition to developing the ecology area to attract wildlife. In addition, the proposed site is very close to the City Farm, which could offer exciting links for working in partnership.

**Table 4**

<b>Head-teachers' feedback</b>	<b>Service delivery aims and objectives</b>
There should be provision for more vocational provision for PRU pupils with more emphasis on practical and life skills needed and less emphasis on academic outcomes?	Pupils who are in KS4 are currently referred to either the KS4 Education Centre or EOTAS Pathways. Pupils who are referred to Pathways currently already follow a mainly vocational pathway. As we move forward, it is planned to merge the 2 provisions for KS4, and offer a bespoke package of academic and vocational provision based on individual needs
More planning for curriculum reform (Successful Futures) is required and a more pupil centred curriculum should be developed.	This is already underway, with staff working on key areas of implementation of the DCF, in addition to work to refine planning across the PRU to begin the process to align teaching and learning with 'Successful Futures.
Improved links with local businesses and organisations are needed.	There are already many operational links with local businesses and organisations, but work will continue to build on this to benefit our pupils.
There is a need for more training for mainstream staff in identifying and managing the needs of pupils at risk of needing EOTAS services.	Work to provide relevant and meaningful training, in addition to support, is being undertaken as part of the development of an overall Behaviour and Well-Being Strategy
There is a need for greater collaboration between PRU and mainstream staff .	Work to support this is being undertaken as part of the development of an overall Behaviour and Well-Being Strategy
There is a need to raise the status of the PRU in order to attract and retain high quality staff.	Work to achieve this, including work to recruit and appoint new highly skilled staff to build PRU capacity is being undertaken as part of the development of an overall Behaviour and Well-Being Strategy
Improved tracking of pupil progress is required.	Work is currently underway to develop this area
Better record keeping is required in mainstream schools.	This is something that we would encourage all schools to do
The use of pastoral support programmes needs to be improved.	This is something that we would encourage all schools to do
Earlier intervention and improved links to Child and Adolescent Mental Health Services (CAHMS) is necessary.	Early intervention will form the bedrock of the Behaviour and Well Being Strategy
There is a need to develop a core	Work to do this will be part of the

set of values and principles.	development of the Behaviour and Well Being Strategy
Currently there is inconsistent use of behaviour and tracking systems in schools.	Work to do this will be part of the development of the Behaviour and Well Being Strategy
Improved entry and exit strategy to the PRU with better reintegration is required.	Work to do this will be part of the development of the Behaviour and Well Being Strategy
The pupil voice should be developed.	Work to do this will be part of the development of the Behaviour and Well Being Strategy
Capacity with parents needs improving upon.	Work to do this will be part of the development of the Behaviour and Well Being Strategy

### 3. **New Accommodation and Business Case Development**

#### 3.1 **Design Brief**

3.1.1 Cabinet in December approved additional funding to undertake a feasibility study for new accommodation at the Cockett House site. This report has now been received and additional funding secured to progress the design development to enable a planning application to be submitted.

#### 3.2 **Design Progress**

3.2.1 Following the appointment of the consultants; Aecom and the sub-consultants Architects Powell Dobson Partnership, there have been several workshops / review meetings internally, including those with the appointed Head of Swansea PRU and with the consultants' team to refine the brief.

3.2.2 The initial feedback from the consultants was that it was not feasible to remodel the existing buildings to accommodate the entire PRU service.

3.2.3. At the time that the original review of available site options was undertaken, it was with the expectation that a remodel / refurbish / extension of existing premises could be feasible. In view of the fact that the consultants were advising that this was not feasible a further review of alternative sites has been undertaken which has confirmed that the Cockett House site is still the preferred option / best fit

3.2.4 An options appraisal for the development of the Cockett site itself has now been completed and Aecom have produced their RIBA (Royal Institute of British Architects) Stage 1 report which contains indicative costs for the preferred way forward; that being the demolition of buildings to the rear part of the site, the redevelopment of the area and building of a new facility which should have limited impact on the immediate land surrounding Cockett House.

- 3.2.5 The proposed new facility would be accommodated within one building which has distinct provision for each PRU with appropriate separation from each other with suitable access to inner courtyards. Externally each will have access to its dedicated recreational space, with sufficient vehicular pick up and drop off points. Within the building there will also be suitable agile working office accommodation for the Behaviour Support and Home Tuition teams thus providing more effective on site support.
- 3.2.6 The facility is being designed in accordance Building Bulletin 104(BB104) (SEND special education needs and disability) and alternative provision: area guidelines, but also considering the ability to future proof it, so that if required it can be provide the flexibility to meet the changing needs.
- 3.2.7 The design is now being progressed to the point that a planning application can be submitted, and wherever possible tasks are being progressed in parallel to minimise the timescales involved.
- 3.2.8 Further stakeholder engagement sessions have been held with staff, pupils and the PRU management committee to gain their views on the current concept design layout.
- 3.2.9 The findings of the first stage report will be incorporated in the business case to Welsh Government, and that process will run alongside the development of the proposal.
- 3.2.10 The initial concept plan is attached at Appendix A.

#### **4. Financial implications**

##### **4.1 Capital**

- 4.1.1 The December 2016 Cabinet report indicated a rough indicative estimate of £6.5 million.
- 4.1.2 The report stressed that the £6.5m figure was a very rough estimate as no feasibility had been undertaken at the time, and before a more accurate cost estimate could be provided an appropriate RIBA stage 1 master plan options report would be required. This is a unique facility and so, unlike a new build for a school, does not make for easy benchmarking in terms of cost planning without having undertaken the more detailed feasibility that has now been completed.
- 4.1.3 The accommodation brief on which that indicative budget was based was drafted in September 2016, and was based on the requirements identified by the Service at that time. This was mindful of the need to consider the option to remodel the existing buildings on the preferred Cockett House site, and also intended to reflect building bulletin

requirements. However this was without having undertaken a full feasibility assessment.

- 4.1.4 The SOP is to be submitted to Welsh Government by the 31 July 2017 and it is anticipated that all authorities will receive feedback in the Autumn. Once the SOP has been approved the Outline Business Case for the EOTAS proposal can be submitted for consideration by Welsh Government (WG) with the objective that we receive an approval in principle to proceed to tender stage.
- 4.1.5 If WG approve the EOTAS proposal, it is expected that this would be on the basis of 50% capital funding, so that the cost would be funded 50% by the authority and 50% by WG.
- 4.1.6 As part of the financial approval processes both prior to the contractor's appointment and construction stage, the final costs for the development will then form part of the second iteration of the business case process and submission (FBC) to WG and will feature within a further FPR7 report to Cabinet in planned for June 2018.

**4.2 Planned capital expenditure up to and including a planning application**

- 4.2.1 Consultants fees, site appraisals, ground investigations, ecology survey, planning application and internal fees equate to the sum of £189k.

**4.3. Development stages and forecast capital cost plan**

<b>Stage</b>	<b>£m estimate</b>
December 2016 Indicative estimate	£6.5m
RIBA Stage 1 (Aecom estimate)	£11.2m
21 Century Schools Band B submission (including all costed risks and internal fees and decant costs)	£11.831m
Outline Business Case (OBC)	£11.831m
Final Business Case (FBC)	TBC

- 4.3.1 Factors which have impacted on the cost include an increase in the size of the building to take account of BB104 (in full), to provide suitably sized classrooms, adequate classrooms for the required pupil ratios and appropriate hall provision taking account of the fact that there are in fact four PRUs operating in one building. Furthermore, the design responds to the suitable arrangement and separation of internal rooms and external space in order to co-locate all four PRUs.
- 4.3.2 Within the cost-plan produced for the 21st Century Schools Strategic Outline Programme (SOP) Band B proposals a revised sum of £11.83M is contained for the EOTAS proposal.
- 4.3.3 To ensure that funds are distributed fairly and that schools offer a consistent standard across Wales, WG advise that schools are designed

according to the maximum of BB98 (secondary) and BB99 (primary). For a PRU, we are advised by WG that we should refer to BB104.

4.3.4 An analysis of the proposed design has been undertaken and this shows that it is larger than a single provision for 135 pupils based on BB104 guidance. However, although the four PRUs are being located on one site and in one building each does require certain distinct facilities, whilst some aspects can be shared such as the office areas and hall provision for example where appropriate. This co-located solution is therefore 650m<sup>2</sup> smaller than the area which would be required for four separate provisions based on BB104.

4.3.5 Furthermore, once the size of a school is established, WG requires that standardised costs are to be applied to as many of the elements of the build as possible. This results in a maximum value for a school that can be benchmarked and inflated year on year to provide a maximum funding envelope.

There are a number of different elements to this:

- Proposed standard price per m<sup>2</sup>
- Furniture, fitting and Equipment
- ICT

4.3.6 Using construction price indices, the all in construction cost is £2,500 per m<sup>2</sup> in 2016 and £2,775 per m<sup>2</sup> for the start of Band B in 2019. In practice, where a project exceeds this value, the Welsh Government grant would be capped at the threshold indicated above. However, it may be that there are 'abnormal' costs which may cause the cost / m<sup>2</sup> to be higher which may not result in such a cap provided that they are appropriately justified.

4.3.7 In this case the costs for the construction element alone equate to £3,097 per m<sup>2</sup> and the overall cost for the project which includes ICT, off-site highways alterations and internal fees equates to £3,380.31 per m<sup>2</sup>. This is in line with the recent Band A new school builds, and reflects anticipated 'abnormal' costs such as demolition of the existing building including asbestos removal, possible substructure and drainage issues, the additional costs of the enhanced design, specification and security measures relating to the client group and the additional "one-way" road layout.

#### 4.4 **Revenue**

4.4.1 The range of options and revenue implications for the new service delivery were reported to Cabinet in December 2016. The preferred model would continue to require the existing revenue costs and also additional revenue costs.

- 4.4.2 This would equate to revenue costs of £4.71m in FY2017-2018, costs of £5.08m in FY2018-2019, over 5 years to £23m and over 10 years to £44.5m.
- 4.4.3 It is estimated that the maximum additional revenue required for FY2017-2018 will be in the region of £1.9m.
- 4.4.4 The preferred model would ensure children and young people who still need to be educated in EOTAS settings will be accommodated in a high-quality learning environment, taught by a well-qualified, highly-skilled workforce with support from a multi -agency team to ensure the highest academic and wellbeing outcomes for children, young people and their families.

## 5 Risks

The following key risks and mitigation measures have been identified

- 5.1 If the agreed funding path is via Band B programme and Welsh Government do not approve the Outline Business Case in December this year then the project may not be delivered by September 2019.

Mitigation measure- Maintain regular dialogue with Welsh Government to determine the outcome of the Strategic Outline Programme which is to be submitted by the 31 July 2017.

- 5.2 The ground investigations are yet to be carried out and the outcome may require expensive remedial measures which will impact on the current cost plan.

Mitigation measure – The cost plan already contains a provisional sum to carry out an element of civil engineering work to effectively deal with any potential ground issues; optimism bias has been applied at a rate of 5%.

- 5.3 There are pre-existing traffic issues in the locality of the development. Consequently, there may be additional highways measures required which would also be likely to be a condition of any planning approval. Unexpected additional work may have a financial impact on the project.

Mitigation measure – There has been early dialogue with Highways to determine any potential implication, a provisional sum is included within the current cost plan; optimism bias has been applied at a rate of 5 %.

## 6. Business continuity issues

- 6.1 The KS4 provision operating out of Brondeg House is not sustainable given the current teaching capacity and pupil numbers, the building requires significant investment, suitable adaptations for KS4 only would not be economically viable; The 2015/16 summary of backlog maintenance for this building alone was £2,139,918.00.



6.2 The Step-Ahead building at the Gors Primary School site is not fit for purpose and likely to have a detrimental impact on attendance and engagement of pupils; additionally, the present setting is restricting curriculum opportunities which could be afforded to pupils if they were to be educated in a more suitable building; the 2016/16 backlog maintenance summary for the education centre building was £138,603.00.

6.3 Should either centre close temporarily or permanently then the City and County of Swansea would not be able to fulfil their Statutory Obligations short to medium term.

**7. Timescales**

**Key Milestones**

<b>Key Milestones</b>	<b>Date / Month</b>	<b>Year</b>
Cabinet report	15 December	2016
Service consultation feedback period	February	2017
Concept design complete	July /August	2017
Cabinet	20 July	2017
21c Schools Band B submission	July	2017
21C Schools Band B feedback	October	2017
Business case submission	October / November	2017
Formal planning application submission	September	2017
Business case approvals	December	2017
Formal planning consent received	January	2018
Tender period (single stage)	January - March	2018
Cost certainty report & business case preparation	April	2018
FPR7 cabinet approval	June	2018
Final business case submission & WG Scrutiny Panel	June	2018
WG Capital Panel approval	July	2018
Technical design stage	August	2018
WG Award of Funding	August	2018
Construction start	September	2018
Construction completion	September	2019
Set up period	September/ October	2019
Facility opens to pupils	October	2019

**8. Procurement Process**

The current commission with AECOM and their appointed sub-consultants will allow for the scheme to be developed to enable a planning application to be submitted. Following the submission of a

planning application an appropriate procurement process will be sought via the South West Wales contractor framework. Once the successful contractor has been established, the project/design development to date can then be progressed to full design proposal.

## 9. **Halfway House**

### 9.1 The implementation date for the new service model for EOTAS is September 2017.

A review of possible options has been undertaken, however none of the options that provide accommodation are now likely to be capable of delivery by September 2017, and will require capital investment.

The preferred option is therefore to establish a Mobile Interim Support Team. This would;

- support building capacity/expertise within mainstream
- not require any additional capital costs
- could reduce the need for transport costs.
- the costs of the interim mobile support team will be fully met from within the additional revenue funding approved within the base budget for 2017-18.

### 9.2 **Proposed operation of mobile Halfway House Support**

- The model will need to be delivered at the school that the pupil attends.
- The proposal is for the team to work with 8 pupils at a time, with each pupil being provided with 1 member of staff for 0.4 of a week this will deliver intensive support, which is what makes it very different from the support that can be delivered via the Behaviour Support Team (BST).
- As part of this work, supporting the pupils with their behaviour, building capacity within the school and setting up any other support interventions such as Team around the Family (TAF) or referrals to the BST if not already in place, will be the focus.
- Every Wednesday, the staff will return to the Centre to meet with the deputy Head-teacher of the PRU to review progress and outcomes, and plan the next steps.
- The mechanism for accessing support would need to be decided by EOTAS panel.
- The Head-teacher and Deputy Head-teacher of the PRU will work together on development of protocols, criteria and Memorandum of Understanding in readiness to present to the July Steering Group. Based on feedback, a revised proposal will be able to go to the September Steering Group, and if agreed can be shared with Head-teachers through Ysgolion Cynradd Abertawe (YCA) and Swansea City and County Association of Secondary Head teachers (SCCASH) in either September or October 2017.

9.3 It should be noted that there are risk factors to this being implemented to the planned timescale, which is dependent upon the ability to recruit suitably experienced and skilled staff.

## 10. **Corporate Asset Management**

10.1 The current Cockett Campus site is occupied by a number of different services, namely Social Services Training, SQU, elements of Home Tuition and the supervised contact facility in a separate building.

10.2 As part of the previous Asset Management strategy, which released this site for potential development, proposals have been under consideration for some time to identify alternatives for these specific activities within the existing Council estate. This would be on the basis that it would not be at an additional cost to the wider authority with regards to ongoing running costs and unlimited capital investment.

10.3 The current proposals as presented would add urgency and specific timelines which would potentially have to accelerate any discussions and these are currently ongoing. It does need to be made clear that these discussions will have to ensure that there is a mitigation of any risk to the current occupation of Social Services Training, Supervised Contact and Service Quality Unit (SQU) to ensure minimal service disruption. If, in order to mitigate any risk, there are additional financial implications these would have to be considered as a cost to this project.

10.4 More widely consideration will have to be given to any revenue and capital implications as a result of these moves and the current position with regards to existing premises budgets and how they are managed by the Corporate Landlord function.

## 11. **Equality and Engagement Implications**

11.1 An Equality Impact Assessment (EIA) screening form has been completed with the agreed outcome that a full EIA report was required. The EIA report has been updated following consultation and is currently going through the quality assurance process. The EIA will remain in draft and continue to be updated and progressed as work continues. It is attached at Appendix B and the proposals are found to be relevant to the following characteristics:

- *Children/Young People* - The proposed changes will see the quality of the provision improved. The proposed new setting will provide learners with a fit for purpose environment and the introduction of a half-way house will make it easier for learners to return to their designated school as soon as possible.
- *Any other age group* - The proposed changes will provide staff with a fit for purpose environment to deliver these much needed services. The new management structure will also allow staff to develop to provide the best possible service to their learners.

- *Disability (Additional Learning Needs)* – 41 of the current cohort of EOTAS pupils have a statement of special educational needs. Once again the proposed provision of new fit for purpose buildings will ensure that every learner receives the service in a fit for purpose location under the leadership of an improved team.
- *Pregnancy and maternity* - This group is currently catered for by the EOTAS service. The change will provide this group of young people with a safer more inclusive environment.
- *Sex* - The proposed changes will see the quality of provisions for both boys and girls maintained if not improved.
- *Welsh Language* - Welsh speaking pupils are not a big user of this service currently. Individual arrangements have been made in the past and will continue to be made.
- *Carers* - All young carers will continue to have the same access to this service as they have done in the past.

In April 2016 engagement sessions were held with parents, carers and learners at all the various settings. Discussions were held on what kind of provision they would like to see under the EOTAS service. Following these sessions a visioning workshop was held in May 2016 with a wide range of stakeholders to start shaping what the future service could look like.

Following the approval by Cabinet (January 2017) of the direction of travel further sessions were held with parents, carers and learners (February 2017) before delivering the agreed action plan.

The views expressed during these sessions can be seen in Section 2.

All stakeholders will continue to be involved as plans are developed for the new setting and as the wider plans for the service are delivered.

## 12. **Legal Implications**

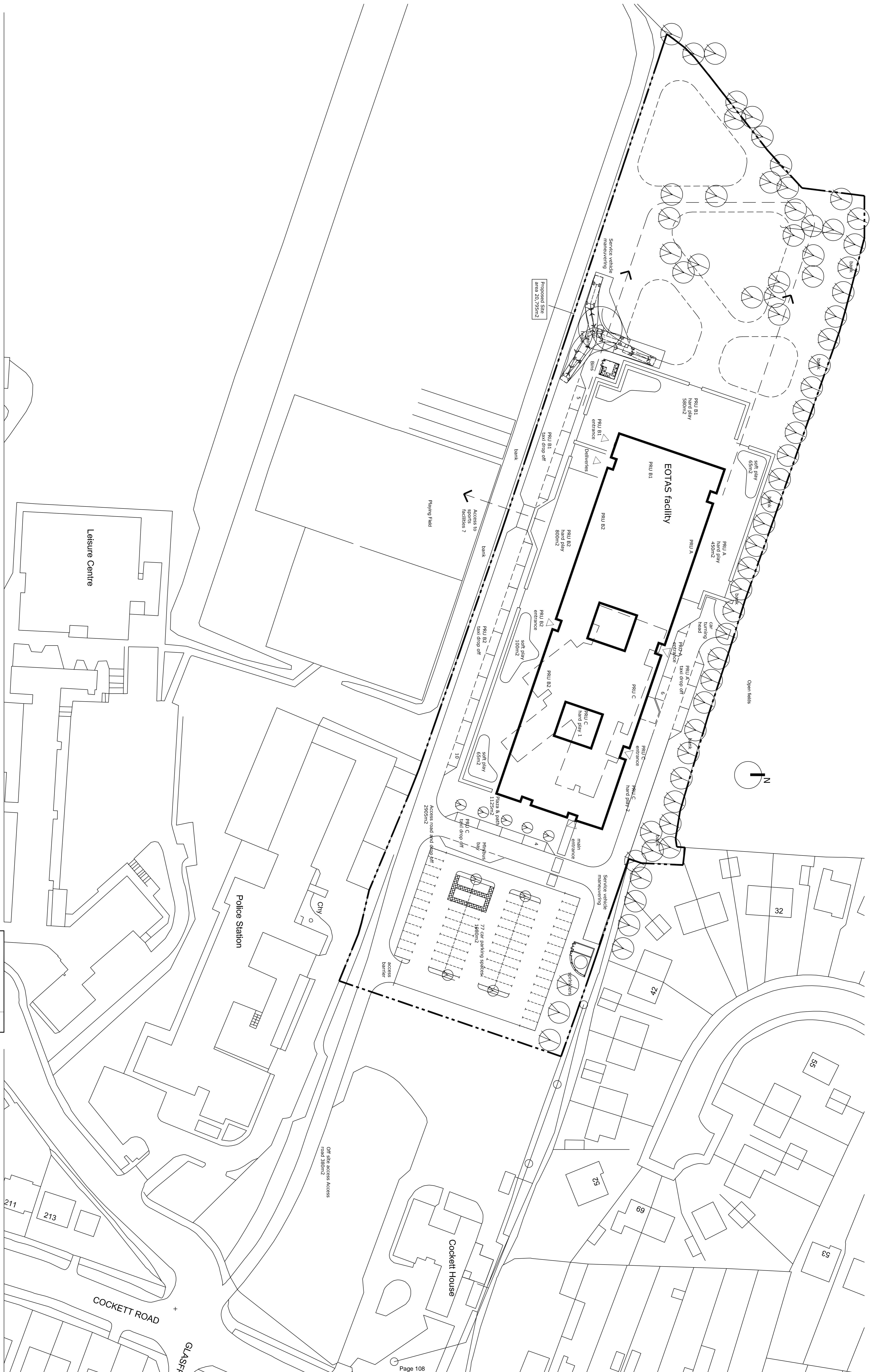
- 12.1 The various permutations will necessitate the legal implications to be reviewed and updated on a regular basis. Highways, planning property and contracts/procurement legal advice will need to be obtained as the proposals progress.
- 12.2 The Education (Pupil Referral Units) Application of Enactments (Wales) Regulations of 2007 and 2015 stipulate what aspects of primary and secondary legislation which exist in relation to mainstream schools are also applicable to pupil referral units. These statutory requirements will need to be in place whichever future iteration of provision is established and should be in place for the current pupil referral unit provision. Examples include the need for a school development plan, a written statement in relation to sex education and policies to promote good discipline and behaviour on the part of its pupils.

- 12.3 Part 1 of the Staffing of Maintained Schools (Wales) Regulations 2006 applies (subject to modifications) to pupil referral units as it would to mainstream schools. Should the proposals involve the appointment of new staff then legal advice should be sought as to the applicability of these regulations. Legal advice should be sought on an on-going basis in relation to the employment law implications should the proposals being developed include a restructure of staff resources.
- 12.4 The Education (Pupil Referral Unit) (Management Committees etc.) (Wales) Regulations 2014 and the accompanying guidance will need to be followed to ensure that any future provision has an appropriately constituted management committee and instrument of government. Advice should be sought on the implication of these Regulations when the future provision is identified.
- 12.5 It is a requirement for pupil referral units to be registered with Welsh Government. Depending on the model and site preferred, this registration may require updating or resubmitting to ensure ongoing compliance.
- 12.6 While not directly applicable to pupil referral units, the School Organisation Code 2013 provides guidance as to the considerations to be had when making changes to school organisation. It is recommended that if there is a significant change proposed such as a change to the school site or a reduction in school places then the guidance in the Code is considered. The Code also provides guidance in relation to ensuring quality and standards in education and assessing the impact of proposals on quality and standards which would provide officers with a helpful benchmark for deliberations.

**Background Papers:** Cabinet Report 15 December 2016

**Appendices:**

- Appendix A      Concept Design Layout Plans  
Appendix B      Equality Impact Assessment



Figured dimensions and levels to be used.  
 Any inaccuracies must be notified to the  
 architect.  
 External hard landscape reconfigured AD 15 05 2017  
 Revised Layout Building Shown AD 20 06 2017  
 Take precedence over smaller drawings.

Rev.	Description
A	External hard landscape reconfigured AD 4 03 2017
B	External hard landscape reconfigured AD 15 05 2017
C	Revised Layout Building Shown AD 20 06 2017

CHK'D: Rev:

CHK'D:	Rev:

CHK'D:	Rev:

CHK'D:	Rev:

CHK'D:	Rev:

PRELIMINARY	AD
PLANNING	
DESIGN	
TENDER	
CONSTRUCTION	

Contract: **City and County of Swansea**  
**EOTAS at Cockett house**

City of Swansea  
 16131 (SK) 08

Scale: 1:500 @ A1  
 Date: March 2017  
 Drawn: AD  
 Checked: AD

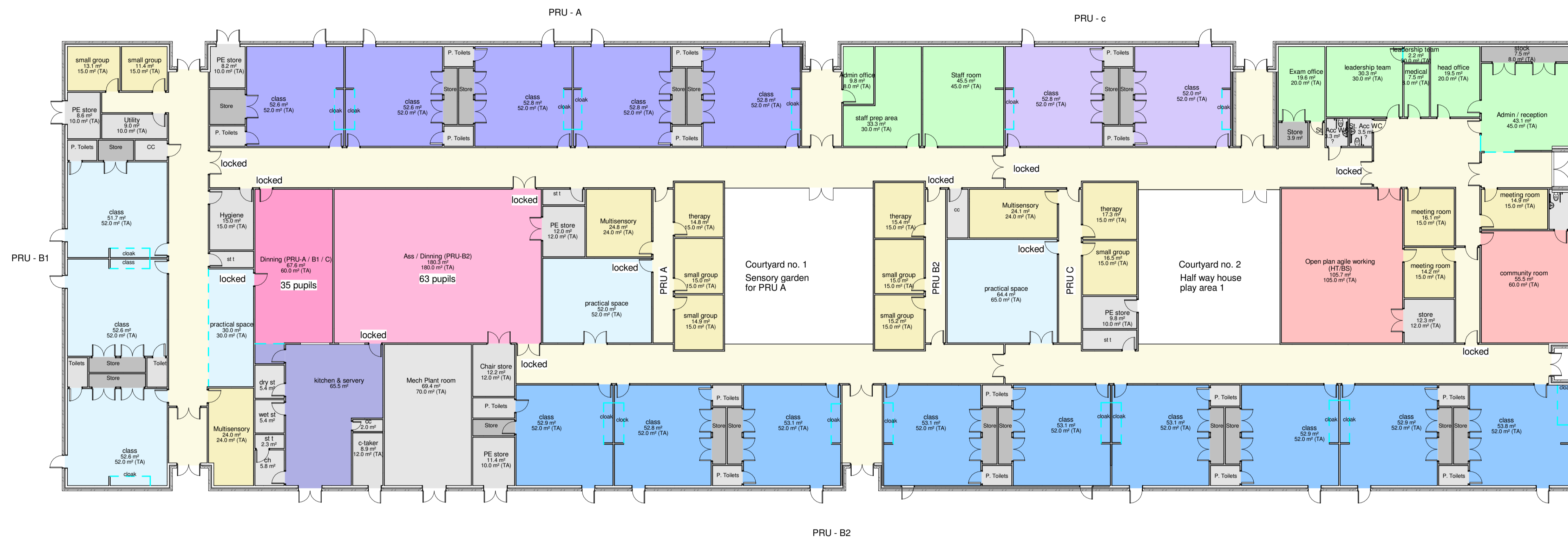
powelldobson ARCHITECTS

City and County of Swansea  
 16131 (SK) 08

City and County of Swansea  
 16131 (SK) 08

Drawing No.	Rev.
16131 (SK) 08	C

Page 108



GIFA: 3445m2

This drawing must not be scaled. Figured dimensions and levels to be used. Any inaccuracies must be notified to the architect. Detail drawings and large scale drawings take precedence over smaller drawings.

A1

Rev:	A	Assembly and dining room amended	05.06.17	Chk'd:	
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THIS DRAWINGS IS COPYRIGHT ©

PRELIMINARY	<input checked="" type="checkbox"/>
PLANNING	<input type="checkbox"/>
DESIGN	<input type="checkbox"/>
TENDER	<input type="checkbox"/>
CONSTRUCTION	<input type="checkbox"/>

**powelldobson**  
ARCHITECTS

Cardiff, Swansea, London t +44 (0)33 33 201 001 www.powelldobson.com @PDArchitects

PDA Job No: 16131				
SITE	ORG	DIS	DRG NO.	REV
PDA	A	A	00 GA (05)100	A
VOLUME LEVEL DR TYPE			NUMBER	

Contract: EOTAS at Cockett House  
For City and Council of Swansea  
Title: Proposed Ground Floor Plan

Scale: 1 : 200  
Date: 09/03/17  
Drawn: AD  
Checked: AD

## Equality Impact Assessment (EIA) Report

This form should be completed for each Equality Impact Assessment on a new or existing function, a reduction or closure of service, any policy, procedure, strategy, plan or project which has been screened and found relevant to equality.

Please refer to the 'EIA Report Form Guidance' while completing this form. If you need further support please contact [acesstoservices@swansea.gov.uk](mailto:acesstoservices@swansea.gov.uk).

Where do you work?
Service Area:
Directorate:

**(a) This EIA is being completed for a...**

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

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

### Education Other Than At School (EOTAS) Provision

Following a decision by Cabinet in January 2017 the EOTAS provision is being extensively overhauled to ensure future provision best meets the needs of vulnerable young people. The Council will be:

1. extensively overhauling its entire EOTAS service to provide sector-leading practice;
2. reducing the capacity of Swansea PRU in recognition of increased devolution of funding and responsibility to schools. The needs of the majority of learners with social, emotional and behavioural difficulties (SEBD) will be met through mainstream education, with central provision only being made for those learners with the most severe SEBD needs;
3. developing a multi-agency support team to provide support for young people, their schools and their families;
4. overhauling its behaviour and wellbeing strategy to support the needs of the majority of learners with SEBD through mainstream education;
5. restructuring Swansea PRU into three strands (including a 'halfway house') educated in fit-for-purpose learning environments. Initially the 'halfway house' will be a mobile provision delivered at the learner's host school. This will provide intensive support over a period of time to assist the learner to be re-integrated fully into school life;
6. securing permanent senior leadership positions for the Head of Swansea PRU (now appointed), Deputy Head of PRU and managers for two of the centres and for the support team;
7. creating a new 'early move' protocol in an overhaul of the existing 'managed move' protocol;
8. carrying out a full feasibility study on a site in Cockett to determine if it is feasible to build the Swansea PRU here;
9. using additional corporate capital funding (subject to a full feasibility study) in relation to the possible accommodation; and
10. using corporate revenue funding to support additional staff, devolved funding to schools and "managed move" transport costs.

**(c) It was initially screened for relevance to Equality and Diversity on 10/11/2016.**



**(d) It was found to be relevant to...**

- |                                    |                                     |                                  |                                     |
|------------------------------------|-------------------------------------|----------------------------------|-------------------------------------|
| Children/young people (0-18) ..... | <input checked="" type="checkbox"/> | Religion or (non-)belief.....    | <input checked="" type="checkbox"/> |
| Any other age group (18+).....     | <input checked="" type="checkbox"/> | Sex.....                         | <input type="checkbox"/>            |
| Disability .....                   | <input checked="" type="checkbox"/> | Sexual orientation .....         | <input type="checkbox"/>            |
| Gender reassignment .....          | <input type="checkbox"/>            | Welsh language .....             | <input checked="" type="checkbox"/> |
| Marriage & civil partnership ..... | <input type="checkbox"/>            | Poverty/social exclusion.....    | <input checked="" type="checkbox"/> |
| Pregnancy and maternity.....       | <input type="checkbox"/>            | Carers (inc. young carers) ..... | <input type="checkbox"/>            |
| Race .....                         | <input checked="" type="checkbox"/> | Community cohesion .....         | <input checked="" type="checkbox"/> |

**(e) Lead Officer**

**Name:** Rhodri Jones

**Job title:** Head of Stakeholder Engagement Unit

**Date (dd/mm/yyyy):** 10/03/17

**(f) Approved by Head of Service**

**Name:** Nick Williams

**Date (dd/mm/yyyy):** 01/04/17

## Section 1 – Aims (See guidance):

**Briefly describe the aims of the initiative:**

### What are the aims?

The City and County of Swansea is seeking to extensively overhaul its entire EOTAS Service to ensure future provision best meets the needs of vulnerable young people.

### Who has responsibility?

Cabinet  
 Chief Executive  
 Director of People  
 Chief Education Officer  
 Head of School Support Services  
 Head of Swansea PRU

### Who are the stakeholders?

EOTAS Learners  
 EOTAS Staff  
 EOTAS Parents  
 All Headteachers  
 All Governing Bodies  
 School Councils  
 Education School Support Service  
 Education Senior Leadership Team  
 Cabinet Member for Education  
 Leader  
 All Councillors  
 SNAP Cymru  
 Social Services  
 CAHMS

## Section 2 - Information about Service Users (See guidance):

**Please tick what information you know about your service users and provide details/ evidence of how this information is collected.**

Children/young people (0-18) .....	<input checked="" type="checkbox"/>	Carers (inc. young carers) .....	<input type="checkbox"/>
Any other age group (18+).....	<input type="checkbox"/>	Race.....	<input checked="" type="checkbox"/>
Disability .....	<input checked="" type="checkbox"/>	Religion or (non-)belief.....	<input type="checkbox"/>
Gender reassignment .....	<input type="checkbox"/>	Sex.....	<input checked="" type="checkbox"/>
Marriage & civil partnership .....	<input type="checkbox"/>	Sexual orientation .....	<input type="checkbox"/>
Pregnancy and maternity .....	<input checked="" type="checkbox"/>	Welsh language .....	<input checked="" type="checkbox"/>

### What information do you know about your service users and how is this information collected?

Pupil information – SIMS which is linked with the Authority’s ‘CAPITA One’ system which gives more detailed information about pupils. This is managed by the local authority to ensure that the needs are met of all pupils in all schools within the City & County of Swansea.

General information about schools is collected in January every year as part of the National Census (PLASC).

The statistics for pupils accessing EOTAS services are as follows:

<b>Setting</b>	<b>Learner Numbers (2016/2017)</b>
Step Ahead	26
Key Stage 4	11
Arfryn	49
Pathways	44
Out Of County	20
<b>Total</b>	<b>150</b>

<b>Age</b>	<b>Boys</b>	<b>Girls</b>
16	2	0
15	33	16
14	16	9
13	18	7
12	9	4
11	7	1
10	4	0
9	4	2
8	8	1
7	2	0
6	2	0
5	0	0
4	0	0
3	2	0
<b>Total</b>	<b>110</b>	<b>40</b>

<b>Nationality</b>	<b>Number of learners aged 5 or over at 31 August 2016</b>
Welsh	59
English	10
Scottish	1
Irish	0
British	51
Other	2
Refused	0
Not supplied	25

<b>Ethnic Group</b>	<b>Number of learners aged 5 or over at 31 August 2016</b>
Asian and any other ethnic group	1
Information Not Yet Obtained	6
Iraqi	1
Occupational Traveller	2
Other Ethnic Group	1
Pakistani	1
White British	135
White and any other ethnic group	1

#### **Free School Meals**

65 learners are eligible for free school meals

#### **Statement of Special Educational Needs** Page 113

41 learners have an SEN statement

**Any Actions Required?**

- Seek to collect information on carers and religion to ensure that the needs of all children and young people are met.
- 

**Section 3 - Impact on Protected Characteristics (See guidance):**

Please consider the possible impact on the different protected characteristics. This could be based on service user information, data, consultation and research or professional experience (e.g. comments and complaints).

		Positive	Negative	Neutral	Needs further investigation
Children/young people (0-18)	→	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Any other age group (18+)	→	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disability	→	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	→	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership	→	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity	→	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Race	→	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Religion or (non-)belief	→	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sex	→	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sexual orientation	→	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Welsh language	→	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Carers (inc. young carers)	→	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Thinking about your answers above, please explain in detail why this is the case.**

*Children/Young People*

The proposed changes will see the quality of the provision improved. The proposed new setting will provide learners with a fit for purpose environment and the introduction of a half-way house will make it easier for learners to return to their designated school as soon as possible.

*Any other age group*

The proposed changes will provide staff with a fit for purpose environment to deliver these much needed services. The new management structure will also allow staff to develop to provide the best possible service to their learners/.

*Disability (Additional Learning Needs)*

38 of the current cohort of EOTAS pupils have a statement of special educational needs. Once again the proposed provision of new fit for purpose buildings will ensure that every learner receives the service in a fit for purpose location under the leadership of an improved team.

*Pregnancy and maternity*

This group is currently catered for by the EOTAS service. The change will provide this group of young people with a safer more inclusive environment.

*Sex*

The proposed changes will see the quality of provisions for both boys and girls maintained if not improved.

*Welsh Language*

Welsh speaking pupils are not a big user of this service currently. Individual arrangements have been made in the past and will continue to be made should the need arise.

*Carers*

All young carers will continue to have the same access to this service as they have done in the past.

**What consultation and engagement has been undertaken (e.g. with the public and/or members of protected groups) to support your view? Please provide details below.**

In April 2016 engagement sessions were held with parents, carers and learners at all the various settings. Discussions were held on what kind of provision they would like to see under the EOTAS service. Following these sessions a visioning workshop was held in May 2016 with a wide range of stakeholders to start shaping what the future service could look like.

Following the approval by Cabinet (January 2017) of the direction of travel further sessions were held with parents, carers and learners (February 2017) before delivering the agreed action plan.

Consultation sessions were held with stakeholder groups early in the spring term in order to obtain their opinions on the proposed future direction of travel as agreed by Cabinet in December 2016. The Head of Learner Support Services gave presentations to stakeholder groups and all feedback was recorded.

Stakeholder feedback to the development of a new behaviour and wellbeing strategy with an overhaul of current systems and practice in dealing with vulnerable pupils was well received and generally positive.

Themes emerging focused primarily on staffing, teaching approaches and the suitability and sufficiency of the new accommodation. Each key issue raised has been responded to as part of the Cabinet paper.

All stakeholders will continue to be involved as plans are developed for the new setting in Cockett and as the wider plans for the service are delivered.

**Any actions required (to mitigate adverse impact or to address identified gaps in knowledge).**

- Continue to involve all stakeholders in the design and implementation of these proposals.
- 

**Section 4 - Other Impacts:**

**Please consider how the initiative might address the following issues.**

**You could base this on service user information, data, consultation and research or professional experience (e.g. comments and complaints).**

<b>Foster good relations between different groups</b>	<b>Advance equality of opportunity between different groups</b>
<b>Elimination of discrimination, harassment and victimisation</b>	<b>Reduction of social exclusion and poverty</b>

**(Please see the specific Section 4 Guidance for definitions on the above)**

**Please explain any possible impact on each of the above.**

**Foster good relations between different groups**

The new EOTAS structure including a new Head of Swansea PRU should make it easier to foster good relations between the various sections of EOTAS and will also provide a figurehead to have discussions and dialogue with key partners including the parents, carers and learners.

**Advance equality of opportunity between different groups**

The proposal allows the different groups of pupils who find attending mainstream school difficult because of their social emotional and behaviour/ anxiety/medical issues to continue to have their needs met through provision made outside of their mainstream school but also encourages, where possible, for the learners to return to their designated school and achieve to the best of their ability.

**Elimination of discrimination, harassment and victimisation**

The whole service works towards this end and the proposals will not deviate from this goal.

**Reduction of social exclusion and poverty**

These proposals will provide better services and a better provision to ensure that children and young people are kept in education and given the best change possible of reaching their potential.

**What work have you already done to improve any of the above?**

This has been an on-going process of seeking improvements in the EOTAS Service and this proposal is the next step in seeking improvements.

**Is the initiative likely to impact on Community Cohesion (see the guidance for more information)?**

The Service will hopefully re-locate to Cockett. We will be working in the community with the local school, police station and residents to ensure that the PRU can play a full part in its new community.

**How will the initiative meet the needs of Welsh speakers and learners?**

Welsh medium pupils will continue to receive their education through the medium of Welsh as is required.

**Actions (to mitigate adverse impact or to address identified gaps in knowledge).**

- Create links in the community if/when the new provision is designed and delivered in Cockett

**Section 5 - United Nations Convention on the Rights of the Child (UNCRC):**

**In this section, we need to consider whether the initiative has any direct or indirect impact on children. Many initiatives have an indirect impact on children and you will need to consider whether the impact is positive or negative in relation to both children's rights and their best interests**

Please visit <http://staffnet/eia> to read the UNCRC guidance before completing this section.

**Will the initiative have any impact (direct or indirect) on children and young people? If not, please briefly explain your answer and proceed to Section 6.**

Yes

**Is the initiative designed / planned in the best interests of children and young people? Please explain your answer.**

*Best interests of the child (Article 3): The best interests of children must be the primary concern in making decisions that may affect them. All adults should do what is best for children. When adults make decisions, they should think about how their decisions will affect children. This particularly applies to budget, policy and law makers.*

Yes, the initiative is designed in the best interest of children and young people and will ensure children and young people access their right to achieve the goals of education and become the best they can be (Article 29). These proposals seek to ensure that the quality of the provision offered to EOTAS pupils is improved ensuring all children and young people in Swansea have access to educational provision enhancing children and young people's right to education and to learn and go to school (Article 28).

Other articles relating to these proposals are as follows:

**Article 3** - All organisations concerned with children should work towards what is best for each child.

**Article 12** - Respect for the views of the child

**Article 18** - Both parents share responsibility for bringing up their children. We should help parents by providing services to support them.

**Article 23** - Children who have any kind of disability should have special care and support so that they can lead full and independent lives.

**Article 30** - Children have a right to learn and use the language and customs of their families.

**Actions (to mitigate adverse impact or to address identified gaps in knowledge).**

- 
-

## Section 6 - Monitoring arrangements:

Please explain the arrangements in place (or those which will be put in place) to monitor this initiative:

**Monitoring arrangements:** An EOTAS Steering Group is in place to ensure that the various strands of the proposals are delivered. Any issues can be escalated to the QEd Strategy Board or the Education Senior Leads Board.

**Actions:** Regular meetings of the EOTAS Steering Group

## Section 7 – Outcomes:

Having completed sections 1-5, please indicate which of the outcomes listed below applies to your initiative (refer to the guidance for further information on this section).

Outcome 1: Continue the initiative – no concern

Outcome 2: Adjust the initiative – low level of concern

Outcome 3: Justify the initiative – moderate level of concern

Outcome 4: Stop and refer the initiative – high level of concern.

**For outcome 3**, please provide the justification below:

**For outcome 4**, detail the next steps / areas of concern below and refer to your Head of Service / Director for further advice:

## Section 8 - Publication arrangements:

On completion, please follow this 3-step procedure:

1. Send this EIA report and action plan to the Access to Services Team for feedback and approval – [acesstoservices@swansea.gov.uk](mailto:acesstoservices@swansea.gov.uk)
2. Make any necessary amendments/additions.
3. Provide the final version of this report to the team for publication, including email approval of the EIA from your Head of Service. The EIA will be published on the Council's website - this is a legal requirement.



## Action Plan:

Objective - What are we going to do and why?	Who will be responsible for seeing it is done?	When will it be done by?	Outcome - How will we know we have achieved our objective?	Progress
Seek to collect information on carers and religion to ensure that the needs of all children and young people are met.	Head of Stakeholder Engagement Unit  Head of Swansea PRU	July 2017	Data collected (if any) and actions proposed	
Continue to involve all stakeholders in the design and implementation of these proposals.	Head of School Support Service	Ongoing	Learners and other stakeholders playing a part in the design and build	
Create links in the community if/when the new provision is designed and delivered in Cockett	Project Manager  Head of Swansea PRU	December 2017	Local community supportive of the development	
Regular meetings of the EOTAS Steering Group	Project Manager	Monthly	Regular meetings held and decisions taken	

\* Please remember to be 'SMART' when completing your action plan (Specific, Measurable, Attainable, Relevant, Timely).

# Agenda Item 13.

## Report of the Cabinet Member for Children, Education & Life Long Learning

Cabinet - 20 July 2017

### QUALITY IN EDUCATION (QEd) – EMERGING PROPOSALS AND INVESTMENT PRIORITIES FOR THE NEXT BAND OF THE 21st CENTURY SCHOOLS PROGRAMME

<b>Purpose:</b>	To consider and endorse the future proposals and investment priorities for Band B of the 21st Century Schools Programme for submission to the Welsh Government.
<b>Policy Framework:</b>	<ul style="list-style-type: none"><li>• One Swansea Plan</li><li>• QEd 2020 programme</li><li>• Corporate Priority – Safeguarding vulnerable young people</li><li>• Corporate Priority – Improving pupil attainment</li><li>• Corporate Priority – Tackling poverty</li><li>• Corporate Priority – Building sustainable communities</li></ul>
<b>Consultation:</b>	Education, Finance, Legal, Corporate Building and Property Services
<b>Recommendation(s):</b>	<p>It is recommended that Cabinet:</p> <ol style="list-style-type: none"><li>1. Re-affirms the key aims and focus of the Strategic Outline Programme previously supported by the Welsh Government</li><li>2. Endorses the proposed capital investment priorities for Band B of the 21<sup>st</sup> Century Schools Programme</li><li>3. Endorses the proposed funding strategy to meet the Council's local contribution</li><li>4. Notes the proposed commencement of statutory consultation, where appropriate, regarding the next priority proposals, which will be the subject of separate reports</li></ol>
<b>Report Author:</b>	Brian Roles
<b>Finance Officer:</b>	Ben Smith
<b>Legal Officers:</b>	Stephanie Williams/Debbie Smith
<b>Access to Services Officer:</b>	Sherill Hopkins

## **1.0 Background**

- 1.1 The purpose of this paper is to consider and endorse the future proposals and investment priorities for Band B of the 21st Century Schools Programme, for submission to the Welsh Government.
- 1.2 In September 2010 Cabinet endorsed the Council's 21<sup>st</sup> Century Schools Strategic Outline Programme and the proposed capital investment priorities. The total investment included in the Council's Band A programme is £51,310,000, with 50% funding from the Welsh Government. The Council has now completed projects as part of that programme at Newton, Glyncollen, Burlais, Gowerton and Pentre'r Graig primary schools and YGG Lonlas, with works at YG Gwyr and Pentrehafod under construction. A separate report is due to be presented to Cabinet in relation to the proposals at Gorseinon Primary School.
- 1.3 Band A ends on the 31 March 2019 and Councils are required to submit their bids to Welsh Government for the next Band (B) of investment on the 31 July 2017. If approved, the delivery of the next phase of investment will commence on 1 April 2019 and must be completed by 31 March 2024.
- 1.4 The submission must include any changes to the strategy previous set out in Swansea's Strategic Outline Programme and the Council's future investment priorities, demonstrating how these link to local and national priorities such as the Wellbeing of Future Generations (Wales) Act, Welsh medium and Childcare strategies.
- 1.5 If approved each of the investment priorities will be subject to detailed business case development, further Welsh Government approvals, together with separate reports to Cabinet for decision. Some of the priorities will require statutory consultation and catchment area reviews. These will be the subject of separate Cabinet reports.
- 1.6 Welsh Government funding for Band B of the 21<sup>st</sup> Century Schools Programme will be provided through £600m capital and £500m revenue funding. The available funding is unlikely to fully support the anticipated scale of bids from local authorities. The revenue funding will be provided through a Mutual Investment Model, a form of private public partnership (PPP). The Mutual Investment Model unlike traditional forms of PPP includes long-term obligations to secure community benefits, create apprenticeships and training places for Welsh workers and for sustainable development, in which the private partner will be required to support delivery of the Well-being of Future Generations Act.
- 1.7 For Band B the grant rate for capital projects remains at 50%. For Voluntary Aided schools it remains at 85%, however, unlike the current arrangements, the 85% will not be subsumed within the overall 50% grant rate for a Local Authority. The grant rate for projects funded through the Mutual Investment Model is 75%.
- 1.8 The report will consider the funding options, and the need to consider the Mutual Investment Model as an option for some projects if the Council wishes to maximise the opportunity to secure funding to meet its aspirations.

## **2.0 A Long Term, Evolving and Flexible Strategy**

2.1 The Council's QEd / 21<sup>st</sup> Century Schools Band A Programme focused on;

- Learning environments for children and young people aged from 3 to 19 that will enable the successful implementation of strategies for school improvement and better educational outcomes;
- Greater economy through better use of resources to improve the efficiency and cost-effectiveness of the education estate and public service provision; and
- A sustainable education system with all schools meeting a 21<sup>st</sup> century schools standard, and reducing the recurrent costs and carbon footprint.

2.2 The priority investment schemes were identified through the following range of complementary objective criteria:

Standards (where there were specific concerns), risk, condition, specific suitability issues, landscape, basic need (where very clear shortfall in places such as Welsh Medium), sufficiency (surplus places), viability (size), sustainability (future demographic trends) and deliverability (how readily it could be achieved).

2.3 Major priority options identified through the extensive stakeholder engagement process have been delivered, and the remaining schemes in Band A are due for completion by 2018/19. The only delivery risk is in relation to the new build for Gorseinon Primary School, approved by Welsh Government and with planning approval, but delayed due to a village green application which has now been rejected following a public inquiry.

2.4 The robust basis of the Council's programme has been repeatedly scrutinised by the Welsh Government and subject to their ultimate approval. As with any plan it is not a static document, and indeed, the whole programme has required successive reviews in the light of the changing timescales and financial parameters for the programme. It has also continued to evolve in the light of changing demands (demographic trends and condition and business continuity issues), political priorities, capital resourcing, and fresh opportunities (such as the LDP).

2.5 The proposed submission to the Welsh Government reflects the natural development of the previously approved long term strategy, but reflects further consideration of changes in demands and priorities. The detail of specific schemes within the programme will be further developed in the light of the level of Welsh Government funding available and more detailed discussions with schools and their governing bodies at that time.

## **3.0 Outline of proposed submission**

3.1 The investment needs reflect the challenges remaining across our schools, in spite of the considerable impact already of the schools investment programme which has seen, for example:

- Transformed learning environments supporting the positive educational standards across Swansea schools
  - A significant reduction in backlog structural maintenance (in excess of £50m) and removal of the worst structural condition needs previously identified
  - Significant additional Welsh-medium places to respond to the continuing growth in demand
  - The removal of significant surplus places to the extent that Swansea is well on track to more than meet national targets
- 3.2 The submission reflects a consistent objective assessment and prioritisation of condition, suitability and sustainability issues as well as areas of basic need for additional provision. Consideration has also been given to the deliverability of potential options, although the need for access to earlier funding to support appropriate feasibility and design works continues to be highlighted with the Welsh Government.
- 3.3 It also remains consistent with local policies, priorities and commitments, as well as the priorities and specific criteria set down by the Welsh Government for Band B as follows:
- 3.3.1 To provide an efficient and effective educational infrastructure that will meet current and future demand for places by 2024
- Ensuring the right size schools in the right location, with enough places to deliver Welsh and English medium education, whilst ensuring effective and efficient use of the educational estate
  - Reducing backlog maintenance costs by at least 50% whilst improving any category C or D condition buildings to A or B
- 3.3.2 To optimise the use of infrastructure and resources to deliver public services for our communities by 2024. This includes:
- Flexibility of assets with the aspiration that all facilities receiving investment commit to making assets available for community use if local demand exists
  - Co-located public services on site if local demand exists
- 3.4 The Council's submission will also need to demonstrate deliverability, particularly the nature of any statutory processes still to be undertaken and / or legal or land ownership complexities to be resolved, which might otherwise significantly delay, or place at risk, delivery of the schemes.
- 3.5 The Council is required to rank in order of priority the investment needs within its submission and the expectation is that this will fit with the aims and objectives of the Welsh Government. Consequently, the first challenge is to develop the strongest possible submission, consistent in both nature and ranking with the Welsh Government criteria, to gain in principle approval to the largest possible (and affordable) share of the available national funding for Band B.
- 3.6 The first two years of the Band B programme (2019-20 and 2020-21) align with potential national capital funding to support the implementation of the Welsh Government childcare offer. This funding could support new build, extension, renovation or refurbishment to deliver childcare

settings, and potentially support co-location of Nursery provision and childcare. The details of the grant are still to be provided by the Welsh Government, however, the childcare pilot will commence in September and patterns of demand will then be used to inform opportunities for co-location of Nursery and childcare provision in Band B proposals and considered as part of the detailed specific business cases.

### 3.7 The proposed submission includes;

#### 3.7.1 Transitional spending from Band A:

The delay in delivery of a new build for Gorseinon Primary School due to the village green application has resulted in an increase in the cost of the scheme and a potential need to include a small sum within Band B for retention payments.

#### 3.7.2 Education other than at school (EOTAS) review:

A separate report provides more detail on the developing proposals for enhanced accommodation and facilities as part of a new model of provision for pupils, as a clear local priority. This will address significant condition and deficiencies in the existing accommodation, removing the current backlog maintenance, as well as rationalising the number of sites. It will also meet the basic needs of pupils. Consultation processes have already been undertaken and feasibility and design work underway. Every opportunity will be explored to deliver these urgent needs at the earliest opportunity through access to funding prior to April 2019.

#### 3.7.3 Delivering commitments within the Welsh Education Strategic Plan (WESP):

*Welsh-medium primary places* - There are growing pressures on places at a number of schools, particularly YGG Tan-y-lan, YGG Pontybrenin, and YGG Y Login Fach. An analysis of the addresses of pupils would suggest that most schools are broadly of an appropriate size to accommodate those pupils nearest to each school, however, the current lack of a permanent and less constrained site for YGG Tan-y-lan is effectively shifting pressure to YGG Tirdeunaw which should in practice be taking pressure from YGG Pontybrenin. As such, the broad issue of catchment review is a vitally important element of any future strategy to re-balance the demand and availability of places and ensure future sustainability, bringing provision closer to the areas of need. As well as enhanced facilities for YGG Tan-y-lan, additional provision is also required to ease the pressure at YGG Pontybrenin. There is also a strong case for the inclusion of enhanced accommodation and facilities for both YGG Pontybrenin and YGG Tirdeunaw on the basis of condition and suitability issues. The Local Development Plan provides an opportunity to resolve these issues facing YGG Pontybrenin.

*Welsh-medium secondary places* – The increasing demand for places within primary schools will feed through to secondary schools and add to the pressures already apparent. Further enhancement and remodelling of existing accommodation at both schools is required in the medium term, unless a third Welsh-medium secondary school is to be established. There is again an imbalance between the availability and demand for places so a catchment review is also required.

#### **3.7.4 English-medium secondary provision:**

*Condition and Suitability* - A continuing programme of replacement and remodelling works is required to address significant condition and suitability needs, particularly at Gowerton, Olchfa, Bishopston, and Bishop Gore. These needs are consistent with Welsh Government aims and objectives to reduce backlog maintenance and improve schools with condition category C and D accommodation, however, they will need to be phased and prioritised to reflect the areas of greatest need and the available capital investment.

*Priority Area Transformation* – the development of a major strategic LDP site is likely to significantly impact the need (and indeed case) for enhanced provision to serve the needs of the Penderry area although greater clarity is required regarding timescales. Access to funding for appropriate feasibility, design and other site preparatory works and site investigations would facilitate the early delivery of enhanced educational provision within Band C.

#### **3.7.5 English-medium primary provision:**

*Condition and Suitability* - Whilst Band A has delivered a real impact there are still a small number of schools located on inadequate and split sites, presenting potential health and safety issues surrounding movement between sites. There are also a number of primary schools with a clear need for investment to address poor accommodation, both in terms of category C condition rankings as well as poor suitability to support effective learning environments. These needs will again need to be prioritised to reflect the scale of investment funding available.

*Sustainability* - There are a number of potential opportunities to both enhance the quality of facilities available to pupils and address condition issues, as well as supporting future sustainability, through the amalgamation of smaller neighbouring schools, subject to the availability of the necessary scale of capital investment. Further work will be required to prioritise the opportunities.

#### **3.7.6 Aided Sector needs:**

There is a need for a new build school for St Joseph's Cathedral School on an alternative site to address serious deficiencies in the current accommodation and facilities. This could possibly be co-located with Bishop Vaughan on the current, or an alternative site, or indeed offer all age provision. Targeted enhancement and replacement of failing and inadequate accommodation - including entrance to address safeguarding issues, technology block, gym, sixth form and sports facilities is also a significant need, although this might need to be considered for Band C due to funding constraints. The Welsh Government would contribute 85%, with the remaining 15% representing an assumed contribution from the Diocese for these schemes to be deliverable. Delivery would be dependent on the necessary Diocesan contribution.

#### **3.7.7 Special Schools Review:**

There is a growing demand for specialist out of County provision where pupil needs cannot be met within Swansea. These places are costly and there is a strong case to consider enhanced Special school provision within Swansea through a fundamental review of the existing special

schools, building on the current feasibility and design work. This could form part of a developing continuum of provision to as far as possible meet the needs of all pupils within Swansea (complementing developments in Specialist Teaching Facilities and EOTAS). A single enhanced new build school could be considered for delivery through the Mutual Investment Model, however, the complexity and affordability means that it would most likely be delivered towards the end of Band B, possibly with completion and occupation into Band C.

### **3.7.8 Wider Area Transformation:**

There are likely to be changes in population and demand presented by other LDP strategic sites but this will not emerge until the sites are at least partially developed. The difficulty is to demonstrate deliverability without greater certainty regarding the timescales for such sites. Consequently, these would be priority areas within Band C.

### **3.7.9 Indicative Band C and Band D priorities:**

The Council's submission to the Welsh Government will also include an updated indication of the nature and scale of investment priorities for later funding Bands of the 21<sup>st</sup> Century Schools Programme. These will again be totally consistent with local priorities and objective assessment criteria. The scale of the funding accessed from the Welsh Government will determine the scale of the investment priorities that can be delivered through Band B with any unfunded priority needs slipping into Band C. Appendix A provides a broad overview of the longer term Quality in Education strategy and demonstrates the consistent and coherent focus of each strategic priority area across each of the 21<sup>st</sup> Century Schools Programme funding bands.

## **4.0 What happens next ?**

The Strategic Outline Programmes submitted by the 31<sup>st</sup> July 2017 will be scrutinised by Welsh Government policy teams during August 2017 and then considered by Capital Panel and the Cabinet Secretary during September 2017. It is anticipated that local authorities will be notified of the outcome of these processes in October 2017.

## **5.0 Equality and Engagement Implications**

An Equality Impact Assessment (EIA) screening has been completed. Whilst there are no specific equality or engagement implications at this stage in the process, all projects that would be the result of this submission to Welsh Government would be subject to the EIA process (which incorporates the UNCRC) with the likelihood that a full EIA report would be required for each project.

In addition, all stakeholders would be fully engaged as each project is developed and in a number of cases statutory consultations would be required.

## **6.0 Financial Implications**

- 6.1 The total estimated capital cost of the proposed Band B submission is £141.6m (excluding the potential aided sector scheme which is assumed to require no Council contribution). Of this total, £90.5m is being sought



from traditional capital funding, requiring (after allowance for realisable capital and other receipts) a net local funding requirement of £33.3m. The remaining £51m could be delivered through the Mutual Investment Model, which would require no local capital funding contribution but incur an annual charge once the accommodation and facilities are completed. An equivalent local share of the capital cost would be £12.3m although the 25% local contribution would apply to the annual revenue charge.

- 6.2 Cost estimates are on a current-cost basis, with no allowance for construction inflationary pressures, where there is uncertainty regarding the timing of schemes. However, optimism bias has been applied to each scheme in accordance with the lessons learned from delivery of Band A, and based on assessment of outstanding programme risks / unknowns. If earlier access could be provided to Welsh Government funding towards feasibility and design works, the level of optimism bias could be significantly reduced. Such works would represent a positive investment for the Welsh Government where there is a clear commitment to deliver the scheme in some manner and, as such, the costs would ultimately be incurred to deliver such schemes.
- 6.3 The submission of an updated Strategic Outline Programme does not commit the Authority to the indicative funding contributions set out above since the final approval of any capital allocation from the Welsh Government will be subject to the submission of further detailed business cases in respect of each specific scheme. If the Strategic Outline Programme is approved, the Authority will then have an approved funding envelope within which it can deliver its Band B strategy, subject to further Welsh Government approvals. Further reports will come to Cabinet at each stage of the process, which will include developed cost plans for each scheme following feasibility and detailed design.
- 6.4 Welsh Government funding for Band B of the 21<sup>st</sup> Century Schools Programme will be provided through £600m capital and £500m revenue funding. The revenue funding will be provided through a Mutual Investment Model, a form of private public partnership (PPP). The Mutual Investment Model unlike traditional forms of PPP includes obliging long-term provisions to secure community benefits; create apprenticeships and training places for Welsh workers and for sustainable development, in which the private partner will be required to support delivery of the Well-being of Future Generations Act. For Band B the grant rate for capital projects remains at 50%. For Voluntary Aided schools it remains at 85%, however, unlike the current arrangements, the 85% will not be subsumed within the overall 50% grant rate for a Local Authority. The grant rate for projects funded through the Mutual Investment Model is 75%.
- 6.5 Every opportunity will be taken to realise capital receipts and developer contributions towards the required local capital contribution, however, there will remain a significant local funding requirement which will fall to additional prudential borrowing (estimated at £33.3m should the full submission be approved by the Welsh Government). There will also potentially be a direct revenue contribution through the Council's share of the annual charge in respect of any schemes delivered through the Mutual Investment Model. Clearly, these sums will be lower if the Welsh Government is unable to support the submission in full due to the scale

of bids made across Wales as a whole. The capital funding being sought by the Council represents around 7.5% of the total available nationally for Band B.

- 6.6 The Council has identified three or four schemes which could be considered for funding through the Mutual Investment Model. The most significant by far relates to the Special Schools Review. This funding model might be appropriate for new build schemes where there are no land ownership or other legal complications. The Welsh Government hope to indicate schemes in September / October 2017 with the first tranche of delivery by 2012-22.
- 6.7 The proposed submission, even if curtailed in some way by the level of funding made available to the Council by the Welsh Government, raises expectations as to the scale of the future programme to be delivered and funded. The proposals include explicit assumptions in relation to capital receipts generally and also the potential impact of the LDP. Shortfalls in those receipts or delays in disposal will add to unsupported borrowing at least in the short term. Even if progressed as fully assumed it also raises the expectation of significant future unsupported borrowing which will need to be programmed in and fully factored into future revenue budgets and medium term revenue planning
- 6.8 Some of the priorities will require statutory consultation, and catchment area reviews. These will be the subject of separate Cabinet reports.

## **7.0 Legal Implications**

- 7.1 The various proposals will necessitate the legal implications to be reviewed and updated on a regular basis. Education, Highways, planning property and contracts/procurement legal advice will need to be obtained as the proposals progress and more detail is given.
- 7.2 The establishment, alteration or discontinuance of maintained schools requires consultation and the publication of statutory notices in accordance with Chapter 2 and Schedule 2, of the School Standards and Organisation (Wales) Act 2013 ("the Act") and the Welsh Government's School Organisation Code (Circular 006/2013) (the Code). The Code provides statutory guidance a local authority must follow when seeking to making school organisation proposals to education provision within a local authority area.
- 7.3 Catchment areas form part of the Local Authority's (LA's) admission arrangements. Where a Local Authority (LA) propose to revise the catchment areas for an existing school the LA must publish and consult on those proposals in the same way as any other admission arrangements. The Local Authority must have regard to Section 89 of the School Standards and Framework Act 1998, the Education (Determination of Admission Arrangements) (Wales) Regulations 2006, and the Welsh Government's Admissions Code (Circular 005/2013). These require Admission Authorities to consult and determine school admission arrangements annually. The Regulations set a timescale for the consultation and determination of admission arrangements.

- 7.4 Any offer of grant funding from the Welsh Government will be subject to terms and conditions which will be binding upon the Local Authority.

**Background Papers:**

School Standards and Organisation (Wales) Act 2013;  
The Welsh Government's "School Organisation Code" Circular 006/201; School Standards and Framework Act 1998, the Education (Determination of Admission Arrangements) (Wales) Regulations 2006; Welsh Government's Admissions Code (Circular 005/2013)

**Appendices:**

Appendix A: An overview of the long term Quality in Education strategy.

QUALITY IN EDUCATION - DELIVERING THE LONG TERM STRATEGY - AN OVERVIEW (APPENDIX A)			
STRATEGIC PRIORITY AREA	BAND B	BAND C	BAND D
<b>ENHANCING THE CONTINUUM OF PROVISION WITHIN SWANSEA TO MEET THE NEEDS OF ALL PUPILS</b>			
Enhancing the continuum of provision within Swansea to meet the needs of all pupils through a coherent development of mainstream provision within schools, specialist teaching facilities, pupil referral units and special schools provision	Pupil Referral Units - enhanced facilities on new site to replace existing assets to complement new model of EOTAS provision Detailed business case finalised for Special Schools Review to deliver through Mutual Investment Model funding in Band B - possibly with completion in Band C	If necessary completion of enhanced facilities at existing Special Schools - New build facility - ideally construction later in Band B through Mutual Investment Model funding	Review of impact of strategy in terms of out of County placements and costs
<b>DELIVERING SWANSEA'S WELSH EDUCATION STRATEGIC PLAN PRIORITIES TO MEET THE INCREASING DEMAND FOR WELSH MEDIUM PLACES</b>			
Responding effectively to the continuing increase in demand for Welsh medium primary and secondary places as set out in the approved Welsh Medium Strategic Plan	Further expand capacity and facilities at existing primary and secondary schools facing the greatest pressures (with review of catchment areas to better match the location of places to the need to minimise transport costs) New build and enhanced capacity and facilities for YGG Tan y lan, YGG Tirdeunaw and YGG Pontybrenin (linked with LDP site as below) with review of sustainability of YGG Felindre (with catchment area review). Additional capacity, facilities and replacement / remodelling at both secondary schools.	Further expand capacity and facilities at existing primary schools to maintain a balance of places and demand in the light of the development of LDP strategic sites - where viable including the establishment of an additional primary school(s).	Further expand capacity and facilities at existing primary schools to maintain a balance of places and demand in the light of the development of LDP strategic sites. Consideration of the business case for establishing a third Welsh medium secondary school.
<b>CONTINUING PHASED PROGRAMME OF REPLACEMENT AND REMODELLING WORKS AT ENGLISH MEDIUM SECONDARY SCHOOLS TO MEET GREATEST CONDITION AND SUITABILITY NEEDS</b>			
Continue to improve the suitability of the learning environment with particular emphasis condition and suitability needs, removal of serious deficiencies in the current facilities, and the removal of business continuity risks - through a phased programme of replacement and remodelling works to address the areas of greatest need.	Phased works to significantly reduce the backlog structural maintenance needs at remaining condition category C schools on the basis of an objective risk assessment - could include priority works at Gowerton, Olchfa, Bishopston and Bishop Gore.	Further phase(s) of works to significantly reduce the backlog structural maintenance needs at remaining condition category C schools on the basis of an objective risk assessment - could include priority works at Gowerton, Olchfa, Bishopston and Bishop Gore.	Wider investment to address remaining needs across secondary schools - could include Dylan Thomas, Pontarddulais and Penyrheol and also address sufficiency issues to ensure the appropriate nature and spread of places and the sustainability of the quality of educational provision.
<b>PRIORITY AREA TRANSFORMATION - ADDRESSING PRIORITY CONDITION, SUITABILITY AND SUFFICIENCY NEEDS THROUGH THE DELIVERY OF LDP STRATEGIC SITES</b>			
Responding to the challenges and opportunities presented by the Local Development Plan strategy and demographic trends and ensuring appropriate nature and scale of educational provision across Swansea, particularly reflecting the impact of the major strategic sites with significant potential housing dwellings.	Responding to the LDP strategic sites which appear to be most advanced namely the Garden Village and Penderry areas. The Garden Village strategic site is likely to provide an opportunity to address the current urgent need for enhanced accommodation and facilities at YGG Pontybrenin as well as enhancing facilities for Pontybrenin Primary. Access to appropriate capital funding would also allow feasibility, design and other site preparatory works and site investigations to respond to the need for enhanced provision to serve pupils in the Penderry area - enabling early delivery of new build facilities in Band C.	Early delivery of new build / enhanced accommodation and facilities to better serve the needs of pupils in the Penderry area. This will allow a further development of vocational training opportunities to complement more academic provision as part of a wider review of post 16 provision and sustainability. Secondary English medium catchment review(s) will be required as part of developments to ensure an appropriate balance between the nature and location of provision and the demand.	Continuing to monitor the impact of demographic trends and the strategic LDP site developments on the need for school places. Continuing to address wider condition and suitability needs across schools.
<b>CONTINUING PROGRAMME OF RATIONALISATION, REPLACEMENT AND REMODELLING WORKS AT ENGLISH MEDIUM PRIMARY SCHOOLS TO ADDRESS GREATEST CONDITION, SUITABILITY AND SUSTAINABILITY ISSUES</b>			
Continue to build on the significant impact of Band A investment to focus on schools with particular condition and suitability deficiencies including split sites, priority category C condition needs and sustainability and sufficiency issues. These needs will be prioritised to reflect the scale of investment funding available and focus on the areas of greatest need.	Priority investment needs focussing on condition and suitability deficiencies, particularly split sites, significant category C condition needs and rationalisation opportunities to enhance future sustainability.	Addressing those priority investment needs which could not be funded in Band B, again focussing on schools with condition and suitability deficiencies, potentially including split sites, priority category C condition needs and sustainability and sufficiency issues. Major LDP strategic site developments will offer the potential to enhance and transform educational facilities for both primary and secondary schools.	Continuing respond to demographic trends and the development of major LDP strategic sites.

QUALITY IN EDUCATION - DELIVERING THE LONG TERM STRATEGY - AN OVERVIEW (APPENDIX A)			
STRATEGIC PRIORITY AREA	BAND B	BAND C	BAND D
<b>AIDED SECTOR PRIORITIES TO ADDRESS GREATEST CONDITION AND SUITABILITY ISSUES - DEPENDENT ON DIOCESAN 15% CONTRIBUTION OR DELIVERY THROUGH MUTUAL INVESTMENT MODEL</b>			
Continuing to work with the RC Diocese to address priority condition and suitability issues - particularly in relation to site deficiencies at St Joseph's Cathedral School,	Relocation of St Joseph's Cathedral School to the Bishop Vaughan site with new build accommodation and facilities - dependent on the availability of the 15% Diocesan contribution or delivery through a Mutual Investment Model.	Rebuilding, remodelling and refurbishment of areas of greatest need at Bishop Vaughan addressing condition and suitability issues - dependent on the availability of the 15% Diocesan contribution and potential capacity review.	Completion of outstanding condition and suitability issues.
<b>WIDER AREA TRANSFORMATION - ADDRESSING CONDITION, SUITABILITY AND SUFFICIENCY NEEDS THROUGH THE DELIVERY OF OTHER LDP STRATEGIC SITES</b>			
Responding to the challenges and opportunities presented by the wider Local Development Plan strategy and demographic trends and ensuring appropriate nature and scale of educational provision across Swansea, particularly reflecting the impact of the major strategic sites with significant potential housing dwellings.	Continuing support for the developing Local Development Plan strategy to ensure that future Educational needs are recognised and reflected in strategic site developments - this will provide a robust foundation to deliver new build / enhanced educational facilities in Band C.	Other major LDP strategic site developments will offer the potential to enhance and transform educational facilities for both primary and secondary schools.	Continuing respond to demographic trends and the development of major LDP strategic sites.
<b>FLEXIBILITY OF ASSETS</b>			
Continuing to develop wider use of school assets and facilities to maximise the benefits of capital investment.	As with Band A, new build accommodation and facilities will incorporate community rooms and wider facilities for the community where there is a sustainable business case and need. A working group of the School Budget Forum will specifically consider how best to address issues in relation to health and safety, insurance and other practical aspects as well as opportunities for greater school collaboration and potential area management of sites to ease the burden of premises matters on headteachers. There is also a Council "Services in the Community" project which will complement the work of the School Budget Forum working group.	Continue to build on the development strategy.	Continue to build on the development strategy.

# Agenda Item 14.

## Report of the Cabinet Member for Children, Education & Lifelong Learning

Cabinet – 20 July 2017

### ESTABLISHMENT OF SPECIALIST TEACHING FACILITIES FOR PUPILS WITH AUTISTIC SPECTRUM DISORDER (ASD)

<b>Purpose:</b>	To report on the outcome of the Statutory Notice period and to seek determination on the proposals to establish Specialist Teaching Facilities for pupils with Autistic Spectrum Disorder (ASD) at Portmead Primary, Dunvant Primary and Birchgrove Comprehensive Schools from January 2018. No objections were received for Portmead Primary and Birchgrove Comprehensive School. One objection was received for Dunvant Primary School.
<b>Policy Framework:</b>	QEd 2020 (strategic programme) Children & Young People Plan (priority 7)
<b>Consultation:</b>	Legal, Finance and Access to Services.
<b>Recommendation(s):</b>	To determine that the City and County of Swansea establishes Specialist Teaching Facilities for Pupils with Autistic Spectrum Disorder (ASD) at Portmead Primary, Dunvant Primary and Birchgrove Comprehensive Schools from January 2018.
<b>Report Author:</b>	Kelly Small,
<b>Finance Officer:</b>	Paul Cridland
<b>Legal Officer:</b>	Stephanie Williams
<b>Access to Services Officer:</b>	Sherill Hopkins

#### 1. Introduction

- 1.1 Cabinet agreed at a meeting held on 15 December 2016 that consultation should take place on proposals to establish Specialist Teaching Facilities (STF) for Pupils with Autistic Spectrum Disorder (ASD) at Portmead Primary, Dunvant Primary and Birchgrove Comprehensive Schools from January 2018.
- 1.2 Following this consultation period, Cabinet considered the responses received on 20 April 2017 and approved the publication of statutory

notices inviting any formal objections to the proposal. The statutory notice periods ran from 5 May 2017 to 5 June 2017.

- 1.3 No objections were received during this period for Portmead Primary School or Birchgrove Comprehensive School and therefore Cabinet must determine the outcome of the proposal.
- 1.4 One objection was received for the Duvant Primary School proposal and, under the revised Council constitution, it now falls to Cabinet to consider the objection and determine the outcome of this proposal. The objection summary can be found at Appendix 1, together with the local authority response. The recommendation is to establish the STF at Duvant Primary School, as per the statutory notice.

## **2.0 Equality and Engagement Implications**

- 2.1 A full Equality Impact Assessment is needed for school organisation proposals. The current draft of the EIA report is included as a background paper to this report and will continue to be updated as work progresses.

## **3.0 Financial Implications**

- 3.1 Capital funding - corporate funding has already been identified to support the capital works that the remodelling to facilitate the additional ASD STF provisions will require. The estimated cost of providing the three STFs in the three schools identified is £350k.
- 3.2 Revenue funding - the annual revenue costs of 48 'F band' places would be approximately £593k per annum once the STFs are fully established. If the proposals are successful, the revenue funding would be delegated to the host schools who would then manage the staff and pupils accordingly. The anticipated funding required for FY2017-2018 is included in the budget.

## **4.0 Legal Implications**

- 4.1 The City and County of Swansea adopted in July 2012 an Inclusion Policy and an Inclusion Strategy. These documents provide key principles and strategic priorities which, as current policy, should be considered throughout the process of identifying and establishing increased education provision of any type.
- 4.2 The establishment or discontinuance of provision which is recognised by the local authority as reserved for children with special education needs, including STFs, constitutes a Regulated Alteration which requires consultation and the publication of statutory notices in accordance with s42 and Schedule 2, Paragraph 15 (1) of the School Standards and Organisation (Wales) Act 2013 ("the Act") and the Welsh Government's School Organisation Code (Circular 006/2013) (the Code).

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

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

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

'Standards of provision -

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

- Whether proposals will improve standards of accommodation for pupils with SEN, including building accessibility;
- How proposals will address any health, safety and welfare issues;
- How proposals, where appropriate, will support increased inclusion; and
- The impact of proposals on other SEN provision within the immediate and wider local authority area including out of county where appropriate.

Need for places and the impact on accessibility of schools -

In addition to the considerations listed in 1.4, relevant bodies should consider:

- Whether there is a need for a particular type of SEN provision within the area;
- Whether there is a surplus SEN provision within the area;
- Whether SEN provision would be more effective or efficient if regional provision were made; and
- The impact of proposals on the transportation of learners with SEN.

Other factors -

Relevant bodies should consider:

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

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



- a) At the start of the consultation period Proposers must provide the consultees listed in the Code with a detailed consultation document following the requirements listed in the Code, and give them at least 42 days in which to respond, with at least 20 of these being school days.
- b) Where proposals involve specialist resource bases attached to mainstream schools the following information must be included in the consultation document:
  - the impact on SEN provision;
  - how proposals will contribute more generally to enhancing the quality of education and support for children with SEN.
- c) Consultation comments must be collated and summarised by Proposers. This summary together with the responses to the comments must be published in a consultation report within three months of the end of the consultation period.
- d) A decision must be made by Proposers whether to proceed with changes within 6 months of the end of the consultation period.
- e) If a decision is made to proceed, a statutory notice is published providing a 28-day notice period for objections. The notice must be published on a school day and with 15 school days (not including the day of publication) in the notice period.
- f) If objections are received, an objection report must be published providing a summary of the objections with responses to them before the end of 7 days beginning with the day of the Proposers determination of the proposals.
- g) The proposer must determine under s53 whether the proposals are to be implemented. Proposals must receive final determination within 16 weeks of the end of the objection period. Local determination is a requirement of the School Organisation Code, and The Local Authorities (Executive Arrangements) (Functions and Responsibilities) (Wales) (Amendment) Regulations 2013 allow for this local determination. The Welsh Ministers and Governing Bodies are to be notified of the decision within 7 days of the decision.
- h) If the Proposer determines to implement proposals, they should be implemented in accordance with the date given in the statutory notice, or any subsequent modified date.

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

Case law has established that the consultation process should:

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

**Background Papers:**

School Standards and Organisation (Wales) Act 2013; The Welsh Government's "School Organisation Code" Circular 006/201; Community Impact Assessment; Equality Impact Assessment; Reports to Cabinet 15 December 2016 and 20 April 2017.

**Appendices:**

Appendix 1. Objection Report for Dunvant STF proposal

## City and County of Swansea

### Objection Summary

#### Proposal to Establish a Specialist Teaching Facility at Duvant Primary School

The City and County of Swansea has published proposals to establish Specialist Teaching Facilities (STF) for pupils with Autistic Spectrum Disorder (ASD) at Portmead Primary, Duvant Primary and Birchgrove Comprehensive Schools from January 2018.

Following approval by the Council's Cabinet meeting on 20 April 2017, statutory notices were published on 5 May 2017 inviting any written objections to be submitted by 5 June 2017. No objections were received to the proposals for Portmead Primary School and Birchgrove Comprehensive School; however one objection was received for the Duvant Primary School proposal and therefore the local authority is required to publish this objection summary under Section 49 of the School Standards and Organisation (Wales) Act 2013. This objection summary is published electronically on the Council's website at [www.swansea.gov.uk/newspecialiststfs](http://www.swansea.gov.uk/newspecialiststfs)

To request a hard copy of this document please write to Education Department, Civic Centre, Swansea SA1 3SN or email [education@swansea.gov.uk](mailto:education@swansea.gov.uk)

The table below summarises the points raised in the one objection letter and gives the response from the local authority.

	Objection	Local Authority Response
1	Would the LA be kind enough to supply me with work based details supporting their statement that the present head teacher is sufficiently qualified and experienced to take responsibility for this new challenge?	The new headteacher has been a headteacher previously and has dealt with many learners with special educational needs. Prior to appointment at Duvant she worked as our senior primary school challenge adviser, overseeing all primary schools in Swansea.
2	Will the head teacher be remunerated for taking on this additional duty which I would imagine falls outside of her original contract of employment?	Schools that host STFs are provided with additional funding for one leadership point for headteacher and deputy headteacher but it will be for the governing body to determine if these points are allocated.
3	Which school buildings are to be used to accommodate the STF? Rooms within the Infants school or the Junior school?	The proposed location of the STF classrooms and associated areas will be in the infant building with one a class relocated to the junior building.

		If the proposal is successful the remodelling plans will be agreed in consultation with the headteacher and governing body.
4	Will the rooms commandeered for this project have a negative/detrimental effect on the educational standards and well-being of pupils currently attending the school and indeed any future intake of pupils?	There is no reason why any rooms used for the STF will have a negative or detrimental effect on existing or future learners.
5	Who would be responsible for carrying out the said assessments of STF learners and for determining whether they are suitable to be placed in mainstream?	The school will make this determination for individual learners, with support and guidance from the local authority.
6	Would the Head teacher and Board of Governors be fully consulted and have the opportunity to approve or disapprove any such recommendations put forward?	The headteacher has day-to-day control of school operations.
7	If a mainstream pupil should innocently attempt to interact with a STF pupil during lessons or at play and the STF pupil reacted with physical force, who would take legal responsibility for the situation?	The welfare and safeguarding of all pupils in all schools is taken seriously by the Council and school Governing Bodies. All necessary risk assessments will be put in place as outlined in 9. below. Legal responsibility is fact specific. However all schools have liability insurance in place to cover such a situation if it should arise.
8	Would responsibility fall on the STF pupil, the Head teacher, the Board of Governors or the LA?	See 7 above.
9	Would it be possible to have a copy of any/all up to date risk assessments carried out specific to the proposed STF Unit?	As our proposal is yet to be determined and specific pupil profile is unknown we have not undertaken any risk assessments regarding learners. As the school remodelling develops we would take appropriate advice from our health and safety team. Based on other STF units, it is not anticipated that risk assessments would be a bar to this proposal moving forwards. Appropriate training and support will be given as necessary.

10	I do not believe the school is in a position to take on the extra responsibility that would arise from the introduction of a STF Unit with its perimeters.	The local authority, headteacher, staff, governors and learners have been consulted on the proposal and all believe that the school is able to take on this responsibility. Appropriate training and support will be given as is necessary.
11	How long will the annual revenue costs associated with the STF be guaranteed as an additional payment to Dunvant Primary School?	For as long as the STF is located at the school as it would become part of the funding formula for the school.
12	Who would be financially responsible for any required repairs and maintenance within the STF Unit?	There is a division of responsibility document for school repair and maintenance. The additional funding for the school includes a premises element and if the repair/maintenance fell under the responsibility of the school then the school would need to pay.
13	My main concern is the effect on the educational advancement of mainstream pupils.	There is no reason why the establishment of this STF should have anything other than a positive effect on the educational advancement of mainstream pupils.

# Agenda Item 15.

## Report of the Cabinet Member for Children, Education & Lifelong Learning

Cabinet – 20 July 2017

### LOCAL AUTHORITY GOVERNOR APPOINTMENTS

<b>Purpose of Report:</b>	To approve the nominations submitted to fill L. A. Governor vacancies in School Governing Bodies.
<b>Policy Framework:</b>	Policy and Procedure for Appointment of L. A. Governors as amended by Council on 23 October 2008.
<b>Consultation:</b>	Education, Legal, Finance.
<b>Recommendation:</b>	It is recommended that: -  1) The nominations be approved, as recommended by the LA Governor Appointment Panel.
<b>Report Author:</b>	Gemma Chapman
<b>Finance Officer:</b>	Pini Patel
<b>Legal Officer:</b>	Stephanie Williams
<b>Access to Services Officer:</b>	Sherill Hopkins

#### 1.0 The nominations referred for approval

1.1 At the meeting of the L.A. Governor Appointment Panel held on 22<sup>nd</sup> June 2017, nominations were recommended for approval as follows:

1. Brynmill Primary School	Cllr Peter May
2. Casllwchwr Primary School	Mr John Butler
3. Glais Primary School	Mr Mark James

4. Hendrefoilan Primary School	Mrs Kathryn Novis
5. Morriston Primary School	Mr Stephen Griffiths
6. Sketty Primary School	Mrs Deborah Monaghan
7. St Joseph's Cathedral Primary School	Mr Joseph Blackburn
8. Waun Wen Primary School	Mrs Jeannette Simpson
9. Birchgrove Comprehensive School	Mrs Catherine Watkins
10. Dylan Thomas Community School	Mr Dereck Roberts Mrs Ann Cook
11. Morriston Comprehensive School	Mr Graham Hanford
12. YGG Brynymor	Mrs Angharad Brown Mrs Saran Thomas
13. YGG Lonlas	Parch Eirian Wyn
14. YG Gwyr	Miss Aldyth Williams

## **2.0 Financial Implications**

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

## **3.0 Legal Implications**

3.1 There are no legal implications associated with this report.

#### **4.0 Equality and Engagement implications**

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

**Background papers:** None

**Appendices:** None



## Report of the Head of Legal, Democratic Services & Business Intelligence

**Cabinet – 20 July 2017**

### EXCLUSION OF THE PUBLIC

<b>Purpose:</b>		To consider whether the Public should be excluded from the following items of business.
<b>Policy Framework:</b>		None.
<b>Consultation:</b>		Legal.
<b>Recommendation(s):</b>		It is recommended that:
<b>1)</b>	The public be excluded from the meeting during consideration of the following item(s) of business on the grounds that it / they involve(s) the likely disclosure of exempt information as set out in the Paragraphs listed below of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007 subject to the Public Interest Test (where appropriate) being applied.	
	<b>Item No.</b>	<b>Relevant Paragraphs in Schedule 12A</b>
	17	14
<b>Report Author:</b>		Democratic Services
<b>Finance Officer:</b>		Not Applicable
<b>Legal Officer:</b>		Tracey Meredith – Head of Legal, Democratic Services & Business Intelligence(Monitoring Officer)

## 1. Introduction

- 1.1 Section 100A (4) of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007, allows a Principal Council to pass a resolution excluding the public from a meeting during an item of business.
- 1.2 Such a resolution is dependant on whether it is likely, in view of the nature of the business to be transacted or the nature of the proceedings that if members of the public were present during that item there would be disclosure to them of exempt information, as defined in section 100I of the Local Government Act 1972.

## 2. Exclusion of the Public / Public Interest Test

- 2.1 In order to comply with the above mentioned legislation, Cabinet will be requested to exclude the public from the meeting during consideration of the item(s) of business identified in the recommendation(s) to the report on the grounds that it / they involve(s) the likely disclosure of exempt information as set out in the Exclusion Paragraphs of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007.

- 2.2 Information which falls within paragraphs 12 to 15, 17 and 18 of Schedule 12A of the Local Government Act 1972 as amended is exempt information if and so long as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.
- 2.3 The specific Exclusion Paragraphs and the Public Interest Tests to be applied are listed in **Appendix A**.
- 2.4 Where paragraph 16 of the Schedule 12A applies there is no public interest test. Councillors are able to consider whether they wish to waive their legal privilege in the information, however, given that this may place the Council in a position of risk, it is not something that should be done as a matter of routine.

### **3. Financial Implications**

- 3.1 There are no financial implications associated with this report.

### **4. Legal Implications**

- 4.1 The legislative provisions are set out in the report.
- 4.2 Councillors must consider with regard to each item of business set out in paragraph 2 of this report the following matters:
- 4.2.1 Whether in relation to that item of business the information is capable of being exempt information, because it falls into one of the paragraphs set out in Schedule 12A of the Local Government Act 1972 as amended and reproduced in Appendix A to this report.
- 4.2.2 If the information does fall within one or more of paragraphs 12 to 15, 17 and 18 of Schedule 12A of the Local Government Act 1972 as amended, the public interest test as set out in paragraph 2.2 of this report.
- 4.2.3 If the information falls within paragraph 16 of Schedule 12A of the Local Government Act 1972 in considering whether to exclude the public members are not required to apply the public interest test but must consider whether they wish to waive their privilege in relation to that item for any reason.

**Background Papers:** None.

**Appendices:** Appendix A – Public Interest Test.

## Public Interest Test

No.	Relevant Paragraphs in Schedule 12A
<b>12</b>	<b>Information relating to a particular individual.</b>
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 12 should apply. Their view on the public interest test was that to make this information public would disclose personal data relating to an individual in contravention of the principles of the Data Protection Act. Because of this and since there did not appear to be an overwhelming public interest in requiring the disclosure of personal data they felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p>
<b>13</b>	<b>Information which is likely to reveal the identity of an individual.</b>
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 13 should apply. Their view on the public interest test was that the individual involved was entitled to privacy and that there was no overriding public interest which required the disclosure of the individual's identity. On that basis they felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p>
<b>14</b>	<b>Information relating to the financial or business affairs of any particular person (including the authority holding that information).</b>
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 14 should apply. Their view on the public interest test was that:</p> <p><b>a)</b> Whilst they were mindful of the need to ensure the transparency and accountability of public authority for decisions taken by them in relation to the spending of public money, the right of a third party to the privacy of their financial / business affairs outweighed the need for that information to be made public; or</p> <p><b>b)</b> Disclosure of the information would give an unfair advantage to tenderers for commercial contracts.</p> <p>This information is not affected by any other statutory provision which requires the information to be publicly registered.</p> <p>On that basis they felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p>

No.	Relevant Paragraphs in Schedule 12A
15	<p><b>Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.</b></p>
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 15 should apply. Their view on the public interest test was that whilst they are mindful of the need to ensure that transparency and accountability of public authority for decisions taken by them they were satisfied that in this case disclosure of the information would prejudice the discussion in relation to labour relations to the disadvantage of the authority and inhabitants of its area. On that basis they felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p>
16	<p><b>Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.</b></p>
	<p>No public interest test.</p>
17	<p><b>Information which reveals that the authority proposes:</b></p> <p><b>(a) To give under any enactment a notice under or by virtue of which requirements are imposed on a person; or</b></p> <p><b>(b) To make an order or direction under any enactment.</b></p>
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 17 should apply. Their view on the public interest test was that the authority's statutory powers could be rendered ineffective or less effective were there to be advanced knowledge of its intention/the proper exercise of the Council's statutory power could be prejudiced by the public discussion or speculation on the matter to the detriment of the authority and the inhabitants of its area. On that basis they felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p>
18	<p><b>Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime</b></p>
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 18 should apply. Their view on the public interest test was that the authority's statutory powers could be rendered ineffective or less effective were there to be advanced knowledge of its intention/the proper exercise of the Council's statutory power could be prejudiced by public discussion or speculation on the matter to the detriment of the authority and the inhabitants of its area. On that basis they felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p>

# Agenda Item 17.

By virtue of paragraph(s) 14 of Schedule 12A  
of the Local Government Act 1972  
as amended by the Local Government (Access to  
Information) (Variation) (Wales) Order 2007.

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